

Minutes of Steering Group Held on 13th October 2022

Present Lynda Gillespie (LG) Jim Gillespie (JG) Andrew Millwood (AM) David Beauchamp (DB) Sarah Beauchamp (SB) Alan Davey (AD) Ralph Barber (RB) Ian Williams (IW) David Aspinall (DA) Roger Tapping (RT) James Cowlshaw (JC) Paul Mobey (PM)

Apologies Margaret Rowley

[illegible]

<p>we are working through. We agreed that everyone will become members and be able to vote at our AGM. Membership fees were discussed but no final decision made.</p> <p>At the steering meeting, the Wych Waterways Magazine was discussed. As the printing costs far exceed revenue currently received from patrons the question was asked if it could be offered in a different format.</p> <p>The question was also asked if we need a membership secretary.</p>	
<p>7. Financial Report The balances in our accounts are as follows. Reserve Account £32,000 Current Account £7,000. Saltfest raised £1250. There was a donation of £500 from Droitwich Woodturners.</p>	
<p>8. 2023 Prices. It was agreed that our Trustees will discuss our pricing structure for 2023. DA will produce a detailed report of costings so that we have accurate information before deciding on future prices for trips.</p>	DA prepare costings of trips.
<p>9. Bookings – Crewing. Bookings for our weekday Carols Cruises are almost fully booked with just three trips available. Santa Trips have now been advertised and 50% of the first weekend trips sold within the first week. Weekly adverts will be posted on Facebook etc. We are now in possession of some of the presents needed. We need to give a donation of £300 to Droitwich CVS for these.</p>	DA pay Droitwich CVS £300
<p>10. Environmental. The Wanderer is above lock 1 and will be brought to the yard. James is now fully qualified to helm, and it is hoped Andy will be our second helm. A plan of work has been discussed with Paul Wilkinson from CRT and will be carried out over the Winter. Some areas have been identified for CRT to plant trees. There have been problems with the grazing licence for Churchfields to put cattle on Coney Meadow. We have probably missed the boat again for this year which is such a pity and very infuriating.</p>	DB and JC to organise dates for work parties.
<p>11. Jumble Sale Currently on hold. We need more jumble especially clothes, please help if you are able.</p>	
<p>12. SOP. Andy is working his way through all the procedures currently on dropbox and putting them into one document.</p>	AM continue condensing SOP into one document.
<p>13. Uniforms Uniforms have been ordered for all volunteers who have replied. As we have new Volunteers a second order will be placed in the Spring.</p>	
<p>14. Volunteer Get together Unfortunately, the get together planned for September had to be cancelled. We discussed having a Christmas Get Together similar to last year. It was felt that this should be paid for by the</p>	Trustees to discuss.

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15. AOB. It was suggested that there is quite a lot of confusion having two websites. A passenger had looked at the Droitwich Waterways website which has a section on booking Pamela May. This had come up in her google search. There is information on this site which many of us don't know about. We should consider how relevant this website is and discuss if some of the pages can be taken down.	
16. Date of Next Meeting	
Actions	
JG	to provide list of volunteers who have passed first aid course, and those who are yet to take it.
Trustees	Pursue grant applications. Discuss CCBM Training Trustees to discuss Christmas Get Together for volunteers.
Training Team	RB, IW, PM continue working on Welcome Pack
MR	to work through template for articles of association
DA	prepare costings of trips. pay Droitwich CVS £300
AM	continue condensing SOP into one document.
DB & JC	Organise dates for work parties on the Wanderer.