

Kennet and Avon Canal Trust

Devizes Branch

Minutes of Crew Meeting 11th Feb 2023

10am in the Rennie Room.

Agenda:

1. Administration:

Present: Pat & Merv Kelly, Graham & Valerie Day, Bill McEwan, Chris Mitchell, Carolyn Calder, Dave Hawke, Alan Braunton, Graham & Ann Snook, Mike Bird, Shirley Cox, Richard Green, Kevin Leaning, John Schofield, Darren Bone, Richard Bennett, Peter Cadogan, Paul Turgoose, Brian & Clare Messenger, Kelvin & Pam Nash, Peter (Jack) Steele, Francis Budge, Steve Howard, Frank Birch, Richard Agar

Apologies: Bobby Haslam, Val & Bill Huxley, Don Rutherford, Sharmain Washbourne, Pete Askins, Viv Schofield, Rosie Bennett, Susan Braunton, Paul Luttlely

There were no comments on the minutes of the meeting held 15th October 2022, and no matters arising.

A copy of the slides shown at this meeting is available on the KV document library

2: 2022 rudder damage and review of year:

- a. Rudder damage:** GD showed some photos and explained the background to the rudder damage. The key message is that extreme care must be taken when reversing because the rudder is totally unprotected below water
- b. 2022 final trip and passenger numbers:** These showed that we continued to rebuild activity after the cessation of business in 2020. We provided 65% of our historic number of trips and carried about 50% of historic passenger numbers.
- c. Life Jackets:** Thanks from Rob Dean for keeping life jackets so clean. They have all been serviced and are good for 2023
- d. Dave Hawke:** explained how the monthly passenger data are collected and offered to provide monthly reports to interested volunteers. If you would like a copy, names to Pat Kelly please. It is also now intended to record “no shows” and “walk-ons” on the Trip Log along with total

passengers carried. After the meeting, Peter Cadogan produced a proforma which Boatmasters agreed.

- e. **50,000 passengers:** at some point soon after we commence operations, we will entertain our 50,000th passenger on KV since we commenced operations in 2010. We will track this and decide how best to celebrate this occurrence.

3: Results of MCA inspections:

GD described the outcomes of the Out of Water (1st Feb) and In Water (8th Feb) inspections. 2 minor deficiencies from the former were corrected and everything else was in good order. We have official authority to operate in 2023. GD advised about new regulations which may affect us in 24 months time regarding bilge pumps and fixed fire-fighting equipment. This will affect all MCA-regulated boats so a joint K&A response will be compiled.

4. EST programme

GS described the forthcoming EST programme which is being held in February so that we can go straight into operation when the boat returns from Foxhangers in May. So far, 40 crew members have signed up for EST. Pat Kelly spoke about our volunteer numbers – a list of current volunteers will be circulated to all. She also requested a volunteer to assist her in her role as Crew Manager. Kelvin Nash suggested all attending EST could be asked to sign a consent form allowing their e-mail addresses to be shared with other volunteers. This might reduce the need for all communication to be directed via Pat.

5. Arrangement for boat painting:

GD confirmed that KV will be moved down the flight on Monday 13th March and will return up the flight on Tuesday 9th May. The slide pack contains arrangements for how this will be achieved. We will create a KARS roster system for the various roles – helms, lockers, chauffeurs and vehicle movement between the wharf and Foxhangers. KV will need to be completely stripped of almost everything moveable in w/c 6th March. It will all need to be reinstalled between 9th May – 12th May – this is a big task! A timetable will be created for this.

In answer to a question from Peter Cadogan, GD suggested we set ourselves a target of completing the passage through the locks in 4 ½ hours.

6: Update on 2023 trip programme:

- a. Because of the coronation of King Charles III on Saturday 6th May and the additional Bank Holiday on Monday 8th May, the KV will not be returning to the wharf until Tuesday 9th May. So the original plans for the first public trip to be Wednesday 10th May have been cancelled. The first public trip will now be Saturday 13th May. We will try to arrange publicity to promote the event. Kelvin Nash advised that Devizes Town Council may erect a large screen in the market place for the coronation weekend, so we have the opportunity of supplying some promotional pictures which could be used for publicity.

7: Other Matters and Volunteer questions.

GD presented updates on

- i) alcohol sales
- ii) emergency response procedures
- iii) new carbon monoxide alarm on KV
- iv) new expense claim form and claim limits

Details in the slide pack.

Merv Kelly will stand down as Engineering Manager by the end of 2023. We thank Merv for his past and ongoing service. He will continue as a volunteer and is happy to advise and assist his successor (as is Richard Bennett).

However, we do need a new volunteer in place by the end of the year. This is a great opportunity, so please do all rush at once!

Questions

- i) Paul Turgoose – can we increase linkage among the boats? GD explained the different types of boat and their differing regulatory structure. It is perfectly possible for volunteers to support more than one boat – e.g. another MCA-regulated trip boat, or a Bruce boat, or indeed other Trust activities like Crofton.
- ii) Paul also asked about the Butty. GD advised that Sharmain is no longer editor. New editor is Zaira Puddephat. Apparently hard copies can still be obtained upon request before publication.
- iii) GS introduced the 2023 boat advertising leaflet. Carolyn asked that volunteers delivering leaflets to locations should advise where they have delivered to so that we can track the effectiveness of our advertising programme.

- iv) Galley training and electronic card payment. Peter Cadogan confirmed he will provide training in the Zettle system during April.
- v) Dave Hawke advised that he has updated the blue and red folders for this year. Thanks Dave.

D.O N.M November 2023, probably in Rennie Room. Date/time TBC.

There being no further business the meeting closed at 11.05hrs.