

**Minutes of LUCS Management Committee Meeting held in the Tea Room at the Canal basin on Monday 9 May 2016**

**Present:** Duncan McIntyre (Chairman), Douglas Robertson (Treasurer), Allan Melling (Vice Chairman), Pat McIntyre (Secretary), Barbara Mckenzie, Lynne Nelson, Gordon Hewit

**1. Chairman's Introduction** – The Chairman opened the meeting and welcomed everyone along.

**2. Apologies** – There were apologies from Johnny Green.

**3. Adoption of Minutes from previous Meeting** – Minutes proposed by Allan Melling and seconded by Barbara McKenzie.

**4. Correspondence received:** No correspondence received.

**5. External Meetings:** Tomorrow night there is a meeting with Scottish Canals. Duncan to speak to them about moorings planks. **ACTION DM**

**6. St Magdalene Replacement:** Johnny has not yet received drawings from Northwich Boat Company. £70,000 has been applied for from Leader and a possible £30,000 from Creative Scotland.

**9. Conveners' Reports**

**Premises: (AM)**

Allan still waiting for reply from Scottish Canals re the wall at the top of the driveway which needs to be repointed. He will contact them again. **ACTION AM**

**Marketing (DM)**

Distribution of leaflets in Historic Scotland sites has been very successful and feedback so far this season has been good. Passenger numbers lately have not been good. It was decided that Allan speak to Elspeth Ross and John Aitken re web visibility. During the school holiday week day opening children will go free on town boat trips. Changing the length of St Magdalene trips was discussed to accommodate families but it was decided to wait until next year to discuss altering this. **ACTION AM**

**Tea Room:**

Pat produced a guide for new and existing volunteers. Tea room prices have been increased as we are facing increases from our suppliers. Next event is the Perambulation night on 8<sup>th</sup> June when the tea room is open for refreshments.

**Boats (JG)**

Johnny sent in a report in his absence.

**St Magdalene:** To conform to MCA requirement for emergency procedures on St Magdalene a safety exercise has been organised for Wednesday 1<sup>st</sup> June at 7 pm. Details are on the notice board. This is aimed at drivers and crew of St Magdalene but is aimed at anyone likely to be in a responsible position anywhere in the society. Richie Hall from the Fire Service is co-ordinating this. Emails to be sent out from rota organisers. We had a fire evacuation drill ourselves recently and this was put into practice when she caught fire last Saturday. Passengers were evacuated safely and fire put out using fire extinguishers. Allan to write a report on this. Duncan commended the crew on their textbook handling of the situation. Passengers were

transferred to Victoria and had tea and scones on their return. Thanks also to Allan Melling, Graeme Scott and Ronnie Reis for their hard work on Sunday repairing the fault. Generator is in for repair. Back within 10 days.

**Victoria:** Funnel attachment has been sealed, boat now sound for local trips.

**Leamington:** Nothing special to report.

**Colin G:** Running well and has been used for clearing branches on the canal.

**Slateford:** Frame modified and canopy ordered to replace one damaged by Scottish Canals.

**Lochrin:** Engine and transmission to be here this week. This will involve a major operation to fit. All other tasks going to plan. **ACTION JG, AM**

### **Bookings (AM)**

**Wheel trip bookings** for May trip are, at the moment, 22 out and 19 back. The hirers on Leamington last weekend left the boat in poor condition. Allan to email them.

**ACTION AM**

### **Treasurer (DSR)**

The following figures were given by Douglas.

The balance in the Bank of Scotland account is £55,236.47

Savings Account is £59,381.92

Douglas feels we should have a list of key dates for renewals of Certificates (boat safety, etc.) and insurance. Dates to be given to Pat for this to be produced.

Douglas has been awarded £500 from his employers. This has been used to purchase a high pressure washer. **ACTION DSR**

### **Fun Day: (LN)**

Arrangements going well. BBC Alba are intending to come along on the day to do some filming and enter the cardboard boat race. BID to be approached for grant. We are looking for a facepainter on the day. Pat to ask contacts. Linlithgow Fire and Rescue Service will be present and would like a slot where they can demonstrate how to perform CPR. **ACTION PDM**

### **10. Any Other Competent Business:**

Gordon to talk to new volunteer blackhanders re their interests and how they were first attracted to volunteer here.

Duncan said computers from Scottish Canals will be here next week.

We are manning a stall with tombola at the Deacon's Fair this Saturday.

A curry night for volunteers has been organised for Friday 3<sup>rd</sup> June.

Duncan, along with Carol Bell and John McGowan from Scottish Canals have been looking at reeds. He spoke to her today and machines are coming through this week to clear these.

**NEXT MEETING WILL BE AT 7.30 PM ON MONDAY 11 JULY 2016**