

Minutes of the meeting of the Board of Trustees of The Inland Waterways Association held on 12th February 2011 at Lapworth Village Hall, Lapworth, Warwickshire.

Present:

Doug Beard	Les Etheridge	Paul Roper
Chris Birks	Clive Henderson (chairman)	Jerry Sanders
Ivor Caplan	Alasdair Lawrance	Peter Scott
Ray Carter	Alan Platt	Jim Shead
Alastair Chambers	John Pomfret	Vaughan Welch

In Attendance: Neil Edwards [Chief Executive], Helen Elliott-Adams [Finance Manager], Jo Gilbertson [Campaign and Communications Manager] and Nick Parker [Finance Committee] to item 9417.

Apologies for absence were received from Ian West.

Clive Henderson reminded members of his observer position on the British Waterways Board and asked other trustees present for any declarations of interest.

Chris Birks reminded members that he was an employee of the Environment Agency and would absent himself for one item on the agenda.

Members were reminded that two directors of Essex Waterways Ltd were present (John Pomfret and Neil Edwards) re item 9417.

9416

MINUTES

Trustees approved the minutes of the Board's meeting held on 4th December, including the edited version for publication.

9417

ESSEX WATERWAYS

Neil Edwards briefed trustees on a discussion held at the meeting of Finance Committee earlier in the day, during which the Committee had considered arrangements for funding fixed asset requirements of Essex Waterways following advice received from the auditors, including some complex tax issues. Nick Parker explained that Essex Waterways required funding for fixed assets irrespective of its cash position at the time of purchase, as fixed assets were depreciated over the life of the asset, rather than being fully written off at purchase, and that profits had physically to be paid across to the Association at the end of each year. Leasing options had been considered. Finance Committee had approved that a fixed loan be put in place to cover the existing crane, but sought trustees' endorsement for further fixed loans to cover future purchases, including the likely acquisition of two Land Rovers during 2011. [A trustee] said he did not wish there to be any funding arrangement, as he wished the Essex Waterways operation to be entirely separate from the Association. With [that trustee] voting against, the majority of trustees approved that fixed term loans be put in place to Essex Waterways Ltd, with interest charged at base rate plus 3% per annum, to cover the purchase of future fixed assets, repayment terms matching depreciation, including the likely purchase of two new Land Rovers in 2011. As a director of Essex Waterways Ltd, John Pomfret abstained from the vote.

[Nick Parker left the meeting at this point]

9418

FINANCE COMMITTEE ROLE AND OBJECTIVES

A paper from Les Etheridge proposing some variations to the previously approved role and objectives for Finance Committee had been circulated with the agenda. The proposals followed a review by Finance Committee and recommendation from the Committee's December 2010 meeting. Subject to the removal of italics, the proposed revisions were approved. The national chairman suggested that other national committees should also review their roles and objectives from time to time to ensure they remained suited to current purposes. [Related point omitted]

9419

APPOINTMENTS

Neil Edwards had prepared a paper, circulated with the agenda, listing a retirement and proposed appointments. Trustees:

- (a) Noted the appointment of Gordon Harrower as deputy chairman of Finance Committee;
- (b) Approved the appointment of John Fevyer and Tony Dunning as corresponding members of Promotions and Communications Committee, each for a term of three years;
- (c) Approved the appointment of Paul Strudwick as a member of Promotions and Communications Committee for a term of three years;
- (d) Noted the retirement of Colin Davis from the board of Essex Waterways Ltd, noted the board's plans for recruitment of a new director, and asked that directors of the company should continue the present practice of being IWA members.

9420

COMMITTEE AND COMPANY MINUTES

Trustees accepted the following committee and company minutes:

Finance Committee	4 th December (including edited minutes, for publication)
Navigation Committee	4 th December (including edited minutes, for publication)
Restoration Committee	23 rd October (including edited minutes, for publication)
	21 st August (edited minutes for publication only)
Promotions and Communications	16 th October (including edited minutes, for publication)
	11 th December (including edited minutes, for publication)
Waterway Recovery Group	6 th November (including edited minutes, for publication)
Inland Waterways Enterprises Ltd	22 nd November (including edited minutes, for publication)
IWA Festivals	2 nd October and 27 th November
Essex Waterways Ltd	2 nd September (including edited minutes, for publication)

9421

MATTERS ARISING FROM PREVIOUS MEETINGS

Neil Edwards had prepared, and circulated with the agenda, a paper covering matters arising from previous meetings. This was noted, and Clive Henderson gave updates on the following minutes:

Minute 9218(c) – Clive Henderson said he hoped to circulate a further revision of the branch and region role paper shortly.

Minute 9273 – Clive Henderson said he was not yet formed a view as how to undertake performance assessment of trustees, and that although he would progress this, he felt there were more pressing issues requiring attention.

Minute 9279 – Vaughan Welch reported that progress was slowly being made on the revision of the Environment Policy document.

Minute 9385 – Les Etheridge reported that Finance Committee wished to accept the offer from Birmingham Black Country and Worcestershire Branch to host the 2011 AGM at Kidderminster.

[Chris Birks absented himself from the meeting for the following item].

9422

WELCHES DAM

Paul Roper briefed trustees on a discussion held at the meeting of Navigation Committee earlier in the day. [Detail omitted]

9423

MEMBERSHIP RECRUITMENT INITIATIVES

Jo Gilbertson had provided a brief written update on membership recruitment initiatives, with the Matters Arising paper. This was noted by trustees, and Jo Gilbertson confirmed that boat owners on the Chelmer & Blackwater Navigation would be offered free membership for one year on the basis of a Gift Membership, whereby they would need to opt in to the membership for it to become effective. [A trustee] expressed a view that there would be few takers who would eventually convert to paying members, but other trustees expressed their confidence in the initiative.

9424

TRUSTEES' STRATEGY MEETING

Jo Gilbertson had provided a written report on the Trustees' Strategy meeting held on 5th December, circulated separately, and an update with the Matters Arising paper. The suggestion to seek assistance from BT to provide a management consultancy on a voluntary basis had been progressed, but there was difficulty in finding suitable people.

9425

FINANCIAL REPORTS

Les Etheridge drew trustees' attention to the Income and Expenditure reports circulated with the Finance Committee agenda papers, and in particular that the financial outturn for the Association for 2010 was likely to be about £180,000 better than forecast, mostly owing to revaluation of investments following a buoyant stock market during the second half of the year.

9426

NAVIGATION CONCERNS

Paul Roper reported that at its meeting in the morning, Navigation Committee had discussed concerns on (a) enforcement of mooring stays on BW waterways, (b) overcrowding on certain waterways, and (c) possible restrictions on the river Lee owing to the 2012 Olympics.

[The meeting adjourned at this point to hear a presentation from Robin Evans, chief executive of British Waterways, followed by questions and answers. The meeting resumed following Robin Evans' departure.]

9427

NEW WATERWAYS CHARITY

Clive Henderson reported that he had been approached about standing as a transitional trustee for the new waterway charity and was considering whether to do so.

A meeting had been arranged with the waterways minister on 15th February, at which Clive would press, once again, for inclusion of the Environment Agency's waterways at the outset of the new charity. Trustees asked that consideration be given to communicating IWA's position to members after this meeting.

Trustees agreed that the presentation and Question & Answer session with Robin Evans had been most helpful.

9428

NEXT MEETING

Trustees noted that the next meeting of the board of trustees would take place on Saturday 9th April at Lapworth Village Hall. Thanks were given for the day's lunch preparations.

Future Meeting Dates:

11th June (Rowington)

13th August (Rowington)

8th October (Lapworth Old School)

3rd December (Lapworth)

There being no further business, the meeting concluded at 4.25 p.m.