



LUCS Management Committee

Minutes – Monday 2nd April 2012

Present: Bob Wigley (Chairman), John Aitken, Duncan McIntyre, Barbara McKenzie, Alan Melling, Stephen Nixon, Douglas Robertson (Treasurer), Elspeth Ross (Secretary), David Shirres, Mike Smith, Catherine Smith.

1. Chairman's Introduction

- A request was again made, as a result of the weakening voice of the Chairman, to direct all comments through the Chair in order that business be conducted as effectively as possible and that the Secretary can accurately record discussions and decisions.
- The order of convener reporting will be reversed at alternate meetings.
- It was agreed that future meetings will begin promptly at 7.20pm.

Meetings Attended:

- EASL attended a meeting of the F & C10 today.

Meetings Diary: None

2. Apologies: None

3. Adoption of Minutes of meeting of 6th March 2012.

Proposed DR, Seconded DMcI, with amendments:

- Page 1, Item 2, Apologies – Remove, 'Tony Lyons'.
- Page 1, Item 5, 'British Heart Foundation' should read 'Chest, Heart & Stroke Foundation'.

4. DAM's

- 200312 – Participation at Edinburgh Canal Festival, Saturday 30th June. Leamington & Slateford will leave Linlithgow on Friday 29th for Ratho and leave for Edinburgh on 30th.

Agreed and DS will co-ordinate

5. Victoria 40 Steam Weekend

- Temporary Public Entertainment Licence has been applied for.
- Two police officers will lead the reed band to the basin.

6. Use of New Boat Fund Document – the way forward

- It was agreed that, as soon as MjS had indicative costings for a steam-driven boat, committee would meet to exclusively discuss all aspects relating to a potential new boat. Committee also agreed that a replacement boat for St Magdalene was still a possibility. Possible options for discussion include – Replacement boat, Steam driven boat, Re-configuration of St Magdalene, other type of additional boat.

Action – Dedicated committee meeting to be arranged to discuss new boat once costings are available

- New boat fund. The ring-fencing issue was clarified. Funds specifically donated to the 'New boat fund' must be used for that purpose. However, it is possible to reallocate other ring fenced funds as long as the action is agreed by the Committee.

7. Actions from previous Minutes, Reports and Issues for following month

Museum (ER) – Nil

Workshop & Health & Safety (AM)

- Lifejackets. Replacement cylinders will arrive this week.
- Fire extinguishers. All will be checked this week.



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Marketing (JA)

- New leaflets. Leaflets now available and JA will deliver to tourist centres. Leaflet holders available from cupboard in MGC.
- Posters. Available in JA's tray. **Action – JA send PDF of poster to Committee**
- Website. Now running using new 'Dreamweaver' software. Big thanks to JA for all his hard work on this. Agreed that way forward is for Committee to regularly discuss content. Comment that 'Home page' is too wordy. Dates shown in foreign language pages are incorrect.

Action – Committee members to prepare list of what they would like to see in the Members pages for discussion at next meeting

- Webmaster. **Action – ER has volunteered to take on role**
- Trips to Park Bistro. Agreed that we charge £120 for return trip with St Magdalene and £60 for Victoria. Driver and crew will receive free meal or snack depending on purchases by passengers. **Action - Details to go on website**
- Bus parties. **Action – C/F JA**
- Donations. £200 from BWS towards cost of leaflets; £200 from Pride & Passion for webcam; £100 towards cost of Heritage Trail panel. **Action – DR, when provided with details, will send thank you letters**
- Queens Award for Voluntary Service. We have been informed that we are on the final shortlist and should hear the results by mid-May, with announcement in June. We have been given 4 invitations to Garden Party at Holyrood in June.

Action – ER to organise invites

Tearoom (CS)

- Paintings. Request has been made by a 3rd year student to hang her paintings at the canal centre. **Action – No. RCW to contact**
- Saturday 7th April – Start of season. **Action – CS to provide filled rolls for model boaters and blackhanders**
- New tablecloths no longer required.
- Tearoom standing orders and rules now revised.
- 2 new volunteers.

Premises (DMcI)

- Driveway resurfacing. Work begins on 16th April, and will take 2 days to complete.
- Tearoom seats and upholstery have been cleaned.
- Security code. This has been changed after the recent theft of a battery and anvil from the yard.
- Black shed. Sign has now been updated.
- Community service volunteers. Because their supervisor is unwell, they are currently not helping at the basin.
- Chalet roof. Work is now completed.
- Kayak club. Derek Marshall to be contacted about parking issue.

Thanks to Duncan for all his recent hard work.

Boats and driver training (MJS)

- St Magdalene.
 - Toilet will be serviceable by Friday.
 - Capt. Milner will certificate on 3rd April.
 - Capt. Milner is happy with ultrasonic gauging having been done by ourselves.
 - LUCS badges. MJS will reinforce the need for drivers to wear their LUCS badges when he speaks with them at the pre-season briefing after Easter.
 - Driver training issues. Jan Colligan deals with this.
 - Leader funding for Alex Inglis. £4000 agreed, although the grand has not yet been accepted.
- Leamington blinds. Now fitted.



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Treasurer & IT (DR)

- Savings a/c £58654.37, Current a/c £30468.18.
- WL Council have provided £400 towards the funday. **Action – Mention on website**
- DR has received a bill from the DIY shop, rather than a claim form. **Action – ER to check that from Eleanor C**
- Old PC in office. Now been scrapped.
- Networking. **Action - AM will fit in MGC in near future**

Bookings and Education (DAJS)

- New booking system. System is working well, especially online bookings.
- Driver co-ordinator urgently required, especially for charters. **Action – Early Agenda item for next meeting**
- Leamington booking by LUCS members. DAJS suggested that LUCS members be able to Book Leamington midweek at short notice, if no public booking has been made.

Action 1 – Agreed the following:

- **Members can book Leamington within 2 weeks of booking date for nominal £20 fee for full day or less.**
- **Must be web-booking.**
- **If member requires training before driving Leamington, they must attend on a Saturday.**
- **To be trialled for 1 year**
- **DR will record any lost revenue if there is a late-booking by a member of the public.**

Action 2 – RCW will notify members about this offer by email.

8. **Correspondence received** - None

9. **AOB**

- Monklads Canal Festival on Sunday 29th July. **Action – RCW will organise for LUCS**
- Membership of Voluntary Sector Gateway. **Action – Agreed. RCW to organise**
- IWA, North Lancashire & Cumbria branch. **Action - RCW contact EASL & CG**
- Linlithgow Marches getting to know you meeting. **Action - RCW contact Martine**
- Fundraising. **Action – C/F**

10. **Date of next meetings:** Thursday 10th May 2012 at 7.20 pm