

Minutes of LUCS Management Committee Meeting held in the Tea Room at the Canal basin on Monday 14 August 2017

Revision 01: Dated 04 September 2017

Item	Business Matters	Action
1.	<p>Present: Allan Melling, (Chairman), Johnny Green (Vice Chairman) David Shirres, (Treasurer), Norman Foulner,(Secretary), Lynne Nelson, Stuart Rennie, June Green, Gordon Hewit</p>	Noted
2.	<p>Chairman's Introduction: The Chairman opened the meeting and welcomed the attendees.</p>	Noted
3.	<p>Apologies: There were no apologies.</p>	Noted
4.	<p>Adoption of Minutes from previous Meeting held on 08 May 2017</p> <p>1. Note that an amendment to last minutes is required i.e. Include that ' DS has produced a paper with options on what to do with St Magdalene once we have the new boat'.(Insert into 12.9 and action to DS)</p> <p>2. Minutes proposed by S.Rennie Minutes seconded by D.Shirres</p>	NF
5.	<p>Premises</p> <p>1.Oil boiler. Allan had dismissed the quote for a new boiler from ACE, he has identified 2 other companies from Livingston and expects to get quotes from them in the next 2 wks. Hope to be done for this winter, depending on cost etc.</p> <p>2.Allan will find out if Scottish canals do a course on Lime Mortar that we can attend or arrange something</p> <p>It was agreed that all other matters are covered elsewhere in the meeting notes.</p>	<p>AM</p> <p>AM</p>
6.	<p>Update on St Magdalene Replacement:</p> <p>1.Progress with the work is going fast, windows are ordered and delivery is awaited. A L Gordon are enthusiastic to get it completed as they will use it as a template for other boats. The MCA inspection is going well and we will get the certificate at the end when all is finished. We have agreed revised payment dates and we will do a CR for to change the current dates and also update for</p>	Noted

	<p>what was paid on Thursday. A L Gordon to get the documents they requested. JG to pick this up with them.</p> <p>Revised payment dates are agreed and in the revised schedule.</p> <p>2. There have been 3 new suggested names. The name will be needed for 1 month before the boat is finished. Submitted names are to be sent on to Allan, Johnny and Lynne to select the winner. Name will be formally agreed at the next committee meeting.</p> <p>3. David and Allan have had a meeting with Frances Nimmagh re doubling up the new boat and she is ok with this. We don't get a reduction in fees by doubling up but Francis is going to see if she can negotiate something for us.</p> <p>2. Stuart has stood down, with immediate effect, from the boat committee and this leaves Johnny, Gordon and David. It was stated that Stuart's position on the boat committee would not be refilled.</p> <p>3. Reported that the MCA are due to inspect on 19 July 2017. Written report of the inspection is anticipated.</p>	<p>SR</p> <p>DS</p> <p>Noted</p>
	<p>Convenors' Reports: It was agreed that all matters are covered elsewhere in the meeting notes.</p>	<p>Noted</p>
<p>7.</p>	<p><u>Boats</u></p> <p>1. All is going well apart from losing the prop on St Magdalene on a return Wheel trip. But the new prop is working well and so is the 240volt generator. Thanks to Johnny for re-fixing the old prop. Leamington had problems but they have now been solved.</p> <p>2. Lochrin will be gone soon and will be handed over in August. Stuart Liddle has indicated he would like us to retain a service agreement but the committee would prefer to hand it over completely.</p> <p>3. Colin G is now in service and has been used local to the basin.</p> <p>VICTORIA</p> <p>1. Victoria refurbishment will be discussed after the end of this season i.e. after Sept and dry dock. The Question was raised- should we as a committee agree if there should be a refurb. She may be a candidate for funding and if we decide to go down that route we would need to start the cycle soon. Needs to be costed out and pinned down before asking for funding. Will be done at close of the season.</p> <p>Tea Room:</p> <p>1. New fridge is working fine. 2. Craig has made us lovely table menus.</p>	<p>JG</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>June</p>

	<p>3. No update on the alarm system. Awaiting advice on suitable components.</p> <p>4. We now have a new radio.</p> <p>5. June had asked for additional volunteers but none have come forward. They are especially needed for wheel trips as passengers expecting soup, lunch etc.</p> <p>6. The storage thieving problem is not as severe as before but is still happening.</p>	<p>AM</p> <p>June</p>
	<p>Fun Day:</p> <p>1.GH has arranged drivers and will send a list to LN.</p> <p>2.Stalls are organised and road closure agreed and arrangements in place.</p> <p>3.The skip will arrive on Wednesday and the bins on Friday.</p> <p>4.Allan confirmed Gazebo has 3 sides.</p> <p>5. Slateford is insured.</p> <p>6. BBQ will be run by Johnny with Peter and A.N.Other</p> <p>7.Allan will ask Shona to sell the ice cream.</p> <p>8.Cash floats will be in safe.</p> <p>9. SR will look after the dignitaries.</p>	<p>Noted</p> <p>DS</p> <p>Noted</p>
8.	<p>Bookings :</p> <p>1. The subject of using prepayment on the bookings system will be put on the September agenda to be discussed.</p> <p>2. This will include the recent email comments about dispatching Leamington.</p> <p>3. There is a need to make sure that hire time does not include training time. We may need to tweak our standard policy so that everyone is aware. GH will investigate</p>	<p>Noted</p> <p>Noted</p> <p>GH</p>
9.	<p>Treasurer:</p> <p>1.The following figures were given by David. Balance in bank is £77,390.39.</p> <p>2.We have paid AL Gordon their First Stage payment.</p> <p>3.We have now sorted out all bank signatories.</p> <p>4.Internet banking has also been sorted and June has her own cheque book for the Tearoom.</p> <p>5. A lot of places don't take cheques anymore so she will also need a Debit card.</p> <p>DS will issue the bank account details monthly.</p> <p>NOTE;Taking into account the money for the new boat, we are £10,700 up this year but that could be down to the account year end being September i.e. money from last year c/f to this year's account.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>DS</p> <p>Noted</p>

	<p>6. Breakdown of BT phone rental would be useful to review. Query why so high on a business line. Could we get rid of the phone in the museum? Our internet/broadband is with Talktalk. We should look at this as a whole.</p> <p>Action: AM to speak to Peter Nixon</p> <p>7. Passenger numbers – by using existing means to get numbers it's hard to tell numbers for boat trips. Also no one is recording for charters. Good news is that numbers look to be up, we have a new museum form for next season that should give us a better view. In our submission to Leader numbers were given and there is an expectation that this will be done each year. Treasurer usually provides passenger numbers from the various sources. ACTION: DS</p> <p>8. Insurance has been renewed. DS circulated their Statement of fact to committee members and asked everyone to read it and confirm that they are ok with the content for the next meeting.</p> <p>ACTION: ALL</p>	
<p>10.</p>	<p>Any Other Competent Business:</p> <p>1. Minutes. Discussed that we should keep Appendices as a hard copy and not attach them all to the minutes circulated.</p> <p>Electronic copies could be held in the 'cloud'. We need to develop a proper filing system and we could talk to Douglas Robertson about this.</p> <p>2. Actions arising from the 'Drivers and Crew' briefing</p> <p>Debated whether we need a phone for Victoria or will we use the one for St Mags? There was a suggestion to look for easier phones to use and concern that they can't always be heard. Agreed to look at later and continue to use what we have.</p> <p>Maps on St Mags and Leamington have been reviewed and they are up to date.</p> <p>Agreed we could have clearer information available for hirers. Agreed to review the existing Manual.</p> <p>There are spare keys for Leamington in the sluice.</p> <p>Vacuum cleaner works ok, no need to replace</p> <p>3. Noted that a replacement Membership Secretary is still pending. Ian Raven is not interested at this time</p> <p>4. FIVE YEAR PLAN</p> <p>It was Agreed we would discuss this in November. We need a copy of the 2015 5 year plan that we can use to develop the new one.</p> <p>Allan will seek the latest version(2016) and distribute</p>	<p>NF</p> <p>GH/SR</p> <p>AM</p> <p>GH/AM</p> <p>GH</p> <p>Noted</p> <p>Noted</p> <p>AM</p> <p>AM</p>

	<p>for committee perusal</p> <p>5.We were thanked for painting the Kayak shed by the Kayak racers</p> <p>6.Membership Database A skeleton has been created of the Db system. There will be a meeting with Dennis Franks to see what should be in the system. SR has spent a lot of time looking at how we can improve this and will take forward.</p> <p>7.Lowland Canals, Nothing to report. Graeme Harvey is on vacation and unable to visit at time</p> <p>8.Mail Handling Agreed that Allan can open mail if not addressed to anyone in particular.</p> <p>9.Future Options for St Magdalene</p> <hr/> <p>David has produced a document but these are his first thoughts so he would welcome committee member views and feedback that he can add in. Then we will resend.</p> <p>We will consider having an open meeting with members about this rather than taking time at the AGM. Leader's expectation may be that we sell St Mags. GH will check what is in writing with them</p> <hr/> <p>10.Driver Training/Welcome Pack Training for drivers/driver succession. There is a documented rule that you have got to be a member for 6 months before you can start boat driving. Not all committee members were aware of this. We need to make the rules clearer as to what our expectations are from potential new drivers and impress this on them.</p> <p>We currently don't have a welcome pack so should we have one SR will do some work to put together and review the existing paperwork to see if it can be incorporated</p>	<p>SR/GH</p> <p>Noted</p> <p>Noted</p> <p>All</p> <p>Noted</p> <p>GH</p> <p>GH</p> <p>SR/GH</p>
11	<p>Correspondence Our power contract with Scottish Power is up for renewal in December. AM is looking at setting up a contract with Lumina or other company</p>	AM
12	<p>Next Meeting Agreed that the next regular meeting is to be on 11th September 2017 at 19.30 hrs (7.30 pm)</p>	Noted
13	<p>Future Meetings Proposed dates for future meetings in 2017 are as follows:-</p> <p>9 October 2017 13 November 2017</p>	Noted

	AGM 7 December 2017	
4	<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>	
5	<p>Appendix 'A' Victoria Report /Proposal By Allister Mackie</p> <p style="text-align: center;"><u>Victoria</u></p> <p>Let me first make clear this is NOT a request for funding, it is simply a request that the committee consider the following for discussion and consultation. I do not expect a response in the short term but hopefully it will be the basis for longer term consideration.</p> <p>Hopefully the replacement for St Magdalene is well under way and Lochrin will soon be handed over to start its duties on the Forth Clyde.</p> <p>This leaves us with an opportunity to look forward to what should be the next project that the society could consider.</p> <p>Victoria is now 42 years old and has done remarkably well for a boat constructed from scrap steel. Unfortunately she is showing some signs of her age and will need remedial work done in the short and long term.</p> <p>Obviously we could consider replacing the boat with something newer but I sense that most people feel that she is part of the image of the society and as the oldest boat on the canal is worth preserving.</p> <p>Assuming she is to be preserved there are a number of areas of concern that will need to be addressed .</p> <p>1- the exterior panelling at the stern and port side are rotten (two large holes had to be filled this spring).</p> <p>2- some of the white planking round the roof is in very poor condition or broken.</p> <p>3- the engine is leaking oil and requires topping up every two weeks.</p>	

4- the drive shaft from the gearbox to the propeller shaft is worn and the two bearings are very worn (one has a broken mounting)

5- the cutlas bearing at the stern of the boat sheared off last year and had to be welded back on, probably due to vibration from worn drive shaft.

6- the bottom plate of the hull has already had two leaks and is of variable thickness.

My thoughts are as follows:-

Short term-

Replace rotten woodwork and repaint.

Medium term:-

Consider having the boat taken out of water and a detailed examination of the hull plating carried out.

This would certainly I feel see the need to re plate the bottom of the boat.

Medium to Long term:-

Consider replacement of engine, drive shaft and propeller shaft. This may be best considered at the same time as the new bottom plating as they are attached to the plating and would have to be removed to carry out plating.

The more radical of my proposal would be to replace the engine with a hybrid drive. This would allow all the town trips to be completed solely under electric drive with little noise. This would allow more interaction with the passengers. The boat would be capable of reaching the aqueduct and part way back on electric motor but would simply revert to the Diesel engine for longer journeys.

I realise this is a fairly unconventional proposal but there may be marketing value in having the oldest boat on the canal as a hybrid. We may even be able to attract external funding.

Sorry this is so long but I hope you can give some consideration to my thoughts and perhaps put the question of Victoria's future out to wider discussion. Thank you for your time.

Allister

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