

THE WHITCHURCH WATERWAY TRUST

www.whitchurchwaterway.uk

Company No : 02280683 Charity Commission No : 701050



MINUTES of a Committee Meeting held on 16th December 2015 at the Whitchurch & District Club

Present: Helen Brockman (Secretary and IWA)
Joan Crump
Ray Hatton
Peggy Mullock (Shropshire Council)
Dave Smith
Bob Sumner
David Torrens
Bill Young
Nicki Young (Community Enablement Officer, Shropshire Council)

1 Apologies for Absence

Wendy Capelle (Canal and River Trust) Terry O'Neill (Whitchurch Town Council)

2 Minutes of the Previous Meeting

Were signed by the Chairman.

3 Matters Arising from that Meeting

None.

4 Community Infrastructure Levy (CIL)

NY outlined how the CIL works. It only applies to planning applications post 2013. £40 per square metre of gross internal floorspace is levied on developers building residential (non-affordable) housing. 5% is spent on administration, 15% goes to the Town & Parish Councils for the Neighbourhood Fund, which is administered by the Town Council and of the remaining money, 10% goes to the Strategic Infrastructure Fund, and 90% to the Local Infrastructure Fund, both administered by Shropshire Council.

The Neighbourhood Fund had £16,000 at the end of the financial year, with £95,000 being committed. Shropshire Council had £82,000 at the end of the financial year, with £458,000 being committed.

To apply to Shropshire Council, there is a 13-page form, with a 67-page guide, it is necessary to show how a project is related to a development, and funds are allocated according to priorities on the relevant Place Plan. Criteria for applying to the Town Council are less stringent and in this case the Town Clerk should be contacted.

NY suggested that one of the WWT Committee could help with the Place Plan next year and would ask the Town Council to contact the WWT secretary to nominate someone.

(NY and PM left the meeting)

5 Basin

a Agree a budget for the next 3 months (mid Dec 2015 to mid Mar 2016)

DT presented a spreadsheet of Short Term Costs which will necessarily be incurred in order to do sufficient planning and meet planning conditions so that we can “make a start” before the planning permission lapses, and asked the Committee to agree the following 5 proposals :

1) We formally agree that we are starting on the project detailed design and construction now

Agreed

2) The primary objective is to meet planning application requirements and to start work

Agreed

3) The secondary objective is to plan the overall project in stages and to complete a first stage.

Agreed

4) That we should agree a figure of between £5000 and £10,000 that we feel can be allocated to the project in the short term from Trust funds.

A budget of up to £10,000 for the next 3 months was agreed

5) Review our obligations and risks so that we know how much more of our funds we can afford to spend. (This may be covered by other items on agenda)

This point was noted

b Delegate a working party to progress the basin

DT, DS, BY and HB will progress this.

6 Treasurer's Report

The accounts were accepted. We owe CRT £170 as we have received some mooring fees. It is RH's intention to use VT Cash Book for accounting.

7 Funding

a CIL (Shropshire Council)

and

b CIL (Town Council)

RH to pursue, contacting NY as necessary, We may apply for both.

c Tesco Carrier Bag Tax money

There will be another opportunity to apply for this. To be borne in mind if and when we have a suitable project for the amount of money on offer.

d Sainsburys

This item seemed to have crept into the agenda in error, as no-one knew what it was.

e Walker Trust (suggested by Wendy Capelle and Malcolm Pate)

HB to make an initial enquiry.

f Bob's fundraising idea

This was to organise a fashion show, eg in M&Co. It was felt that such an event would be more suited to an organisation such as a school, which would have lots of people willing to participate as models.

8 Fulgoni development / water discharge pipe / possible access lane to offside bank

DT and HB had attended a meeting with CRT, who had advised that water pipes draining into the canal could cause problems of bank erosion, oil contamination from driveways, and siltage (particularly from driveway paving, which is typically jointed with sand), and CRT would usually charge either an annual or a one-off fee to cover the cost of extra weirage and dredging which might be needed. There can also be problems if a management company doing maintenance of the drainage goes bust, and it is not unknown for CRT to be in the position where they have to claim the fees from the individual householders. They would have an engineer supervise the detailed implementation of the outfall pipe. In our case they would suggest a tripartite agreement between CRT, WWT and the

developers, and have offered to come to an initial meeting with WWT and the developers.
HB to arrange a meeting with DT, HB, DS, BS, CRT and the developers.

9 Should we explore further the possibility of CRT taking over the Whitchurch Arm

If there is a possibility we would need to understand what it would involve before any decision could be proposed at an AGM. It was agreed that we should. RH would be happy to attend if he's available.

10 Planning the 2016 AGM. AGM notice must go out by 21Feb. Management Report and agenda need to be finalised by 7Feb. What is process to achieve this ?

BY will write the Management Report

RH will write the Treasurer's report

Drafts would be needed by 1Feb, to allow time for the notice to members to be finalised and sent out in time to comply with the 21 days' clear notice required. A short presentation followed by an open forum was likely as a follow-on event after the formal AGM. To be decided at the next Committee Meeting.

(BY left the meeting)

11 Developing an Emergency Plan for leak / breach / other events in the Arm

HB to try to establish where CRT keep the stop planks

HB to try to establish what, if anything, CRT do about boats which are on fire

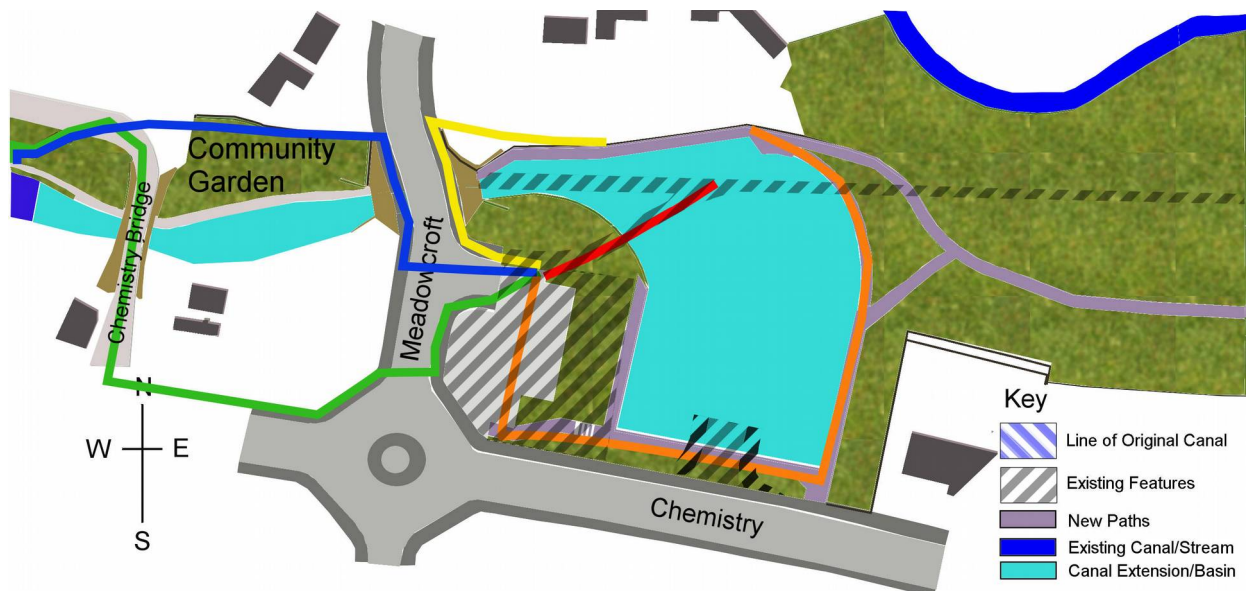
HB and Lindsay Green to draft an Emergency Plan for agreement by the Committee

12 Does our insurance require inspections of the Arm

We are insured through the IWA. It doesn't, since it provides no cover for remedial works which might be required, only for 3rd party claims.

HB to try to establish whether CRT would extend their inspections to include the Arm and charge WWT for doing that

13 Possible Alternative Path from Car Park to Towpath (in blue below) along top of Spruce Up Sandstone's Community Garden. How useful would the blue path be ? What would be the Committee's view of doing a Joint Project with Spruce Up Sandstone?



The blue route was thought to be useful and we should help Spruce Up Sandstone to pursue it. A joint project with Spruce Up Sandstone would be possible, if needed.

14 Reviewing / Revising WWT Policy documents (Mooring Agreements / Advertising / In Kind Accounting / Purchasing / Expenses Forms)

HB to produce updated versions for agreement by the Committee

15 Listing Corporate Members on Website

DT to add to website

16 A member has requested a vote of thanks to Bob and Arthur for their dedicated work

The Committee voted to record their appreciation of all that Bob and Arthur do for us and to mention it at the AGM

17 Any Other Business

a 3rd signatory for cheques

JC to get another form from the TSB and give it to DT to fill in

b Information – Boat Rally

The Boat Rally will be on 20 / 21 August in 2016

c Voting in the CRT elections (Business Boating category)

Since the committee had no strong views of which candidates to vote for, we would not vote this time

d Information – Car Park

Tom Llewellyn had put the boulders in the car park and would be putting bark chippings down to cover the remains of the wall

e Laminator

JC had bought a laminator and would be laminating membership cards henceforth

18 Date of next meeting

1930 Wed 20 Jan 2016 Venue tba