

CONSERVATORS OF THE RIVER CAM

MINUTES OF A MEETING OF THE CONSERVATORS HELD IN COMMITTEE ROOM 1, THE GUILDHALL, CAMBRIDGE ON THURSDAY 15 APRIL 2010 AT 9.30 am

Present: Conservators: Mr J A Adams, Mr A C G Brown, Dr G Brighty, Mr R C Hardingham, Mr R Ingersent, Cllr M I Nimmo-Smith, Mr L Phillips, Mr J R Pryce-Jones, Dr R D Walker, Cllr L Walker and Cllr T Ward.

Observers: Dr M Block, Mr D Bradley, Mr R T Bryant, Dr T Davies, Mr W Key, Mr G Parrish, Cllr H Smith, 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 M Barrett, Ms E Vos and Mr J Macnaghten.

Action Required

By

The Chairman opened the meeting at 9.30am.

1. Apologies for absence had been given by Observers Mr Moseley and Mr Wilkinson.

The Chairman circulated a mandate for all Conservators to sign in order to complete the application to Barclays for the issue of a Debit Card to officers.

2. **Minutes of the Meeting held on 14th January 2010:** Conservators approved the Minutes and the Chairman was authorised to sign the same.

Cllr Nimmo-Smith
entered the room

3. **Matters Arising from those minutes as reported (not dealt with elsewhere on the agenda):**

- 5 **Health & Safety Review:** The Chairman deferred discussion of this item to Item 4 of the Agenda.

- 8.2 **2010/11 Revenue Budget:** At the last meeting, Mr Brown had queried the increase in the insurance premiums at a time when the market was flat. Mr Cooke (Towergate Risk Solutions) had subsequently advised little adjustment to the annual premium (£17,890 as compared to £17,756 for 2009/10). This figure remained within budget for the year ahead (£20k).

- 8.3 **Capital Expenditure:** The Chairman had produced a review of the Business Plan, to be discussed under Agenda Item 6.

4. **H&S Policy**

Mr Ingersent entered
the room

Mr Macnaghten
entered the room

River Manager/
Chairman

The Chairman introduced the two papers circulated to Conservators (H&S Statement, H&S Policy) which had been prepared in consultation with Mike Barrett, industry H&S consultant. Mr Barrett was welcomed to the meeting. He gave a short powerpoint presentation about the two documents and the points that he believed needed to be addressed by Conservators, including management of public risk. The Chairman invited Conservators to take the opportunity to ask questions. Dr Walker recognised that further work would be required beyond these papers. The Chairman confirmed that he was seeking adoption of these two over-arching documents by Conservators at this meeting; six outline policy statements were in preparation. Prof Richards asked if it was possible to approve these documents without having sight of the underlying policy documents. Mr Barrett assured that it was possible to approve these two today, placing the Conservancy on a more secure footing, whilst acknowledging that the others were work in progress. Mr Brown cautioned against the Conservators undertaking duties beyond their remit, making life more onerous. Cllr Nimmo-Smith believed that the key words were acceptable and reasonable. Mr Barrett pointed out the striking disconnection between the Conservancy's executive and the outside world. Dr Brighty believed that the Conservators were 36 years behind and they must note their liabilities for corporate manslaughter, making reference to the incidents which had been brought to their attention. Mr Ingersent noted that many river users had no perception of risk. Cllr Ward believed that a policy decision could be taken to meet the minimum required by law. Mr Pryce-Jones believed that the rowing club water safety advisors managed risk adequately. Mr Phillips did not agree with this assertion. All agreed that there needed to be more engagement with the key stakeholders using the navigation. The Chairman reviewed the two documents with Conservators, making corrections to the text. When satisfied that all were unanimous in their approval, the Chairman drew the editing to a close. Copies of the corrected drafts would be circulated to the Conservators for their final comments. Dr Walker asked if Mr Barrett could also make a final check before the two documents were signed-off by the Chairman.

Dr Brighty proposed that the Conservators needed to consider providing additional administrative support to the River Manager in the immediate short-term to meet their duties as an employer; he was aware of the long hours' worked and dedication beyond the course of duty. The Chairman asked Conservators if they would agree to the employment of a part-time office assistant to assist the River Manager.

Conservators agreed to the appointment of a part-time assistant.

Chairman/
Manager

The Chairman proposed a 10-minute break in the proceedings. The meeting recommenced at 11.47am.

5. **Matter Agreed:**

- 5a Licensing options for powered craft: The Chairman introduced a paper that had been circulated before the meeting. The objective of the licensing review was to maximise income to the Conservators. He thanked the licensing sub-committee group for their contributions to this piece of work. Only two options remained which met the requirement to optimise revenue: Option 1 (end the Interchange Agreement, all craft in the Conservancy Area to licence with the Conservators) and Option 2 (a hybrid arrangement, retaining the Interchange Agreement but with the additional levy of a flat fee on EA-craft which had home moorings in the Conservancy Area whilst also renegotiating the formula for refund from the EA, currently fixed at 33% of the tariff 36 vessel based on an annual count of boats). The Chairman proposed going out to public consultation on both Options over a 30-day period and he asked the Conservators for feedback, reminding them that a decision needed to be taken by September 2010 because the Interchange Agreement required 6 months' notice of termination.

Dr Brighty declared his interest and took no part in the discussions; EA colleagues in the room could assist if required. Mr Hardingham expressed a keen interest in this item having been a river user for 60 years. He felt that a home mooring charge upon Motor Boat Club Members in particular, who mostly cruised downstream of Bottisham Lock, was unfair and needed a re-think. Mr Adams was conscious of the potential effects on CSC and CMBC members, but the revenue position could not be ignored. Mr Ingersent felt that the Conservators had limited choices available to them; a compromise needed to be achieved that maintained freedom of navigation but brought more income to the Conservators. Mr Bradley believed an additional charge for the Cam was unacceptable when 95% of the EA's waters were beyond Bottisham. Mr Adams reminded Conservators that both the EA and BW received grant-in-aid from Government; the Conservancy did not. It was impossible to relate fees proportional to the length of the navigation versus the EA's fees for their length of available waters. Rowing craft using the Cam paid more than the EA for the same reason, i.e. licensing income was the main source of monies to the Conservators for maintenance. Mr Bryant said that a flat home-mooring fee levied on CSC members would mean a doubling of fees for craft which seldom went upstream of Clayhithe Bridge. It was grossly inequitable and unfair to pay double the fees to enjoy one mile of river. Mr Adam said that it was not for today's discussion to impose any changes; a consultation was in order. Should a pro-rata increase be added to licence fees based on craft length, for example? Mr Bryant was only prepared to accept consideration of Option 2; he reminded Conservators of their sums held on deposit gaining low interest; he urged them to find a more reasonable return on their capital.

Cllr Nimmo-Smith left the
room

Mr Adams reminded Conservators of their limited investment powers. This point was reiterated by Mr Brown and Mr Ingersent. Mr Bryant was critical that a proposal had been put forwards for more another administrator, negating extra income. Mr Macnaghten asked if these proposals would allow the Conservators an opportunity to raise annual income from motorised craft above the EA's levels. Mr Adams said that the Conservators had that freedom already; it had just been historical practice to fix the Conservancy's fees at 95% of the

EA's. Mr Adams recognised that a comprehensive licensing review was required beyond powered craft. Mr Parrish criticised the upkeep of the Conservancy's waters; CMBC members rarely went upstream of Clayhithe Bridge because of obstructions, and GOBA members were similarly-minded. Mr Sparkes said that was their matter of choice. Mr Bradley was concerned as to how hireboats would be considered in this analysis; other craft could visit Conservancy waters using EA licences but not pay additional home-mooring fees. Mr Bryant regarded the flat-fee as being a penalty for being unlucky to moor on the Cam. Mr Adams said that there were no simple answers. He suggested adding a third Option to the consultation: for a pro-rata flat fee to be levied which would take account of smaller boats such as those moored at CSC. The Chairman proposed that Conservators should move ahead with a consultation on the three Options, and for the findings to be presented at the July meeting.

On the proposition of Mr Ingersent, seconded by Prof Richards, Conservators agreed to consult with users of the navigation on the three proposed licensing Options for powered craft.

Mr Pryce-Jones, Mr Hardingham
and Mr Phillips left the room

- 5.1 Riverbank repairs, Clayhithe Frontage: The condition of the concrete slab frontage at the Depot (Minutes, 16 April 2009) had deteriorated markedly over the prolonged winter of 2009/10. A contractor had been approached for costings to re-pile the frontage, estimated to be around £45k ex VAT. An overseeing engineer would need to be appointed to oversee CDM regulations. A 15% contingency was considered prudent for unexpected costs. H&S demanded this project to be brought forwards. Conservators were asked their agreement in principle to spending £50k on repairing the frontage, subject to the best quotation. Mr Ingersent queried the length of frontage. Approximately 70m of frontage required immediate repairs.

On the proposition of Dr Brighty, seconded by Dr Walker, Conservators approved £50k expenditure to repair the frontage.

Mr Phillips entered the room

- 5.2 Lease of fishing rights: The terms of the new fishing lease had been agreed with the Directors of CFPAS Ltd for a further 3 years from the 1st June 2010, the year's fees being fixed at £2130 initially, to be adjusted in years 2 and 3 by the RPI, payable in half-yearly instalments. The new lease will need to bear the Conservators' seal; authority to use the seal was requested by the River Manager.

On the proposition of Dr Brighty, seconded by Professor Richards, Conservators approved this motion *nem con*.

River Manager

- 5.3 Scaffolding fees etc.: Scaffolding fees for works in the navigation were omitted from the January papers through an oversight. The pattern in recent years was to increase the fees in line with the percentage increase on the registration fees. The resultant fees (+3.3% increase on the previous year) were:

For any obstruction lasting up to 14 days	£632
With per week or part week thereafter	£260
Administration fee/approval of plans without obstruction	£132

Conservators were asked to agree the proposed fees.

On the proposition of Mr Brown, seconded by Cllr Walker, the new fees were approved unanimously.

- 5.4 Miscellaneous applications - film permits: The standard day permit for filming/photography between King's Mill Weir and Jesus Sluices had been fixed at £50 for a number of years. The River Manager suggested a modest increase to £60 per permit. Mr Ingersent believed that the market could bear more; believing in round figures, he proposed a fee of £100. Cllr Walker was concerned that this might adversely impact amateur film-makers or students. Mr Adams proposed that commercial entities should pay a fee of £100. Mr Brown recommended retaining a £50 fee for non-commercial organisations and individuals (e.g. students, charities).

On the proposition of Mr Phillips, seconded by Dr Walker, conservators agreed to institute a two-tier system of fees for day film permits (£100, £50).

River Manager

The River Manager was instructed to update the Conservators' web site with this information.

Scudamore's were sole agents for the sale of permits on behalf of the Conservators at present, an arrangement devised the former Clerks, Archer & Archer. Both Cambridge Chauffeur Punts and Granta Punting Co. had expressed an interest in acting as agents as well. Mr Adams directed the River Manager to agree terms with these potential agents. Mr Ingersent

recommended that each agent should receive a 10% handling fee for each permit sold. Conservators were in agreement.

- 5.5 Debit card: Barclays had been approached to provide a debit card for the Conservators' officers for the convenience of conducting small transactions (e.g. internet purchases). The River Manager was using her own private credit card. A company card would be restricted to Dr Noon and Mr Wakefield. Having signed the mandate form at the commencement of the meeting, the Chairman sought the Conservators' approval to proceed.

Conservators agreed to the two officers each being provided with a Barclays debit card.

River Manager

6. Finance Report:

- 6.1 A cash basis statement had been circulated for the year up to 31 March 2010, subject to final revisions by the accountants. The finance sub-committee group agreed that Whiting & Partners would be retained to prepare the final accounts with Peters Elworthy & Moore acting as auditors, but other firms should be approached for comparative quotations before the year ending 31 March 2011.

- 6.2 2010/11 Revenue Budget: At 31 March, £24,509 in registration fees had been deposited for the year commencing 1 April 2010. The Chairman had authorised Mr Wakefield to hire two mobile credit-debit machines for receipt of payments in the office and via the River Bailiff when he made his rounds. Mr Wakefield informed Conservators of the fees to be charged by Barclays. Mr Ingersent believed that more competitive companies could provide this service. Dr Walker asked if the fees deducted could be seen as a separate line on the budget to keep track of costs. Mr Wakefield was asked to seek a second quotation from another service provider.

Deputy River Manager

- 6.3 Capital expenditure: A Business Plan Review was attached to the report. The Chairman introduced the paper. Revenue expenditure was close to budget predictions but capital expenditure and the property review were off-track. The Business Plan had predicted a deficit accruing; project delays had implications for business costs and efficiencies. The Chairman's paper proposed three ways of moving the business forwards: consultant time to support progress H&S initiatives (funded from the legal and professional fees budget, c.£10k for 2010/11); consultant time to develop capital projects and manage H&S on site (funded as part of the project cost, in the order 5%-10% of project cost); and appoint a temporary member of staff to support the River Manager (already discussed). Dr Brighty believed that getting a project right first-

time, in effect, saved costs. The pressures on the present staff could not be ignored. Cllr Ward said that the Conservators' now had good information on the capital position and their long-term viability which did not present a pretty picture. The Chairman asked Conservators to support the three recommendations in the paper.

On the proposition of Dr Brighty, seconded by Professor Richards, Conservators were in favour, *nem con*.

6.4 Capital Reserves: There was £350,000 on a Barclays Treasurer's Deposit providing 0.35% (maturing 30/04/2010). This sum was held in addition to £250,000 on a Cambridge Building Society Hallmark Account earning 0.6% net (0.75% AER) as at 31/03/2010 (variable interest rate). The sub-committee group had agreed to retain funds in these two accounts until officers had undertaken further research about the full range of accounts offered by Barclays.

7. Chairman's Report: The Chairman reported on his attendance at meetings over the last 3 months. The EA was keen to discuss a Waterspace Strategy for the Cam with the Conservators and their Waterways team was developing a Brief for circulation. This master-planning exercise was to take-in environmental and social benefits of recreational waterways, working in partnership with others from Cambridge to Pope's Corner. A strategy had recently been completed at Spalding. Dr Brighty added that he sat on a number of groups and they shared commonality in the value and use of the waterways. The study would also bring out the economic value of the Cam which would help in future reviews of licensing. Dr Brighty mooted the idea of a Conservators' away-day to review H&S and ask their views on best managing the Cam given its huge value to the nation.

Cllr Ward left the room

8. River Manager's Report:

The Conservators noted her report on:-

8.1 Administration

The River Manager attended a meeting of the Regional Navigation Group at the EA's offices, Brampton, 3 February. The EA's regional director Mr Woodcock invited stakeholders to a launch of its strategic priorities for water-related sport and recreation in the East of England ('Enjoying Water'), Whitlingham Outdoor Centre, 24 March. Dr Brighty had invited Waterways colleagues, the Chairman, River Manager to a meeting, 12 April, Brampton, to conceive a Waterspace Strategy for the Cam. Ms Sztechelova, a Chesterton poet presented a selection of poems to the office inspired by the Cam. Barry Green, a key figure of the IWA, passed away on 27 February.

- 8.1.1 Archiving: Copies of the 2009 Minutes had been sent to the County Archives.
- 8.1.2 Business Plan: See Finance Report, above.
- 8.1.3 AINA/BW consultation: The River Manager attended AINA's Climate Change workshop in London, 8 February. Ian White Consultants was producing a report on climate change. Navigation authorities were advised to build staff capacity to keep up to speed with this issue. Comments were given to the AINA Executive for a collective response to Defra's consultation on 'Waterways for Everyone', the Government's strategy for enhancing the public benefits of inland waterways.
- 8.1.4 Insurance: Broker John Cooke (Towergate) visited Baits Bite, 26 January and 29 March, to review the Conservators' policies and present the renewal report for 2010/11. A Declaration for the Professional Indemnity Policy had been signed. The Renewal Premium was within budget (£17,890). An additional premium was anticipated upon raising the sums insured for both locks. The insurers had admitted the Conservators' liability regarding the cyclist who collided with the bollard at Baits Bite in 2006. Insurers had settled compensation with the third party (£5,000); the matter was now closed.
- 8.1.5 Office supplies: General supplies had been purchased on account from Tindalls and Staples over the last quarter.
- 8.1.6 Procedures: The Conservators' operational management file (under development) had been reviewed with Mr Arnold, EA Team Leader, Gt Ouse & Stour Waterways. The pair had agreed to meet half-yearly to exchange information on best practice. The Foreman had been issued with inspection tick-sheets for the locks and visitor moorings for completion during his monthly rounds. A digital Management Manual for the Conservancy Area had been collated containing all staff and public risk assessments, maintenance records and work programme plans. Purchase of CMS7 software (see Minutes, 14 January 2010) had been deferred. The Chairman, Dr Brighty, River Manager, Mr Arnold and industry safety consultant Mr Barrett met at Brampton, 10 February, to discuss the Conservators' H&S management system. Dr Brighty was keen to set up a Conservators' away-day to discuss (i) their roles, responsibilities and discharge of duty as a corporate body; (ii) implementation of the H&S Policy; and (iii) planning (Business Plan, priorities and financial strategy, economic assessment, waterspace review). Mr Barrett was given a tour of the Conservancy Area on 1 March; he visited again on 23 March to review the policy and H&S documents with the Chairman. EA officers (Mr Trumper, H&S Advisor Ms Hope, Mr Arnold) visited Baits Bite, 9 March, to conduct a safety audit after the

incident on 1 March when a sculler was swept through Baits Bite sluices when the river was in flood. They recommended additional warning signs. A sign reading 'Danger – Weir Downstream' sign had been ordered to be sited on the right bank (cost £296). The public roll-out of the Cam Strong Stream Advice warning system was to be brought forwards as a result (Minutes, 14 January 2010), details to be discussed with EA officers in Peterborough, 20 April. Fixed red warning lights were being considered for the sluices given the round-the-clock use of the navigation. Dr Brighty believed that all rowing clubs would benefit from a safety conference. The Boat Safety Scheme had issued urgent notices recalling certain carbon monoxide alarms and models of gas cookers (CO poisoning risk). These notices were forwarded to Camboaters. Boaters had been leaving Baits Bite guillotine gate partially raised, reducing air draft, out of ignorance or sheer laziness. One owner (City moorer) was identified and a letter was sent seeking a more considerate attitude towards other navigators.

- 8.1.7 Staff: Mr Weldon, former Lock-Keeper at Baits Bite, passed away 13 January. The River Foreman arranged a floral tribute on behalf of the Conservancy. The River Manager's training costs for Foundation Training in CMS7 (Minutes, 14 January 2010) had been paid (£114). The River Manager conducted annual staff appraisals in February. Mr Wakefield and Mr Hoyes attended a PACE training course in Thetford, 16 February (Minutes, 14 January 2010). The Deputy River Foreman failed his one-day NVQ in Portable Appliance Testing; he attended a re-sit on 9 April and failed the test again. All staff were due to renew their Emergency First Aid At Work certificates; two staff were due to attend training on 12 April. Sick leave accrued by the river crew over the last year was of concern. The River Manager took annual leave 18-22 January inclusive; the River Bailiff took leave 6-12 April inclusive. Sharing the use of the office with a volunteer (see 8.2.4 below) had identified that the office space at Baits Bite was below the legal minimum for 2 employees and there was insufficient space to accommodate anyone, or anything, else.
- 8.1.8 Licensing Act: Nothing to report.
- 8.1.9 Grant Applications: The River Manager was intending to submit an application for WREN funding (to purchase bank protection materials for Horningsea) by the deadline of 30 June.
- 8.1.10 Revd Ian Thompson: The River Manager joined a well-attended Memorial Service for the former Dean at King's College Chapel, 13 February.

8.2 Property management

8.2.1 Jesus Lock Keeper's Cottage: The five tenants extended their tenancy from 5 February on a statutory periodic basis. A broken study chair had been replaced (cost £45). There was a break-in on 27 January via the north kitchen window. A computer and other valuable items were stolen. J Harrison, carpenter, boarded-up the damaged window and frame. The Police forensics team took samples of blood from the broken panes. The insurers were notified but the policy excess was £250. PMS Glazing repaired the window on 2 February (total cost of repairs £282). Water had been leaking through the ceiling of No. 1 bedroom from the bathroom above. Carter Jonas had been asked to commission find a contractor to re-seal the bathroom floor and tiles. The property was broken-into again via the same window on 29 March. Security upgrades were deemed necessary. The City Conservation & Design Officer visited the property on 30 March; they gave agreement in principle for secondary glazing to be fitted to the internal window frames. One of the tenants had been experiencing problems with his room key. A replacement was cut. A third act of vandalism took place on 2 April when around 10pm someone threw a large tree branch through the rear hallway window. The sole tenant inside the building at the time was terrified. This window was also boarded-up by J Harrison; it was due to be reglazed. The fixed electrical inspection testing was due to be undertaken in June 2010 (every 3 years). Carter Jonas had arranged for GasElec to complete this inspection.

8.2.2 Baits Bite Cottages: Mr Debnam and Ms Clough terminated their tenancy on 8 January. The check-out clerk was unable to take an oil reading when they departed; the tank sighting hose had been obscured. The tank was part-filled for the new tenants and the carpets were cleaned at the Conservators' expense. Mr Davison and Ms Hastie moved into No. 1 Cottage on 27 February for an initial period of 6 months, the rent remaining unchanged at £910.00 per calendar month. M&M Heating serviced the boiler in February; they had also attended to repairing minor leaks in the heating pipes. The outside light, deemed dangerous, was rewired and a new light unit fitted. The tenants' insurers had posed an exhaustive list of questions about the property's particulars. The roof had been thatched by Brian Mizon (Horseheath) some years ago; he and his brother were still thatching properties in the area. He sent some pictures of the Cottages being re-thatched and recommended renewing the ridge and cleaning up the reeds after 15 years, warning that he had a year's waiting list. The tenants suffered a swarm of cluster flies in early March, which also affected the office annex. The tenants in No. 2 Cottage, Mr & Mrs Clarke, had renewed their tenancy for a 12-month fixed term from 8

April at the same rental of £940 pcm. SBS heating attended to a fault with the power shower in February.

- 8.2.3 Baits Bite Office: A new electricity contract has been entered into with provider E-On up to 20 April 2011. A maintenance agreement had been entered into with Adcock Refrigeration

and Air Conditioning Ltd to service the office air conditioning unit (£200 plus VAT p.a. for the period 1 April 2010 to 31 March 2011).

- 8.2.4 Clayhithe House and Depot/Workshop: A new electricity contract has been entered into with provider E-On up to 20 April 2011. Archer & Archer have played intermediary with Mr M Gingell regarding drainage arrangements at Clayhithe. Mr Gingell was granted emergency access to the Conservators' property to clear-out a blocked pipe servicing his field drain north of the slipway. His contractor removed tree roots from the pipe on 18 January. Mr Gingell was demanding reimbursement of his costs (£1704). Archer & Archer were instructed that, without a formal right of easement he had no rights and he would have to bear his own costs. The dispute had cost the Conservators' £764 in legal costs to date. Mr John Walton, RAF Squadron Leader, reaching the end of 35 years' service, spent a month on paid secondment at Baits Bite assisting the River Manager in a review of the Depot's H&S and workspace arrangements. Mr Walton made great strides in the 4 weeks, producing a site options report, a COSHH file with product safety data sheets and preliminary fire safety risk assessments for Clayhithe and Baits Bite. He also convened on-site meeting with a design/builder and Wendage Pollution Control regarding the installation of a sewage treatment plant. The company quoted £15,769 plus VAT for a suitable treatment plant. The Foreman had been experiencing problems with the House soakaway; pipes were not draining adequately and he had been forced to back-wash the pipe leading to the cess-pit by hand. Mr Sayer of Drake Towage visited the Depot, 8 March, to view the dangerous river frontage (see Matter Agreed). The telephone line leading to the Old Workshop had developed a fault, rendering the alarm inoperable. The Foreman and his Deputy had re-established the connection and Advance Security had paid a visit; they were satisfied that the alarm was functioning fully. A three-handset cordless phone unit had been purchased for the River Foreman for use around the House and Depot.

- 8.2.5 Jesus Lock: The EA charged £7,016 for Halcrow's final dewatered inspection and report on the condition of Jesus Lock. Fitters from the National Trust Wey and Godalming Navigations visited the Lock on 26 January to assess the seal of the new v-doors, kindly agreed by Mr Gibson, NT Navigation

Manager. The lowering of the middle river was insufficient to allow a good view of the quoin posts; the NT Foreman was able to suggest remedial works to improve the seal of the new gates. These recommendations were provided to contractors Hargreaves for their next visit once the Berky had returned to the catchment, the vessel being required to lift the stop-timbers into place to effect a drain-down. The River Manager met with the three gardening volunteers from the Jesus Green Association on 28 January and 18 March to discuss the garden planting project. The insurers had confirmed that volunteers were covered under the Conservators' policy. The Risk Assessment required a member of staff to be present in a supervisory capacity. A clearance of the lock island took place on 31 March. The workboat was used to haul-out deep-rooted self-set ash trees and older woody shrubs. Plants were to be ordered from a local stockist and a planting day was to take place with the volunteers in late April.

- 8.2.6 Baits Bite Lock: R J Marriott Engineering fitted the rotorque unit within the advertised period of suspended navigation (22 January to 5 February), total project cost £26,603. The project overspend (£1528) was attributed to the fabrication of a bespoke metal cabinet for the new actuator drive. The EA contributed £13,200 towards the costs (shown as a grant in the accounts). Graeme Cooper Electrical tested the new circuitry and signed a Minor Electrical Installation Works Certificate [BS 7671]; a copy of this certificate was passed to the EA Asset System Management Team. The electricians also fitted a new magnetic switch to the v-doors and the Conservators met these costs (cost £232). A member of the public complained about the towpath being blocked by the scaffolding contractors' vehicle during demobilisation; they had failed to bring a 'Youngman' with them for crossing the lock and had parked their lorry next to the footbridge for loading the poles. Halcrow had offered to undertake a drain-down inspection report of the lock structure but without the Berky to fit the stop-timbers this was deferred until Autumn 2010 when a closure would be less disruptive to river users. The finance sub-committee group had questioned the necessity of such an expensive survey. The Chairman argued that the report would serve to guide the Conservators in their capital expenditure programme containing a 10-year projection of works and estimated costings. The insurance broker, Mr Cooke, was making enquiries with the insurers about them undertaking a similar engineering inspection for the purposes of a revaluation of the property. Blacksmith P Martin had modified the handrails alongside the lock at a cost of £875 to eliminate the risk of crush injuries when operating the downstream v-doors (BS nip-point clearances). The same contractor repainted the railings along both sides of the lock pen over the Easter weekend. R J

Marriott conducted its biannual maintenance inspection of the Lock on 24 March which was completed in a day, not the two days advertised. They noted cracking on the guillotine gate bottom seal, but the river crew were of the opinion that the rubber had worn itself to fit the irregular cill. Unless leakage increased noticeably, replacement of the seal would be deferred.

- 8.2.7 The Halingway: Milton Parish Council requested a contribution towards a replacement cast-iron litter bin at the end of Fen Road, Milton. Payment-in-kind was offered by providing the river crew's services to install the bin on the existing concrete plinth. The bin was largely used by motorists who parked on Fen Road to eat their lunches and fast food in the evenings, rather than users of the navigation and towpath. The Parish Clerk Mr Daniels was arranging the order. The Chesterton Fen sub-group of the Old Chesterton Residents' Association, chaired by Mr Brown, met at St Andrew's Church Hall, 26 January, evening. The foul sewer application submitted by Cllr Hazel Smith had gone to appeal. The EA Inspector, Mr Witter, was expected to make a decision by June 2010. Mr Barton complained that surplus surface water draining from the caravan park opposite Long Reach House was making his driveway and road impassable. The cellar of the Black House had flooded during the winter. SCDC criticised the Conservancy for failing to maintain unobstructed flow in the field drain to the rear of the Halingway, being filled with logs from tree works. The capping of the land by caravan hard-standings off Fen Road had increased the speed of surface water run-off, to the exceedance of the local drainage network capacity. Conversely, the blockage of certain drains had a hidden benefit in preventing pollutants from the caravan sites entering the main river. The ditch at Grassy Corner was a disgusting mess, filled with various items of rubbish. Sewage effluent odours were permeating the area along Plough Reach. The Conservators' ditch was filled with a white discharge promoting algal blooms, indicative of high nutrient loadings. A clear up would require specialists equipped to deal with biohazards. Mr Henry (14 Fen Road) has revisited his request to place paving slabs between the gate at the rear of his property and the cycleway. In 2007 he put paving in place and he was instructed to remove it. There was no formal easement in place for the property. The turning area beside the river at Fen Road, Milton, had attracted several fly-tipping incidents, reported to SCDC, who responded by removing the rubbish promptly. Sharon Hearle (Butterfly Conservation) visited the Halingway on 18 February searching for rare goat moths (*Cossus cossus*), noted to occur in the Milton area. She took some cut branches home for research but found no larvae. Ms Hearle will return in the summer to conduct further searches. She forwarded a copy of the 1995-96 Invertebrate Survey off

the River Cam Towpath willows, author P. Kirby, the office. A Management Plan for the Halingway was much-needed, and could be undertaken by the Wildlife Trust at a local authority rate.

- 8.2.8 Lease of Fishing Rights: A final copy of the EA's Fisheries Survey Report of the River Cam, undertaken 11 August to 8 September, had been received. Close season on the main river commenced on midnight 15 March. See also Matter Agreed.
- 8.2.9 Grazing, 1.74 acres Fen Road: Nothing to report.
- 8.2.10 Grazing, 4.69 acres Fen Road: Mr Crickmore had expressed an interest in renting the field; it was being squatted by the former tenant, 'Nobby' Burton. Mr Crickmore had assured Cllr H Smith that he would clear out the ditches and tidy the hedges if a lease was granted to him.
- 8.2.11 11.3 acres Clayhithe Field: The tenant, Mr Smart, had reimbursed the Conservators for the water bill (£163.19). The River Manager has written to the owner/occupier of Clayhithe Cottages about the chronic leakage of apparent sewage effluent into the northern boundary ditch, demanding that their septic tank or sewage plant required servicing. SCDC had been alerted to this in March 2009.
- 8.3 Plant and equipment
- 8.3.1 Computer: Nothing to report.
- 8.3.2 Conservators' Boats: Refurbishment of the Berky weed harvester had been delayed by the inclement seasonal weather. The return date had been put-back to late April. The EA has purchased its own smaller model of the Berky for use in the region, placing the additional summer cutting of the Lodes by the river crew under doubt. A sales executive from Aquatic Control Engineering, suppliers of weed harvesters, visited the Depot on 9 February to provide an overview of the company's products.
- 8.3.3 Safety Equipment: Econoguard conducted its annual inspection of the workplace and vehicle fire extinguishers, 19 February.
- 8.3.4 Vehicles: A date had been fixed (13 April) for the Mitsubishi Truck to have its second annual service at a dealership to maintain its warranty. The road tax for the tipper truck expired on 31 March. Renewal of its road tax was pending arrival of the vehicle's new insurance cover note from Towergate.
- 8.3.5 Mobile phones: The staff phone upgrade was due under the terms of the O2 contract.

- 8.3.6 Portable Appliance Testing: Elecheck undertook the annual PAT testing of electrical items at Baits Bite, Clayhithe and Jesus Lock) in February.
- 8.4 River Work
- 8.4.1 Bishop's Mill SLA with the City Council: Calculation of the invoice for the quarter ending 31 March was due, pending submission of the river crew's timesheets for attendance.
- 8.4.2 EA Memorandum of Understanding (SLA): The invoice was to be raised for the quarter ending 31 March upon receipt of the river crew's timesheets.
- 8.4.3 Towpath - grass cutting: Nothing to report.
- 8.4.4 Miscellaneous Applications: City mooring permit holders located in Zone B (upstream of Jesus Sluices) were served notice (byelaw 6.5) to move before the scheduled period of river lowering (licensed works to Trinity College Frontage by J P Chick & Partners Ltd, 18 January-1 February inc.). Fees charged (£1280) covered the estimated costs of the river crew's attendance, adjusting the gates and monitoring flows over the 2-week period. The contractors declined to pay the invoice; this was sent to Trinity College. The Clerk of Works objected to the fees, but after some negotiation the College agreed to pay the costs. During the period of lowering, Darwin College completed a visual engineering survey of their retaining wall. Collisions by punts had damaged the lower half of the wall. The Clerk of Works intimated that more than 2 weeks would be required for their programme of repairs. They had hoped to undertake the works in the winter 2010/11, outside the agreed biennial 'window'. Contractors acting on behalf of Tesco Stores Ltd completed licensed remedial works to the storm drain outfall adjacent to Riverside Place in January (see 8.5.13 Diving operations). A new valve flap was fitted. Cambridge Canoe Club had enquired about setting up a small slalom course below the outflow of Bishop's Mill Sluice. Such a scheme would require the agreement of the City Council and EA. Further details were awaited from the Club. The Channel 4 show 'Location Location Location' requested permission to film on the Backs in early March. Scudamore's arranged the hire of punts and issued a Conservators' day film permit.
- 8.4.5 Rubbish Clearance (City): The City Council had emptied the Depot link-tip loader, swollen with items recovered from reclaimed narrowboat 'Helena' and litter gathered by Cam Sailing Club volunteers on the Cam Clean Up Day, 27 March. The new owner of 'Helena' agreed to part-paid the skip fees.

- 8.4.6 Third Party Rechargeable: A resident at Water Street, Chesterton, had asked for his 60-ft frontage to be reinstated as private moorings. The de-silting works were delayed on two counts: the works could only be undertaken by the weed harvester (off the water being refurbished) and it was inadvisable to disturb the river bed during the fish spawning season.
- 8.4.7 Tree Pollarding: D J Davison surveyed the trees along the Halingway accompanied by the River Bailiff. His report cost £969. The River Bailiff was maintaining a spreadsheet of tree records. SCDC's Trees & Landscape Officer, Ms Richardson, granted permission for works to trees in the Baits Bite Conservation Area following a site visit, 4 February. Replanting would require external funding (e.g. Parish Planting Scheme or SCDC Wildlife Enhancement Fund). The County Council granted permission for the tree works contractors to access land to the west of the Halingway which was not currently let. Year 1/emergency works were undertaken by the river crew (smaller trees between Chesterton and Baits Bite) and contractors Town & Country Tree Surgery (58 trees pollarded/reduced between Baits Bite and Clayhithe, cost £12,502). The Cambridge News issued an article about fungal disease threatening the trees. A retired University entomologist visited the office in January expressing a different expert opinion about removing the ivy from the base of the trees. Both D Davison and R Mungovan (SCDC Ecology Officer) had recommended removal of the ivy to reduce crown weight and to prevent new shoots of the pollards from being strangled. One large tree beside Baits Bite No. 2 Cottage required a temporary restriction of the public right of way; a Street Works Notice was arranged with County Highways. Local residents and the Post Office were notified by letter. Towpath users were diverted around the rear of the offices during the works.
- 8.4.8 Weed cutting: Nothing to report.
- 8.4.9 Bank Maintenance: Mr Duthie, County Council, had been approached for year-end monies for further bank protection works, but he was unable to assist. All Housing Growth Fund projects had been cancelled due to financial cut-backs.
- 8.5 Acts / Byelaws
- 8.5.1 Breaches of mooring policy: A sculler struck a cruiser moored illegally near Chesterton Footbridge in the hours of darkness. The same cruiser had been fly-mooring at various locations on City lands and had received notices. Eventually the cruiser left the Conservancy Area. The sculler complained that the Conservators' 'mooring prohibited' signs were inadequate. A sign audit by the river crew remained outstanding.

- 8.5.2 Incidents: A summary table of reported incidents (mid-January to April) had been circulated with the papers. Mr Lister (CUCBC Water Safety representative) had informed the River Manager of 14 reportable incidents from rowing clubs, and several more incidents where College crews had been fined for navigational errors, most of these being adjacent to Riverside. British Rowing was unwilling to provide incident reports to the Conservators or any other third party for Data Protection reasons. Without this information, the objective analysis of cause and effect was made severely hindered.
- 8.5.3 Overloading of punts: There had been no reports this quarter.
- 8.5.4 Prosecutions: Mr R Middleton was convicted at Ely Magistrate's Court for two byelaw offences (28 April 2009). He pleaded guilty. He was given a 3-year conditional discharge and ordered to pay costs (£450). The Magistrate advised him to attend to resolve his anger management issues.
- 8.5.5 Navigation: Mr Roberts, Head of Safer Communities, City Council, convened a meeting to discuss the behaviour of 2 punt operators licensed to work from the City's punt station at La Mimosa who had operated passenger tours on 23 January when the navigation was suspended, concurrent with flood conditions. One operator had set up a temporary ladder from Riverside walkway to load his passengers. No-one was wearing lifejackets. The two operators (Mr Dalton, punting, and Mr Merwiak, touting) were interviewed by Mr Doggett, City Council Property & Estates (responsible for the issuing of trading permits at La Mimosa) and Dr Noon at the Guildhall, 25 February. Investigations had revealed further irregularities in the operators' insurance and registration. Conservators' officers were in part at fault in failing to keep adequate records; procedures were to be tightened in 2010/11. Mr Dalton received a formal warning letter following this meeting. Mr Dalton had also been operating a satellite punt tour business in Canterbury since 2009 and had met local opposition there. A landowner wanted to impose time restrictions on his operating hours. Mr Dalton was advised to undertake research on the historic rights of navigation on the Stour, and to meet the landowner's request in the interim as a courtesy. Mr Revell, owner of narrowboat 'Olive Emily' requested access to the head of navigation in February but deferred his journey to late March when high flows had ended. He sent pictures of his cruise to the office. He was intending to publish an article about his visit in the boating press. The owner of narrowboat 'Nooksak' requested access to the Backs on 14 March. Ahead of each visit, a warning message was sent by e-mail to all punt operators. The office had received a number of navigation restriction and closure notices from the EA (piling works on the Ely Ouse;

replacement landing stage at Isleham Lock; dredging works on the River Lark; vehicle recovery from the Old West River; sunken vessel on the River Wissey; guillotine gate repairs at Brownhill Lock; infrastructure improvements at Eaton Socon Lock; bridge works over Reach Lode; restricted opening hours at Hermitage Lock; and extension to works at Welmore Lake Sluice).

- 8.5.6 Obstructions: The EA's Fisheries team had been forced to relocate its population survey point upstream of the A14 road bridge because their nets had been snagged and damaged on an unknown underwater object. City officers and Wildlife Trust volunteers had completed some bushing works along the frontage at Logan's Meadow, 16 February. The river crew's assistance was not required. Camrowers conducted a litter-pick of the area the following day, also trimming back low-lying vegetation. Bland, Brown & Cole, appointed architects for the proposed alterations and extension to Christ's College Boathouse, had asked to position a pontoon beside the hardstanding during construction works (Jan-Sep 2011). The rowing community would have to agree to this obstruction being there. A sculler reported a sunken bicycle in the navigation, mid-channel near Ditton Corner. The river crew had been alerted. Mr Key (President CRA) has reported that Prof Briscoe's willow tree at Chesterton was hazardous to navigation again.
- 8.5.7 Pontoon licences: Annual invoices for the year commencing 1 April 2010 had been issued to the licence holders (Scudamore's and Granta Punting Company). Payment was awaited. Mr Macnaghten of Scudamore's was invited to renew the licences at the Mill Pond and Quayside for one year only (up to 31 March) at the current rental adjusted by the RPIx. The licensing sub-committee group, which had been quorate at its meeting at Queens' College on 23 March, approved the decision to extend the current licences for one more year whilst the legal ownership of Quayside remained unresolved. The City Council was notified about this invitation. All pontoon licences were now in alignment (to expire 31 March 2011). The new licences were signed by Mr Ingersent of the Scudamore's and Dr Noon on 30 March.
- 8.5.8 Registration numbers: Rowing eight RAF6 had been observed using the navigation without authority. It had been practising on the Cam ahead of a regatta in Peterborough. The RAF boat club was reminded of its duty to provide notice of their presence in the future.
- 8.5.9 Sunken Boats: The former owner of cruiser 'Bidean' had discovered that the Conservators had sold the boat to defray costs under the byelaws. His solicitors demanded recompense

for his loss. Archer & Archer responded to this legal challenge (fees £460). Narrowboat 'Helena' was recovered to Clayhithe, 7 January, having sunk 28 December. The alleged new owners, Mr Orton and Mr Impey, balked at paying the recovery fees. The matter was resolved in a meeting with the Chairman at Baits Bite, 18 March. Mr Orton and Mr Impey paid the revised fees and took the vessel onto EA waters. Reclaimed sail-cruiser 'Vlaanderen', being unclaimed, had been sold. Notices were issued against a number of punts and a dinghy tied to Riverside Walkway, 10 February. They had become caught underneath the structure when river levels had been raised; the owners had not been keeping watch over them. Sunken dinghy 'Jubilee' was recovered to Jesus Lock. The owner contacted the office and paid the recovery fees before it was released. Reclaimed historic wooden wherry 'Jester', in need of loving restoration, had been brought to GOBA members' attention in the Spring edition of GOBA News, eliciting some interest. The crew of a coxed four ran into a part-sunken punt on 8 April; a crew member suffered a jarred back from the collision and bow-rigger sustained serious damage. They recovered the punt to the Chesterton bank; the river crew towed it back to Jesus Lock the same day. The owner, a licensed City operator, was advised of potential liability for damages. The recovery of abandoned cruiser 'Mistral' at Riverside was thwarted, it being embedded in the silt. The river crew were to return at a later date with the Berky to dig it out.

- 8.5.10 Vehicles on the Halingway: Permission was granted (under byelaw 14) for the following vehicles to access the Halingway: ambulance and marshal's car (CRA Winter League races and Cambridge Head2Head Race) and survey vehicle (URS Corporation Ltd, for an underbridge inspection of the A14, 20/21 January). Two replacement 'authorised vehicles only' signs had been installed at Grassy Corner and the Drove, Chesterton. The fixings had been welded-over to deter casual thieves. Mr Wakefield gave Mr Mathie (nb 'Little Lady') permission to park his car beside Baits Bite Lock, 22/23 January. The car was still there when contractors' vehicles arrived on site, 24 January, to scaffold the guillotine gate for its gear-drive upgrade. Notice was served on the vehicle; Mr Mathie returned before the car was towed away.
- 8.5.11 Noise: Dr English, resident of Fen Road, Chesterton, complained about noise being made by rowing crews and coaches along the reaches just upstream of the railway bridge in February before the Lent Bumps.
- 8.5.12 Disposal of sewage: Active Communities reported that the pump-out coin-meter box had only taken £30 over the course of one year. Officers suspected that a significant proportion of the 70 residential moorers were not using the Elsan point as an

alternative. Active Communities had offered to post-out the joint EA/Conservancy information leaflet about correct sewage and oil disposal with its annual permits. A boat safety examiner has reported to City officers that a number of craft on their books did not have holding tanks.

8.5.13 Diving operations: Red7Marine had been granted permission for divers to access the river to work upon the storm drain outfall at Riverside on behalf of Tesco Stores, week commencing 18 January (see 8.4.4. Miscellaneous Applications).

8.5.14 Commercial use of upper river: Mr Matthews, independent punt operator, sought permission to hire-out ferry punts to a wedding party at Grantchester on the upper river, a non-statutory navigation where the Conservators' had limited powers of jurisdiction. Mr Matthews was advised to ensure that his insurers were aware of this self-hire use and for the hirers to receive a safety briefing beforehand. He was reminded that he needed the landowners' permission to load and unload his punts.

8.6 Environment and Planning

8.6.1 Biodiversity: The City Council was concerned at the spread of giant hogweed (*Heracleum mantegazzianum*) in Cambridge and was developing a management programme for its eradication. Bin Brook was seen as a problem area. Dr Noon attended meetings of the Cam Valley Forum in Grantchester, 25 January and 3 March. Dr Haslam was proposing to run another 'Streamseekers' course for children in the summer. The Forum had written to Dr Brighty, EA, concerned at the EA's spraying programme on the Cam tributaries. The Forum was to provide a display on invasive plants at the City's Biodiversity Fair and Conversazione on 13 June. TV personality Charlie Dimmock had been promoting a nationwide 'Plantwise' campaign. The Forum held its AGM at St Paul's Church Hall, Hills Road, 29 March. Andrew Chapman, EA Senior Environment Planning Officer, gave an presentation about water supply and future water resources and policy in the Cam catchment. The River Manager attended the EA's Water Framework Directive Launch Event aboard Riverboat Georgina on 29 January. The EA's Great Ouse Wetland e-Newsletter, February issue, had featured projects designed to enhance and restore river and floodplain habitats in the catchment. The National Trust's 'News from the Fen' community newsletter included an article by David Bethell, Green Infrastructure Project Manager, Cambs Horizons. Middle Level Commissioners launched its Biodiversity Action Plan for 36 Drainage Boards, 24 March.

8.6.2 Cambridge City Council Local Plan: Nothing to report.

- 8.6.3 Cambridge Sports Lakes: Building works to the Park's Visitor Centre extension were ongoing. Programme Development Manager, Ms Mason, departed mid-March for an appointment in London. Mr Busby, Senior Ranger, had been given redundancy terms.
- 8.6.4 CamToo: Cambs Horizons had identified the CamToo Project as being the top priority for rowing in the sub-region. The EA's revised flood prediction model for Cambridge was awaited. The County Council had failed to secure funding for Chesterton Station, an integral element to the whole CamToo project, further delaying the project.
- 8.6.5 Planning Consultations: Consultee approval was given to the EA's consultation on the installation of a fish pass at Byron's Pool by the City Council (ref. L09/C/105). Mr Selway, City Council, was looking for historic river level data for Paradise LNR; he was advised to contact the EA. The Secretary of State for Transport and the Secretary of State for Communities and Local Government had announced a Public Local Inquiry to consider objections to the draft Order (A14 Ellington to Fen Ditton improvements) at the Burgess Hall, St Ives, 24 May. The River Manager tendered apologies for the Jesus Green Working Group, 19 January, but attended the next meeting on 16 March. The City Council had invited responses to its consultation on 'Events On Parks and Open Spaces' by 22 February. Cambs County Council and Peterborough City Council issued a revised Minerals and Waste Plan. The area of Chesterton Fen earmarked for a household recycling plant had been dropped from the Plan. Consultee approval was given for the addition of steps to the Stourbridge Common water point (EA flood defence consent L10/C/010), conditional on a s15/s16 licence being issued to the City Council. Mr Crossley, Trumpington Farm Company, was making advances with the footbridge project at Grantchester. The upper river retention level was variable (average 6.90m); he was advised to consult with local stakeholders regarding an acceptable bridge soffit height. Cambs County Council had issued a consultation on its Third Local Transport Plan, deadline 9 April. SCDC has published an Adoption Statement for its Supplementary Planning Documents under the Local Development Framework on 15 March. The three adopted SPDs related to Affordable Housing, District Design Guide and Landscape in New Developments. The River Manager attended the inaugural meeting of the Green Infrastructure Network (Save Our Green Spaces) at the Cambridge Union Society, 26 March. Allan Brigham, well-known Blue Badge guide, gave the keynote speech. Cambs Highways was reviewing the Riverside Environmental Improvement Scheme (likely construction period July-Nov 2010. Planning documents for the extension to the Doubletree Hotel were misdirected to Archer & Archer

Solicitors, former Clerks. A response could not be made before the close of consultation.

- 8.6.6 SCDC Towpath: SCDC remitted £4,100 in January, being a contribution towards the cost of litter clearance for the year ending 31 March 2010.
- 8.6.7 Land Registry application, at Quayside, by Scudamore's: See Pontoon licences (8.5.7).
- 8.6.8 Miscellaneous: Mr White reported to AINA members at their Climate Change workshop on 8 January, that inland recreational boating was estimated to be producing 82K tonnes CO2 p.a., excluding the collective navigation authorities' supporting operations and infrastructure (e.g. work vehicles). Idling engines whilst boaters used locks were believed to contribute a significant proportion to total emissions. A sign has been stationed at Baits Bite Lock to remind boater to switch off their engines when locking (byelaw 10.6c). A 'wild' swimmer was concerned about catching Weil's disease from swimming in the Cam. He was referred to Ms Perraton, President of the Rivers and Lakes Swimming Association, and a Cam-swimmer.

8.7 Moorings

- 8.7.1 Camboaters: The committee had been advised of suspensions of navigation on Conservancy and EA waters. Residential moorers were concerned at being excluded from voting in the May General Election, not having terrestrial addresses. The City's Democratic Services Officer pursued the matter on their behalf. See also 8.7.3. below.
- 8.7.2 Clayhithe 48 hour visitor's moorings: Nothing to report.
- 8.7.3 Mooring Arrangements with Cambridge City Council: The City Council had reviewed the mooring pricing structure. An independent researcher had considered affordability and equity, and value for money, as compared to similar schemes in England & Wales. A public consultation was issued on 27 January seeking views on pricing, the provision of mooring bollards and future use Jubilee Gardens. A spate of e-mails and a media campaign, led by Camboaters, vented objections to a proposed 'ban' on mooring above Jesus Lock. The Arts & Recreation and Community Services Scrutiny Committee sat on 25 March 2010; the current pricing structure was retained. Officers were asked to liaise with users about mooring bollards. The next moorings' review was to take place in 3 years' time. A gentleman suggested that the area in front of the new Vie Development at Chesterton offered potential space for a marina. This land however, had been designated for an

extension to the Local Nature Reserve with space for informal sports. The City Council was considering excavating a cut there to provide a berth for its new community 'playboat'. The City Council had been invoiced for the Bailiff's enforcement services, period 28 Dec-31 Jan inclusive. City officers, the River Manager and representatives of Camboaters and Cam rowing community met, 8 April, to discuss moorings-related issues. Residential moorers at Midsummer Common were to sent letters from Active Communities asking them to move before the City Sprint Regatta on 9 May.

- 8.7.4 Conservators' Mooring Policy: Three abandoned punts had been tied up to the frontage of Darwin College all winter. One was identifiable and the owner was asked to move the punt before it was requisitioned by the College.
- 8.7.5 Moorings at Riverside: The ongoing occupation of the frontage near Riverside Place by an 'anti-social' moorer was the source of irritation to a local resident who demanded that the boat should be moved on. Being registered and in a designated mooring zone, the River Manager had no powers to respond to this pressure. Mr Schofield was determined to use his connections in the City and County Councils to move matters forwards as regards the moorings. Riverside Area Residents Association have forwarded complaints about noise and smoke pollution from certain narrowboats which had been affecting local residents over the winter to the detriment of their health. The Association was asked to refer these complaints to the City's Environmental Health team who had more extensive enforcement powers to deal with environmental nuisances. Local resident Dr Eva had been advised by the City that the County Council was responsible for the moorings at Riverside. The authorities were at stalemate until land ownership could be proven. A boat owner had received a demand to pay Band B Council Tax to live on his boat at Riverside. The individual concerned was being chased for Council Tax because he was claiming sick pay and housing benefit and his boat had been deemed a residential dwelling. Conservators' officers twice-weekly observations of traffic movements at Riverside cyclebridge (narrow section) and Eights Marina (control location without moorings) were ongoing. The County Council's enforcement officer made contact about people living in vans at Riverside whose activities were associated with one of the liveaboard boats. Rubbish was accumulating there. A 'no mooring' sign had been affixed on the wall above the Riverside Place/Tesco drain outfall (byelaw 6.3).
- 8.7.6 Miscellaneous: Regarding the suggestion of a new marina facility at Chesterton Fen, the Senior Bursar at Jesus College has discussed the issue with their property fund managers, Bidwells. The College considered this to be an attractive use of

the land; they were seeking an expert view on the commercial feasibility of such a project. These low-lying fields were covered with standing water between January and March 2010. L H Jones & Son, St Ives, had filed a planning application to create a new marina basin adjacent to The Boathaven for a further 100 berths, adding significant mooring capacity to the River Great Ouse.

8.8 Registration

- 8.8.1 Boat Standards: New enforcement stickers and notices have been designed for the 2010/11 season and were on order. The Chairman had discussed a streamlining of enforcement procedures with the staff for the new licensing year. Dr Noon met with Dr John Macginnis, 31 March (Minutes, 9 July 2009) to discuss commercial punt operations on the Cam and punt dimensions. A 'one design' construction standard for punts (narrow and wide-beam options) for the Cam would assist with enforcement of construction standards (byelaw 8.3) and reduce the number of dangerous 'home-builds' which arrived on the navigation each year.
- 8.8.2 EA Interchange Agreement: Not all boaters had received their EA registration renewals with their copy of 'Anglian Riverviews'. The postal service had been contracted out. The EA provided assurance that all forms had been posted. The Transport & Works Order Act has been approved by the Secretary of State; it came into force on 6 April 2010. The EA's waterways enforcement would be affected; powers to prosecute offenders were to fall under the TWOA and not the Anglian Water Authority Act 1977. The EA was analysing the impact of the TWOA on its regional vessel registration fees. The licensing sub-committee group (Mr Adams, Dr Walker, Mr Brown, Mr Ingersent, officers and EA observer Candy Reed) met at Queens' College, 23 March. Mr Pryce-Jones sent his apologies. See Matters Agreed.
- 8.8.3 Non-registration prosecutions: Mr Thrush (nb 'Narrow Escape') and Mr Billington (cruiser 'Good Vibrations') had been convicted for failure to register (legal fees £749). A second batch of prosecutions was being prepared.
- 8.8.4 Interchange agreement with the British Canoe Union: Nothing to report.
- 8.8.5 Interchange agreement with the Amateur Rowing Association: Nothing to report.

8.9 Events

8.9.1 Events: Cambs Fire & Rescue had performed water-based training exercises over the last quarter near Jesus Lock and along the Backs. Portaloos were installed on Stourbridge Common, with the City Council's permission, for the Winter Head Race, 23 January. The facilities were well-used. Larger rowing events demanded this type of infrastructure, especially with more women partaking in the sport and the closure of the Penny Ferry public house. A Race debrief was held at the Guildhall 27 January with City Councillors, Officers, the River Manager, Mr Brown and race organiser, Mr Haines. Riverboat Georgina had no bookings during the Lent Bumps; a joint meeting with Mr Ukarnis, CUCBC and the River Manager was not deemed necessary. Poles for the Bumps were stored overnight in the rear rooms at Baits Bite; a longer-term storage solution was needed given ongoing vandalism to the 'gun shed' beside the A14 road bridge. The Bumps proceeded but conditions were marginal (high flows) on the final day; top crews only were permitted to race. The organisers helped to clear rubbish from the towpath after the event. Mr Allen (CRA Bumps Secretary) met the River Manager at Baits Bite, 19 February, to discuss arrangements ahead of the 2010 Bumps. Control of Mr Middleton and an aggressive swan were key mutual concerns. Mr Middleton had been provided with a copy of Conservancy approved events. A joint meeting was to be arranged with local Police to review potential problems. Camboaters and ENCAMS pulled-out of organising the Great Cam Clean Up, 27 March. The event had grown out of hand in 2009. Volunteers from Cam Sailing Club and the Motor Boat Club continued with a clearance of the reaches near Waterbeach on the advertised day. City officers were to look into providing resources to coordinate the Clean Up Event in 2011. Round Table volunteers had offered their services for City projects. The Cam Canoe & Kayak Marathon took place on 28 March without incident. Punt operators were circulated by e-mail in advance asking them to keep the Backs clear of obstructions during the races. Packers Canoe Club (Peterborough) asked permission to paddle the Cam on 11 April. The Friends of Stourbridge Common had advertised its first litter-picking event on the Common (17 April). Macmillan Cancer Support has sought permission to use the towpath for its Riverside Walk, 2 May. Cam Sailing Club Sailfish weekend was to take place 18-20 June, attracting visiting sailboats. The City Council's Arts Development Manager asked for permission for punt-based world musicians to play along the Backs for their Heart of the World and Buskers Festival. Two dates were agreed - 11 July (5-9pm) and 17 July (6-9pm) - conditional on the approval of the riparian College Bursars. Mr Seaward, Robinson College, wanted to stage a production of the 'Merchant of Venice' on the Cam during the summer term.

Further details were awaited. The Sarcoma Trust wanted to organise a Charity Swim in the River Cam. The upper Cam was suggested as a suitable venue, being an 'authorised' bathing place, providing local stakeholders were consulted in advance. Homerton College Boat Club were proposing to undertake a charity row to Ely and back (two eights), 20 April. They were warned that this date coincided with CUCBC's Small Boats Regatta. Cambridge University Canoe Club wanted to host a Canoe Polo Tournament above Jesus sluices on 8 May but expressed reluctance paying vessel registration fees (their clubhouse had relocated to Newnham in 2009 and they no longer paid a bulk licence for their members). Appropriate fees were being negotiated. Great Chesterford residents were organising a charity canoe event on the upper river, 9 May. The Cambridge Branch of BSAC was to provide boat safety cover during the Oxfam Walk, 16 May. Members of St John's College Punt Society announced their intentions to punt from Cambridge to Oxford on 19 June to raise money for 'Help For Heroes'. Ely Aquafest was due to take place on 4 July. The biennial Bedford River Festival will be held over the weekend 17/18 July. To improve awareness, all Conservancy-registered motor vessel owners received an enclosure with their registration renewal invitations listing the provisional events' diary for the Cam in 2010. The river crew put up new event in progress signs at the Chesterton and Baits Bite ends of the towpath. The 'events in progress' banner for Baits Bite footbridge went missing in November 2009; its whereabouts unknown. Mr Key had provided CRA funds for its fixing shackles.

8.10 Publicity

8.10.1 A.I.N.A. directory and bulletin: Nothing to report.

8.10.2 Notice boards: These had been updated with the tariff of 2010/11 registration fees, events and GOBA's Spring Bulletin.

8.10.3 Publications: Cambridge Canoe Club had re-launched its newsletter; contributions were invited. The Chairman and River Manager wrote an article for GOBA News, Spring edition.

8.10.4 Presentations: historian Mike Petty had issued a circular listing Fenland History on Friday Group's lectures for Spring 2010. The 10th Cambridge Brownie Guide group contacted the office about a demonstration of Bottisham Lock for the girls' 'Wet N Wild' badge. The Guider was given the EA's contact details. An offer of Baits Bite as an alternative venue was declined, being too distant for the group. The River Manager gave a presentation about managing the River Cam to the Ladies Open Door Club, Newmarket, 11 February, evening, which required the hire of a loan projector (fee £50 plus VAT). A presentation

about the history of the Cam Conservators was given to the Linton and District Historical Society, Linton Village Hall, 16 February, evening. The speaker's fee (£25) was donated to the RNLI. The River Manager provided a presentation to the St Neots Town Centre Initiative about managing the River Cam at the Robinson Centre, St Neots, 11 March. The River Manager responded to an invitation from Mr Parrish to give the after-dinner speech to Cambridge Motor Boat Club members at their Fitting-Out Supper at their clubhouse in Waterbeach, 13 March. The Club were extremely generous and the River Manager was embarrassed to win three raffle prizes. The River Manager was due to provide a presentation at a one-day workshop in Ipswich, 17 April, entitled 'Rivers in towns: how can a town make good use of its river?', organised by RSA and East of England Civic Societies. The River Manager has agreed to set up a stand at the City Council's Cambridge Biodiversity Fair and Fun Day at Lammas Land, 13 June, marking the launch of the Cambridge City Environment Festival which had adopted the theme of the 2010 International Year of Biodiversity.

- 8.10.5 Media: 209 community radio interviewed the River Manager, 27 January, beside Jesus Lock, about the river lowering, transmitted 1 February on the day when river levels were restored to normal (see 8.4.4). Cambridge News published an article about the Halingway tree works in February. They also published an article about the sculler being swept through the sluice gates at Baits Bite on 1 March. The Daily Telegraph and Cambridge News published articles about 'punting in Cambridge threatened by river weed' after a press agency had made enquiries about the floating pennywort problem. Mr Trumper (EA) provided comments. The weed had not yet been sighted along the College Backs. University's Varsity magazine had asked for comment about the floating pennywort problem 4 hours ahead of their copy deadline. A student from the University of Westminster wanted to do a radio feature on the same issue; the interview was declined. The issue had been hyped-up and there was little to report in winter when the weed was dormant.
- 8.10.6 Website: The annual payment for website maintenance (period Jan-Dec 09) had been remitted to Honey Web Design. Some inaccuracies with the displayed events' listings for 2010 had been resolved. CUCBC wanted to build a link between their website and the Conservancy's, but this could not be achieved easily with the existing set-up.
- 8.10.7 Miscellaneous: The EA has launched a new website 'Visit Anglian Waterways' to promote businesses and recreation opportunities. It was envisaged that this website would be operated on a commercial basis with a membership scheme, following the model of the Visit Thames website. In response to a request, a lady from Argentina was given information

about cruising the inland waterways and boating holidays in England and Wales. She was delighted to receive the information.

9. Dates of Next Meetings:

The meetings for Thursday 8th July 2009, Thursday 30th September and Thursday 13th January were confirmed and Thursday 14th April 2011 was agreed.

There being no other business the meeting closed at 1.10pm.