

Minutes of LUCS Management Committee Meeting held on Monday 15 January 2015

Present: Duncan McIntyre (Chairman), Allan Melling (Vice Chairman), Pat McIntyre (Secretary), Barbara Mckenzie, Ronnie Reis, David Shirres and Lynne Nelson

- 1. Chairman's Introduction** – The Chairman opened the meeting and welcomed everyone along.
- 2. Apologies – Douglas Robertson.**
- 3. Adoption of Minutes from previous Meeting** – Minutes proposed by Allan Melling and seconded by Barbara Mckenzie.
- 4. DAMS:** There were no DAMs.
- 5. Correspondence received:** A letter has been received from West Lothian Council re Disabled Parking Bays. Duncan to contact them.
ACTION DM
- 6. External Meetings:** There were no external meetings.
- 7. Committee Reporting Structure Update:** A draft has been circulated to members of the committee. Formal document to follow.
- 8. Website development:** It was decided that we go ahead with the quote from Nixon Graphics to upgrade LUCS website. Allan to inform them of this decision.
- 9. Conveners' Reports**

Bookings (DS)

David spoke about a recent booking when the opener was slightly late in opening up and the people who made the booking were not happy with this and went elsewhere. As we rely on volunteers to open and close this can be a problem but has only happened a few times in the past. Duncan suggested that for our regular users we could provide a separate key safe with access to a spare set of keys for tea room, MGC, toilets and entry to the yard only. Lynne could provide a spare key safe and Duncan to arrange cutting of keys.

David also mentioned that we spoke about the possibility of advance payments. He is to discuss with Douglas.

David spoke about the trip to the Kelpies. Apparently the Falkirk Wheel people have had a lot of enquiries regarding such a trip. The Wheel staff would be interested in helping out with this if we decided to go ahead with it. One weekend Kelpie trip is to be looked at or during the week during the school holidays. It was agreed that David speak to the Wheel people (Scottish Canals).

Allan asked if it would be feasible to have mid week trips on St Magdalene during the school holidays, This is to be looked at.
ACTION DS and DM

IT and Social Media: Allan is still investigating the slow internet service.

ACTION AM

Premises: (AM)

We are still awaiting a decision from the Land Trust for funding of the driveway upgrade. The dresser in the MGC is to be replaced and a quote obtained for a new cupboard. This was approved by the committee. The new hand dryers are in the toilets and have been very well received. Suitable Signs are coming tomorrow to change the signage outside.

Treasurer (DSR)

The following figures were sent by Douglas.

The balance in the Bank of Scotland account is £67,268. Savings Account is £59,015

Museum: BM

Barbara had been contacted by Elspeth Ross and she and Nuala Lonie are going to a Museum Forum on 25th February.

Boats, etc (RR)

Boats: The reconstruction of Leamington is going very well. Ronnie passed round photographs showing the insulation which has been installed. New blinds, seating and toilet are being fitted. We do not need any special permission on this work as it only takes 12 passengers. David is to be notified re progress in accordance with bookings. Bluebell from Broxburn came along and helped with the Christmas cruises which was much appreciated by passengers and LUCS. A donation and a letter of thanks has been sent to them.

St Magdalene has been booked into dry dock from 9th to 16th October. A donation of around £400 should be given. It was agreed that we should buy our own gauge.

Tea Room:

The tearoom had a very successful Christmas weekends opening. It was asked if we could have the musicians playing more than just the one day. This is to be investigated. Barbara and Pat to look at the statistics for the tearoom. **ACTION BM and PDM**

Fun Day:

Lynne has spoken to Chris Hunt and will now contact the various agencies. **ACTION LN**

Workshop/Health and Safety: (AM)

Workshop: PAT testing is now being done by Colin Tyler. Duncan to send Allan the asset list.

Health and Safety: Nothing to report on this. **ACTION DM**

Marketing:

The Christmas grotto weekends were a great success and thanks to both Santas. Duncan to represent LUCS at a meeting of Natural Heritage to discuss interfacing of canal users being promoted by Pat Bowie.

In the coming year we hope to join up with Bo'ness and Kinneil Railway for a joint day of boat and train trips during the school holidays.

40th Birthday celebration plans are under way.

9. Any Other Competent Business:

John Aitken is retiring from running Linnet Services but has offered to look after LUCS as usual for a price of £500 per annum. This was agreed by the committee.

The next meeting will be on Monday 9th February when a short review of The Five Year Plan will be carried out before Committee business.