

**Minutes of a Council Meeting of the
NATIONAL ASSOCIATION OF BOAT OWNERS
Held by tele conference at 10.00am
on Saturday 20th June 2020**

The meeting was held by teleconference because of the lockdown for the Corona virus.

Present: Mike Rodd, Mark Tizard, Peter Fellows, Ken Hylins (part time), Helen Hutt, Phil Golding, David Fletcher

Apologies Alison Tuck,

1. Minutes of the last meeting

- i. Minutes of last council meeting, 24 April 2020 were agreed.
- ii. Matters arising. Bridgewater docks (Somerset), we hear that CRT is giving notice to boaters. Dock belongs to Somerset Council and CRT has held a lease, which it does not want to renew. It is not possible to get into the sea at the moment. Mike will keep in touch with the IWA who have a good rep there. Appreciation was expressed to Peter for the last NN News, which came from nowhere in April. Phil reported on a CRT Stoppage meeting on 10 June. This covered the summer issues, Stourport (single locks only) and also Diglis locks, which CRT are planning to be closed this summer. Some challenge to this latter, so the plan is under review. The winter works list is long and not contentious this time, is on the web site now. Phil will circulate notes of the meeting.

No other items not on agenda.

2. Policy discussions: matters requiring agreement and action from this meeting

- i. Area representation. Ken suggesting that we should be making further use of e-meeting technology. We should be looking to try and get these new tools going to improve our communications. Zoom is having increased usage. Data usage and data speed can be a problem for users on mobile phone signals. We said we would try with Zoom next time. There is a need to plot the CRT managers and see who we know. Let us all share the names we have. Mark will ask Matthew for an organogram. Mike will do the same for EA.
- ii. Lockdown is still in place. The canals are open for residential boaters and day boating only for leisure boaters. The hope is that this may change on 4th July. CRT is pressing Government, but this is linked to camping and leisure industry. Wales is looking like 13th July to open. Avon is still locked.
- iii. Discussions with RBOA. They have not responded so far. Chair will chase, but has no priority in current circumstances. We are not sure that RBOA's move to Charitable status is wise or supported by their membership.
- iv. CRT finances/ grant renewal. There is a looming cash crisis for the Trust. Reduced rental income, February flood costs, Covid costs, and reservoir costs, all are going to conspire to provide budget issues. The winter works is not affected at the moment. Volunteer lock-keepers over 70 are not to be re-engaged. There is going to be a big reduction of this service this year.
- v. Residential moorings. We are expecting more change. Many marina moorings are not legally residential, but in fact are liveaboard. There is a range of mooring models in marinas, from those with planning permission, and those without but providing a range of services, perhaps with a limit on nights of occupation. It is apparent that a lot of boaters do not want a fixed mooring and certainly not one with planning permission and we have to support them. RBOA policy is to advocate planning permission for residential moorings.

3. Reports

- i. NNUF and EA Strategic Review of Navigation Charges. Not much has happened because of the lockdown. A sub-group of user groups has formed to address the issues of user forums on the Thames. There is the NNUF for national issues, but the Thames forum had been hijacked by RTA, and become large and ineffective, chaired by EA who set the agenda. There is a need for change and the sub-group is going to make a recommendation in due course. There is a wish for find someone else to join Mike in this.
- ii. NAG. There is a date set for the safety review of canoeing in Chirk (Llangollen) tunnel in August, but no date for Saltisford (T&M). On vegetation David has a high-level meeting with CRT and NAG chair to plan the future work of the sub-group, following the change from Peter Birch as the CRT lead. Then there is a video sub-group meeting in July. User maps for mowing regimes are online. CRT is back-peddling on mapping the basic requirements of cut to edge at bridge holes, line of sight and 10% for moorings. Another small challenge, but David has not given up yet. After 4 years, CRT has come up with revised wording on the Maintenance Standards document. This is in David's hands for review, then to present to the Group. The next meeting is in September by video.
- iii. BSS. The AC meeting for June was cancelled. There have been no TC meetings, but there are some technical paper reviews going on for Mike and David. No other meetings are planned. David is talking to the office every week to help with ongoing issues. As the lockdown eases, BSS is seeing a steady flow of examinations being done, with 150 examiners available, but not yet at full capacity. There is a backlog of more than 10,000 to be done by the current target of the end of July. The message to boaters is to get a booking quickly with your favoured examiner.
- iv. Web and IT matters. As part of the GDPR risk review, a security review has been undertaken for the web system we currently have with SiteGround. A confidential report has been prepared and submitted to the Chair and Vice Chair. It has been peer reviewed by a former member and web master. We conclude that the site is safe commensurate with the non-sensitive data we hold. There are two recommendations. First to increase the complexity of website password sign-in. This was announced in the June members bulletin and was implemented on 16 June. Secondly, there is a need to have monitoring software running on the website. Siteground offer such a package at £1.30 + vat, equal to £19pa. Council's approval is requested and confirmed. Secondly, we identified the need for Helen and David, and others, to share the important records for business continuity. We have commenced a first stage of this already. There is a need to have a supply of encrypted usb chips and Council's approval is requested for £40 to buy these. The plan will be for Chair, GenSec, Treasurer and web master to have encrypted copies of records, and these are updated from time to time on the basis of A and B records. These records are then available for extreme situations. Council agreed the expenditure.
- v. GDPR. The procedure and appendices were distributed at rev A before the meeting. Council approved the documents. Council considered how to have these externally reviewed. Mike is to contact a person known to him with experience in these matters to see if they would do a document review.
- vi. Membership matters. Renewals are going to email addresses as a matter of course. We have to watch that we do not lose members who have not read their mail. The new address is being used for correspondence and the PO box will be wound up in due course.

4. Finance

- i. Helen presented options for the renewal of our insurance policy. It was agreed that we should have cyber cover from now on at an extra cost of £100. There is no real exposure to our own records so long as backups are done, the major issue being liability arising from complaints from members in the event of loss. View that we do need to have the cyber cover. How much cover do we need? Council debated

whether to reduce the cover on professional losses, and concluded that we should not do this. It was agreed to renew at a cost of £751. Which covers high liability and added cyber insurance.

- ii. Budget. Helen presented the draft budget for 2020-21. Key numbers are membership income, cost of Council meetings, cost of travel to NA meetings. VT licence fee and legal fees. Legal fees are a holding number, we have no current plans for these costs, but this is dependent on CRT's actions. We are looking to budget for a deficit of £1400 pounds. Mark suggested trying to secure additional advertising for the inside back cover of NN from an insurance provider. Mike will talk to Michael Stimpson too. Helen will revise the budget to incorporate comments and circulate.
- iii. The 2019-20 balance sheet has now been audited. Council approved the £75 honorarium for the Auditor.

Finances today are as follows:

Barclays current a/c	2806.32
Barclays deposit a/c	4622.25
PayPal	153.58
Redwood	15,407.73
TOTAL	22, 989.88

Thanks were expressed for the high quality work undertaken by Helen.

5. NABO News

We concluded to go ahead with the June edition.

Contents for next issue:

- 2nd part of Helen's NE cruise
- Reservoir levels
- BSS incidents from 2019 Peter
- Mowing regimes David
- Mark's piece from Towpath talk on coal boats.
- Membership David
- Diary on virus David
- APPWG meeting report - Mike

6. AOB

No items

7. Next meeting

Saturday 5th September by teleconference

Minutes approved by Chair 5 September 2020

Mike Rodd