

**MINUTES: of the meeting of the Basingstoke Canal Joint Management Committee held at the Basingstoke Canal Centre, Mytchett, at 10.05am on Friday 17 October 2008**

**Members**

<b>Hampshire County Council</b> Cllr K G Chapman(Vice-Chairman) Cllr B T Gurden Cllr P Hutcheson a Cllr R J Kimber	<b>Surrey County Council</b> Mrs Elizabeth Compton a Mr John Doran Mr David Munro (Chairman) a Mrs Diana Smith
<b>Hampshire Districts:</b> <b>Hart District Council</b> Cllr Simon Ambler Cllr Sara Kinnell	<b>Surrey Districts:</b> <b>Guildford Borough Council</b> a Cllr Mike Nevins
<b>Rushmoor Borough Council</b> Cllr J H Marsh a Cllr M J Tennant	<b>Runnymede Borough Council</b> Cllr A J Davis
<b>Co-opted Member Appointed by Committee</b> a Cllr Alan Rice TD Mr Michael Gammon	<b>Surrey Heath Borough Council</b> Cllr Josephine Hawkins
	<b>Woking Borough Council</b> Cllr G Preshaw

**Special Interest Groups:**

<b>Natural England</b> Carole Mortimer	<b>Surrey and Hampshire Canal Society</b> Mr P Redway MBE
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a = Absent

[All references to Items and Appendices refer to the Agenda for the meeting bound with the Minutes]

**PART 1**

**IN PUBLIC**

10/08 **ELECTION OF CHAIRMAN** [Item 1]

**Resolved:** That Mr Munro be elected Chairman for 2008/09.

11/08 **ELECTION OF VICE-CHAIRMAN** [Item 2]

**Resolved:** That Mr Chapman be elected Vice-Chairman for 2008/09.

12/08 **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS** [Item 3]

Apologies were received from Councillors, Kimber, Nevins, Rice and Tennant and Mr Doran and Mrs Smith.

Members were also informed that the Canal Director was unable to be present following a recent operation. Members wished him a speedy recovery.

Dr Eaton was also unable to attend as his wife was unwell.

13/08 **MINUTES OF THE LAST MEETING: 18 April 2008** [Item 4]

The minutes were confirmed and signed by the Chairman.

It was noted in relation to:

Minute 02/08:

Planning permission had been granted for the Basingstoke Canoe Club to build a club house at Odiham.

Minute 05/08

Major Engineering Work –the policy on handling major work on the Canal had not been yet been formalised, but will be part of the Corporate Plan that will be presented to the Committee.

Minute 06/08

Asset Management Plan – The Director had made initial contact, but further consultation and work with Hart District Council is required.

14/08 **DECLARATIONS OF INTEREST** [Item 5]

None.

15/08 **QUESTIONS AND PETITIONS** [Item 6]

No questions or petitions were received.

16/08 **CANAL DIRECTOR'S REPORT** [Item 7]

**Key Points Raised during the Discussion:**

**Conservation Management Plan**

- Members supported the latest plan that addresses many of the issues raised during consultation. There was some concern that putting in a figure to reduce tree cover to 10% could be controversial and was unlikely to be achieved by the end of the Plan. 50% may be a more realistic figure.
- Revenue for the Canal can be increased by allowing more boat movement, but this needs to be balanced with ecological considerations. A boating event is planned for Brookwood in May to promote boating on the Canal.
- The revised plan will permit a year of events which will then be reviewed by the Conservation Steering Group to analyse damage and recovery. If found to be acceptable, a proper set of procedures will be drawn up so that further events can take place without the need for additional permissions to be sought.
- It was felt that there could be more recognition of recreational activity on the Canal in the Plan.

**Asset Management Plan**

- Noted that the contract for the survey work required would be let shortly.

### **Towpath Improvements**

- Noted that the project in Woking had been very successful and discussions were now taking place to see if it was possible to extend similar improvements into Runnymede.

### **Further Information to be Provided/ Actions:**

- Dr Eaton to be invited to attend the next meeting. Action: Ian Brown
- In relation to Service Level Agreements the Chairman and officers will meet with the Leader of Surrey Heath District Council to try to find a way forward.

### **Resolved:**

- (a) That the draft Conservation Management Plan (CMP) be approved subject to confirmation of formal consent from Natural England.
- (b) That the Plan and particularly the tree management policy be monitored and formerly reviewed annually by the Conservation Steering Group and the results reported to the Committee.
- (c) That the SLA approach be supported and its adoption by the respective authorities be commended for 2009/10.

## 17/08 **DRAFT MEMORANDUM OF AGREEMENT** [Item 8]

### **Key Points Raised during the Discussion:**

- Noted that in relation to paragraph 5 of Appendix 1 several of the plans mentioned were not yet completed, but should be completed available within a year.
- It was noted that the terms of reference and constitution set out in Annexe 1 had been amended in 1991 as the number of co-opted representatives from special interest groups in 4(v) had been considered to be too high. At that time representation had been restricted to one representative from the Canal Society and one from Natural England.
- A similar Service Level Agreement will be drawn up for the two County Councils to agree as owners of the Canal.
- It was suggested that a paragraph should be included to allow authorities who were unable to make the full financial contribution to pay in kind. Officers did not recommend this approach, as if all payments were made in kind the Canal Authority would be unable to meet their revenue obligations.

### **Further Information to be Provided/ Actions:**

- The Memorandum to be revised to formalise the position of the informal meeting of the Chairman/Vice-Chairman and officers as a Steering Group and to include further details of the Joint Advisory Group. Action:

Mike Dawson

**Resolved:**

- (a) That the draft Basingstoke Canal Partnership Memorandum of Agreement October 2008 be agreed subject to the amendments outlined above.
- (b) That the constitution of the Joint Management Committee be amended in paragraph 4(iii) to read "Each authority shall appoint its representative or representatives according to the constitution of that authority for a period of not less than one year..." and in paragraph 4(v) to read: "The Joint Management Committee shall co-opt 2 representatives from the Canal Society and 1 from Natural England plus up to 5 other non-voting individuals and representatives of special interest groups as necessary"
- (c) That the Chairman be asked to write to all constituent local authorities to ask them to agreed the Memorandum and the funding formula as from April 2009.

18/08 **REPORT OF THE HONORARY TREASURER** [Item 9]

**Key Points Raised during the Discussion:**

- The Treasurer reported that he had recently been notified, by the Audit Commission, that there is a requirement for the Committee to approve the Annual Governance Statement.

**Resolved:**

- (a) That the final accounts of the Basingstoke Canal Authority for the year ended 31 March 2008 be approved.
- (b) That the revised budget for 2008/09 be agreed.
- (c) That the proposed forward budget for 2009/10 be agreed and submitted for consideration to the constituent authorities.
- (d) That the proposed licence fees for 2009/10 be agreed.
- (e) That £24,794 be transferred from the Canal Centre and Mooring Basin reserve to the Canal Infrastructure budget (£23,066) and to the Unallocated reserve (£1,728) subject to balancing the budget at the end of the current financial year.
- (f) That the Annual Governance Statement be approved.

19/08 **REPORT OF THE SURREY AND HAMPSHIRE CANAL SOCIETY** [Item 10]

Noted the report and thanked the Society for its hard work.

The Canal Society invited all Members a trip on the Canal with lunch after the next meeting.

20/08 **DATES OF FUTURE MEETINGS** [Item 11]

Agreed that the next meeting would take place on Friday 6 March 2008 at 10.05 am at the Canal Centre.

**[Meeting Ended: 12.10pm]**

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**Chairman**