The Kennet and Avon Canal Trust

55th Annual General Meeting held on 13th May 2017 at 10.30 at West Lavington Village Hall
Sandfield, West Lavington, Devizes, Wiltshire, SN10 4HL.

| 1. Attendance and apologies | The Chairman, Rob Dean, welcomed all to the meeting, attended by 28 members. Apologies (77): Mike Bailey, Chris and Anita Churchouse, Joan Hawkes, Steve Barrif, Pat and Merv Kelly, Kate Walkington, Anne Munroe, Steve Richards, Nicholas Philips, Pauline King, Molly Haughton, Carole and Gerry O’Neil, Tim Wheeldon, Chris and Janet Hopkins, Ian Perryman, Patrick Titman, Mr and Mrs Haslam, Gill Hawken, Mr Cully, Jane and David Inight, Brenda and Lou Rutter, Chris Poulter, Anthony and Jenny Gotley, Alan Spreadbury and Jo Hurst, John Embing, John and Sarah Foley, Kate Nottage, Ian Stevenson, Mr and Mrs Philips, Joyce Lewis, Stephen Desmond, Mrs P Simpson, Paul and Val Nocis, Mike Whay, Charles Jenkins, R B Brockhurst, David Bezzant, Philip Bayliss, Richard and Rosie Bennett, Geoffrey Snelgrove, Rodney Cross, Sylvia Walker, Diana Wheatley, Richard Snook, John Webb, Simon Eveleigh, Dr M R Miller, Patrick Pease, Ian White, Mr and Mrs Adams, Audrey Cresswell, Jill and Trevor Staig, Tony Betley, Ros McGowan, Colin and Sue Dimbylow, Robin Springett, Ivy and Bernard Darbon, Mike Bennett, David Lamb, Alan and Sarah Padwick. Proxy votes (11): Proxy was granted to the Chairman by Alan Wells, Chris Churchouse, Julian and Sarah Foley, Trevor and Jill Staig, and Freda Oram, and to Paul Jakeman by Rosemary Bennett, Alan Smith, Peter Steele, and Merv Kelly. |
| 2. Welcome and introductions | Rob Dean (RD) introduced himself as Chairman of the Trustee Council and Mr David Bruce as the Trust President. RD then introduced all those Trustees and Enterprise Directors present at the meeting. |
| 3. Minutes of the last meeting | It was proposed that the minutes of the last meeting be accepted as a true and accurate record of the proceedings. Proposed: Bryan Baker Seconded: David Fearns Passed: Nem Con |
| 4. Matters arising | There were no matters arising |
| 5. Report from Trust Council | The full text of the Chairman’s report on behalf of the Trustees is at Appendix 1. The Chairman noted the continued improvement in the Trust’s financial situation over the year which saw overall funds increase by 36% from £558k to £757k, while overall cash balances rose from a net £183k to £365k. Unrestricted funds balances have increased by 30% from £465k to £592.7k. The Chairman emphasised that the high cash/asset balance is balanced by significant project commitments and provided a short review of the Trust’s Commitment Register. This showed that the Trust has currently committed |
£295,380 to projects over the next few years.

The Chairman summarised the Trust’s work throughout this year, focusing on the work of the branches and noting the addition of the Bruce Branch to the Trust this year. The report outlined a number of projects and events which have been conducted this year along the length of the canal and highlighted the charitable impact. The Chairman closed the report with a look at the three key elements of the Trust strategy for the next year:

- The Crofton Story.
- The alliance with the Bruce Trust.
- Collaboration with CRT.

6. Ordinary Resolutions

a. To receive and adopt the Council’s Report and Accounts for the year ended 31st December 2016.

The report and accounts having been previously published on the Trust website, the Chairman briefly summarised the accounts format and the key points of the report. Comments were then invited regarding the financial report. No comments/questions were raised and so it was proposed that the meeting receive and adopt the council reports and accounts for the year ending 31st December 2016.

**Proposed:** Terry Mundy  
**Seconded:** Bryan Baker  
**Agreed:** Nem Con

b. To elect Members to be Trustees: All individuals were nominated in accordance with the Trust’s Articles of Association; election was conducted as a group with the consent of members present.

i. Will Job, Terry Mundy and Daisy Mundy retired in accordance with Articles 32 and 33 of the Trust’s Articles of Association. They, being eligible, offered themselves for re-election.

**Will Job**  
**Proposed:** Peter Turvey  
**Seconded:** Terry Mundy

**Terry Mundy**  
**Proposed:** Daisy Mundy  
**Seconded:** Robert Dean

**Daisy Mundy**  
**Proposed:** Terry Mundy  
**Seconded:** Robert Dean

ii. Nominations for election to Trust Council had been received for Mike Bailey, who had been co-opted to Trust Council during 2016.

**Mike Bailey**, having been duly nominated, was proposed for election as a Trustee.

**Proposed:** Terry Mundy  
**Seconded:** Peter Turvey
All individuals having been duly nominated in accordance with the Trust’s Articles of Association, election was conducted as a group with the consent of members present.

Proposed: Julie Dean
Seconded: Deborah Robinson
Agreed: Nem Con

7. Presentation of John Gould Award

In 1997, British Waterways donated a trophy, to be called the "John Gould Award" to be presented annually to a person or group who has “undertaken noteworthy actions or deeds for the Kennet & Avon Canal in the past year”. The award is made by the Chairman of the K&A Partnership, acting on advice from the Trustees of the K&A Canal Trust.

The President presented the award to Pam Weekes and the following testimonial was given:

“The "John Gould Award" is presented annually to a person or group who has "undertaken noteworthy actions or deeds for the Kennet & Avon Canal in the past year". The award is made by the Chairman of Trustees, acting on advice from fellow Trustees. With so much great work being done throughout the Trust and along the canal, the Chairman always has a tough choice deciding who should receive the award.

The recipient for 2016 is Pam Weeks, Secretary of Crofton Branch. This is a simple title that belies the range and volume of work she has undertaken for the Trust. This is to keep Crofton open to the public and to drive forward our project to conserve and sustain Crofton for future generations. In doing this, she has built relationships with other Trust branches and CRT colleagues to ensure that Crofton is fully engaged in the broader work of the Trust and vice versa.

Pam has a clear idea of what needs to be done and her organisational skills motivate and direct others. That makes her a great role model for the new generation of volunteers that we need to attract to Crofton. I am pleased to ask our President to present the award for 2015 to Pam.”

The Trust President, David, Bruce congratulated Pam on her achievements at Crofton and presented her with the award. Pam accepted the award but emphasised that she did so on behalf of the whole team at Crofton, who had all contributed to her success this year.

8. Other Business

The Chairman asked all members to help in maximising Trust income, cutting costs and improving communications by:

- Completing a gift aid declaration – this provides the Trust with significant tax benefits.
- Buying online through givingabit.com – this allows the Trust to receive donations at no extra cost to the shopper.
- Paying membership fees by Direct Debit – this allows the Trust to drive administration costs down.
- Providing a contact e-mail – this will make administration more efficient.
9. Presentations | Short presentations were delivered on:
| | • Bruce Branch by Branch Chairman, Paul Eames.
| | • Crofton Project by Branch Chairman, Peter Turvey.

10. Closing Address | The Trust President, David Bruce, closed the meeting with a short address. He reflected on the excellent efforts of all staff, members and volunteers, highlighting the entrepreneurial spirit and the professionalism which have contributed to the Trust’s success over the years, resulting most recently in the Queen’s Award for Voluntary Service in 2013. He thanked the Chairman for his strong leadership of the Trust and looked forward to new and exciting achievements in the coming year.
Kennet & Avon Canal Trust

Report of the Chairman of the Trust Council on achievements and performance for year 2016

As members, you expect your trustees to manage our funds well and I believe we can assure you on this.

For a small charity our financial position requires a little luck and a lot of rigour. We had both last year.

Our treasurer, Tony, has done an excellent job once again of ensuring that trustees are able to understand the issues.

There are many relevant measures but Tony encourages us to focus on these.

There’s a very big BUT coming but I’ll save that to the end...

There is so much good stuff going on along the 87 miles of the canal almost every day of the year that it’s hard to pick out examples without risking missing somebody out. This year I’m going to run through our branches which grew by one in 2016. The Trust is essentially the sum of its branches because that’s where most useful work takes place. But I firmly believe that the total result is greater than the sum of the parts.

I started last year with Bath & Bristol branch, so let’s do so again. In 2016, the hard working refurbishment team moved on to the Toll House at Dundas Wharf. Long neglected, it really needed refurbishment as part of an effort to improve this important canal-scape. We pestered CRT to let us get on with it and then the branch did just that. At the end we handed the building back to CRT for use as a welcome station. Here’s the media re-opening with the usual hoorah. Our trustee, David Fearns and CRT’s manager, Mark Evans. This is a good example of working together with CRT: their property, their rules and mostly their money. But our drive and effort. The result is of value to both charities and more importantly good for users.
Rather like Bath & Bristol, our branch at Bradford on Avon works really closely with CRT and that continued last year with the towpath task force being really successful and joint running of the Welcome Station. A really good season for the Barbara ‘Mac’. She had a complete repaint at the beginning of the year and a roof repaint last month. There will be a new name and traditional decorations as well, funded by donations, before next season. Interior lights have been renewed. 200 trips over this season equating to 5,000 passengers and a good financial return for the Trust.

This is our HQ building and that’s not the same thing as Devizes branch. But we should be very clear that we wouldn’t have a HQ if it wasn’t for the efforts of the branch in maintaining and running the building on the Wharf. The whole Trust owes them a debt of gratitude for making this large building affordable. We improved the building considerably in 2016 for the benefit of members, visitors, volunteers and staff. And at very little cost.

Devizes is actually a double branch with a branch and boat committee. It’s been a very successful year for the Kenavon Venture with a full programme of public trips, music nights, charters, quiz nights and a host of school liaison trips through CRT. We continue to build relationships with the local community. The Carnival on the Canal was a great, again well supported event.
My colleague Peter Turvey will be telling you more about our major project in a short while. And that’s really important. Crofton has a dedicated and hardworking team that never cease to impress. Recognition of the site by the Transport Trust last year was important. And it’s only steaming this year because of this bear . . . And its friends. The remarkable £44,500 raised for the Boiler Appeal last year demonstrated our ability to fundraise continues.

A new branch and a new venture for the Trust. Like the Crofton HLF bid, this is really important for us and we’ll be hearing from branch chairman, Paul Eames in a short while. I won’t steal his thunder. I just want to say that it was really hard work last year; the volunteers at Great Bedwyn and the staff at Devizes rose to the challenge incredibly well and the new branch committee came together to work over the winter on building a structure that will professionally sustain the incredible and unique legacy of the Bruce Trust in future years. Providing holidays afloat for disabled people is not simple but it is really worthwhile and enormously rewarding for everyone involved.

Hungerford branch will cheerfully admit to being a one objective branch – running The Rose of Hungerford. But they do it really well and their well-honed business model provides quite a cash-cow for the Trust being our biggest single business activity. There’s no luck in that: the large boat committee have great marketing skills and gave trips to over 5000 passengers last year including this chap who was red with embarrassment when he fell in. Actually, passenger care on the Rose is so good that the boat raises more than £4k a year in donations on top of fares.
I used this photo partly to amuse but also to allow me to mention, as I have before, just how professionally our boats are run. When attending an MCA survey earlier this year, the inspector told me it was a pleasure to visit us because our boats are all so well run and our crews so dedicated.

You’ve seen a version of this in the Butty and this picture sums up Newbury well. Jubilee had a really great year and made a greatly increased return to the Trust. Moving her to Newbury has proved, after 5 seasons, to have been a smart choice. The branch also has a good track record in fund raising – they secured over £2k from the Greenham Trust for new covers for Jubilee.

And here’s the Newbury Waterways Festival and the duck race – around £400 of easy fundraising that the public really like. The festival brings a lot of people to the canal.

Just a quick mention of the Stone Building in the background. The branch continues to run the John Gould room which introduces many visitors to the canal. There’s a new roof going on this year – but not at our expense!

Reading branch – perhaps our smallest branch but, under David Copley’s leadership, they keep the flag flying down at the funny end. Waterfest is an important event. It reaches a rather different sort of audience in our largest town. And David does well to keep Reading BC engaged and driving much of the organisation.

Here’s the Acoustic Beatles Shambles featuring the son of one of the branch committee members. They entertained the crowds and also come down the wharf to entertain our visiting boaters in a memorable session. Newbury branch liked them so much that they’ve been booked as the headline act at this year’s Newbury Waterways Festival.
Our Crofton Story
The Trust’s major focus of fundraising and effort is targeted at ensuring Crofton Pumping Station reaches its 50 years with the Trust (in 2018) ready to face the next 50 years. That requires around £¾m of building works, redevelopment of a visitor centre and a new interpretation of events as much as by relevant enthusiasts.

Alliance with the Bruce Trust
In 2016, the Trust took on, from the Bruce Trust, management of its fleet of 4 boats which, in the Trust's own words, is designed to provide holidays for the disabled, disadvantaged or elderly. The work includes creation and support of a largely autonomous volunteer branch structure operating as other branches do to support and drive this important hire boat operation. If successful, trustees anticipate taking on formal ownership of the 4 boats at the end of 2017.

Collaboration with the Canal & River Trust (CRT)
Since its creation by government in 2012, CRT has worked to a ‘Partnership Working Agreement’ with the Trust. This seeks to ensure both Trusts support each other, share resources and together enhance the enjoyment of the K&A by users. The 2 organisations differ greatly in scale and working methods and trustees maintain a close focus to ensure we remain in collaboration.

As described to HLF

Commitment register
Reviewed by TC on: 04/04/2017
Date agreed Description Commitment source of funds timescale Comment

Our Crofton Story
Project
Feb-16
Costs of preparing Stage 2 bid to HLF £70,000 £53k available from HLF Mar-Jun 2017 To be called down as development phase

Trust Contribution to OCS project
Feb-16
£75,000 Existing fundraising From Oct 2017 Agreement that we will provide 10% of planned HLF bid

Project match funding
Mar-17
£89,500 Receipts in bank and ringfenced November 2017 onwards Match funding commitment to HLF is £115k. Internal fundraising target is £150k. Commitment is amount received to date plus £25k underwritten by Trust Council on 4/4/17

Other commitments
Jun-15
Boiler rivet replacement (and firebars) £3,000 Appeal: £45,200 raised Mar-17 External works complete. Residual costs allowed for

Jun-15
Emergency asbestos remediation at Crofton £30,000 ongoing Survey suggests this will not be needed and can be included in OCS project. TBC April 17

Oct-15
Capacity fund for boat fleet £38,410 within Enterprise trading over 10 years Memorandum inclusion: trustees have agreed that Enterprise Board will fund £5k pa over 10 years to maintain capacity of fleet. This is balance

Mar-17
Minor funds support for work at Dundas £2,470 budget 2016 £250 IWA grant received

Sep-16
Aldermaston Wash House £3,000 budget 2017 To create displays following CRT-funded restoration

Dec-16
Picnic benches at Crofton £750 donation 2017 private donation received in October 2016 requesting benches

Total committed £312,130

Here’s the BUT. Cash situation is healthy but we’re planning to use it for our charitable work. Please be very clear that the numbers will start falling dramatically over the next 2/3 years.