

Summary of the minutes of the Almshouses and Charities Committee held on 22nd November 2018

- **Street lightening.** Some initial quotes had been received and the Warden was waiting for one more. The quotes would be reviewed as part of the role of the Hasting Working Party. The estimates received indicated expenditure in the region of £60,000 to £94,000 plus vat. The price differential arose from trenching requirements.
- **Water tank in the Community Centre** – the testing had all been clear and it was agreed to proceed with the work to change the tank to a direct feed supply. It was agreed that as the Community Centre was used not only by those living on site but by visitors this would be best practice.
- **Strutt and Parker had** been asked to undertake work to improve the appearance of the paddock area. This work would be undertaken once the weather had improved and the weeds and brambles had had a chance die down.
- **Hastings Working Party.** The working party would be meeting on site on the 10th of December with two planning consultants to review the site and the potential for new build and/or improvements.
- **Almshouses**
- **Ditchling** – It was agreed that all future rentals should include supply of ovens and fridges.
- **Report from the Charity Fundraiser** – Court Assistant Gradosielski reported that the last two Freeman’s Raffles had raised £620 and £510.00 before gift aid. Progress was being made by way of the Fundraising Working Party and part of this would include the redesigning of the Legacy leaflet. It was agreed to look at other aspects of fundraising outside of the meeting.
- **Ladies’ Committee** -Mrs Smallbone reported on the meetings of the 5th of September and 6th November. The Ladies’ Christmas luncheon was full and an additional two places had been added.
- **Poors Compassionate Allowance** – The list prepared by the Assistant Clerk was reviewed and it was agreed to adopt the principle that anyone with an income of £25,001 would no longer be eligible to receive the allowance. It was agreed that the allowance payable in December 2018 should be £319.00.
- **Investments** -The report from Mr Nick Sketch of Investec dated the 5th November was noted.
- **Garden Party** It was agreed to look and see if it might be possible to hold a Garden Party at Hastings next year. However, it was acknowledged that this would be additional work for the Warden.

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APPRENTICESHIP AND TRAINING COMMITTEE

Summary – 20 November 2018

- Study Packs - six apprentices had committed to the prep-courses with the aim of taking their BML on 6th December and purchased packs at £87.50. Those currently receiving training were offered the lower rate of £87.50. All newcomers would pay £175. The response to the packs had been positive and no apprentice or trainee had declined purchasing them.
- Royal Yachting Association (RYA) - the Clerk and Craft Owing Freeman, Alex Hickman had recently met with Richard Falk and Rachel Andrews to discuss the Company becoming a Royal Yachting Association (RYA) training Centre for some RYA training courses, including Powerboat Level 2, RYA First Aid and VHF Radio Licence (SRC). **The recommendation to the Court is for the Company to become a training provider for the RYA and for apprentices to be put forward for the Powerboat Level 2 training.**
- At the Draw Off Walk on 12 November 2018 over 20 Freeman, Apprentices and Trainees attended the walk. The river levels were higher than previous years. They were given talks at both Teddington and Richmond locks.
- BML Oral Prep Course training days were recently raised to 36 days per year and delivery of these had been repackaged. The trainers were currently part way through delivering, 5 days over 2 weeks, in preparation for the BML exams on 6th December. Candidates had also attended several one to one session.
- The potential of any of these six candidates being Doggett competitors was discussed.
- Craft Owing Freeman, Alex Hickman said that Joe McCarthy, George Gilbert and Rive Britton were possible contenders, but himself and the Rowing Officer & Immediate Past Master, Simon McCarthy were to meet up after Christmas to work out a strategy for going forward. **The recommendation to the Court is the age limit to compete in Doggett's being increased to 28 years old. This change could be justified with the change in the school leaving age, which was now 18 and the Freedom of the Company would not require a BML or its endorsements, but just the Company's Local Knowledge Examination, which should candidates pass, they would be eligible for their Freedom.**
- The apprentice barge race, which had been due to take place on 27 October was postponed due to bad weather. It was to be re-scheduled for the Spring 2019.
- Continued Professional Development (CPD) would be trialled for a year of trials 2019 and Craft Owing Freeman, Alex Hickman requested that the PLA were asked to join in offering a course covering regulatory updates. There were no fixed dates agreed yet. The Company would recommend Watermen and Lightermen achieved 5 points over a 5-year LKE revalidation period.
- Government Trailblazer Apprenticeship
The new Trailblazer had the current format - Role Profile, Duties, Skills, Behaviours, End Point Assessment. The next consultation workshop for employers would take place on 28 November 2018 and all operators are invited to attend and comment with aim to achieve a recognised standard. There was a huge opportunity to gain Government funding from this course with employers now only having to contribute 5% of the £20,000 funding (£1,000 per candidate) with 16-18 years old and those with SEN (Special Educational Needs) both being free.
- Court Assistant Derek Mann referred to the MCA Office move to Colchester from Orpington. He was concerned that the MCA intended to conduct BML examinations at Colchester. This would make it very difficult for a Freeman to attend as a Practitioner. He asked if the Company could write to Katie Wear requesting that examinations were held in London as PLA are now doing for the LKE. The Committee supported this move.
- Freight by Water (Freight Transport Association) was a useful group and two issues currently requiring lobbying were Rotherhithe Bridge and Nine Elms Bridge.
- Examining Committee/Court of Admission the two candidates who are waiting to receive their Freedom, it had been put to both to attend a Court of Admissions after the Court of Bindings on 14 January 2019. The Clerk was still awaiting a response from them.
- Watermen's Company Lighterage Committee had not met since 9th July 2018.
- GLA and Thames and London Waterways Forum. The Master, Dr Iain Reid and the Clerk attended the Forum held on 17th October to receive reports from the three working groups covering passengers, freight and people and places. There were also presentations on Albert Island,

Illuminated Thames and the Woolwich Ferry. The consultations on Nine Elms Pimlico Bridge and Rotherhithe to Canary Wharf crossing were discussed along with Safeguarded Wharves where the PLA commented there were insufficient wharves to meet increasing demand.

Kitchen Committee
Summary 14.11.18

- The Committee considered the draft Agreement and Schedule with Cook and the Butler. As to the Agreement, Past Master Randall suggested renaming this as the Terms and Conditions for Caterer at Watermen's Hall. The terms should be about standards and kept simple. Past Master Randall pointed out the Terms and Conditions for Caterer at Watermen's Hall would not be used in any Law Court as the Company would merely terminate the deal. But it needed to cover the fiscal controls.
- Court Assistant Woods wanted to see Key Performance Indicators (KPIs) in the Terms and Conditions for Caterer at Watermen's Hall keeping to one A4 document to which a further paper headed 'Schedule 1' could be attached. The KPIs were report on Customer feedback – rating food, staff and venue; report on sales – new business against repeat business; forward bookings – contracted sales on a rolling twelve months; key management changes in Cook and Butler; a database – analysis of clients, their event-spend and the type of event held.
- In addition, the following items would be included in the Terms and Conditions for Caterer at Watermen's Hall - security (the requirements for opening and closing of Watermen's Hall); cleaning of the kitchen and work areas to satisfy the Environmental Food Officer (EHO); Fire – undertaking risk assessment, and complying with health and safety, insurance and Modern Slavery Act 2015.
- The Clerk explained that event dates including Committee meetings were set for the Master's year ending 31st July 2019. The Communications Working Party had agreed to publish a calendar year Diary of Events to assist Freeman who wanted to attend certain events and make outside arrangements. The Company Calendar for 2019 took existing dates up to 31st July 2019 and then extended dates forward to the 31st December 2019.
- The Committee noted that the date of 15th October 2019 for the Freeman's and Partners Dinner ought to be the Freeman's Benefactors Lunch. And the date of 7th November for the Freeman's Lunch should be the Freeman's and Partners Dinner.
- The need to pay regard to allergies was discussed. Every caterer was now required to take allergies which present less difficulty if the allergies were advised in advance.

Library and Heritage Committee

Summary 21/11/2018

- The first Adopt-a-Book scheme was fully subscribed and Hon Court Assistant Richard G Turk thought that he would be able to produce a second list.
- Journeyman Freeman John Barratt had repaired the Silver Room Bracket Clock at a cost of £165.00 and this was now back in position.
- The Freeman's Room floor had now been repaired and the General Purposes and Finance Committee was considering how best to manage the refurbishment. The lighting unit in one of the display cases did not work and Craft Owing Freeman Paul Coxon was looking at changing the lighting in the display cases to LED from fibre optic. The existing carpet was back down and had been taped. There was also some thought about how to update the chandeliers.
- The Chairman explained that consideration was being given to displaying all the portraits of Company benefactors, to include the new portrait of Philip Henman, in one place - the Court Room. The Chairman advised that English Heritage and the Department of Digital, Culture, Media and Sport would need to be consulted regarding moving paintings in the listed Court Room. Past Master Emeritus Crouch reminded the Committee that the "Judgement of Solomon" was located in its present position for a reason, i.e. that the footings for the dock where Freeman received their judgement were located under the floor there.
- Past Master Randall would bring in picture frame catalogues so frames could be considered for Philip Henman and Thomas Doggett.
- The Court having not opposed the proposed conversion of the Doggett's cupboard into a display case for models, a second quotation had been obtained from Solutions 4 Interiors of £9,700 + VAT = £11,640. This is considerably more than Julius Lightfoot's initial quotation, so a third quote is being sought to see which was nearer the mark.
- The Committee viewed the latest repair of the Doggett Cup won by George Saunders in 1959 and gifted by his family to be used as a trophy. A silver sleeve had also been added and names of the winners of the last two "Most Improved at the Apprentices Sculling Weekend" have been engraved. Leeds Castle, who have on loan two Dog Collars from our collection, have applied to renew the loan – their contract was awaited.
- The 2nd edition of the Uniform Booklet was available for sale at £10.00. Of 100 copies printed 16 are accounted for, 9 sold and 6 to the various deposit libraries.
- Photograph conservator Helen Dawkins visited the Hall on 16th November 2018 and identified an initial 13 items requiring work and had quoted £885. Past Master Randall asked whether it was cost effective to pay for work on "an unidentified outing" and felt that the initial 13 items should be reconsidered before proceeding with the work. An Adopt-a-Photo scheme was suggested. It was suggested the images could be available for sale or as postcards.
- Craft Owing Freeman Brian Richardson had made progress on the booklet, however his hope of completion this calendar year had been delayed.
- Past Master Richard Goddard reported that the Volume 6 of the Company History 1921 ~ 1989 Editorial Panel met for the first time on 11th October 2018 and would conduct interviews with prospective authors, Jon Temple and Tim Koch, on 28th November 2018. The Editorial Panel had agreed that the volume would follow the earlier format of year by year, chronologically, perhaps with introductory chapters for important events. The Editorial Panel will next meet on 23rd January 2019. At the last meeting the Chairman had asked Past Master Andrew Howard to prepare a list of companies and events that might be included in the new volume and this had been circulated to the Editorial Panel.
- The Committee agreed to recommend to the Court the acceptance of the following gifts:
 - great-grandson of the founder of E J & W Goldsmith Ltd on behalf of The Society for Sailing Barge Research on 2nd October 2018.

- The Clerk has purchased on Ebay – unbound 1729 Original Act of Parliament Watermen Wherrymen Lightermen Rowing River Thames – total cost £3.75.
- The Company purchased a copy of “The Livery Halls of the City of London” by Anya Lucas & Henry Russell, published by the Worshipful Company of Chartered Architects for £45.00. Received 31st October 2018
- A booklet “London Rowing Club” members who gave their lives in the Great War 1914-1918 given by Craft Owing Freeman Julian Ebsworth on 16th November 2018
- London Topographical Society (by subscription) received on 12th November 2018
 - i. A map of Tudor London
 - ii. A Connoisseur’s Panorama 1796-1802
 - iii. The Stone Gallery Panorama 1948-1956

Summary Minutes of the Membership Committee held on the 22ND November 2018

Following discussions at the last meeting as to how to engage with those working Freeman and to encourage them to contribute financially to the Company and its charities was revisited. It was felt that using the name Philip Henman would allow for the transparency that Craft Owning Freeman Hickman felt was vital as this was a charity that had clear links on the River as being involved with training and education. It was very clear that supporting the charity would find much favour as this would allow Freeman to support and give back to their own.

A dinner for Journeymen Freeman was to be held in February and it was felt that this might be the ideally opportunity to try and encourage Journeymen Freeman to consider 'upgrading' to becoming Craft Owning Freeman.

The Committee felt that it was vital to encourage more younger people into the Company in as a seamless way as possible. The current costs for apprentices involved in being bound and then being made Free of the Company came to £190.00. The Committee were minded trying to ensure that the costs of joining were not off-putting and suggested that a Journeymen Freeman elevating to the Craft Owning Freedom should attract a joining fee of £50.00 (Fine). The annual subscription would then be £205.00 up to the age of 40.

The Chairman suggested that a two-sided card needed to be produced clearly detailing the costs and then on the other side the benefits and advantages of being a Craft Owning Freeman.

Recommendation to the General Purposes and Finance Committee – Journeymen Freeman wishing to elevate to be coming a Craft Owning Freeman should pay a joining fee for £50.00 as a fine and fee. The annual subscription would be £205.00 per annum up to and on reaching the age of 40. These might change to reflect any increase to the current rate of VAT 20%.

Interviews with Applicants for the Craft Owning Freedom-

John Joseph Ellis (DOB 26.12.1984)

Anthony 'Tony' Hales (DOB 25.05.1948)

John Alan French (DOB 01.06.1945)

The Committee were happy to recommend all the above candidates to the General Purposes and Finance Committee.

It was agreed to include in the application for the Craft Owning Freedom an additional standing order form so that candidates had the option of contributing to the Company as well as the charity.

ROWING AND RIVER EVENTS COMMITTEE

Summary 20.11.18

- The Joint Doggett's Strategy Group had met on 12 November. Further to the discussion and email exchanges regarding the Company's costs and Fishmonger's costs around Doggett's, Fishmonger's were assuming no further sponsorship after this year. Tideway's 3 years £30,000 sponsorship ended in 2018. The Clerk had asked Fishmonger's Clerk to go back to Tideway to see if there was a possibility of securing further funding, there had been no further response as yet.
- The Committee debated over whether the Company should attempt: to acquire the right to run Doggett's Wager; increase the age limit and number of attempts for competitors (partly due to the change in leaving school age from 16 to 18 years of age); remove the BML from list of conditions required to obtain Freedom of the Company and allow the Company's own exam to suffice
- The Committee if there were any objections to the following being put forward to the Court: Raising the age limit of competitors from 16 to 18 years and number of attempts from 3 to 4; Removing the BML from list of current conditions required to obtain Freedom of the Company

