

**NARROWBOAT TRANQUILITY SELF-MANAGED SYNDICATE AGM**  
**29<sup>th</sup> SEPTEMBER 2018**  
**AT CHURCH MINSHULL VILLAGE HALL**

**Present:** Jes & Cate Coop, Kevin & Linda Trott, Mike & Ros Keeper, Nick Middleton, Andy & Corrine Lewis, Mike Foster & Lynn Bellard, Chris Ward and Glennys Hammond, Andy Watkins

**Apologies:** Deb Middleton, David & Selina Sweeney, Teresa & Patrick Feely, Geoff & Lieone Kenchington, Julie Watkins, John & Bridget Brice, Mike & Ros Keeper

**Meeting opened at 1:15** following walkthrough and lunch/allocation process

### **Chair's Report**

Chris & Glennys and Mike and Lynn were welcomed to the syndicate.

A plea was made to all to remember that there are still two shares for sale and that we should remember to mention these to anyone interested as we cruise as well as people we know.

A reminder was made that only owners or authorised users can take the boat out and there is a new contact form to make sure all details are held correctly.

Thanks were expressed to all officers, Linda as treasurer and for organising the AGM and lunch, Kevin as ever for all his sterling work to keep TQ running smoothly, Andy for updating and maintaining the website, Ros in her absence for getting the minutes out so efficiently last year and to Jes for stepping into the breach this year. Finally a special mention to Selina and David for last year's AGM and thanks for offering to do the same next year – I do keep hearing about the pies!

### **Treasurer's Report**

See [appendix 1](#)

Capitol diminished from £10505.83 to £7561.05 between June 2017 and June 2018 due to some expensive maintenance requirements.

### **Engineering Manager's Report**

See [appendix 2](#)

Kevin detailed the issues in the report and highlighted upcoming maintenance requirements including blacking, engine mounts probably requiring replacement and engine alignment which will be done during winter maintenance.

All to note: To ensure no damage is caused by the vibration of the engine between now and maintenance:

- Avoid running for long periods at tick-over (unless passing moored boats)
- Do not over-rev the engine or change speed abruptly

**ALL  
TO  
NOTE**

## **Appointment of Officers**

No resignations notified but allocations secretary required as a result of Steve and Eileen Davies selling their share.

Nick Middleton volunteered. Cate to discuss with Nick and send relevant information.

**CATE**  
By 05/10

**ALL**

Please note that any changes to the allocation calendar must be notified to Nick to ensure a full record of usage is kept up to date.

## **Standing Items**

### **Home Mooring:**

Discussion around current base at Aqueduct, pros and cons discussed with vote taken to remain for the next financial year.

Cate to bring options for moving in June 2020 to the next AGM. Proposals to include East Midlands (Northampton/Leicester) and Oxfordshire for consideration at that meeting.

**CATE**  
By 09/19

### **Agreement on Scope of Cruising Licence:**

Agreed to keep the scope as current limited to canals and CRT rivers only. It is the responsibility of the owner on board to purchase temporary river licences as required.

### **Agreement on Insurers for the following year:**

Agreed to continue to change insurers if a cheaper option is found, otherwise to remain. It was noted that the cost of insurance remains significantly below the charges made when the boat was commercially managed.

### **Agreement on Membership Cover of Rescue Scheme:**

Agreed to retain current cover.

## **Improvements**

### **Purchases to be made:**

- New hose connectors and tap connections
- All bedding
- Replacement plastic storage containers
- New teapot
- Bathroom squeegee
- Mallet

**CATE**  
By 19/10

Light bulbs over the bed to be replaced

**KEVIN**  
By 31/12

**Additional maintenance work by boatyard/contractors discussed:**

Repair to water tank vent  
Modification to bow thruster access, lip to be raised to prevent ingress of water  
Blacking  
Engine mounting advisory (potential replacement) and engine re-alignment  
Repair to fold out table hinge and addition of beading – with gap to ensure it can be properly cleaned.  
Magnetic strip for rear doors. Magnetic strip is to be sourced for rear doors to help prevent them from swinging open with boat movement.  
Manufacture new fender brackets to replace those lost.

**KEVIN**  
By 31/12

**Carpet renewal**

Kevin and Linda proposed the use of a hot glued laminate rather than carpet. They have had this fitted at home and have found it excellent. There was discussion about the ‘feel’ being cold and that some owners had expressed a preference for carpet. Cate proposed the purchase of rugs which can be rolled away when cruising. A vote was taken with 2 for carpet and 9 for laminate. Linda will investigate and arrange.

Nick mentioned having shaped rugs to fit, it was decided initially to go with a standard rug and a runner in the bedroom but this will be reviewed next year.

**LINDA**  
By 31/12

**Cratch and cover**

The proposal was made to investigate fully the cost of having a cratch and cover made. Cate will notify owners of this as soon as possible.

**CATE**  
by 30/11

**Painting**

Kevin to investigate repainting the inner stern area and the bow and report back with cost.

**KEVIN**  
By 30/10

**Contribution Review**

Given that the capitol stands at £7.5K it was proposed to leave contributions at the current level for the seventh year running. It should be noted however that if there is a similar reduction in capitol this year we should expect an increase in contributions next year.

**ALL  
TO  
NOTE**

**AOB**

**Contact forms**

Cate has a new contact details form. A blank will be added to the website. Please note that any changes to your contact details, emergency contact or authorised users should be notified on this form to ensure all the information is documented. Up to now it has been sent as part of an email and it is difficult to maintain the owner details lists when the information is not consistent. Cate will print the contact details forms and bring to each AGM for confirmation / update in future. For those not present at the AGM, forms will be sent individually shortly.

**CATE**  
By 08/10

### **Valet services**

Valet servicing was discussed. There have been some issues with the standard of this service. There is a list on board of what is and is not covered by the valet. It should be noted that the fridge, the inside of the oven and the microwave are NOT covered and these must be cleaned by the owner even when a valet has been booked.

If you book anything other than a standard valet, please note that on the handover form so the next owners are aware and can deal with any shortfall with the marina.

**ALL  
TO  
NOTE**

### **Anchor rope**

It was noted that for use of the anchor a rope must be fitted to the chain and attached to the T stud before entering a river. A rope will be purchased and attached.

**CATE**  
By 19/10

### **Water hoses**

Once again we have four water hoses on board. Provision of new connectors will allow the rigid blue hoses to be joined and run the full length of the boat. We will review next year and remove hoses that are not in use.

### **Brass ventilation mushrooms - polishing:**

Kevin noted that the ventilations mushrooms have been polished and external surfaces lacquered. Please note this means the mushrooms on the roof should NOT be polished with brasso or any other brass cleaner. The ceiling liners inside the boat should be polished.

**ALL  
TO  
NOTE**

### **Website update**

Andy has been working on the website and it is now fully operational. The password for the owners' area is TQ2005  
A number of useful links have been added.

**ANDY**  
Ongoing

Andy will add these minutes, the new allocation calendar and the handover log to the website. Please take a look at this resource regularly or at least before you set out for your holiday!

### **Special mention**

Kevin wanted to pass thanks to Ian Wragg (Nick and Deb's authorised user) for stripping down the toilet and replacing the joker valve. Above and beyond! Cate will email Ian.

**CATE**  
By 08/10

### **Next year's AGM**

Provisional date for next year's AGM is 5<sup>th</sup> October (or the week before)  
David and Selina have offered to organise and cater so this date is to be confirmed when they have returned from their current holiday.

**DAVID  
SELINA**  
By 30/10

### **Meeting closed at 15:15**

Appendix 1

## Financial Statement

### NB Tranquility Syndicate Year Ending 31<sup>st</sup> May 2018

EXPENDITURE	INCOME
Balance Brought forward as at 01/06/17	£ 10505.83
Maintenance contributions	£ 11385.00
Repairs / Maintenance	£ 9756.00
Mooring Fees	£ 3135.00
CRT Licence	£ 918.94
Insurance	£ 235.84
RCR Gold cover	£ 228.00
Miscellaneous / AGM booking	£ 56.00
	£ 21890.83
	£ 14329.78
Balance as at 01/06/18	£ 7561.05 (-£ 2944.78 from brought forward)
Cash balance as at 20/09/18	£ 8835.89

# Tranquility Engineers Report

AGM 29<sup>th</sup> September 2018

## **Winter Maintenance 2018**

### **Painting:**

- The roof was painted with a similar design and colours as before.
- The ceiling was painted in Magnolia Silk finish and has made the inside much less woody and brighter.

### **Webasto heating:**

- Sent in for service, found the boiler was perforated and required replacement.

### **Calorifier:**

- This was meant to be changed about two years ago and we finally caught up with it. Replaced during Winter Maintenance due to seepage.

## **Boat Safety scheme**

BSS examination conducted 22<sup>nd</sup> May 2018. Due every four years this is the equivalent of the MoT for your car. TQ failed on eight counts:-

- Loose battery terminal – tighten.
- Fuel vent – Gauze missing.
- Batteries insecure – Clamp missing.
- Battery Links – Too small.
- Fuel Cock sign – Under mat, not legible.
- Battery Isolator sign – Move to a position above deck.
- Shoreline – Replace plug and socket.
- Fire Extinguishers – Insecure safety pins.

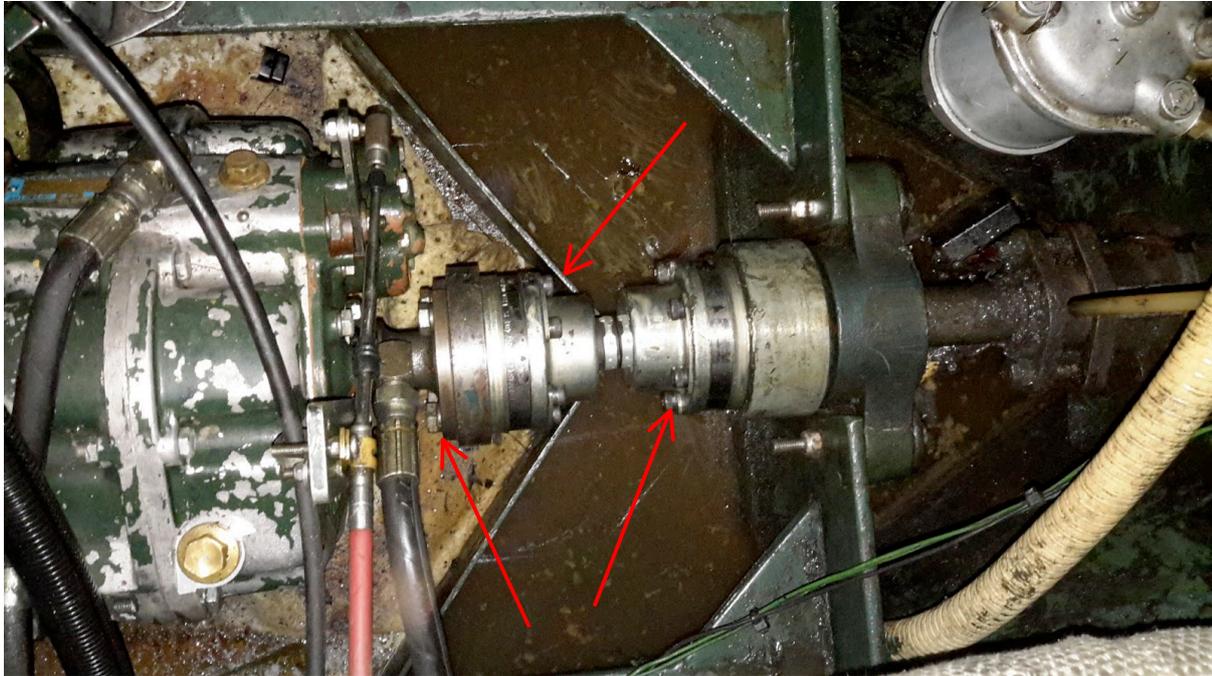
### **Repair to door handle:**

- Details on [Travels on Tranquility](#) blog.



### **Shabby Work!**

When aboard TQ at Christmas I noticed a loose screw on the Aqua Drive coupling, I could turn it with my fingers it was that loose. Checking the others I found five others loose and two of the four hexagon head screws closest to the gearbox loose.



### **Servicing:**

Servicing costs have been lower this year due to members not taking TQ far during their week(s) or not going out at all, therefore not clocking the hours.

Also I've sourced a supplier who can obtain Shell Helix 10W40 oil at a very favourable price, although I have to buy 20 litres at a time.

I change the oil and filters myself when ever I can to help keep costs down. However sometimes I need to get the marina to do it for us if the hours are up and the service would become unacceptably overdue if I'm not on board.

### **Joker Valve:**

I'm not kidding, that's what it's called.

A big thank you goes to Ian (Nick and Debs authorised user) for replacing the aforementioned offending item.

I use this turn of phrase because it is located in the toilet, and it's not the sort of job you'll want to be doing when your on holiday, but Ian found the cause of the problem, sourced a new valve and fitted it with ease.