



LINLITHGOW UNION CANAL SOCIETY

Honorary President The Marquess of Linlithgow
Honorary Vice-President The Earl of Mar and Kellie

Minutes the Linlithgow Union Canal Society Committee Meeting held at the Canal Basin Tea Room on 19th March 2018

The following were present: Alan Melling (Chair); David Shirres (acting Secretary); Lynne Nelson, Ronnie Reis, Stuart Rennie,
Apologies were received from: Gordon Hewit, Iris Melling, Graeme Scott

1. Apologies

Apologies were received from Gordon Hewit, Iris Melling, Graeme Scott.

2. Adoption of minutes of meeting held on 19th February

Minutes were agreed, proposed by AM, seconded by SR.

3.1 Boats - St Michael

AM advised that he was arranging for the MCA to come to the basin with a view to issuing St Michael's passenger certificate and to offer views on the boat's refit.

Action: Alan Melling

DS confirmed that the results of St Michael's questionnaire had been issued to those who took part.

DS confirmed that the application for St Michael's licence had been submitted to Scottish Canals.

RR confirmed that St Michael's the documentation for St Michael's passenger certificate had been completed.

AM reported on progress with refit items. The calorifier had been moved to create space in sink unit, PA had been fixed, tiller extension provided. He was expecting advise on the heater repairs shortly. It was agreed that St Michael did not require a larger fridge.

Arrangements for berthing boats during the weekends from start of season until the Thistledown situation had been resolved were discussed and would be progressed further on 24th March.

Action: Alan Melling

3.2 Boats - St Magdalene

AM advised that St Magdalene will be in dry dock from 2nd to 9th April and that arrangements for MCA to undertake an out of water and in water inspection during this period had been confirmed.

3.3 Boats - Leamington

AM is to ask Ian Walker to ensure all despatchers are aware of Leamington distribute check list.

Action: Alan Melling

Agreed that DS should contact Richard Millar asking that half the cost of a gas pipe (£2,300) should be deducted from last year's payment to Scottish Canals for Leamington income.

Action: David Shirres

Noted that Ian Walker had arranged for new cushions to be fitted to Leamington. AM to ask Ian to consider the requirement for a better table.

Action: Alan Melling

3.4 Boats - Victoria

No specific action at present other than painting which could not be done over the winter.

3.5 Boats -Colin G

The possible use of Colin G by Re-Union was in Edinburgh discussed. It was agreed that in principle there was Re-Union and other groups could drive Colin G. However, DS needs to consider the insurance situation.

Action: David Shirres

4. Boat drivers

Noted that Ian Walker was producing a driver succession document. It was agreed that the previous six-month rule for drivers need not apply. AM to advise the committee on the progress with this document.

Action: Alan Melling

5. Premises

Noted that gents toilet was out of order and agreed that radiators should be installed in the toilets.

6. Tea Room

AM advised that all supplies, except ice cream had been obtained for start of season and that there were still some gaps in the Tea Room roster.

7. Museum

Museum roster also had some gaps. Stuart Liddle had had a meeting with museum volunteers who were comfortable with the pre-booking Aqueduct trip and had asked that the museum should be able to accept credit card payments. DS is to investigate this for both the museum and the tea room.

Action: David Shirres

8. Treasurer's report

DS advised that the current balance was £51,573 compared with £24,639 at the start of the financial year on 1.10.17 and advised that the final payment for St Michael of £8,701 had been received from LEADER. He also advised that £446 was in the Paypal account which had been dormant pending the introduction of the bookings pre-payment system.

DS advised that the form to make Graeme Scott a bank signatory and remove John and June Green as signatories had been submitted.

9. Membership

SR and RR advised that the membership database was almost complete and would then be made available to those who need it. They also advised that lapsed members would be removed from the system.

10. Marketing

SR the Edinburgh on 3rd March to mark the start of construction of the Union Canal 200 years ago was cancelled due to weather conditions. He was awaiting advice on whether this would be re-arranged.

SR also advised that a funding application had been made for the Waterways Trust apprenticeship discussed at the last meeting. He would advise the committee when the result of this application was known.

After discussion it was agreed that LUCS should participate in the Open Doors scheme. SR is to arrange.

Action: Stuart Rennie

It was also agreed that LUCS should have a voucher in the local voucher booklet scheme. SR is to arrange.

Action: Stuart Rennie

11. Bookings

DS advised that the full pre-payment system would be implemented in a week or so. A problem not connected with the booking system development was that Fasthost has stopped supporting the JMail system used by the booking system. It has taken John Aitken two full days to develop a solution for this.

DS explained that one issue was that the current arrangement for the booking system to be a frame in the main website was problematical as far as Paypal was concerned. For this and other reasons it had been decided that the booking system should be a full webpage. This decision was endorsed by the committee.

Due to the time taken to develop the system there were note many bookings which will be paid on the day. It was agreed that DS should write to the bookers concerned offering them the ability to pre-pay at a 5% discount.

Action: David Shirres

It was agreed that a bottle of good whisky should be given to John Aitken as thanks for the large amount of work done on the booking system. DS is to arrange.

Action: David Shirres

DS is also to write something for Basin Banter on the new booking system.

Action: David Shirres

12. Fun Day

LN advised that she wanted something different to be done at the Fun Day this year and was considering something like a miniature railway or small steam traction engine. It was thought that Andy Milner may be able to assist in this regard.

Action: Lynne Nelson

LN advised that West Lothian Council did not require an application for a skip until April. She would apply then.

Action: Lynne Nelson

She also advised that she was considering ideas to speed up the cardboard boat race and was to contact International Rescue asking for two boats so that boats and teams could be recovered simultaneously

Action: Lynne Nelson

SR advised that he had established that the exhibition by Scottish Canals artist in residence on the same weekend as Fun Day was taking place in the Line Gallery. He is yet to contact them to see if this could publicise the Fun Day.

Action: Stuart Rennie

SR has also yet to speak to Martine regarding ideas for speeding up to cardboard raft race.

Action: Stuart Rennie

13. Committee and convenors responsibilities

AM confirmed that the chart of the committee and convenors responsibilities had been published on the website.

SR volunteered to take committee meeting minutes for the next three months.

14. Previous actions not addressed by the above

14.1 This mooring situation was discussed. It was noted that Norman Foulner had a meeting with Scottish Canals on 29th March to discuss his complaint on how SC had dealt with him over the Thistledown mooring issue.

It was decided that LUCs had to wait for Scottish Canals to resolve this matter and that no further action should be taken then. However, SR proposed that Scottish Canals should be advised that LUCs would wish to take over the complete basin should Thistledown's berth become vacant. He is to finalise an email on basis of feedback from committee members for Alan to send to Scottish Canals.

Action: Stuart Rennie

14.2 Everyone felt that the recent strategy meeting had been useful. It was felt that the best way forward was for DS to email committee members asking them to suggest action against the issues raised at the meeting. He would then collate the responses for discussion at the next committee meeting.

Action: David Shirres

14.3 One issue raised at the strategy meeting was the need for better membership engagement, especially of active members who are not regularly at the basin on Wednesdays and Saturdays. It was felt that one way of doing this would be to organise a member's cruise on St Magdalene around the end of April. AM is to set a date for this and SR is to organise it.

Actions: Alan Melling, Stuart Rennie

15. Correspondence received

Further correspondence had been received from Scottish Canals and Norman Foulner regarding current berthing difficulties at the basin as discussed in item 14.1 above.

16. Any other business

There was no other business.

17. Date of next meeting

The next committee meeting is to be held on Monday 16th April.