

THE WHITCHURCH WATERWAY TRUST

www.whitchurchwaterway.uk

Company No : 02280683 Charity Commission No : 701050



MINUTES of a Committee Meeting held on 27Nov2018 at The Wheatsheaf, 19 Green End, Whitchurch SY13 1AD

Present:

Helen Brockman	(WWT Secretary)
Chris Chambers	(WWT Trustee / Director and Chairman)
Joan Crump	(WWT Trustee / Director and Membership Secretary)
Paul Radcliffe	(WWT Trustee / Director)
Dave Smith	(WWT Trustee / Director)
Bob Sumner	(WWT Trustee / Director and Grounds Maintenance)
David Aylwin	(Inland Waterways Association Representative)
Peggy Mullock	(Shropshire Council Representative)

- 1) Apologies for Absence
Ray Hatton, David Torrens, Roger Birch
- 2) Matters Arising / Minutes of the Previous Meeting
The minutes of the previous meeting were approved with the corrections below and signed by the Chair.

Corrections to Minutes of WWT Committee Meeting 23Oct2018 :

Item 3d should have been minuted as :

It had been reported in the press that Shropshire Council are intending to invest up to £31 million in developing the regeneration of the Shropshire towns of Oswestry, Whitchurch, Market Drayton and Shrewsbury through a series of initiatives to develop and promote tourism. This includes investment in the canal network. No local consultation had taken place and WWT had not been contacted. CC would be contacting the CEO to enquire as to the validity of these press reports and to ascertain where exactly in Whitchurch in particular, the money was going.

Item 7b should have been minuted as :

The Small Tasks Team Volunteers will be installing a base for the shelter and erecting a new fence (using materials supplied by CRT) on Thu 25Oct. There will be no gate in this fence.

- 3) Any Other Business
It was decided to deal with AOB immediately following Matters Arising in future, with a time limit of 20mins, starting with this meeting
 - a) Newsletter.- **CC** to send HB a couple of paragraphs to include
 - b) Bill Young's files - **HB** to collect them and select what to keep, also look for the MEXE report on Chemistry Bridge
 - c) WWT Committee Meetings
It was decided to revert to holding meetings at 1930, as 1100 is difficult for CC, subject to finding a suitable weekday and room availability - **HB** to organise, starting with the next meeting
 - d) Levelling the land between the 2 bridges
We have someone willing to do it with a digger
HB to send PR contact details for SC
PR to seek permission from Shropshire Council
 - e) Gravelling the footpath by the long term moorings to make it safer needs to be completed
BS to finish, possibly with the help of a workparty
- 4) Chair's Report
 - a) Dredging
CRT are currently dredging at Frankton. We are still hopeful dredging the Arm can be achieved by

the contractors, including disposal of dredgings to a canal location. We alternately have someone willing to remove the dredgings by road, but they need to be drained first and the weight limit of 7.5 tonnes on Chemistry Bridge is a concern.

- b) Aldi
With regard to Aldi's suggestion of agreeing signage to be installed, CC has responded that, as a community organisation, we need to reflect the views of the community, which were mixed, and so do not wish to enter into such an agreement
- c) Patrons, Life Presidents, Sponsors
CC has this in progress
- 5) Funding
 - a) Tesco Bags of Help - DS had not had time to get a quotation
 - b) TSB Local Community Fund. We have not applied, due to the tight deadline and not having a quotation to work from
 - c) TSB Local Charities Day
JC will talk to TSB to find out what's needed
- 6) The revised WWT Purchasing Policy was signed, including an amendment to the circulated version to allow online payments as well as payments by cheque, authorised by 2 signatories.
- 7) Website / Facebook / Press and Publicity
Facebook has already been handed over to Lizzie Scott .
Lizzie will set up a new website and will have full control of it. There was no objection to using Wordpress for the website, nor to it carrying ads. Purchase of a hard drive to use for the website was agreed (up to £30).
Lizzie will take ideas for publicity from the committee and be a contact for the press.
- 8) WWT Cloud File Storage
Lizzie will look at using Dropbox. Amongst the issues to be looked at are storage size, GDPR compliance, cost, granular access permissions, access from Linux.
- 9) Arm Maintenance
 - a) Skip - DS will get a skip
 - b) Split Tree on offside above long term moorings (storm damage). This has been dealt with.
CC to send tree surgeon's invoice to HB to get it paid
 - c) Stop Plank Shelter and fence behind offside memorial garden
A base for the shelter has been installed and the fence has been erected. The shelter has been fixed to the base.
DT has bought materials to repair the shelter and will fit them. There is paint for a final coat on the shelter, which DT will do in the next month or two if no-one else does it first. It can be painted before or after the repairs.
CC has asked for the stop planks.
 - d) Wildlife Buffer Zone - A reply had been received from Shropshire Council Planning but it did not answer all the questions asked in the original query from 26Jun..
HB to continue chasing what maintenance should be done to the wildlife buffer zone with SC, copying PM and Gerald Dakin
 - e) Chemistry Bridge pointing. Done
 - f) Repair of offside post and barbed wire fence marking boundary of WWT land. It was decided that we should replace the fence with a stockproof type of fence, with a gate for WWT's use.
BS to draw a plan showing where the gate is and work out costs
 - g) Noticeboard by winding hole - DT has repaired the noticeboard but the steel frame and trimmed edges of the OSB3 need painting
- 10) Whitchurch Canal Festival 2019
A Festival subcommittee will start in the New Year, with Lindsay Green as consultant. The Town Clerk and Town Manager should be invited. This subcommittee will deal with insurance and safety issues previously raised concerning the festival.
There had been a meeting with SC and WTC regarding ownership of the Country Park, but WWT were unaware of any result from that meeting.
PR to seek permission from SC to use the land between the 2 bridges and the basin site for festival events
PM will talk to the WTC Town Clerk about transfer of ownership of the site
- 11) Treasurer's Report
Ray Hatton was not present, but had sent the accounts to 19Nov2019, which were circulated.

We may have a candidate for a new Treasurer, who may be able to take over in 12 months' time.

12) Waterway Restoration Showcase - **HB** to confirm that WWT will take part on the revised date of 21/22Sep2019.

13) Outstanding Actions (where not covered under a separate item)

These were not reviewed at the meeting.

BS was to show those present at the work party on Sun 30Sep a way to attach tyres to the piling.

DS was to investigate ways to attach tyres for use as fenders on the piling round the winding hole

CC was to select some artefacts to be borrowed from the Ellesmere Port Boat Museum for a display in the Heritage Centre and liaise with the curator. It has not been possible to progress this at the moment.

CC was to set up WWT fundraising material at Grindley Brook Locks.

DA to provide information about A boards to **CC** for WWT fundraising material at Grindley Brook Locks.

RH was to investigate whether a local solicitor would be willing to act as our registered address

DS was to put some mats round the shrubs to suppress grass / weeds from growing round them and retain moisture.

DS was to adjust the picnic table levels

CC was to send a sample project management proforma to **HB**

HB was to produce a similar project management proforma for WWT to use (**CC** and **PR** should be contacts on it)

14) Date(s) of next meeting(s)

The dates and times of the forthcoming meetings may change to be held in the evening.

1100 Tue 8Jan2019 (tbc, venue tba)

1100 Tue 5Feb2019 (tbc, venue tba)

1100 Tue 5Mar2019 (tbc, venue tba)

1100 Tue 2Apr2019 (tbc, venue tba)

1100 Tue 30Apr2019 (tbc, venue tba)