

**SUMMARY**  
**MINUTES OF THE ALMHOUSES AND CHARITIES COMMITTEE**  
**Held on 14<sup>th</sup> September 2017**

- **The Working Party to be reformed to review the potential development/improvement to Hastings.** This is to be arranged shortly. The terms of reference have been extended to review the site at Hastings.
- **Water testing.** Advice had been sought from the Almshouses Association and Strutt and Parker. It was agreed that the water tank located in the Community Centre must be cleaned and tested on a regular basis and investigations made into installing a mega flow system. A record of all temperatures to be kept. All residents to be made aware of their obligations to clean their shower head regularly – this is in the tenancy agreements and a copy of the Charities policy on this is attached to every new tenancy agreement. The annual water testing programme to be continued with.
- Detailed records of all actions taken about water monitoring and testing to be kept.
- **Lady Mayoress:** She was currently with Mark Edwards at Richmond Boatyard as she had been in action for the Great River Race but would be taken to Oxford at the end of September thanks to the Immediate Past Master John Salter to stay for the winter. It was hoped to find a new home for her for the summer.
- **Annual accounts for the year to 30<sup>th</sup> June 2017**
- The Committee reviewed the account for Royal Benevolent and Educational Fund for Watermen and Lightermen and The Company's Poors Fund.
- **The Committee were happy to recommend that adoption of the accounts to Court for signing at the October meeting.**
- The audit clearance meeting took place on 21<sup>st</sup> September and a clean management letter will be issued.
- **Hastings** Two properties were currently empty due to two residents going into nursing homes. Work to update the bungalows was currently ongoing.
- Whilst the PAT testing and electrical inspections had been taking place it had come to the attention of the Warden that some residents had undertaken some electrical works themselves with items such as cabinet lightings. The Warden had asked that a stern letter be sent to all residents making them aware that all electrical works must be carried out by a qualified electrician especially in the bathrooms and kitchens. Any other electrical works must be undertaken by a qualified/competent person. Craft Owing Freeman Sprague felt that this need to be made very clear to the residents of their obligations and the Assistant Clerk was asked to draft such a letter.
- Property no 12 has been showing signs of water ingress from the roof and damp has re-occurred on the external walls. Some remedial works had been carried out but this had not solved the problem. A builder had been asked to undertake a full inspection and advise what the best course of action would be.
- **Ditchling** The Streat and Westmeston Neighbour Development Plan has now been published and the Ditchling Parish Council had advised that the Watermen's site at Ditchling would not be allocated for housing. However, a draft of the plan had showed that the site was to be allocated as Local Green Space and a formal letter of objection had been sent by Strutt and Parker. The final plan, submitted to the South Downs National Park Authority, had removed the proposal of Local Green Space. The next stage was for the plan to go to Planning Inspector who would decide if the final plan was sound or if it would have to proceed to a referendum. Strutt and Parker will continue to monitor the situation.
- **Fundraising** - An event on the Silver Sturgeon on the 1<sup>st</sup> of November was planned. This would be a black-tie dinner with a comedian and a small band as entertainment. It was only possible to hold this event thanks to the generosity of the Woods family. The ticket price had been set at £110.00 per head (this did not include a donation to the Charity), and a raffle and auction would be held on the night. The theme of the evening would be to celebrate the Company Barge. It was hoped to sell over 250 tickets as the boat could hold over 300. A flyer advising the event would be going out shortly and a save the date notice had already been circulated.
- **Legacies**- A legacy had been received from the late Andrew Paterson to the Company.
- **Ladies' Christmas Luncheon:** This was fully sold out at 84 guests.

**APPRENTICESHIP AND TRAINING COMMITTEE**  
**Summary 22<sup>nd</sup> September 2017.**

- Training Officer, Craft-Owning Freeman Mr. Alex Hickman reported that 5 candidates had sat for their Boatmasters licence examinations with 3 of the 5 passed which took the total for 2017 to 7.
- Following discussions with MCA Surveyor Adam Stratford, the Company was encouraged to pursue the assessment of chartwork outside of the current training. Adam Stratford attended the first attempt at a chartwork examination with for 13 candidates and all passed with 3 candidates getting 100%.
- The Company has also been encouraged to arrange the oral examination sessions at the Hall. The benefit of this is that the Company can schedule with the MCA as required. This will allow the Training Officer to plan examination attendance as and when a group is ready.
- The Company admitted 10 new Journeymen to the Freedom in July. The Company will continue to attempt to add value to the standard by encouraging young Freemen to take part in the extra-curricular activities and training pursuits that are organised.
- On 23<sup>rd</sup> June, the Company bound a further 12 apprentices and trainees taking the total for 2017 to 21 which was just below the average of the past 6 years (23).
- Jamie Locke has now completed the Award in Education and Training (AET, formerly PTLLS) and will start to help the Training Officer deliver the classroom training. Freeman Ben McCann is looking at options to become a 1<sup>st</sup> aid trainer and will also explore the options to deliver VHF radio licence training and assessment in house.
- On 30<sup>th</sup> August, Craft-Owning Freeman Derek Mann attended the training session at Watermans Hall to give a summary guide of the examination process.
- The Clerk with the Training Officer met with Havering College on 12<sup>th</sup> June in relation to delivering the SQA Diploma for those on apprenticeships. It was clear that in principle the Company had everything in place to draw down the apprenticeship levy albeit indirectly through their administration.
- At present the Company was working together with the Thames Skills Academy to develop an Inland Waterways 'Trailblazer' which will replace the Inland Waterways Diploma in its current format.
- On 5<sup>th</sup> September Craft Owning Freeman Roy May from Bisham Abbey Sailing hosted 4 apprentices and trainees on the barge used for vessel handling training in the non-tidal stretches of the Thames.
- On 8<sup>th</sup> September, Honorary Court Assistant John Potter hosted a trip down to Southend from Gravesend. 17 apprentices and trainees came on the trip. In all there was around 40 in attendance. During the voyage, the following topics were covered; Passage Planning, Identification of a collision risk, responsibility between Vessels, plotting a position using the Radar, ALA Buoyage Local Knowledge in Gravesend Reach, Lower Hope and Sea Reach.
- On 2<sup>nd</sup> September Freeman Ben McCann and the Training Officer travelled to Le Havre to join the Sail Training Ship TS Morgenster. She is a Dutch operated 2 masted Brig skippered by the owner Harry Muter. The Company will begin by sending pairs of apprentices to sail 2 or 3 times per year, depending upon funding. The Training Officer would also like to investigate the feasibility of chartering the vessel for a week in the Thames Estuary being used commercially at the same time. The Company will continue to use the Eye of the Wind at times as the Morgenster does sail further afield quite regularly. The Company will also be mindful that there is considerable appetite to continue to support the Cambria with a trip in the pipeline for next spring.
- There were nearly 20 apprentices and trainees taking part in the Steve Faldo and Dave Pope memorial barge race on 10<sup>th</sup> September. The Company was now preparing crews for the apprentice barge race that will take place from Greenwich to London on 21<sup>st</sup> October.
- The Company's General Purposes and Finance Committee have asked the Apprenticeship and Training Committee to look at introducing a charge for the Company's Training courses.
- The Thames Skills Academy published a Labour Market Intelligence Survey in June 2017. It was the Intention to publish similar surveys regularly.
- The Clerk and the Training Officer met with Julian Parkes and Julie Lakin to discuss what the Company can offer to the TSA in terms of support for aspiring apprentice Boatmasters. A package was offered similar to that which the Company's apprentices and trainees currently access:
- The Thames Skills Academy was to start a first apprentice cohort in October 2017 with an official launch on the Dixie Queen on 20<sup>th</sup> November. 6 member employers were starting 18 apprentices that will take the Inland Waterways Diploma drawn up with Red Ensign, Searegs and Eastleigh College who were based in the Solent area. The TSA will encourage all 18 to be bound at the Hall so that they can make use of the

Company's support for BML and specialist training. The employers taking the apprentices are Livetts Launches, Thames Clippers, City Cruises, Thames Shipping, PLA and Cory Energy.

- The Company has also been working with the Thames Skills Academy in developing a Thames Cargo and Barge Skills syllabus as TSA members have highlighted an absence of courses for the Cargo endorsement and no endorsement exists to cover unpowered craft.
- The Thames Skills Academy was also launching a new marine based mechanical engineering apprenticeship through Mid Kent College, offering free 'train the trainer' courses (not AET/PTLLS) and supporting moves to offer other training in non-marine areas.
- Valerie Shawcross CBE, the Deputy Mayor for Transport chaired a Thames and London Waterways Forum on the 19<sup>th</sup> September.

## KITCHEN COMMITTEE

### Summary 19.09.17

- On Thursday 27<sup>th</sup> July 2017, the Hall with Mark Groves hosted the Master and Wardens show case evening from which sixty three other Companies without halls attended. Very positive feedback from the guests was received.
- Mr. Mark Groves and his team have impressed with both quality and delivery of service and there had been positive feedback from the external commercial events using the hall. It was evident that the turn around time taken on enquiries to the provision of menu choices and event details to clients was taking time and it was hoped that through the sales and marketing reports both Mark Groves and the hall would provide at the next marketing meeting with sufficient to show that business was not lost to this issue.
- Mr. Mark Groves was pleased with the reception his catering team were receiving here at Watermen's Hall and its support in his efforts to promote the hall to a wider client base.
- On Monday 6<sup>th</sup> November after the City Garden of Remembrance Service, Watermens Hall and Mark Groves would be hosting a luncheon to other Masters and Clerks to show case the hall again as part of the marketing plan for livery 2017/2018
- The RTAL luncheon was fully operational with the next date set on Friday 13<sup>th</sup> October 2017. The RTAL which took place on Friday 8<sup>th</sup> September was well received, despite Marks reservations that guest attendance might be low for this time of year, RTAL was well supported by craft owning Freeman booking their own tables.
- The Committee previewed forthcoming events 2017-18. The Committee agreed of the menus for the forthcoming listed occurring before the end of the Company year. With the Freeman's luncheon taking place on Tuesday 14<sup>th</sup> November using the Dinner menu of Grouse as its preferred choice
- Past Master Emeritus Newens has asked if the Hall would consider hosting a Past Master's dinner which if supported would be an annual company event. The month of January would suit so Thursday 18<sup>th</sup> January 2018 has been proposed as this Dinners first date

**Library and Heritage Committee**  
**Summary**  
**7/9/2017**

- The following were co-opted on to the Committee Craft Owing Freeman Prof. Alan Lee Williams,  
  
Chris Dodd, Mark Telfer, Julian Ebsworth, Mark Blandford-Baker and Richard Nemeth
- The sale of books identified as not relevant to the Company raised £139.00. Court Assistant Goodey also introduced his "Adopt a Book" scheme, whereby Freeman would be invited to sponsor the restoration of a specific book and have a certificate acknowledging their sponsorship inserted in the front of that book.
- The Committee heard that Journeyman Freeman John Barrett had made a shelf for the Mantle Clock both were in situ in the Freeman's Room.
- The Clerk advised that the Master's Chair required some restoration and that he intended to apply to the Leche Trust who provide funds for Georgian projects for a grant.
- The Francis Theodore Hay Freedom Certificate and Licence has been restored by Celia Withycombe Paper Conservation and framed by Sara Stoll and the Committee was very pleased with the result. It was hoped that these might be hung at the entrance to the Court Room in due course.
- The Wax Chandlers had paid £3,500 for the "Venus at the Forge" painting but had not as yet collect the painting.
- The Administrator would seek a quote from the picture framer for framing the Henry George "Dubber" Follett painting framed.
- The Clerk advised that arrangements were in hand for brackets to be made to fix the sweep above the display cabinets in the Freeman's Room and the crutch nearby.
- The Chairman is asking a seamstress to make felt protective bags for those items which are used most often and require better protection. The Chairman felt that these could be lined with commercially available anti-tarnish bags to reduce the frequency of cleaning.
- The Almshouses at Hastings had applied for a Doggett's Coat and Badge on long term loan to display in their Community Hall. This was agreed.
- Hon Court Assistant Richard G Turk had started worked inserting indentures and Freedom certificates into an acid free album that could be indexed
- The Committee agreed to recommend to the Court the acceptance of the following gifts: WWI war medals and supporting documents of John Edward Spencer (Jnr) who served in France with the Inland Water Transport division of the Royal Engineers which the Committee felt that these should be framed with a synopsis of the details provided and put on display in a prominent place; The indentures/Freedom, etc of Charles Peter Braithwaite (Master in 1981/2) and others given by Charles Braithwaite (his nephew); Past Master Emeritus James Crowden left the Company a bequest of a "large silver coffee pot engraved with his coat of arms and the Company coat of arms impaled thereon"; A book, "The Knowles Family" (various contributors) given by Edward Knowles "The Heraldry of the Livery Companies of the City of London since 1954" by Richard Goddard, given by the author, Past Master 2008-2009; A book, "Stepping Forward – A tribute to the Volunteer Military Reservists and Supporting Auxiliaries of Greater London 1908-2014" given by Col (Retd) H M Purcell OBE DL, Chief Executive of Reserve Forces' and Cadets' Association for Greater London; Offer from Dickie Bannenberg (ex-Chairman of Tideway Scullers) of a small (appears to be original) drawing of the 1930 Doggett's Race; Page of Doggett's Winners 1800-1858 returned by Rob Cottrell and which the Committee will have conserved and framed to preserve; Handwritten notes (undated) of amendments proposed by the Company to the Pilot Bill/Act given by Journeyman Freeman Michael Wenban.
- Sculptors commissioned by Tideway are seeking permission to use the Company Crest and Motto on their artworks. The Committee agreed with conditions including an acknowledgement of the source. The 2017 Christmas Cards have arrived and are on sale at £20 per pack of 20 cards

## SUMMARY

### MEMBERSHIP COMMITTEE 21<sup>st</sup> September 2017

- *The suggestion that granting Doggett's winner of each year Craft Owning Status - With fines, fees and subscriptions remitted for a period of five years. After the five years period, the annual subscription would revert to the rate of £200.00 till reaching the age of 40. It would remain a requirement that the winner obtaining the Freedom of the City of London. This would be back dated to the winners of the previous four years.*

*This recommendation had received Court approval.*

It was agreed that a letter to the five winners concerned should be sent out either in the name of the Master or the Clerk – explaining the reasons why the Court wished to acknowledge the winners and indicating the wish that they would be encouraged to use support Company events and bring their Colleagues along.

- It was noted that 17 new Craft Owning Freemen had joined in the last Company year.
- Interviews with Candidates: The following applicants were interviewed-  
Christopher John Gooderidge (Aged 74) sponsored by Court Assistant David Powell and COF Philip Foster.  
Derek Whyatt (Aged 67) Sponsored by the Immediate Past Master and Past Master Past Master Randall.  
Jonathan Martin Avern (Aged 58) Sponsored by Past Masters Randall and Livett.  
The Committee were happy to recommend the above to the General Purposes Committee and then to the Court
- *The Committee discussed more ways to attract younger people to join the Company and the suggestion of more informal events aimed towards working Watermen and Lightermen to come to the Hall. Perhaps an event between the hours of 6 to 8 – with a buffer supper to which Freemen and potential Freemen could come with their partners or friends. It was hoped that members of the Court might come to act as hosts and to show off the Hall and what it could offer.*
- It was also suggested that when the Doggett's winners came to take their oaths as Craft Owning Freemen. Consideration is given to ensuring that they were seated with people who would enable them to feel welcome and part of the Company.
- The question of the time constraints of those attending luncheons was discussed at for those who were still working an event that carried out till 3.00 could prove difficult. It was thought that it might be appropriate for the Master at say 2.30 to advise that if anyone needed to leave this would not cause any disquiet.
- The Chairman suggested that he speak to the Chairman of the Kitchen Committee about the potential of putting on events for the working Watermen and Lightermen.
- The Chairman also suggested that at the next Court Meeting he would encourage all Court Members to give serious consideration to putting forward 'one name' as a potential Craft Owning Freeman.

