

Minutes of LUCS Management Committee Meeting held in the Tea Room at the Canal basin on Monday 13 March 2017

Revision 00 Dated 19 March 2017

Item	Business Matters	Action
1.	Present: Allan Melling, (Chairman), David Shirres, (Treasurer), Norman Foulner,(Secretary), Lynne Nelson, Stuart Rennie, June Green, Gordon Hewit	Noted
2.	Chairman's Introduction: The Chairman opened the meeting and welcomed the attendees.	Noted
3.	Apologies: Apologies were received from Johnny Green, (Vice Chairman)	Noted
4.	Adoption of Minutes from previous Meeting held on 13 February 2017 1. Minutes proposed by Lynne Nelson, and seconded by June Green,	Noted
5.	Correspondance: 1. Agreed that a new gas supply will not be pursued. 2. Agreed that prices for a replacement oil fired boiler will be obtained. 3. Confirmed that boats have been booked for the Edinburgh Canal Festival.	Noted AM Noted
6.	External Meetings 1. The Scottish Canals 'ROTATE' project is still live. Correspondence is ongoing with local and national politicians to ensure a satisfactory outcome	Noted
7.	Update on St Magdalene Replacement: 1. Johnny has provided an update via email which is attached as Appendix 'A'. Allan read out the update. 2. Agreed not to accept a £170,000 liability on the basis of verbal assurances. 3. Agreed that Allan be given delegated authority to commit to expenditure on a new boat on the basis that there is a contract addressing approval and other commercial risks which have been agreed by A L Gordon. 4. Agreed that Stuart and David are to work together to produce a draft contract by Friday, 17th with the	Noted Noted AM SR/DS

	<p>intention that relevant clauses can then be incorporated in the contract Johnny obtains from A L Gordon.</p> <p>5. Agreed that David is to contact a marine surveyor.to ensure approval requirements are adequately addressed .</p> <p>6. Agreed that a legal contract was required for the purchase to proceed.</p> <p>7. Norman expressed the view that the boat Specification was lacking in several aspects and undertook to provide a note regarding the perceived shortcomings</p>	<p>DS</p> <p>Noted</p> <p>NF</p>
8.	<p>Convenors' Reports:</p> <p>It was agreed that all matters were covered elsewhere in the meeting notes.</p>	Noted
9.	<p>Premises:</p> <p>1. Costs for the Mell Gray Centre refurb. are available and will be circulated for approval</p> <p>2. It was agreed that all other matters were covered elsewhere in the meeting notes.</p>	<p>AM</p> <p>Noted</p>
10.	<p>Tea Room:</p> <p>1. Signatories for cheques has still to be arranged.</p> <p>2. Quiz night has been postponed</p> <p>3. Hire of floor cleaning machine will not proceed.</p> <p>4. Dishwasher will not proceed.</p> <p>5. Cream teas will not proceed.</p> <p>6. Existing suppliers will be continued for 2017 (with prices as before)</p> <p>7. Monthly payments to suppliers is desirable.</p> <p>8. A credit account with Bookers will be investigated.</p> <p>9. Agreed that filled rolls will be provided for Volunteers on Opening Day.</p> <p>10. June and Lynne will trial a soup service</p>	<p>DS</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>DS/June</p> <p>DS/June</p> <p>June</p> <p>June/Lynne</p>
11.	<p>Boats</p> <p>1. Johnny has provided an update via email which is attached as Appendix 'B'. Allan read out the update.</p> <p>2. By way of repeating our appreciation to Jim Lonie for his efforts with Leamington, this note is entered in the minutes.</p> <p>3. Confirmed that Slateford has insurance only for the Fun Day and the Edinburgh Canal Festival</p> <p>4. Confirmed that Leamington will be taken out of service every Wednesday to facilitate maintenance.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

	<p>5. Agreed that Colin G needs to be put into service. A Boat Safety Certificate is required. Volunteers are required to operate the boat and induction/training will be required. A named person to be responsible for operations is required.</p> <p>6. Chris Hunt has led on rope fender instruction and has facilitated the production of several new fenders which will be used on the boats.</p> <p>7. Noted that restocking of St Magdalene victuals will fall to boat crew as previously.</p>	<p>JG</p> <p>Noted</p> <p>Noted</p>
12.	<p>Bookings</p> <p>1. Agreed that the booking system is still under consideration</p>	DS
13.	<p>Treasurer</p> <p>1. The following figures were given by David.</p> <p style="margin-left: 40px;">a. The balance in the Current Account is £63,319.19</p> <p style="margin-left: 40px;">b. The balance in Savings Account is £59,518.84</p> <p style="margin-left: 40px;">c. Cash balance is £212.46</p> <p>2. The 'Finance Statement' dated 11 March 2017 is given at appendix 'C'</p>	<p>Noted</p> <p>Noted</p>
14.	<p>Committee and Convenor's Roles for 2017</p> <p>1. This has now been issued.</p> <p>2. Norman has commented that there is no named person responsible for Colin G. Agreed that a volunteer will be recruited to this position.</p>	<p>Noted</p> <p>JG/AM</p>
15.	<p>Any Other Competent Business:</p> <p>1. The proposed 'Away Day' committee meeting scheduled for 11 March 2017 did not take place. It is proposed that this meeting be postponed to a future date and should include consideration of a '5 year plan'</p> <p>2. Noted that there has previously been a 'Drivers and Crew' briefing prior to the new season. It was agreed that an evening meeting should be arranged to bring the volunteers together and review our various practices. New drivers will be welcome at this meeting.</p> <p>3. Noted that the proposed database consolidation has still to be completed.</p>	<p>AM</p> <p>NF</p> <p>SR</p>

16.	<p>Next Meeting Agreed that the next meeting is to be on 10 April 2017 at 19.30 hrs (7.30 pm)</p>	Noted
17.	<p>Future Meetings Proposed dates for future meetings in 2017 are as follows:-</p> <p>8 May 2017 12 June 2017 10 July 2017 14 August 2017 11 September 2017 9 October 2017 13 November 2017 AGM 7 December 2017</p>	Noted
18.	<p>Post Meeting Notes The following comments were received after the meeting and are included here as a matter of record.</p> <p>Allan Melling Allan has responded to various comments regarding Duncan McIntyre's position in LUCS by confirming that Duncan is no longer a member of the Society. He has also confirmed that Duncan has his authority to act in connection with an application for the 'Arts Fund Grant'</p> <p>Johnny Green Johnny has expressed concern about the engagement of an advisor regarding the terms of any purchase contract and also the draft Specification for the St Magdalene replacement. He has also expressed the opinion that there is no requirement for further committee involvement prior to concluding purchase terms with A L Gordon.</p>	
19.	<p>Distribution</p> <p>Allan Melling By email David Shirres, By email Johnny Green, By email Norman Foulner By email Lynne Nelson, By email Stuart Rennie By email June Green By email Gordon Hewit By email</p>	
20.	<p>Appendix 'A'</p> <p>From Johnny Green, 13th March 2017</p>	

	<p>Apologies for not attending the meeting this evening.</p> <p>If I can put forward some information reference the agenda for the meeting:</p> <p>New boat: Elton Moss and Artie Chambers, our original boat builder do not reply to my emails so it is fair to say after adding £40,000 on to the quote have now dropped the project like a hot potato. As I explained before, the extra cost of £40,000 from Elton Moss seemed to kill the project dead in the water but after meeting with Kat Purser of Leader we found out that extra funding might be available and we need to put in a ‘Change Request’ for extra funds. Confidence in Elton Moss now gone plan ‘B’ was A L Gordon, in Falkirk and after a couple of meetings with Trevor Tuplin he is now glad to build a boat to our specification. I presented Trevor with all the legislation required by the MCA as hard copy so that his surveyor (ex MCA) could look into it. He has contacted the Glasgow office and is now working direct with them. He has adjusted his quote to incorporate the MCA requirements, inspections and final certification. As soon as we can secure the funds he will send the plans to the MCA for approval which is stage one of the build. This new quote now needs approval from Leader as we now require £87,000 to complete the cost (previously £70,000). This requires LUCS to provide £83,000 which is at our limit of commitment. Leader required a new breakdown of costs and a new start date, milestone payments and end date in order to process the request. It’s vital that the start date be close but also does not lapse past the approval date. Gordon is now presenting the new ‘change request’ to Leader. Meantime, one of the criteria from Leader is a tie in/contract to show that A L Gordon will build a boat to our spec. I have e mailed A L Gordon today to ask them to do this. I am hoping that a standard contract may be available to cover both them and us. This will also incorporate MCA certification as part of the build criteria.</p>	
<p>21.</p>	<p>Appendix ‘B’</p> <p>Convenor report: Boats: Victoria: Everything in place for the new season and as with all the boats we look forward to some warmer weather when we can start painting. The drive shaft bushes may have to be replaced this season but we will inspect, measure and try to locate replacements. Leamington: There was a constant leak of diesel fuel that was showing up in the bilge discharge, this was traced to the fuel return being damaged and leaking. It has been replaced but the bilges will still need to be dried out properly at some point.</p>	

	<p>The brackets for the new fenders are now complete and again when temperatures are better can be fitted to the boat.</p> <p>On Leamington's first hire this year, on Sunday 12/3/15, she unfortunately 'broke down'.</p> <p>The cause was that the prop had been jammed by a bicycle at bridge 30 (Niddry Castle).</p> <p>Ronnie and Allan took Victoria to assist in the Recovery.</p> <p>Jim Lonie is to be thanked for his efforts in returning the hirers' group safely back to our base.</p> <p>Leamington could not be made driveable and she was towed to Winchburgh and moored overnight, to be towed back to base on Monday, by Ronnie and Allan.</p> <p>She will then be examined for damage and hopefully the offending bicycle removed.</p> <p>Initial inspection suspects possible prop/gearbox damage.</p> <p><u>Allan can you please explain yesterday's breakdown? See above</u></p> <p>Magdalene:</p> <p>Everything in place and the boat has already been used regularly for school outings.</p> <p>Mike Smith rectified water getting into the bilges from heavy rain by clearing channels and adjustments.</p> <p>Ronnie has put some food dye (red) in the cold water supply to check for any leaks in this system. Please be aware that pink water from the tap is normal!</p> <p>Colin G:</p> <p>Engine been tested and everything is okay.</p> <p>This boat requires a BSS as it has never had one and Scottish Canals are now asking for one. I have not been involved in the discussions but I think there may be a tie in between Peter Currie coming to survey Lochrin and Colin G at the same time? Stewart Liddle may have more information about this.</p> <p>Slateford:</p> <p>Engine tested and running okay, they boat will be inspected and prepared as the season gets underway for use in June and August.</p>	
<p>22.</p>	<p>Appendix 'C'</p> <p> 1710311.pdf</p>	