



LUCS Management Committee

Minutes – Monday 6th February 2012

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

1. Chairman's Introduction

- Bob and other LUCS members attended the funeral of Liz Burrows. A group of her friends, including Margaret Morrison, intend to purchase a memorial bench which will be unveiled at the basin on Liz's birthday, Wednesday 4th April, at 2pm.
- Another sad announcement, the death of John Grundie.
- Leader fund application for work on Alex Inglis. Avril Wallace has questioned the cost of work to be done by Yarrow Shipbuilders and the cost of contingency plans.

Meetings Attended:

- Wheel 10 on 3rd February. Event may run till Sunday 8th July.

Meetings Diary: None

2. Apologies: None

3. Adoption of Minutes of meeting of 5th January 2012. Proposed DR, Seconded MJS

4. DAM's

- 070112 – Do we wish to release Victoria from Thursday 5th July till Sunday 8th July to attend the Wheel 10 Celebration? **Yes**
- 150112 – Do we agree to the receipt of a Liz Burrows memorial bench. **Yes**
- 290112 – Do we agree to acknowledge the grant received from Linlithgow Round Table (towards cost of new sign over the black shed) being put on our public notice board? **Yes**

Action from DAM 201211. BWS have given approval for erection of sign regarding parking at canal basin.

5. Management Committee Structure 2012

Changes:

1. Chris Hunt (Fun day) will report to BMcK
2. Jan Colligan will report to MJS
3. Edna Harper will report to CS

TL has intimated that he wishes to step down from the Committee.

6. WLC Voluntary Sector Development Fund

WLC provided LUCS with a grant to pay, in part, the cost of installation of central heating. They have now requested a formal impact evaluation by the end of February. After discussion, it was agreed that it may be too soon after installation for impact to be quantifiable.

Action 1 – DR will provide spreadsheet from 2010 for comparison
Action 2 – Impact evaluation to be completed

7. Burns Night

It was clarified that the recent Burns Supper was not a blackhander event or a private party, although there was no open invitation to LUCS members.

Action – In future, LUCS events must be better publicised to all members and, future Burns Suppers will be organised by sub-committee

Question was also raised by DAJS as to maximum numbers for tearoom. Insurance policy does not specify any limit on numbers but Committee agreed that 40 max. for sit-down events and no limit for buffet/party event.



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8. New boat

- After discussion, Committee voted **FOR** the unamended document headed 'Use of new boat fund' (draft 2) produced by DAJS.
- MJS has researched some costs for the building of a steam-driven boat. Hull wood - £3.8K + VAT; Build - < £10K; Boiler - £5K.

9. Victoria Steam Weekend

Plans to hire a narrow gauge train have been dropped. Other ongoing plans are firming up. Insurance cover and costs were discussed and DR thinks that insurance is likely to be ±£200. Events organised so far are detailed on separate document.

Action – CG to have budget of £500 (including insurance costs)

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

Bookings and Education (DAJS)

- Website booking forms appear to be working well
- A printout of bookings available on notice board in tearoom

Action 1 – Need a stand-in for DAJS

Action 2 – Need additional individual to support bookings

Action 3 – Eventually aim to have web-based database

Treasurer (DR)

- Savings a/c £58639.43, Current a/c £31698.18.
- £100 donation from Ronnie Kelly.
- Signatories on cheques. Reminder that signatories, other than DR, are now Catherine Smith, Mike Smith, Duncan McIntyre and **Edna Harper**.

Boats and Driver training(MJS)

- Boat maintenance well in hand.
 - Alex Inglis. A minimum of 3 coats of black paint is required.
 - Babcock's may work with us on LUCS boats. **Agreed – Apprentices should not be allowed to work on Victoria or St Magdalene**
 - Out of water. Both St Magdalene and Alex Inglis out for inspection and repair.
 - St Magdalene.
 - The cost of a diesel generator, weighing 70Kg., will be £1000ish.
 - Unclear whether ultrasonic gauging of hull is necessary.
- Action – MJS to ask JC to seek advice from MCA**
- CG is currently pricing new tables and chairs.
 - DAJS would like to train as St Mag. driver.
- Leamington blinds. **Action – C/F Ken to order new blinds**

Premises (DMcI)

- Driveway. After discussion and vote it was **AGREED** that LUCS would pay for the resurfacing of the driveway at a total cost of around £4000. Cost may be offset, in part, by the fact that we may not need to hire a crane in the future to get boats out of the water if we use the dry dock at Ratho.
- Manhole cover in driveway. It is hoped that Bo'ness Ironworks will be able to replace.
- Community Service volunteers returned this week.
- MGC. A push handle has been installed on door leading to toilet area. This means that it is not possible to enter main part of building from toilets if this door is closed.

Tearoom (CS)

- Successful self-catered Burns supper.
- Request to replace tablecloths. **AGREED.**



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Marketing (JA)

- Heritage Trail. New board is being installed on towpath and a request has been made for a donation from LUCS. **Agreed - £100 donation**
- Hello Scotland Canal Challenge. 30 cyclists will travel between Bowling and Ratho and 80 canoe's between Linlithgow and Ratho on 21st April. Ronnie Bamburry has requested catering from LUCS. **Agreed - CS will arrange soup, sandwich, drink for £3**
- Website. JA has purchased 'Dreamweaver' software at £158 + VAT and will move LUCS website over. JGray has requested that Committee take control of Members area of website. **AGREED.** There will be three areas – Public, Booking, Members.
- LUCS Leaflet. New leaflet will be available soon and **all** old leaflets will be recycled.
- Visitscotland. MJS commented on how difficult it was to find LUCS via the Visitscotland website.
- Trips to Park Bistro. **Action – C/F JA**
- Bus parties. **Action – C/F JA**

IT(TL)

- Purchase of PC for office. **Action –C/F**
- Networking. **Action – C/F**
- DR has installed cable to MGC.

Workshop & Health & Safety (AM)

- Lifejackets. Jackets require to be rearmed. **Action – Now in hand**
- Hydrogel in first aid boxes. AM checking for cost effectiveness.
- Workshop. AM about to begin re-organisation.

Museum (ER)

- Re-instatement will be completed before the end of February.
- DMcI in process of clearing lockable cupboard on rhs of chalet for Museum storage.

9. Correspondence received – None

10. AOB

- BWS has produced a mooring plan and we have been invited to meet with them in near future. **Agreed – MJS, CG and DMcI to continue liaison role with BWS on issue**
- Wallace Land plans. JA informed us that the Civic Trust is opposed to the plans and that all households in Linlithgow will be leafleted by opposition organisations and by Wallace Land.
- Apologies for next meeting – JA, CS, MJS.

11. Date of next meetings: Tuesday 6th March 2012 at 7.20 pm