1. **Present**: D.Jones (Chair), K.Boardman, R.Bowden, N.Cooper, G.Walker.

2. **Apologies**: P.G.Sharpe (invited guest)

3. **Minutes of last meeting**:
   3.1 Accepted, as amended, as a true and accurate record. Prop. NC Sec. DJ. Unan.

4. **Matters Arising from the Minutes**
   4.1 Gloucester Museum list of items to research pending visit by NC and DJ. KB would also like to make the trip. (Illness of museum archivist and other problems noted by NC as cause for delay).
   4.2 Alan Smith’s slides: NC has copies and prints and has noted dates (1971 and 1982). NC will keep these for the time being in his possession pending his preparation of an AV presentation.
   4.3 KB offered to contact Mr. Parker-Offspring re his historical paper on deposit.
   4.4 GW reported meeting with Roy Garland who has stated that S&W docs. are in a garage and impossible to search at this time.
   4.5 ASDA store: KB has contacted architects and has suggested to Mr. Gough that mooring rings, etc, should be included in the planned wall bounding the river, i.e: that boat moorings be considered in the design of the wall. RB advised to write to ASDA on the topic suggesting that they contribute to our press release being prepared by KB, with a piece on the new store, perhaps offering support for our project, plus a nominal donation. KB noted that the store building will begin in Spring 98 for completion end of year.
   4.6 Discussion of information received that NRA intend to pipe water from R. Trent to R. Severn via R. Sow and the S&W canal. KB noted that the S&W overflow into R. Sow was probable entry point.
   4.7 Logo and artist’s impressions pending. KB to consider. NC offered his suggested logo.

5. **The Way Forward**
   5.1 Stafford Borough Council Leisure and Recreation Dept. to contact by DJ giving information of our project.
   5.2 WW/Canal & Riverboat to be informed of our existence, by RB.
   5.3 Donations box and poster to be put on trip boat. Organiser: KB.
   5.4 Pat Bowden volunteers to be treasurer/fund raiser for group. Prop. KB Sec. NC. Unan.
   5.5 Ron Fisher volunteers to be surveyor for group. Prop NC sec GW. Unan. To be asked to prepare a paper survey and a physical survey of the route, also to seek permission from land owners. Ron also asked to answer question: “How do you get
from canal to the river?” KB informed the group that Mr. Bloor of Rowley Farm grazes the land where the lock used to be, but he may not be the land owner. (Advised not to mention KB’s involvement in any contact with Mr. Bloor). DJ to contact Ron. RB noted that IWA offers engineering advice for expenses only. To be used if found necessary.

5.6 KB advised that it is too early to contact The Environment Agency at Fradley (John Becket).

5.7 KB will organise local publicity for group.

5.8 RB suggested that the group should start to raise money to pay for specialist help in preparation of the project. KB advised that his firm is capable of all the work involved, including applications to lottery or other funding agencies, but he also advised that it is too early to start fund raising for such work.

6. IWAAC letter consideration

6.1 Group decided to support the criteria suggested by IWAAC for the purpose of prioritisation of restoration schemes. The criteria, it was said, seemed to be a useful tool to aid such prioritisation and it was agreed that the results would make a useful contribution to the organisation of governmental funding.

6.2 Group agreed that the description of our project in IWAAC’s list was basically correct. DJ noted that Stafford Borough Council was not on the circulation list. DJ to reply to IWAAC letter.

6.3 RB reported telephone conversation with Phil Sharpe, about the above survey, and Phil’s comments that IWA had serious reservations about IWAACs approach and would be advising groups such as ours of their reservations, in respect of responses to the forthcoming IWAAC questionnaire. IWA thinks such prioritisation would be unfair to some restoration projects.

AOB

1. RB is to act as group archivist where required. KB has given RB 8 photographic prints of the lock area taken in Spring of this year. RB will produce a list of any documents placed in his keeping.

2. KB requested that RB write a tank you letter to commodore of SBC for use of clubhouse for informal meetings and adding that the group would now wish to meet on a formal basis, with correct room booking procedures used.

Transcribed by David Jones 2013