

Friends of the Avon New Cut (FrANC)

Minutes of Committee Meeting held on 14th November 2016

Attended by: Sara Worth (Chair), Tess Green (Vice-Chair), Steve Fay (Treasurer) and Richard Clutterbuck, Margaret Fay, Roy Gallop, Ed Hall, Chris Hanmer and Angie Tonge (Committee Members).

1. Welcome

Sara welcomed those present to the meeting. Tess joined us half-way through the meeting as she had a prior engagement.

2. Apologies for Absence

Apologies for Absence were received from Derek Hughes (Secretary), who was away on family business. Richard offered to take some notes in his absence.

3. Minutes of the last Meeting

The minutes of the last FrANC Committee Meeting held on 7th June 2016 were approved by those present.

4. Matters Arising

The matters arising from the previous meeting may be found in the list of Actions contained in the minutes of that meeting, the current status of which is summarised in Table 1. Additional comments concerning some of the actions are given below:

Action 16-02-03: three new litter bins have been installed since this action was raised, one at Bath Bridge and one at each end of the Banana Bridge, thanks to Anne Newman, Bristol City Council's Area Co-ordinator (Clean and Green). Consequently, this action is now considered to be *Superseded* by events.

Action 16-03-02: this action is also considered to be *Superseded* (too late now for press release re. York Road Riverbank Clean-up, but all local Councillors were notified of the "FrANC Fest" Celebration Event on 2nd October).

Action 16-03-11: Overgrown vegetation has been cleared around John Purkiss' Memorial Tree. Roy agreed to raise the matter of fading lettering on John's plaque at the Patchwork meeting the following evening; they have had a similar problem with their plaque and used the same supplier. It was felt there may be benefit in approaching the supplier jointly.

5. Round-up of HLF Grant Activities

Sara gave an update on the Heritage Lottery Fund (HLF) Grant activities – the cost of new benches and the challenges of ensuring we were not liable to pay VAT has meant that in total we were nearly £400 underspent. Sara is waiting to hear whether or not this will be reclaimed by National Lottery – though hopefully we will be allowed to keep any unspent monies.

There was a spontaneous vote of thanks from the Committee Members to Sara and Derek for their sterling work throughout the year in pursuing the many tasks relating to the HLF grant in particular, for the benefit of FrANC.

6. Progress on New Website

Chris brought us up to date on the efforts being made to get us a new FrANC Website. The first draft was thought to be too complex, needing to be much simpler, with further meetings with the Website people to be held soon. Sara thanked Chris as she has put an enormous amount of time and energy into getting the draft as good as possible prior to launch.

7. Preparations for AGM on 27th November

- **Proposed changes to Constitution to be presented at AGM** – Sara presented a proposed draft for the updated Constitution and the Committee commented on this and made additional helpful recommendations. Derek will send out the proposed amended copy to FrANC members and this can hopefully be accepted at the AGM. The changes are essentially about updating the Constitution to reflect how FrANC is operating now.

- **Change date of when annual Treasurer's Report runs from/to** – the FrANC membership will be asked to agree a change of start and end year for the Financial report – so that it coincides with the AGM.

Steve, our Treasurer, gave a brief update on the FrANC finances and will prepare a full report for the AGM. In summary, he advised that finances look healthy – although we will need to pay to set up hosting arrangements for the new Website (around £80 per annum) and would also like to get the updated general FrANC leaflet printed (£160).

- **Events Planning for 2016/17**

- Butterfly Junction has been a bit neglected this year. The Committee agreed that Sara should approach *ParkWork* to see if they could undertake some work on our behalf; we are currently 'in credit' with *ParkWork* and this was thought to be a good use of the money. This work should ideally be undertaken as soon as possible. The brambles would benefit from being dug out rather than just pruned.
- Dates for next year's riverbank clean-ups were agreed – **Saturday 14th January, Saturday 11th February and Saturday 11th March.**
- Roy's proposed "Bedminster/Southville Colliery Site Walk" might now merge with an *acta Community Theatre* production about our local coal pits. Roy to find out more and report back.
- Ed had previously indicated his willingness to run a FrANC Guided Walk during Bristol's *Walk Fest* in May 2017. He confirmed his willingness to do this and will develop ideas in the coming weeks. At present he is thinking of doing the same guided walk twice over – once in early evening and again in an afternoon. FrANC will charge £2 per participant and this will help to keep funds flowing (though currently finances are strong).
- Chris proposed a guided evening talk at the Tannery on Coronation Road (Thomas Ware and Sons Ltd.). She has been in early discussion with the owner – and it was felt that, as numbers will be limited, she will ask if it is possible to arrange a preliminary session for Committee Members. There will be no charge other than a donation to the Tannery's chosen charity.

- Margaret agreed to explore the possibility of a wild flower walk along the New Cut and will approach members of Bristol Naturalists' Society. This is likely to be a date (evening) in June.
- The annual "Big Butterfly Count" at Butterfly Junction will run from Friday 14th July to Sunday 6th August next year.
- **Check Committee Members prepared to stand for re-election** – all Committee Members present confirmed that they are prepared to stand again next year.

8. **Environment Agency Riverbank Clean-up on 30th November**

The Environment Agency Clean-up on Wednesday 30th November should mean that Coronation Road will be fairly clear of rubbish. For this reason it was proposed that when FrANC undertake the first Clean-up next year (on 14th January) we start along York Road, which we were unable to clear completely before the brambles and nettles took over in late May this year.

9. **Any Other Business**

- **Links with local Sea Scouts** - Sara read out some correspondence from 255th Bristol Channel Sea Scouts. This request came following one of their leaders attending the "FrANC Fest" celebrations. They are looking for support in re-instating their headquarters which opens out onto the New Cut at the Gaol Ferry Bridge slipway. Roy has some contacts within the group and agreed to explore this further to see if there was some way that FrANC could assist.
- **Publication date for next FrANC Newsletter** - the proposal was for a festive Christmas/New Year Newsletter. Contributions welcome.

10. **Dates for future Committee Meetings in 2017**

- Dates were proposed for the next two FrANC Committee Meetings, to be held on **Monday 23rd January 2017** and **Monday 10th April 2017**, both at 88 Cumberland Road.
- Note that Table 1 includes any new actions raised at this 14th November meeting. Sara requested those Committee Members with actions placed upon them to report on progress as it is made, rather than waiting until the next Committee Meeting to provide updates.

Richard Clutterbuck
Committee Member, Friends of the Avon New Cut

Sara Worth
Chair, Friends of the Avon New Cut

Action No.	Description	Actioned by	Status
16-02-02	Acknowledge York Road Riverbank Clean-up refreshment contributions by Fowlers Motorcycles in next Newsletter	Sara, Derek	<i>Completed</i>
16-02-03	Contact local Councillors to find out if they are entitled to request the installation of two litter bins in their wards each year	Sara	<i>Superseded</i>
16-02-05	Consider content, features and functionality to be incorporated into design of new FrANC Website	Committee	<i>Completed</i>
16-03-01	Progress "FrANC Volunteer of the Year" Awards for presentation at next AGM, propose names of male and female recipients	Sara, Derek	<i>Completed</i>
16-03-02	Publicise completion of York Road Riverbank Clean-up in local press and notify local Councillors	Derek	<i>Superseded</i>
16-03-03	Add Councillor Mark Wright (Hotwells and Harbourside Ward) to the FrANC Email Distribution List	Derek	<i>Completed</i>
16-03-04	Write to Eric Dougall to explain why FrANC do not wish to shorten the height of the two new Interpretation Boards to comply with BCC Urban Design Team recommendations	Derek	<i>Completed</i>
16-03-05	Circulate final artwork for new Interpretation Boards to Design Workshop Committee Members for comment/approval	Derek	<i>Completed</i>
16-03-06	Design Guided Walk Leaflet incorporating recommendations from Leaflet Design Workshop on 12 th July	Derek	<i>Completed</i>
16-03-07	Attend Power Tool Training Course and deliver Stihl FS40 Strimmer into custody of BCC	Derek	<i>Completed</i>
16-03-08	Circulate details of Big Butterfly Count 2016 to FrANC membership and collate/publish results from Butterfly Junction Survey	Derek	<i>Completed</i>
16-03-09	Ask Stephen Mason if he is prepared to lead a walk next year looking at the tributaries of the New Cut	Sara	<i>In Progress</i>
16-03-10	Fix date and organise New Cut Riverbank Clean-up with volunteers from Environment Agency	Sara	<i>Completed</i>
16-03-11	Clear overgrown vegetation around John Purkiss' Memorial Tree and investigate how to repair faded lettering on Plaque	Derek, Sara, Roy	<i>In Progress</i>
16-04-01	Contact <i>ParkWork</i> to find out if they will undertake this year's "meadow management" at Butterfly Junction (plus grass cutting)	Sara	<i>New Action</i>
16-04-02	Contact <i>acta Community Theatre</i> to discuss involvement in proposed Bedminster/Southville Colliery Site Walk	Roy	<i>New Action</i>
16-04-03	Develop ideas for FrANC Guided Walk around the New Cut for <i>Bristol Walk Fest 2017</i>	Ed	<i>New Action</i>
16-04-04	Contact Thomas Ware and Sons Ltd. to arrange evening talks/tours around tannery for FrANC Committee and members	Chris	<i>New Action</i>
16-04-05	Contact Bristol Naturalists' Society to find out if they can provide leader for Wild Flower Walk around the New Cut	Margaret	<i>New Action</i>
16-04-06	Contact 255 th Bristol Channel Sea Scouts to establish links and find out how FrANC can best support them in future	Roy	<i>New Action</i>
16-04-07	Provide contributions to next festive FrANC Newsletter and publish next edition before the end of this year	Committee & Derek	<i>New Action</i>

Table 1 **FrANC Committee Action List**