

CONSERVATORS OF THE RIVER CAM

MINUTES OF A MEETING OF THE CONSERVATORS HELD IN COMMITTEE ROOM 1, THE GUILDHALL, CAMBRIDGE ON THURSDAY 14 JULY AT 9.30 am

Present: Conservators: Mr J A Adams, Dr G Brighty, Mr R Ingersent, Cllr M I Nimmo-Smith, Mr L Phillips, Mr J R Pryce-Jones, Prof K Richards, Cllr R M Williamson, Dr R Walker and Cllr T Ward.

Observers: Dr M Block, Mr D Bradley, Mr R T Bryant, Mr W Key, Mr R Moseley, Mr G Parrish, Cllr H Smith, Ms Witcomb-Vos and Cllr M Wright.

In Attendance: Dr P E Noon (River Manager), Mr J R Wakefield (Deputy River Manager) and Mr C S Sparkes (River Foreman).

And of the general public (who signed the attendance record): Mr B Jones, Mr S Pugh (Cambridge City Council), Dr J Lyall, Dr J MacGinnis, Mr J Lyall, Mr E Few, Mr N Maseychik and Ms J Baker (Cambridge News).

Action Required

By

The Chairman opened the meeting at 9.35am.

1. Apologies for absence had been tendered by Mr A C G Brown and Observers Mr Bayliss-Smith and Dr T Davies. The Chairman apologised for the late delivery of the meeting papers which had arisen through a combination of staff illness and leave. The Chairman introduced Cllr Price who was to take the place of Cllr L Walker, subject to the approval of the full Council. Cllr Price had signed his Declaration and he was therefore eligible to vote.
2. **Minutes of the Meeting held on 14th April 2011:** On the proposition of Dr Brighty, seconded by Cllr Nimmo-Smith, Conservators were unanimous in their approval of the minutes and gave authority to the Chairman to sign them.
3. **Matters Arising from those minutes as reported (not dealt with elsewhere on the agenda):**
 - 3.1 Appointment of Conservators: see item 1, above.
 - 5.1 Refurbishment of Baits Bite and Clayhithe frontages: Geo. Shuttleworth Ltd, consulting engineers, had recommended awarding this contract to Drake Towage Ltd of Wisbech (project tender £177k). Contract letters had been exchanged in accordance with the CDM Regulations. The River Manager confirmed her role as the Client's (Conservancy) representative. All parties met on 14th June. Neighbouring property owners near Clayhithe Depot had been advised of noise disturbance during the piling works. Works had commenced at Clayhithe on 4 July for a 6-week period.

River Manager

- 5.2 Amendment to licensing ‘interchange agreement’ with the EA: Mr Woodcock, Director Anglian, had returned a signed letter of agreement which gave the Conservators the discretionary option of levying an additional charge upon EA-registered craft owners with home moorings in the Conservancy Area if deemed necessary.
- 5.3 River Cam Navigation Benefits’ Assessment brief: The Chairman thanked the sub-committee group for their efforts in producing this piece of work. A tender document had been circulated and two consultancies provided presentations to the selection panel on 6th June. Ecorys Ltd accepted the offer of contract and a project inception meeting took place on 22nd June. See also item 5.1, below.
- 5.4 Declarations of Interest: There had been limited progress with this piece of work. A paper was to be brought to the next meeting.
- 11 Navigational issues at Garret Hostel Lane: This was raised under item 5, Matter Agreed.

Dr Brighty informed Conservators that the existing arrangements with the EA under the Memorandum of Understanding were not legally binding and were to be replaced imminently with the EA’s standard terms and conditions of contract. This would also affect the City Council’s management of Bin Brook on behalf of the EA and other similar arrangements around the country. The EA Procurement Team was to make contact with the River Manager at the appointed time.

4. **Finance Report**

- 4.1 Accounts 2010/11: Mr Wakefield pointed out a correction in the Grants Receivable, £24k having been received from the EA, not the City Council, for bank repairs. The Accounts for the year to 31.3.2011 approved by the auditors received formal approval from the Conservators and Mr Pryce-Jones and Dr Walker were authorised to sign the top three copies on an unanimous resolution proposed by the Chairman. Each Conservator had been asked by the accountants to submit a ‘Related Parties Schedule’ for the accounting year.
- 4.2 The Conservators noted the registration income which had been forthcoming from details of the registrations to 30th June were circulated at the meeting. Mr Wakefield responded to questions concerning the budget comparisons report to 30th June 2011.

- 4.3 Capital expenditure: As at 5.07.11 £44,564 had been paid to contractors in respect of works to Clayhithe. Interim consulting fees of £5062 were pending payment.
- 4.4 Capital reserves: Conservators noted that there was £200,000 invested in Barclays London Treasurers providing 0.37% and £250,000 on a Hallmark Account at Cambridge Building Society bringing in 0.75%. The balance of the reserve (c.£276k) was held in the Barclays Bank current account.

Cllr Ward entered
the room, 5.
Ms Baker & Mr
Maseychik entered
the room

Matter Agreed:

- 5.1 River Cam Navigation Benefits' Assessment: Conservators had been circulated prior to the meeting with an outline of topics for discussion with initial stakeholders prepared by Ecorys Ltd. Conservators were unanimous in approving the project outline. Conservators requested circulation of the project timetable. The consultation was to take place in September.

River Manager

- 5.2 H&S Framework: The Chairman reminded Conservators of the purpose of linking the high level policy objectives to safe systems of work by their employees. Mr Barrett had prepared a Safety Management Statement for Employees, the first of the 6 sub-policy statements, for Conservators' approval. Subject to one grammatical correction, Conservators were unanimous in their acceptance of the text.

- 5.3 Navigational issues at Garret Hostel Lane: The Chairman introduced a detailed paper prepared by the River Manager and its 6 recommendations across areas of enforcement, licensing and craft standards. The Chairman canvassed Conservators for their views on the scale of the alleged problems. Cllr Nimmo-Smith reminded Conservators that they had no powers to limit punt numbers directly. This topic had been looked at the past and the authority needed to be mindful of the extent of its powers. Mr Ingersent declared his personal and prejudicial interests but remained willing to offer factual information if requested for clarity's sake. There was a public right of navigation; it was the authority's role to manage an appropriate licensing structure. Annexed to the report were four measured letters of appeal from experienced operators of commercial punts: Mr Macnaghten, Dr Lyall, Dr MacGinnis and Mr Marks. They gave evidence of an unacceptable level of disorder. The change in punt numbers was evidenced from registration records. Cllr Nimmo-Smith identified an error with the tabled graph. Dr Walker noted that two of the appellants gave no affiliation. Dr Lyall said that he had worked at Trinity Punts for 25 years. Both he and Dr MacGinnis were chauffeurs there. Cllr Nimmo-Smith reminded Conservators that wide-beam punts had been increasing year-on-year since 2004 and the Minutes of past meetings had alluded to associated issues of limited manoeuvrability. Cllr Ward gauged that the decision to

increase the owner category multiplier last year had not controlled the numbers of double-width punts. When navigated poorly, a pair of wide-beam punts took up a far greater width of navigation. Cllr Williamson queried whether the congestion issues were really a matter of numbers or just craft being navigated badly. The Chairman conceded that there were elements of both taking effect. Mr Pryce-Jones had visited Garret Hostel Lane the previous day to observe matters for himself. He had observed loading and unloading taking place in a relatively ordered manner but on a blazing summer afternoon the picture might be quite different. Cllr Price, declaring his interests as a Porter at Clare College, had observed punts from Clare Bridge and the typical scene of chaos on a very hot day with numerous collisions, often at low impact. He cited high-spirited students using College punts as a contributing factor. The Chairman believed that more observations were required besides those given in the report. He recommended management of the season's activities with existing resources and policies but to look at options for 2012. Mr Pryce-Jones and Professor Richards believed that the evidence presented did suggest there were H&S issues to be considered further. Collisions were synonymous with punting; Cllr Ward believed that proper safety briefings were fundamental in reducing risk of serious personal injury to passengers, particularly children. Dr Walker proposed the formation of a working group to investigate these issues; the public had expectations to be met, there was insufficient information to take action now and other operators' views needed to be known. Proposals for new regulation ought to be brought to a future meeting. Dr Brighty reminded Conservators of their primary responsibility to manage a safe navigation. There had been episodes of unsafe practice; some operators were not working to prescribed standards. The enforcement was not practicable given the size of the navigation team. If wide-beam punts were the principal risk factor, then perhaps they needed to be prohibited in the future. Action this summer was crucial, Dr Brighty felt. Cllr Nimmo-Smith echoed the need for a working group; a range of views was crucial. A seasonal prohibition on double-width punts might be an appropriate response. The shifting geography of the City's visitor economy from Quayside towards the Grande Arcade was quite apparent, Mr Pryce-Jones had noted, raising levels of commercial activity at Garret Hostel Lane. Mr Phillips could not believe that customers were happy with the current levels of congestion on the river. Proactive coordination was required amongst the operators to achieve harmony by voluntary agreement. The Chairman felt that something needed to be done in response to the complaints. Professor Richards drew an analogy to the mooring policy on the 'lower' river which had given a certain degree of control. The mooring policy might be used to better effect to regulate numbers on the 'middle' river. The Chairman drew Conservators' attention to

s83 of the 1851 Act; enforcement of this clause in its strictest sense would affect moorings at Trinity Punts and other Colleges. Mr Pryce-Jones queried the ability of this Act to transcend riparian owners' rights. Mr Ingersent believed that the Colleges might have reserved rights predating the 1851 Act. Observers were asked for their contributions. Cllr Wright believed that the 'ferry' punts presented a major problem; were measures in place to prevent even wider punts from being brought onto the navigation. Conservators were challenged by having no defined construction standards. Mr Ingersent referred to the resolution which was passed on craft beam at a previous meeting some years ago. The 'bumper car' nature of punting was part of the fun, Cllr Smith said, but the problems occurred when punts of two different sizes came together. Cllr Nimmo-Smith said that data was needed desperately in order to determine whether double-width punts made the situation worse. Professor Richards drew the analogy to the A14 road; the channel width could not be increased but most of the time two-way traffic was achievable without collisions but when a double-width punt overtook another no-one else had space to manoeuvre. Mr Moseley with his experience of observing rowing craft using confined channels believed that more data was essential before the Conservators took action. Dr MacGinnis criticised the Conservators not acting sooner when the commercial trend had started at Garret Hostel Lane 2 or 3 seasons ago. Operators licensed to work from the City punt station at La Mimosa had been forced to operate at Garret Hostel Lane to compete. There were now 20 to 30 ferries crammed into the inlet waiting to be loaded near the Bridge. Mr Pryce-Jones believed that many of the privateers would not wish to partake in any consultation and the Chairman agreed that convening a meeting with such a disparate group was likely to be a challenge. Mr Lyall reminded Conservators of the unsuitability of the site at Garret Hostel Lane; there, operators had no storage provision for first aid, lifejackets or accident books. Operators had 2 or 3 ferries manned by non-uniformed individuals; their practices were inherently dangerous. He urged Conservators to view the congestion at the weekends first-hand from a punt.

The Chairman drew the discussion to a close in the belief that a working group could look for more evidence and control measures in detail, reporting back in September. As an interim solution, he offered two recommendations for action: firstly, the requirement that all chauffeurs' identities should be enforced; and secondly, that a part-time bailiff should be taken on for the summer to augment current staffing. Dr Brighty believed that action was required now and was particularly supportive of the recommendation to employ a part-time bailiff. The underlying issues of land ownership shared parallels with the situation at Riverside; closure of a landing place under s15 of the 1922 Act required the consent of the land owner. Dr

Brighty recommended a dialogue between Conservancy and City officers and elected Members.

On the proposition of Dr Brighty, seconded by Mr Pryce-Jones, Conservators agreed to the appointment of a working group.

Chairman/River Manager

The Chairman asked for volunteers to make up the group's membership. Dr Brighty, Mr Pryce-Jones, Professor Richards and Cllr Nimmo-Smith agreed to join the Chairman and River Manager (as their Clerk), a meeting to be convened as early as possible.

Mr Maseychik left the room

The Chairman explained that there were ongoing staffing issues which had resulted in the reduced availability of the River Bailiff. Additional enforcement presence was required for the remainder of the season, and the Chairman proposed the appointment of a short-term Bailiff for the remaining summer period for the purposes of (i) monitoring and (ii) enforcement, in particular to ensure that commercial punts could be identified. He believed the costs would be relatively modest. Cllr Williamson was concerned that this expenditure had not been identified in the approved budget. The Chairman argued a real need to increase the enforcement presence. Ultimately, the trade would have to pay for increased staffing. Additional administrative support had not yet been recruited so there was some flexibility in the budget. Dr Brighty stated that the Environment Agency routinely employed temporary staff for seasonal work. Cllr Nimmo-Smith stressed the need for this job specification to include data gathering for future reporting. The Chairman believed that the appointment should last no longer than 12 weeks.

River Manager

Mr Pugh left the room, Cllr

Ward left the room

5.4

On the proposition of Dr Brighty, seconded by Mr Pryce-Jones, Conservators agreed to the appointing of a part-time Seasonal River Bailiff for 3 months, with immediate effect.

Grazing agreement, 1.74 acres: The 3-year licence was up for renewal in September. Officers recommended the drawing-up of a Business Tenancy with the existing tenant at the market rate, in line with solicitors' previous recommendations for the 4.69 grazing field at Chesterton. This type of Agreement held advantages in terms of its legal robustness.

River Manager

Conservators gave authority for the new Agreement to be arranged with the tenant.

5.5

Grazing agreement, Clayhithe Field: The grazing licence had expired in May. Officers recommended the drawing-up of a new Agreement with the existing tenant by Archer & Archer.

River Manager

Conservators gave authority for officers to arrange a new Agreement with the tenant.

5.6

Clayhithe House: The 5-year Business Plan had identified the need for repairs to the floors, windows and roller shutters in this tenanted property (£10k). Quotations had been sought for

the repair and re-painting of window frames and exterior surfaces before winter. Officers requested a budget of £5k to complete these works, subject to the Chairman's final approval of best value contractor.

Conservators agreed to a budget of £5000 being made available for these essential repairs.

Chairman/River Manager

5.7

Appointment of Observers: Following recent elections, SCDC had appointed Cllr T Wotherspoon in place of Cllr H Smith. Conservators were asked to authorise this appointment out of cycle. Cllr Nimmo-Smith put forwards a supplementary proposition that Cllr Smith be allowed to retain her status as an Observer, being a long-term supporter of the Cam. There was no fixed limit to the number of Observers.

Mr Key entered the room

On the proposition of Cllr Nimmo-Smith, seconded by Mr Ingersent, Conservators agreed to the appointment of Cllr Wotherspoon and the continuing appointment of Cllr Smith as Observers for the remaining calendar year.

Cllr Wotherspoon made himself known to the floor. Cllr Williamson believed that Fen Ditton Parish Council might also seek to send an Observer to these meetings.

6. Health & Safety / Incidents

9.1 H&S policy and framework: See item 5, above. Mr Barrett was also in the process of preparing a sub-policy statement for public use of the navigation. Mr Barrett's interim invoice of fees had been paid (£1395).

6.2 Reportable incidents: Two incidents involving public users of the navigation, and brought to officers' attention, had required hospital treatment since the last meeting. There was a discussion about officers' understanding of what was reportable in HSE terms. There had been no known reportable incidents on the Conservancy's landholdings. The report drew attention to a media report which alleged that students had contracted Weil's disease after swimming in the Cam. Conservators discussed the incident of a child's finger becoming crushed between punts on the Backs. In spite of safety briefings, passengers did not always observe instructions given to them by chauffeurs. The guardian had written to the offices suggesting how safety could be improved along the Backs.

6.3 There had been no non-reportable incidents and near misses involving employees in the last quarter. The Deputy River Manager had been taken suddenly ill at home and he had been hospitalised. The Chairman was pleased to report that Mr Wakefield had since returned to his duties in good health.

6.4 Non-reportable incidents and near misses (public): A summary of incidents for the last quarter was tabled. Dr Walker asked if

River Manager the papers, which reported a large number of incidents, could be edited to highlight those incidents which might require a change of the Conservators' policies or organisational practice. The report was acknowledged to be an evolving one. Dr Brighty suggested a review of incidents by the appointed H&S group before each quarterly meeting. The swan 'Mr Asbo, he noted, remained in the catchment and river users were still at risk. Relocation had been suggested as an option and this needed to be pursued with vigour in the autumn. Dr Brighty also asked if a plan for managing riverside trees could be brought to the next meeting and for City officers to be notified about the exercise.

Dr Block queried why no note had been drawn to an incident on 15th May involving two overladen punts on the upper river which had caused a hazard to canoeists. Dr Noon assured that an explanation had been sought from the punt operating company and correspondence on the matter remained open. The operator had defended his actions. Dr Block believed more control was required upon punt operators using these reaches. There was scope for the 1922 Act to be used to greater effect

Mr Phillips left the room in regularising punting operations above King's Mill Weir. Cllr Nimmo-Smith suggested that a short report be brought to Conservators at their next meeting. The Punt Operators' Code of Practice, for example, might be amended to include the upper river. Professor Richards believed that this matter required further consideration by the punting issues sub-group.

Chairman 6.5 Procedures / Risk Assessments: CRA Clubs had agreed a list of recognised emergency access points for their events using postcode referenes. The River Manager had been asked to liaise with the EA over the management of Hand Arm Vibration.

River Manager 6.6 Safety Equipment: The staff key register had been updated. Unserviceable fire extinguishers had been replaced. A company producing luminescent safety discs, Traxeyes Ltd, had drawn attention to the benefits of their product, as used by the Broads Authority on its landing stages at Potter Heigham. These discs had already been fitted to the towpath bollards (Minutes, 13th January 2011).

7. Chairman's Report:

The Chairman drew attention to the business resilience of the Conservancy in light of recent staff absences. He thanked the various sub-committee group members for their contributions over the last quarter. There had been a rowing liaison meeting two weeks prior to this meeting; sharing issues and concerns was particularly useful and joint management was improving. The Chairman had accompanied the EA Head of Legal Services and a key Defra representative on their visit to the Cam. He had asked the question about the future availability of

government funding to support the Conservancy; the likelihood of financial assistance was remote. Dr Brighty thanked the Chairman and River Manager for assisting with this visit. The EA was faced with considerable challenge in the prevailing financial climate to manage jointly-owned assets.

8. River Manager's Report:

The Conservators noted her report on:-

8.1 Administration

The annual mailbox subscription had been paid to FastHosts Internet. Barclaycard had requested security information to comply with the Payment Card Data Security Standard. The River Manager attended a meeting of the Regional Navigation Group, Brampton, 8th June. The RNLI collecting pots were emptied on 28th April; donations amounted to £96.

8.1 Archiving: Minutes, Sept. 2000 to Sept. 06 inclusive, had been bound into one hard volume by Brignell Bookbinders. Mr Poore, donor of the Fen waders, had contacted the offices about their repository (Minutes, 30th September 2010). Digital copies of old pontoon licences for the Mill Pond and Quayside (Minutes, 14th April 2011) had been provided to Scudamore's for their records.

8.1.2 Business Plan: Nothing to report.

8.1.3 AINA/BW consultation: Meetings of the All Parliamentary Waterways Group had been taking place in Westminster, chaired by the Rt Hon Alun Michael MP. The Defra consultation 'New Era for the Waterways' closed on 30th June. Transfer of EA navigations to the New Waterways Charity was subject to 3 key criteria. AINA produced an e-newsletter in May. It was seeking members' views on its future role and work programme. Apologies were tendered for the Executive Committee meeting in May. Half-yearly (Jan-Jun) incidents' reports had been downloaded from the IRIS database and submitted to the AINA office.

8.1.4 Insurance: Towergate Insurance had provided a summary of policy covers for 2011/12. All premiums, insurance taxes and broker's fees had been paid (£20k). The lifting equipment inspector visited Clayhithe on 26th May to check the pressure steam cleaner and air receiver.

8.1.5 Office Supplies: nothing to report.

8.1.6 Staff: May payroll was made by emergency transfer; Barclays Payflow had lost its records of the Conservancy's payroll

arrangements. The error was rectified. The Deputy River Manager had been taken suddenly ill in May and hospitalised, taking 9 days' sick leave. The River Manager was on annual leave for part of this period. With no contingency arrangements in place, the office was left unmanned for 5 days. The River Bailiff had also been signed-off ill and required Dependency Leave in June. Special Leave was granted to the River Foreman in June following a close family bereavement. Upon the Chairman's request, new uniform was purchased for all staff to improve their visibility whilst on duty. Training in Basic Tree Inspection had been arranged for the river crew. The CFPAS Ltd Bailiff, Mr Russell, had been unwell and Cambridge Newspapers had been approached to run an article on Mr Russell and his wife as 'Community Champions' in recognition of their time spent maintaining the garden at Baits Bite.

8.1.8 Licensing Act: A punt operator had contact the offices about the sale of alcoholic beverages from a vending punt.

8.1.9 Grant Applications: Lottery Fund guidelines had been published for its Reaching Communities programme. The Heritage Lottery Fund had launched a consultation seeking views on its funding delivery 2013 onwards. The City Council had issued renewed guidance on its Sustainable City Project Grants. In the last quarter the River Manager had attended two stakeholder meetings with the City Council and Jesus Green Association to discuss their bid to the Heritage Lottery Fund, stage 1 deadline 31st August.

8.1.10 Richard Hamersley (CUCBC): Mr Hamersley, Chairman of CUCBC, passed away at home over the Easter weekend.

8.2 Property management

8.2.1 Jesus Lock Keeper's Cottage: Monthly rental had been received. Upon the letting agents' recommendation, rental had been adjusted to £1725 pcm from June onwards. Tenants were asked to clear leaves from the property's surrounds; they demanded tools in order to do this. A meeting was held with Mr Bowen (Jesus Green Association) and Mr Pearce (Director, Landmark Trust) on 13th May to discuss the possible letting of the property under an agreement with the Trust. Cllr Nimmo-Smith asked officers not to lose sight of the Heritage Lottery Fund bid and the property's alternative use for commercial purposes. The River Manager provided an assurance that discussions remained open with City officers.

A Council Tax bill was passed on to the letting agents. A gas engineer made an emergency attendance to fix a leak on the gas cooker. He reported the filthy condition of the unit. The tenants were asked to clean it. The River Manager paid a joint visit to the Cottage with the letting agent representative on 27th June.

Mr Bryant left the room

Minor property repairs were identified. A large branch was pressing upon the Cottage roof. The City Council's Tree Team was alerted to the hazard and risk of claim in the event of damage being sustained to the property.

As of July, the tenancy agreement was to be renewed on a statutory periodic basis until a new 6-monthly agreement was entered into with a full set of student tenants in August.

- 8.2.2 Baits Bite Cottages: Tenants were up to date with their rental payments. M&M Heating serviced the oil-fired boiler in No. 1 Cottage in May (costs £101). The annual maintenance fees for the intruder alarm had been paid (£192). The inventory clerk had failed to lock the property adequately following an inspection; tenants expressed their concerns to the letting agent. The tenants were agreeable to the storing of the Bumps Trolley in their garden during the May Bumps. The CUCBC gave a small gift of appreciation in return. B&T Mizon Thatchers, who paid a preliminary visit in December to provide an estimate for thatch repairs, queried the likely timescale for the submission of an order. They required a year's notice. The thatch had deteriorated but did not appear to be leaking. Mr & Mrs Clarke, tenants in No. 2 Cottage, had renewed their tenancy for another year from 8th April (£960 pcm).
- 8.2.3 Baits Bite Office: Wendage Pollution Control undertook its annual service of the sewage treatment system in May (costs £192). SCDC advised that under the Private Water Supply Regulations 2009, the 'small supply' to the suite of properties at Baits Bite would require sampling every 5 years at cost (a service which had been undertaken by SCDC free of charge in the past). A J Lee Drainage attended to a drainage problem in the car parking area next to the Lock, reconnecting an overflowing well to the Halingway boundary ditch with a larger diameter pipe and re-sealing the cap over the well (costs £1560).
- 8.2.4 Clayhithe House and Depot/Workshop: GasElec had carried-out remedial works to the House electrical systems (cost £1026). The Workshop electrical supply box had been relocated to be independent of the House. A certificate of compliance had been issued. A J Lee Drainage resolved the problems being experienced by the River Foreman with the soakaway and septic tank (costs £1800). A hire agreement for a porta-loo was terminated upon completion of these works. M&M had serviced the House boiler (cost £252). The 6-monthly joint water account for the House and Depot had been paid (£152). A fire blanket had been provided for the House kitchen. Cambridge Canoe Club requested permission for their members to camp at Clayhithe to break a Cambridge-Ely paddle, 19th June. Cambridge Water Co. replaced a water main near Clayhithe; they advised of likely service interruptions

during these works. The River Foreman asked if the lounge carpet could be lifted and replaced with laminate flooring. He was asked to contact the SCDC Building Conservation Officer about consents required to change the floor material. Drake Towage had submitted their costs for test piling at the frontage (£1387). The company's welfare barge was brought to the site in late July before the capital works' programme commenced in earnest on 4th July. The working area was fenced off and a publicity note was put on display. Police were called to Clayhithe in the early hours of 3rd July. Men had been walking around the yard and they had disturbed the Foreman's family.

- 8.2.5 Jesus Lock: Perennial plants had been purchased for the flower beds. They were planted out by Jesus Green Association volunteers on 4th May. Ms Synge asked if the lock garden could be made available for a 'Growing Spaces' project in the City (for growing fruit and vegetables). The proposal was at odds with the JGA's ambitions for the garden. Scudamore's sought permission to take ferry punts through the lock; they provided a ferry service at Fen Ditton during the May Bumps. Loose electrical cabling supplying the automatic sluice gates was brought to the EA's attention in July.
- 8.2.6 Baits Bite Lock: A mechanical fault caused the emergency closure of the lock on 7th June. R J Marriott paid an emergency visit. The top gear box had run dry and oil had been leaking from the actuator drive at the bottom of the gearshaft. Immediate remedial repairs allowed the re-opening of the locks. The engineers however, recommended further inspection of both gear boxes and the fitting of a housing over the top gearbox to prevent rainwater ingress. An advertised suspension took place on 5th July. Some boaters were forced to wait, having failed to read the notice. Bearings were worn and were indicated for replacement at the next half-yearly maintenance visit.
- 8.2.7 The Halingway: A meeting took place with Cllr H Smith and SCDC officers to discuss ongoing drainage issues at Grassy Corner. The ditch was deemed a safety risk (polluted, unknown depth of water). The Conservancy was asked to re-profile the Halingway boundary ditch to improve conveyance. There was no budget or staffing allocation for this in 2011/12. A second meeting was agreed to be convened in June to discuss progress. The ditch was almost dry in May due to drought. Mr Allen (CRA) pressed the various authorities for action. The EA claimed that foul smells were a result of stagnation, not sewage effluent. Some samples taken from the Newfields Caravan Park package treatment plant however, had failed EA standards. Milton parishioners and other members of the public undertook a litterpick of the driveway at Grassy Corner on 12th June. The EA, as Ombudsman, released its Dispute Determination report

against the decision by Anglian Water regarding its duty to provide a public sewer at Fen Road, Chesterton. Cllr H Smith circulated the report to interested parties. The EA had determined that the caravans/mobile homes were not sufficiently permanent to be classified as buildings for the purposes of s101A of the Water Industry Act 1991; the dispute was therefore found in favour of Anglian Water (i.e. no duty to provide a foul sewer). The EA had recommended environmental improvements by replacing septic tanks with cesspools. Cllr Smith was disappointed that the appeal had hit a 'brick wall'; she had resolved to take the item to the SCDC solicitors for advice. The EA advice meant that every single plot would require its own cess pit. The Chairman conveyed everyone's disappointment in this decision. Dr Brighty declared his interests, but agreed that it was not the local decision hoped-for. He assured the EA's commitment to work with partners on the Fen's issues. A house came up for sale adjacent to the Halingway, 26 Fen Road; the vendors were reminded that a formal agreement was required to sanction access from the rear garden onto the Conservators' property. The CUCBC and CRA had been approached about the removal of the Gun Shed which was in a dangerous state. A tree was planned to be planted in its place in memoriam of Revd Thompson and Mr Hamersley. The CE of Sustrans, John Grimshaw, was taken on a tour of the Cambridge Cycle Network by the County Council's Cycling Officer on 14th June. The group stopped briefly at Baits Bite.

8.2.8 Lease of Fishing Rights: The 6-monthly invoice had been issued to CFPAS Ltd. The EA enforcement manager had responded to a number of reports of illegal fishing during Close Season, in particular near the A14 road bridge, at Stourbridge Common and Grassy Corner. Mr Russell, CFPAS Ltd Bailiff, was unwell in June but had since returned to his duties.

8.2.9 Grazing, 1.74 acres Fen Road: See Matter Agreed.

8.2.10 Grazing, 4.69 acres Fen Road: The tenant Mr Moore had been reminded of his obligation to pay the rent by standing order every 6 months (Jul, Dec).

8.2.11 11.3 acres Clayhithe Field: See Matter Agreed.

8.3 Plant and equipment

8.3.1 Computer: The office printer broke down in May. Parts were ordered and the unit was returned to service within 2 weeks. The River Manager's virus-checking software had been renewed for another year. A new workstation had been purchased for Baits Bite for use by the River Bailiff. It was installed on 17th June. The office router was updated with a

wireless unit. Cllr Nimmo-Smith had cancelled an old edit hosted by zoneedit.com which referred to the old website.

- 8.3.2 Conservators' Boats: The Berky starter motor broke down in June, delaying weed cutting operations on the Cam. The machine returned to operational use in early July. An offer had been received for the purchase of the old Bailiff's punt. There was no intention to dispose of this asset, being a useful fallback if required. Fenders had been stolen from the open boat 'Fred Young' on its moorings at the Depot. The Chairman had sanctioned the opportunistic refurbishment of two work barges by Drake Towage Ltd (c. £2k), with the advantage of clearing the Depot frontage ahead of capital works.
- 8.3.3 Vehicles: Annual road tax had been renewed for the ride-on mower and tipper truck. W Chipchase serviced the Mitsubishi 4x4 before its MOT in June. A damaged fog light was replaced. The tipper truck MOT was due in July.
- 8.3.4 Mobile phones: Phone messages had been received for the former Engineer, Mr Facer. He was asked to advise the third party of his updated details.
- 8.3.5 Portable Appliance Testing: Nothing to report.
- 8.3.6 Tools: Nothing to report.
- 8.4 River Work
- 8.4.1 Bishop's Mill SLA with the City Council: The invoice for attendances, Apr-Jun, was due to be issued.
- 8.4.2 EA Memorandum of Understanding (SLA): The invoice for the period Apr-Jun was due to be issued.
- 8.4.3 Towpath - grass cutting: Contractors CGM (Cambridge) Ltd cut the verges between Chesterton and Clayhithe in May (cost £504).
- 8.4.4 Miscellaneous Applications: An enquiry had been received about a gentleman seeking to operate a 'Zorb' ball business for hire to the public on the river at Jesus Green. The City Council's permission, as landowner, was required. Comments were returned to the EA in respect of a proposed hydropower scheme at Jesus Weir. The private client had taken on Hallidays Hydropwer to lead the project. A stakeholder meeting took place on site, 8th June. Scudamore's had issued film permits to a number of production companies. A registration fee was levied for the use of a filming pontoon (Stephen Hawking's Universe). Comments had been returned to EA consent application L11/C/032 (installation of 3 inlets for new wetland

creation, Trumpington Farm Co.). City officers had been refining the design of the proposed cattle ramp for Midsummer Common. Geoff Beel Consultants asked for information about City flood levels. An enquiry had been received about establishing a 'nautical bicycle' hire business along the Backs, to include a fleet of 10 craft plus floating warehouse. Again, the City Council's permission as landowner was required first. A licence was issued to Trinity May Ball Committee for the partial obstruction of the navigation with a water fountain display, 20/21 June. St John's College Punt Society was issued a licence for a punt-based production of HMS Pinafore, 24th June.

8.4.5 Rubbish Clearance (City): Donarbon Ltd had changed its trading name to AmeyCespa (East) Ltd.

8.4.6 Third Party Rechargeable: A fee proposal had been sent to Mr Trumper, EA, for the summer weedcutting of Reach and Burwell Lodes.

8.4.7 Tree Pollarding: Acacia Tree Surgery planted an additional tree beside the towpath near Clayhithe in May under the auspices of the Parish Planting Scheme. Eversheds Charitable Trust had committed funds for the purchase of new native trees for planting by the legal firm's volunteers in autumn. SCDC presented a Conservation Award to the River Manager on 10th June in recognition of the Conservators' management of veteran willow trees and tree planting along the Halingway towpath. Information had been received from Mr Grimmer, SCDC, about the Forestry Commission's 'Big Tree Plant' campaign, 2011-15.

8.4.8 Weed cutting: The Deputy Foreman had been cutting the reaches between the City and Waterbeach. The EA had warned of regional problems with blanket weed arising from warm temperatures and low flows.

8.4.9 Bank Maintenance: Salix UK had supplied chestnut stakes for the EA-funded programme of riverbank improvements between Baits Bite and Clayhithe (£5.1k, from a total grant of £24k). EA officers undertook their visual survey of flood defence structures between Chesterton and Bottisham on 7th & 8th July.

8.5 Acts / Byelaws

8.5.1 Breaches of mooring policy: Hireboat 'Rosie' had been observed moored alongside her owner's residential barge near the Plough, Fen Ditton. The owner was asked to take note of the policy and consider safety for other users along these narrow reaches. Strawberry Fair, 4th June, displaced City moorers and rowing crews were hampered by double mooring

in Plough Reach morning of 5th June. The owner of this narrowboat received a warning note. The River Bailiff served notices against punt operators moored opposite Trinity Hall gardens in Clare College Cut.

- 8.5.2 Incidents: Fen Ditton PC agreed to the installing of brushwood screens affixed to two wooden frames at the entrance of Ditton Cut to provide a safe haven for nesting swans. Natural England was advised of the measures being put in place for the breeding season, to appease the HM Swan Marker. It was intended to remove the aggressive cob and his mate under licence once their cygnets had become sufficiently independent. A meeting took place on site with Mr Sues, user of the Ditton Boathouse, 19th April. The screening arrangement was modified to accommodate his access requirements. Mr Sues had suffered a number of attacks from the cob swan. The pair hatched four cygnets farther up the cut, well out of public gaze. Three survived and were making use of the main river. A speedboat had been causing a nuisance in the Chesterton and Fen Ditton areas. Notice was served upon the vessel, being unregistered. PCSO Coppard visited the offices 22nd June. He was taken out on the patrol boat to observe the May Bumps.
- 8.5.3 Overloading of vessels: A customer hiring from Scudamore's complained about the charging of a penalty fee for loading 7 passengers into a self-hire punt instead of the permitted 6. The company had a policy of ensuring that loading limits were not exceeded and these terms were clearly set out in the Conditions of Hire. Warning letters had been sent to the following commercial operators for the observed overloading of hire-punts: Mr K Agius, Trinity College Punt Scheme, Mr J Dale.
- 8.5.4 Prosecutions: Archer & Archer had issued invoices totalling £6831 in respect of proceedings against Mr Middleton. The District Judge was to hear 3 cases on 16th August at Cambridge Magistrates Court. Mr Brown had detected an upsurge in licence evasion. He was concerned that the Conservancy did not reclaim unpaid dues. Magistrates needed to understand what the loss of income meant to the Conservancy. Mr Wakefield assured that the situation was no different than 2010 and 2009. Registration income was on line with the budget.
- 8.5.5 Navigation: River users had been advised of various events and suspensions of navigation, including a charity duck race (2nd June), Baits Bite emergency closure (6th June), Trinity May Ball Fireworks (20th June), HMS Pinafore on punts (24th June), CRA Time Race (5th July). The offices had received notification of various closures and restrictions affecting the EA's regional waterways.

- 8.5.6 Obstructions: A willow tree near the Wren Library was deemed hazardous to navigation; a letter was sent to the Clerk of Works, Trinity College. The College arranged for reduction works. Dr Block advised of a young willow tree spread across the upper river near Paradise Island. The City Council's contractors were deployed to remove it. A tree had also fallen into the river Byron's Pool, a victim of gusting winds over the Spring Bank Holiday.
- 8.5.7 Pontoon licences: Licence terms were due for review by the appointed sub-committee group before 1 April 2012.
- 8.5.8 Registration numbers: A note had been displayed at Jesus, Baits Bite and Bottisham Locks reminding vessel owners that non-display was a criminal offence. BW-registered vessels visiting the Cam were by comparison, a model of compliance.
- 8.5.9 Sunken Boats: An abandoned part-sunken punt was reclaimed from Darwin College to Jesus Lock on 21st May. Concrete boat 'Tina', moored Riverside, was filled with rainwater and part-sunken, causing concern to residents. The owner agreed to pump it out. Mr Boyd, who had failed to re-claim his sunken punt, demanded compensation for his loss. The punt had been sold by sealed tender to a third party. Mr Boyd had failed to respond to any notices during a period overseas. A tender had been accepted for reclaimed vessel 'Mistral'. The hull was removed from the navigation for scrap metal.
- 8.5.10 Vehicles on the Halingway: URS Corp was granted permission to access the towpath for further inspections of the A14 road bridge. Ms Champion, County Council, had signed over 2 keys for accessing the field gate at Grassy Corner. The previous padlock had been vandalised and replaced with a padlock of third-party origin. Chain-link fencing had been breached underneath the A14 road bridge. Ownership of the fence was uncertain. Organisers of the X-Press Head Race (20th June) and Veterans' Head Race (25th June) were granted permission to park their safety vehicles beside the A14 road bridge.
- 8.5.11 Noise: Trinity Hall complained about a group of commercial punt operators congregating on the river opposite the College and playing loud music to their annoyance. A joint enforcement visit (City/Conservancy) followed, and the City Council's office issued an enforcement notice to operator D Watkins under the Environmental Protection Act 1990. Permission was granted for a small group of acoustic guitar players to perform informally along the Backs aboard a hire punt on condition noise was kept to acceptable levels. A 'rave' was held underneath the A14 road bridge on the night of Strawberry Fair. A local resident challenged the group and he was

assaulted. Emergency services attended. The Fair's organisers claimed that the event had passed off peaceably; problems of antisocial behaviour had merely been displaced beyond the City limits. The City's Environmental Health officer paid an enforcement visit to two narrowboats moored illegally at Ditton Meadows the following day; residents had been disturbed by the playing of excessively loud music. One narrowboat quit the scene and subsequently collided with a rowing eight at Chesterton. A prosecution case was on file. A Town Bumps Committee meeting, evening of 4th July, was disturbed by the passing of Mr Middleton's barge, loud music blaring.

8.5.12 Disposal of sewage: There were allegations that residential boats moored at the Penny Ferry pub were discharging effluent into the river. The matter was discussed with the EA. Letters were sent to the vessel owners reminding them of their legal and environmental obligations. The river crew reported that plastic bags found in the river sometimes contained excrement of either animal or possibly human origin.

8.5.13 Diving operations: Nothing to report.

8.5.14 Swimming: See item 6, above.

8.6 Environment and Planning

8.6.1 Biodiversity: Defra had launched its Invasive Non Native Species (INNS) Campaign using the slogan 'clean, check, dry'. Biosecurity was required to contain the spread of the killer shrimp *Dikerogammarus villosus*. An accompanying poster, 'Stop the Spread', was circulated to Cam Sailing Club, Cambridge Canoe Club and Milton Country Park. Boats and fishing tackle were recognised vectors for the shrimp. The Byron's Pool fish pass was brought into operation in April. It was rapidly colonised by fish. Chub spawned in the bypass channel in June. The River Manager attended a meeting of the Cam Valley Forum in Grantchester, 27th April. The group was organising a public walk of the River Mel in May. Apologies were tendered for the Forum's meeting on 15th June. Mr Schofield was continuing his commitment to eradicate litter from the upper river, making regular canoe-based collections. The full time Biodiversity Partnership Officer, Ms Blum, was laid off following public sector budget cuts. The Partnership's work was to continue under the part-time management of Wildlife Trust officers based at Cambourne. Cambridge Property Management, managing external decoration of the Eights Marina apartments, requested advice on suitable water-friendly paints. The EA's advice was sought. An Anglia Ruskin University graduate research student circulated a request for help with summer fieldwork, tagging and recapturing American

signal crayfish in Cambridgeshire watercourses. The EA issued a publicity poster 'be prepared for a dry summer' warning of the problems posed to habitats and fisheries with drought and low flows. National Dragonfly Week took place in June. The NT Wicken Fen had been hosting a series of dragonfly workshops. The Association of River Trusts had published a Habitat Improvement Strategy for the European Eel (*Anguilla anguilla*). A sole Giant Hogweed had been found in the ditch opposite the Botanical Gardens. The City Council had contracted a specialist to remove it before it set seed. Trumpington Farm Co. gave notification of the commencement of its Higher Level Stewardship project works on the estate's fenlands in June. Mr McKee inspected the Halingway barn owl boxes on 1st July. The box at Clayhithe Field contained 2 eggs. The cold winter had impacted upon local bird populations. Cam Sailing Club reported the loss of its breeding pair of great crested grebes. Save Our Green Spaces was due to host the second annual Green Forum on 12th July with guest speaker Dr David Brown, keynote 'Trees in Urban Spaces'.

- 8.6.2 Cambridge City Council Local Plan: The Friends of Midsummer Common had issued a call for volunteers to assist with the watering of drought-stricken saplings which had been planted in spring by the City Council. Mr Marks was concerned that his business activities were under threat due to negotiations taking place between the City Council and Granta Punts over the lease of a small section of river frontage near Darwin College. The City Council was consulting on boundary changes affecting the Riverside area of the Central Conservation Area, deadline 19th August.
- 8.6.3 Cambridge Sports Lakes: Water-based activities at Milton Country Park were being compromised by seasonal weed growth. The EA had been approached for the hire of their small weedboat to cut the weed. Cheffins of Rugby advertised a weedboat for auction (presumed ex-BW) in June. Mr Woolhouse was alerted to the sale.
- 8.6.4 CamToo Project: The Guided Bus was due to start operating on 7th August. If successful, its extension across the Cam might act as a catalyst for the construction of the river bypass channel.
- 8.6.5 Planning Consultations: Gonville & Caius College had applied for permission to demolish its Victorian boathouse and to replace the building with a larger facility of modern architectural design. The draft Orders for the A14 Ellington to Fen Ditton improvement had been formally withdrawn as of July 2011, in effect, removing any statutory protection of the published scheme's route in the Regional Development Plan. The City Council was preparing to launch its electronic Consultee Access for planning applications. SCDC had

commenced a review of its adopted Local Development Framework and had made a Call for Sites under its Strategic Housing Land Availability Assessment, deadline 29th July.

8.6.6 SCDC Towpath: Nothing to report.

8.6.7 Water Framework Directive: The EA Anglian River Basin Programme Manager had circulated updates on progress in meeting WFD targets at both the national and RBD scale for 2011/12. The Secretary of State had announced the availability of £92M over a 4-yr period to fund projects for the removal of non-native invasive weeds and animals, to clear up pollution and to remove barriers to fish and eel migration. The funding was being shared between the EA, Natural England the civil society organisations such as River Trusts.

8.6.8 Waterspace Strategy: The need for a Cam waterspace strategy was raised with EA Director Jonathan Robinson on 23rd June (see 8.8.2). The River Manager had agreed to meet Mr Hartley of the River Wensum Parkway Partnership on 15th July to share ideas for improving water access and usage. The Partnership was drawing up a recreational policy for river and footpath use near Norwich with the City's local authorities.

8.6.9 EA flood warning service: New community-based flood warning areas had been created for the River Cam and Granta, including Bin Brook, with dedicated 'quick dial' numbers for Flood Warning Messages.

8.7 Moorings

8.7.1 Camboaters: The committee had been advised of the unavoidable scheduling of the CUCBC Small Boats Regatta on Easter Monday. Moorers were affronted by the late notice issued by City officers to vacate their berths along Midsummer Common before the annual Sprint Regatta on 8th May. The River Manager thanked the moorers for obliging this request following the event. A River Festival was being planned for 25th September on Jesus Green.

8.7.2 Clayhithe 48 hour visitor's moorings: Monthly asset condition inspections and routine grass mowing were being undertaken by the river crew. The Bailiff had been posting notices on overstaying vessels.

8.7.3 Mooring Arrangements with Cambridge City Council: Monthly invoices had been issued for the monitoring of boats by the River Bailiff. Joint moorings' liaison meetings, previously convened by the City Council, had not recommenced. Continuous cruising vessel owners had been taking liberties with the Visitor Moorings. Riverboat Georgina's skippers had

been struggling to negotiate this congested area when leaving their leased moorings. Visitors from other waterways had complained upon returning through Baits Bite Lock about the paucity of visitor moorings provision. A complaint by boater Mr Leader was brought to the attention of the portfolio holder for moorings, Ms Ainley. A shopping trolley had been stationed beside a residential boat at Stourbridge Common for some months; requests for its removal by the owner and City remained unheeded. Ms Durrant was on maternity leave. Temporary officers had been appointed to cover her duties. New Mooring Licences were being issued. A meeting with Mr Wilson, 29th June, to discuss the revoking of Mooring Licences by Conservancy byelaw offenders was cancelled at short notice. The owners of 'Twentieth Century Fox' and 'Pug' were deemed the worst examples of non-compliance.

8.7.4 Conservators' Mooring Policy: Officers had been handling the usual volume of enquiries concerning the availability of residential moorings in the Conservancy Area.

8.7.5 Moorings at Riverside: Mr Payne (Head of Environment & Planning, City Council) convened a meeting with Mr Preston (County Council) and the River Manager on 11th April to discuss safety issues. Action points were noted for reporting at a meeting with stakeholders on 9th June. The ambiguity of land ownership was a key issue which needed to be resolved. Mr Brown drafted advice on the interpretation of byelaw 6.11 for City Heads of Department Mr Payne and Mr Pugh. Cllr Wright had visited Baits Bite offices to look for evidence of ownership amongst the Conservators' papers. Riverside Area Residents' Association had been searching the archives at Shire Hall. Mr Capps (County Council) found a document in the County Records office dating to 26th October 1904 which stating 'the Corporation are the owners of the soil of the Halingway next the River Cam in the Borough of Cambridge'. Residents expressed concern that some moorers had established rights through the length of their occupation. Rowers had reported the increased frequency of side-by-side mooring of residential craft over the last quarter. Constant enforcement pressure was required by Conservancy officers. A derelict vessel notice was issued against cruiser 'Lazy Days' on 15th May.

8.8 Registration

8.8.1 Boat Standards: Mr Embleton paddled the Cam in a boat made out of 10,000 milk bottle tops, generating national media attention. He had failed to seek the Conservators' permission ahead of this maiden voyage. Some independent punt operators claimed not to have received the Code of Conduct consultation, circulated October 2010. Three engineering undergraduates

contacted the offices about a design concept 'FoilFly', an electric-powered hydrofoil personal watercraft (PWC), seeking views on why the byelaws specifically prohibited PWC. They were put in contact with Mr Macnaghten, Scudamore's, whose other interests included high-speed craft hull development. The BSS had issued a Hazardous Boat Notification for a narrowboat moored on the Cam (LPG leak). A timescale for remedial attention was agreed with the owner.

8.8.2 EA Interchange Agreement: The EA's regional team had lost a number of posts following government funding cut-backs. Issue of Anglian Region boat registrations had been transferred to the EA's Reading offices. Jonathan Robinson, EA Board Member and Director of Legal Services, plus a Defra observer, enjoyed a cruise on Conservancy waters aboard the EA patrol boat in the company of Dr Brighty, Mr Adams and other EA officers, 23rd June. The visit was marked by occasional heavy showers. Proposed dates for the annual boat count had been put to Mr Arnold.

8.8.3 Non-registration prosecutions: The River Bailiff had issued a number of notices upon unregistered craft since 1st April.

8.8.4 Interchange agreement with the British Canoe Union: A misleading article had been published on the Canoe England website implying that Canoe England membership was valid on Cam waters. The organisation had been asked to publish a correction.

8.8.5 Interchange agreement with British Rowing (ARA): Rowing representatives at the Anglian Paddlesports meeting had noted the financial disadvantages of the new interchange agreement to Anglian Region rowing clubs.

8.9 Events

8.9.1 Events: Fen Ditton PC was making preparations for the Town Bumps. CUCBC paid for the costs of welding repairs to the 'bumps trolley'. CUCBC's threat to ban College clubs from competing in the May Bumps (15-18th June) due to outstanding registration issues precipitated prompt receipt of payments. Mr Middleton vacated Plough Reach before the Mays on the advice of his neighbours. Portaloos were put in place at Baits Bite lock for competitors; they were well-used. The River Manager played 'swan marshal' for the races and, with the assistance of resident Mr Austin, the birds were contained in a garden off Green End during the races. Oar Raisers, ocean-crossing rowers raising monies for charity Parkinson UK, sought permission for a publicity row on the Cam. Mr Pryce-Jones assisted with their launch from Goldie boathouse. Provisional bookings were being taken for 2012. Tees

Solicitors organised a charity duck race at Magdalene Bridge, 2nd June. A member of the public requested advice on a suitable site for a bouncy castle party beside the river. Cambs Fire & Rescue Services had been using moving waters below Bishop's Mill Sluices and Jesus Sluices for their rescue and safety training sessions. Christ's College Boat Club organised a Cambridge to Hemingford veterans' endurance row on 9/10 June. Mr Lloyd was loaned a navigation key to save portaging around the locks. A meeting about the Olympic Torch Relay took place on 13th June. CFPAS Ltd fishing matches had been publicised to river users in advance via an e-mail contacts' list. Trinity College Punt Society hosted an 'Orchestra on Punts', 19th June following the Friends' of the Cam annual punt races. Conservancy and rowing representatives met on 4th July at Goldie boathouse to discuss issues of mutual concern. Mr Key thanked the River Manager for her hard work. The navigation was running more smoothly than in the past in his opinion.

The True Jesus Church contacted the offices about a water baptism at Grantchester Mill Pool, 10th July. Mr Middleton had been provided with a hard copy of the events' listing for the avoidance of doubt. The CRA requested permission for a Town Bumps Getting On Race on 15 July to streamline divisions before the main races; this was then dropped. Apologies were tendered in response to Mr Key's invitation to join guests in the enclosure to watch the Town bumping races, 20th July. The Chairman was able to attend. Horningsea residents expressed interest in hosting a River Festival on 24th July. Local charity Rowan had provided notification of a short sponsored walk along Midsummer Common by their students, 13-15th September. Cambridge Alumni cancelled their proposed regatta in September due to lack of time to organise the event. Amgen had made contact about organising a Volunteer Programme along the Cambridge waterways. A meeting was to take place with the company representatives on 19th July.

8.10 Publicity

8.10.1 Notice boards: GOBA Bulletins for May and June/July had been put on display. Notices had been displayed for suspensions of navigation at Baits Bite Lock (5th July) and St John's College (18th July).

8.10.3 Publications: Copy had been submitted to the GOBA News editor for inclusion in the Summer edition of their members' magazine. A simple entry was included in the CUCBC 2011 May Bumps programme. An erroneous article published in the Cambridge News ahead of Strawberry Fair, citing a closure of the river, precipitated calls from concerned boaters. The source of this information was traced to a Cambs Police press release. A journalist interviewed the River Manager on 28th June for a

piece on the Cam for the August edition of the Cambridgeshire Journal.

8.10.4 Presentations: A talk to the Melbourn & District U3A was cancelled on account of a diary clash with the licensing sub-committee group on 18th May. A new date had been agreed in 2012.

8.10.5 Media: The 14th April meeting created considerable interest in the swan 'Mr Asbo' and the screening measures put in place to protect the breeding pair at Ditton Corner. Cambridge News was keen to promote Mr Middleton's involvement with the birds and the paper reported on the alleged death of a cygnet attributable to rowers. Mr Matthews (The Punting Company) was quick to announce the naming of his ferry punt in honour of the newly-married Duke and Duchess of Cambridge. Scudamore's hosted a press launch for its Bat Safaris on the upper river, 13th May. The River Manager joined others to hear the CE of the Wildlife Trust, Brian Eversham, give his expert narrative on the creatures. A BBC Radio Cambridgeshire journalist interviewed the River Manager at Baits Bite on 30th June about the design and purpose of the lock guillotine gate.

8.10.6 Website: River lowering arrangements for 2011/12 had been posted. Relevant updates to events and suspensions of navigation had been communicated to the webmaster and heeded promptly. A Frequently Asked Question about swimming had been added to the website following reported instances of Weil's disease contracted by students swimming along the Backs.

9. Any other business: Cllr Wright was keen for the next meeting to move matters forwards in relation to the ongoing issues at Riverside now that documentary evidence of ownership had been brought to light.

Mr McWilliam left the room

10. Dates of Next Meetings:

The meetings for Thursday 29th September, Thursday 19th January 2012 and Thursday 19th April 2012 were confirmed and Thursday 12th July 2012 was agreed.

There being no other business the meeting closed at 11.35am.