

Minutes of the LUCS Committee Meeting

3 July 2025

Tea Room

ACTIONS

Previous	PL	Talk to our accountant about the issue of the balance at the start of the year????
Previous	MS	Meeting with council still to take place regarding lamppost signage to basin
Previous	AE	Draft young visitors' activity booklet
	PL	Discuss Victoria sponsorship options with Ian
	AE	Progress Cost report/estimate for Victoria
	IG	Chase up £3k funding offer at start of work
	RR	St Mags. cooling tank final solution to be tested
	GS	Update LUCS SMS to reflect change to self-assessment medical
	DS	Inform BMLs of change to self assessment medical fitness
	GS	Introduce process for monitoring Self assessment Medical Forms
	RR	Colin G requires a new engine controller
	GS	Clarify preferred method of stating geographic location to emergency services
	GS	Push Emergency exercises for 40 seaters
	PL	Draft of a passenger incident statement card
	GS	Notify MCA and book out of water and in water inspections
	RR	Recruit help for Dry docking
	RR	Decide Cooling solution for St Magdelene and procure materials prior to Dry docking
	PL	Discuss posting feedback on Facebook with marketing team
	PL/IG	Piece in Black Bitch about our 50 th Anniversary
	PL	Update Fun Day spreadsheet for Actions
	DS	Resolve Fun Day CBBR prizes
	PL	Contact Winchburgh Developments for 6 th September event
	PL	Issue social media statistics
	AE	Requests for subs out and subs coming in – slowly!

Present: Chair Andy Eaglesfield V-Chair welcomed:

Ronnie Reis (RR) , Peter Lewis (PL), Mike Smith (MS), Doug Scott (DSc), Graeme Simpson (GS)

Apologies were received from, David Morrow (DM), David Shirres(DS), Ian Gray (IG).

1. *Chairman's Welcome and Apologies for Absence.*
AE welcomed everyone to the meeting.
2. *Approval of Previous Minutes and Outstanding Urgent Actions*
Minutes approved by RR and PL.

3. General Management

3.1. Dates of future committee meetings

5th August 2025
2nd September 2025

4. Boats

4.1. Victoria Project Report

Coastal Marine suggest they may be finished soon, after AE chasing John and Calum, Calum is going to work all next week to complete. Once complete Sandblasting and painting to be progressed.

Scope of work much clearer now, Les is replacing rotten wood on the Roof – suggestion to waterproof the roof using GRP after Les is finished.

AE is chasing Hugo for what are anticipated to be revised drawings so that we can define what we need to do before NoPhutPhut can come to site. Decision needed to decide which Battery option to take 3x 5Kwas quoted or 2x15KW as offered by Hugo as alternative.

Decision to be discussed regarding Men's Shed offer to do battery box as soon as we have sufficient information regarding sizes.

- IG to chase up £3k funding offer at start of work.- **IG**
- Revised Cost estimate to be progressed by **AE**

4.2. Roseann Driver Training and Operations

Training is still ongoing carried out by Stuart and Steve as and when required. Proceeds being transferred to Bridge 19-40.

- Check training progress - most drivers now trained.

4.3. St. Magdalene,

Sealant applied but we have reverted to original cooling tank until suitable time can be made to test the new arrangement. Two weeks required later in the season.

Oil pressure gauge to be rectified. **RR**

- St Mags. cooling tank final solution to be tested - **RR**

4.4. St Michael Engine controls replaced with single lever – cabling to old controller left in place in case of need later?

4.5. Colin G requires a new engine throttle spring/controller and has a minor leak. **RR**

4.6. MCA Exceptions: Medicals and Dry Docking

DS wrote to MCA on 4.3.25 advising that LUCS will move to a self-certified medical fitness system unless MCA can find a definite legal requirements for an ML5 medical. No response to date, so LUCS will be proceeding with a system similar to the over 70 driving questionnaires.; however to be clear DS has again raised this with the MCA, with no response again.

- Inform BMLs of change to self assessment medical fitness -**DS/GS/GH**
- A process to be agreed and introduced to ensure that we can demonstrate to MCA at audit. **GS/GH**

MCA were also requested if St Magdalene could be exempted from the annual dry dock requirement on the basis of low risk. Request has been handed to their technical team with no response yet.

4.7. BML Meeting / SMS

An exercise programme for 2025 is not going to plan.

- Recruit Steve and Derek as additional exercise coordinators /observers, GS to reinforce need for more exercises -**GS**

d/ An issue raised at the BML meeting was about the stress put upon a skipper on an occasion when a return trip from the Falkirk Wheel was first delayed and then cancelled. The passengers were very unhappy and the skipper was left on their own to deal with it. There was a suggestion to have some preprinted cards for such occasions to be able to take the heat out of the situation by providing details on how a complaint can be made, refund sought, compensation etc.

- Attempt a first draft at a passenger incident statement card-**PL to consult AM and MS??**

4.8. Any Other Boat Issues

Note Ronnie has now booked dry dock as below. Small saving made on booking as charged at £500 per week, rate now increased to £550.

St Magdalen – 13th to 20th Sept

St Michael – 27th Sept to 4th Oct

- Notify MCA and book out of water and in water inspections- **GS**
- Inform Blackhanders of dry dock dates and recruit help – **RR/GS**

Note that 2 of the battery powered boats have been donated to the Edinburgh canal Society complete with all electric motors and batteries.

5. *Other Projects and Events*

5.1. Fun Day PL advises that everything is under control, all the items checked against the Actions Spreadsheet are underway. AE to progress reception cover. PL to pursue other key positions such as North Bank 'manager' now Gordon cannot do it, Mike Smith OK to do commentary/MC with better comms for CBBRace. Tables and Skip to be checked with Tam M – by **PL, AE** to send Risk Assessment to **GS**

5.2. Proposal for CBBRace prizes to be progressed **by DS**

5.3. 6th September – a LUCS event to celebrate our 50th Anniversary. Should be in the calendar as a 'Flotilla' event with invites to other societies and Scottish canals.

- So invite other neighbouring societies to party (BBQ and Drinks etc) at the Basin. – **DS**
- Boats from Winchburgh Marina – **PL** to check Winchburgh Developments know about the event. He is also going to discuss Big Boat Cruises from Winchburgh.

5.4. An event/meeting to be considered for after the season to consider the future of LUCS and if our Articles of Agreement reflect what we are now focussing on? **DS** to progress this action.

6. *Marketing*.

- 6.1. David Tait offered to put a piece in Black Bitch about our 50th Anniversary – **PL/IG** to follow up and emphasise the need for volunteers for tea room, Reception and General.
PL
- 6.2. The booking system to be investigated regarding the automatic sending of emails to bookers for feedback? **DS**
- 6.3. Feedback requested via QR codes on boat tables and Tearoom. Paper forms to be developed in addition. **PL/Cameron C**
- 6.4. LUCS Social Media – lead by Cameron and Karen Clayton.
Now posting twice per week.
PL to issue the statistics passed to him from Cameron.
Cameron to progress the automatic feedback form alongside the Paper version –
PL/CC

Cameron is going to process the feedback and collate all the various Feedback data.
PL - CC

7. *Membership*

- 7.1. Still Attracting Volunteers
9 new members on board. Important to fully engage new volunteers. **All**
- 7.2. Any Other Membership Issues Request for Subs to be paid to go out this month. **AE**

8. *Promoting Heritage*

- 8.1. Museum Initiatives
- 8.2. Any Other Issues

9. *2025 Season bookings*

- 9.1. Other than a large number of queries coming in to **DS**, the booking system appears to be working well.

10. *Health and Safety*

- 10.1. Accidents and Incidents
Two incidents at the Falkirk Wheel. Being dealt with, Reports issued.
AE to discuss with Gordon and Graeme as DPA.
DS to await the results of our investigation before any further communication on these issues – as Chairman of LUCS

- 10.2. Any other issues
See item 4.7 regarding DPA and Exercises.

11. *Any other business*

No other competent business raised.