

LUCS Committee meeting 9th November 2020

DS / SHR / RR / MS /AM / AE / LN

AGENDA

1. COVID – any changes to practices / procedures - ALL

- a. LN, has read through guidance. Screens now in tearoom. Need more discussion on what to do with boats. Queuing procedures are likely to need further discussion.
- b. AM – all screens etc have been delivered. 4 screens 4 dispensers, 2 wall mounted. £2.5k value. Note that lighting the fire in tearoom, will cover the screens with soot (static...).
- c. LN – guidance is about hygiene, lots of cleaning, including cleaning toilets. Need to do a risk assessment. (AE – we have done a covid risk assessment, probably needs updated). Ventilation / using the right sprays / probably a problem using toilet outside our control as we have no control over them. Use of sanitiser getting on and off the boats.

2. AGM prep – ALL

- d. Eventbrite / Zoom use to register and run the agm :
 - We have 480 members, half haven't given us email addresses.
 - MS – the process has to be as simple as possible.
 - Perhaps could offer a “practice” using a virtual coffee morning.
 - Agree to include in hardcopy letter that we are going to send out saying to send an email and we will send the link.
 - Should we “co-op” members to the committee? Concern about disenfranchise members who don't have email.
 - Agree to send out annual report. Covering letter also to be sent out – the 21 days notice is not a factor for this letter. Issue round names of

attendees at agm, however it is probably ok, we would know most/all attendees by sight.

- Next action to get wording of accompanying letter. AE to redraft letter.

- e. Notices for website and social meeting etc DSR to come up with notice and address to use is "treasurer@lucs.org.uk"
- f. Other docs ? - accountants report, will be emailed to those who send their request to register.
- g. Next year's committee members – how to get new nominations on 3 Dec. Need to include in covering letter. The new committee will nominate to roles so don't have to agree who is booking secretary etc at the agm.
- h. LN will check off who attends the agm

2. Santa Flotilla – SHR

- a. Material has arrived at the basin, wood being cut into various shapes. Filming ongoing. Outstanding : the charities we want to raise funds for ? Suggestions are Riverkids and LYPP. Agreed to these 2 charities split 50/50. SHR will write to both charities.

4. Webcam solution - We agree John / Mauro option 2.

5. Treasurer's report – applied for £30k in grants for booking system upgrade. Will know outcome in next couple of weeks. Will need to spend by next March. So if successful will need to progress quickly.

6. Thistledown / Mooring, and any implications for LUCS

Thistledown is now moving (to Yorkshire). Mooring paid till end of Nov. After that the berth will be free. Lucs should apply for this mooring. SHR speaking to Richard Millar and will raise this. MS to write letter to SC to support.

7. Kayakers and LUCS toilets - DS –

We agree that there should be different codes for sluice and yard (these have not changed for many years and are the same). This would allow the kayakers to use the toilets without having access to the sluice (where ALL our keys are stored). Effective communication of this change is essential ie at the agm and in basin banter. Timing of change to be just after agm. Code obtainable by emailing lucs premises email address. AM / DSR to liaise on changing code, what new codes should be etc.

3. Following on from last meeting, I was proposing to show a small PowerPoint presentation on Crowdfunding for Victoria Electrification programme. - SHR
 - WIP, update at next meeting.
4. Winter maintenance
 - AM - water switched off on both taps, if anyone switches on please switch off after using
 - Premises are “winterified”.
 - PIRs have an issue, so power switched off. New pir probably needed.
5. 2021 operations – see item 1.

11. Zoom talks, nothing in pipeline at the moment. SHR suggest possibility of SC environmentalist, doing a talk, will follow up with SC (perhaps 1st Tue in Feb.)
12. Basin Banter, next edition to be edited by SHR. MS has an item. May be “special” editions if needed.
13. AOB
 - heel test, after 2 months we now have a response, and have an exemption arising from the 1998 test.
13. DONM, AGM 3rd Dec