

DROITWICH WATERWAYS (PAMELA MAY) TRUST

STEERING GROUP MINUTES OF MEETING HELD ON 16.1.26 AT 2PM

At : The Old Cock Inn, Droitwich

The meeting was attended by Andy Millward (Andy); Jim Gillespie (Jim); Lynda Gillespie (Lynda); Mike Griffiss (Mike); Margaret Rowley (Margaret); Emma Williams (Emma) & Tracey Killigrew (Tracey)

1. Welcome and Apologies :

LG welcomed everyone. Apologies were received from David Aspinall, James Cowlshaw, Paul Mobey, John Collins, Russell Killigrew & Ian Williams.

2. Minutes of the meeting 17th October 2025 were approved and signed by Lynda.

3. Matters Arising if not covered later in the Agenda :

Margaret said that Companies House matters had not yet been solved.

4. Report From Trustees.

Margaret said that Companies House had allowed Geoff Trevis to be removed but she could not add the new Trustees.

5. Financial Report.

It was difficult to discuss as David had sent his apologies.

Lynda was able to say that the Current Account Balance was £5809.33.

And the other accounts should not have changed.

So we were comfortably off at the moment.

Lynda also said that "EasyFunding" had raised over £100.

6. Proposals For The Trustees Meeting 26.1.26.

(a) Container.

Margaret confirmed that this can go ahead now.

The Trustees need to decide who to order it from.

Andy said that James had contacted the company who had contacted us and they are a lot higher so he will go back to the company who originally quoted but their prices may well have gone up.

Mike said have planning passed it.

Margaret said YES. She had spoken but had not been allowed to vote.

Lynda said are we looking at February/ March?

Andy said Yes . Hopefully before the trips start.

Margaret said she has the ducks in her garage which will need to go in.

Jim asked have Birmingham & Worcester removed their stuff.

Andy said YES, they have taken what they wanted.

(b). Motor

Andy said he had telephoned Ortomarine. There was no definite quote, but it was expected to be around £5,000 plus VAT + Labour.

We will need to coincide on 13th March with the solar panels. Plus we had got issues with the Lift batteries. There is not much power to work the Lift. It will cost about £230 x2.

Ortomarine can get them cheaper. They also work the bilge pump.

Andy also pointed out that the Agreement for the fire extinguishers was 5 years old, so they cannot be checked any more as they are too old.

They will **have to be replaced**. He has found a company that will replace them for £104.

Emma asked if we could keep the old ones to use for training.

Andy said the old one were powder.

Lynda asked do we agree that we ask for finance at the next Trustees Meeting?

Everyone: YES.

(c). 2026 TRIPS.

Lynda said she has made a list of suggested dates and distributed it.

She has had enquiries about a three hour Fish & Chip Trip to the Marina which should be much easier. She has emailed Anna's to see how much they are going to charge us this year and awaits a reply.

(d). 2026 Trip Prices.

Lynda said we need to let the trustees know the Cream Tea Trips were £17 pp last year. And we made a good profit. Lynda suggested £18?

Everyone : YES.

£22 per person for a two hour Fish & Chip Trip was suggested per £25 per person for the three hour trip, if Anna keeps the prices the same. Otherwise £23 and £26.

(e). Festivals.

Lynda said that Simon Berry has sent an email about Easter.

She will say that we are in favour of the Easter Weekend because of St. Richards following closely after Easter, followed closely by Rik Mayall.

Andy said he had received an email asking about money. He told the chap that he collects the money in and we are happy to receive a Donation.

Lynda said that SaltFest is scheduled from 1st September to Sunday 6th September and she is suggesting we do the 5th and 6th.

Lynda said for the Santa Trips we could do 12th and 13th December or 19th & 20th.

But everyone thought the 19th & 20th was too close to Christmas.

We would try and see when the Rugby Club are holding theirs, so that we do not clash.

Lynda suggested dates from 30th November to 22nd December for the Carol Trips.

Emma said that they need to be earlier, as because of the problem with the engine last year on some of the Trips, they were tying up in the dark!

Lynda said she will book for 1pm at the latest.

Andy said £230 or £260 for the whole boat.

Lynda said she had told Crookberrow that we will match last year's prices.

Andy said that if Anna's do not raise their prices, then we will keep our prices the same.

Trips in 2025 cost :-

£90 for 2 hours.

£110 for 3 hours.

£170 for 5 hours.

£220 for 8 hours.

Carols charged at £100.

Andy said that because of expenses and maintenance, we will need to put our prices up.

Lynda suggested:-

£100 for 2 hours

£120 for 3 hours.

£180 for 5 hours.

£220 for 8 hours.

Leave Carol Trips at £100.

Short Trips are currently £3 for Adults and £2 for Children- leave the same.

Proposal to put the Santa Trips up from £6 to £8 for Adults and Children- check with the Trustees.

Jim asked how much a flyer would cost for the Post Office to deliver with the Mail.

Margaret said the cost would be huge.

Lynda said our primary audience were the Care Homes and she will send out a leaflet in February and then again in August. She has a list of about x45. She suggested looking at contacting Local Newspapers.

(f). FUNDRAISING

Tracey said she is waiting for a budget figure from David for the chocolate but has already collected the Rabbits and Chicks and Cream Eggs.

Emma said she had bought some Santa presents in the sale at The Works.

Andy said a good idea as we cannot guarantee getting a good deal from them this year

7. Documentation.

Andy said we need to check **the Gas Certificate** as we have not had one for over a year. Otherwise everything else is OK.

8. Training.

Lynda said that Paul Mobey has told her there is nothing to report.

Andy said that Paul was looking at different ways to refresh but had nothing at the minute.

Lynda said should we be looking at a additional Trainer

Andy said that Ian Williams was ear-marked.

Lynda said we can leave it for another month until Paul is ready.

(9). BOOKINGS.

Lynda said we have already talked about dates. We have got x2 for Fish & Chipos. We have not got as many now as we had at the start of last year. But they will start to come in when we advertise.

10. Environmental Update.

Margaret said that David Beauchamp is looking to help. We need to get a group together

We do not need a big group. We also need to check the Bird Boxes.

There is a rumour that the Rough Sleeper is back.

Mike asked if there was any progress on the Reeds.

Margaret said **NO**.

11. AOB.

Volunteers get together:

Joe Smith is a member and gets a discount. It will be £40 for the room hire.

It will be £6 per head for the buffet.

He is going to see if we can have hot food as it is winter so we will go and see them.

Jim said we need to start thinking about First Aid Training and whether we should do it.

There are x2 Fridays in March.

Andy said It is not compulsory but we need to prioritise and say Skippers should make sure or at least one of the Crew is up to date with First Aid Training.

Jim said he had a list of people on the website who have completed the Health Declaration but the information was not up to date.

Andy said we do not need to get this done every year.

But we did not do it last year.

Volunteers need to let us know if anything changes.

Peter Daniels started it and we can go back to it.

Jim said that the Trustees need to know it is not being done.

Andy suggested that Paul Mobey can look at this, when new Volunteers start and for the future.

Lynda said that she was checking every other day for Membership Payments but they seem to be coming in.

Jim asked who does Gift Aid? Mike said David Aspinall.

Margaret said if we are collecting Membership Fees then we should have a declaration signed.

We need to do the application within 4 years. She still has two years to do.

Tracey asked what sum came out of the Donation Box this year.

It had been mentioned that Volunteers would like to know.

Margaret said we can discuss this at the Trustees Meeting.

Lynda said it has been said before they would like to see a break down for what has been spent and what we have received, rather than just bottom line figures.

Mike said it would be useful to have before the AGM, so they have time to look through it.

Margaret pointed out that Members are entitled to know but Patrons are not.

Date Of Next Meeting.

Lynda suggested Friday 20th of March and Andy pointed out that was the day the boat was due back.

Lynda suggested Friday 27th March for a short meeting so we can check that everything is in order for the Easter Festival.

27th March agree at 2pm at The Old Cock Inn.