



7th Annual General Meeting 16th October 2025

North Walsham and Dilham Canal Trust
C.I.O No. 1180474

Officers and Trustees annual reports

Trust Role	Name	Page
President	David Revill (Trustee)	2
Vice President	Roger Hopkinson (Trustee)	
Chair	Sue Kirrage (Trustee)	3
Treasurer	Barry Mobbs (Trustee) and Vice Chair	6
Projects Officer	Chris Heath (Trustee)	10
Fishing	Tom Webster (Trustee)	12
Walkways	Andrew Fryer (Trustee)	
Trustee	Darren Reeve (Trustee)	
Liaison	David Revill and Sue Kirrage	
Work Party Co-ordinator	Ian Hibbert - appointed Autumn 2024	
Membership Secretary	Melanie Steele - appointed September 2025	
Press and Quagmire Editor	Ben Pinsent - appointed September 2025	
Meetings Secretary	Hilary Lawler - appointed August 2025	
Wildlife	Bob Farndon - appointed August 2025	
<i>Administrator - vacant</i>	<i>Vacant role, temporary cover - Sue Kirrage</i>	
<i>Secretary - vacant</i>	<i>Vacant role, temporary cover - Sue Kirrage</i>	
<i>Events Officer - vacant</i>	<i>Vacant role, temporary cover - Sue Kirrage</i>	
<i>Grants Officer - vacant role</i>	<i>Vacant role, temporary cover - Sue Kirrage</i>	
<i>ICT Officer - vacant role</i>	<i>Vacant role</i>	
<i>Boating Officer - vacant role</i>	<i>Vacant role</i>	
<i>Education & Training - vacant</i>	<i>Vacant role</i>	

President's Report for 7th AGM 2025

JULIE KELLEHER

Julie came to visit us way back in July 2009 at a work party at Bacton Wood Lock. Julie only came along to see 'what it's like', just like many have done, including me some 8 years earlier. With Julie came a lovely chap by the name of Rob and the pair complemented each other so much so that they appreciated our 'Green Gym' and together became an integral part of the Work Parties. The Work Parties at this time took place from Swafeld Bridge downstream to Honing Lock and below.

We were saddened, but happy for the couple, when they emigrated to Downham Market. This move meant that we did not see them at Work Parties on a regular basis any more. But Julie did still attend the important Trust meetings, notwithstanding the additional cost to her. In 2008 had come the big change from a simple bunch of volunteers into the organised and more regulated North Walsham & Dilham Canal Trust and then again in 2018 to attain CIO status.

With this simple change of nomenclature came a huge change in paperwork or rather computer work. Julie, with her background in IT, took this extra work in her stride and relished the challenge of being on top of everything for the benefit of the Trust, with the Charities Commission.

Apart from this invaluable IT work, Julie took on so many other posts in the Trust such as secretary, membership secretary and organiser of the refreshment tent etc. at our, then, annual event at Ebridge Mill Pond, among other things.

Her work in all of this has been invaluable to the Trust.

Personally, I have always been relieved to know that Julie was at the end of a telephone when I needed help or assistance in any way. She has always been very happy to help and, I feel, a privilege with whom to work.

Julie leaves us now that it is time to move on to other things.

I wish her well in whatever she wishes to do in the future.

David Revill

President

September 2025

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Report by Chair for the year 2024/25 for the AGM

Decisions requested

See AGM Agenda for membership voting requested - Membership fees, Quagmire distribution

Key information to note - overview of Trust activity and achievements this year

- **Strategy and Annual Plan:** Constructive liaison with canal owners continues. No changes to strategy planned.
- **Financial:** sufficient monies to meet planned costs, with rigorous monitoring and control of expenditure continuing. Grant set aside for refurbishment and repair of the Trust trip boat.
- **Administration and organisation:** essential roles covered, some temporarily, need for more administrative and ICT volunteers
- **Personnel and Membership:** recruitment of volunteers has been a major focus since the previous AGM, with several newly inducted volunteers taking up roles. Personnel committee established.
- **Operationally:** embedding new Work Party Co-ordinator in his role and the development of the new Operational Delivery meetings. Work along all Pounds this year.
- **Projects:** Insurance review, 200cc planning, Trust leaflet, Role profiles format, Boating corner, Pound 2 surveys
- **Events:** both social and promotional, including two outings for the new Trust branded gazebo
- **Publicity:** new Press Officer to take this forward and I pass the Quagmire editorship to Ben

Report

Strategy and Annual Plan

Some carefully surveyed and ecologically appropriate clearance of fallen trees from the navigation along Pound 2 has been agreed with NWCC for the Autumn/Winter. Some delays in re-watering Pound 5 noted, owing in part to the works around the Norfolk Vanguard project cables crossing the canal. Pound 4 navigation and banks have been maintained. Some conservation clearance of vegetation growth around locks 5 and 6. Progress with removal of weed and sunken trees along Pound 1 continues, with significant success controlling invasive species of Floating Pennywort - resulting in praise from Norfolk County Council.

No Strategy changes planned. Discussion at quarterly Trustees and Operational Delivery meetings ensures regular reviews, coordinated by the Projects Officer.

Financial

Planned costs have been budgeted for and bills paid. Contingency monies for equipment repair, replacement and maintenance are sufficient. If any Project work is envisaged with a significant cost factor that requires any element of matched funding or financial commitment, the Trust bank balance will need to be built through planned increase in fund-raising/grants.

We must heed the Treasurer's mandate to carefully monitor and control expenditure. The Trust Festival, if it is to run in 2026, to be aimed at fund-raising.

Although the May 2025 bank balance reads circa £16,000, please NOTE this includes a generous donation that has been made for over £6,000 which is to be set aside for the specific purpose of refurbishment, repair and safety certification of the Trust trip boat. Therefore the balance for May 2025 can be 'understood' as similar to May 2024, ie circa £10,000. A Grant this year has been received of £900 from the North Walsham Community Shop, following Hilary Lawler's application, towards the purchase of a projector and laptop for illustrated talks to community groups.

I commend the Treasurer's report and his work throughout the year in maintaining the financial records of the Trust and advising the Trustees.

Administrative needs and recommendation

The focus for all volunteers, officers and trustees remains the same - which is the restoration aim, as well as maintaining progress to date towards this. The work parties remain the visible and vital core of this aim. However, it needs to be recognised and understood by all that the time and energy given towards the Trust's objectives means some volunteer officers and trustees have specific, time-consuming and equally vital organisational responsibilities. Not all volunteers join to undertake work parties.

With the retirement of Julie Kelleher from the many roles of Trust Secretary, Admin, Membership and ICT, various temporary arrangements have been made, which will include me taking up temporarily some of these roles. We will continue the search for volunteers to fill vacant roles.

I strongly recommend that the Trustees adopt an approach to future recruitment, which ensures that volunteers take up specific roles, rather than too many. Otherwise, the retirement or departure of a volunteer with many roles would leave too many responsibilities to be covered.

Personnel and Membership

Recruitment - as a priority, this has absorbed much of my time this year as your chair. So much of this work is extremely pleasurable, since it includes induction of new volunteers and promoting the work of the Trust through the many contacts with third parties in the local community and further afield.

Inductions since the last AGM include 10 new volunteers. 6 of whom volunteer at work parties and in other projects - Amy Waters, Izzy Boyfield, Matt Higgins, Helen Lee-Smith, Emma Cooper and David Cove

5 volunteers have taken up officer roles since the previous AGM, 4 of them as new members and volunteers:

- Work Party Coordinator - Ian Hibbert
- Meetings secretary - Hilary Lawler
- Membership Secretary - Melanie Steele
- Press and Q Editor - Ben Pinsent
- Wildlife - Bob Farndon

Personnel committee has been established for formal or informal mediation and consultation should the need arise. The details remain confidential, but members of the committee have been involved with sensitive matters this year and advised the Trustees accordingly. The committee members include: Tom Webster, Barry Mobbs, Sue Kirrage, with others co-opted as required.

Role profiles: in order to recruit more volunteer help a small working party of myself with Julie Kelleher and Chris Heath met with Laura from Volunteer Norfolk to take some training and advice on volunteer recruitment. As an outcome, we wrote some profiles for Trust roles, which I then uploaded to the Get InVOLved website, which has resulted in 2 successful new appointments Ben - for Press Officer and Mel - for Membership Secretary.

When time permits, I aim to have profiles written for each of the roles in the Trust and advertise them more widely, including on our own website. If any member has experience or skills in this area, I would welcome your involvement please.

We also had a marvellous turnout of our own volunteers at the first North Walsham Volunteer Showcase, where we had the opportunity to chat with other organisations locally and members of the public who came with an interest in volunteering. From this event, Hilary offered her help with an aspect of administration and has been appointed as Meetings Secretary.

Membership figures remain similar, with new Life members joining this year and some generous donations from new members. A fuller report will be available next year as Mel takes up her new role, following Julie's retirement. We are fortunate that Andrea Lamyman (who established the Membermojo databased system for NWDCT) remains willing and available to support Mel and who also with Julie leading, hosted the training for Mel in taking up Membership Secretary.

Operations and Projects

Chris Heath, Ian Hibbert and the Trust Work Party Leaders - Alan Bertram, Terry Willoughby, David Batley and Jonathan Parke are to be commended for their work over the last year along the canal and for establishing and developing the new quarterly Operational Delivery meetings. These are aimed at providing a constructive platform for the Work Party leaders to meet together to discuss and plan operational and equipment matters in detail and ensure consistency and compliance in Safety, Health and Environment procedures and practice across operations.

Discussions at Operational and Trustees meetings have considered rationalising equipment needs, resulting in sales, planned sales, scrapping, replacing and repairing equipment. This has linked with the insurance review and stocktake to have a rational approach to asset and equipment planning, linked to Strategy and Annual planning.

This year has seen the embedding of the Work Party Co-ordinator and the organising and tool racking in the equipment unit, including the new Boating corner. Recruitment of additional work party volunteers needs to continue. I commend the report of the Projects officer for details of this year's progress with projects and also for summarising the work party activity over the year.

Events

Over the last year volunteers have enjoyed invites to picnics at Christmas and in June, and members were invited to the one in June. The new Trust branded gazebo has had two outings this year - at the Woolly Weekend in Dilham and at the Worstead Festival. Thanks to Bill LeGrice, Lynda Grice, Helen Lee-Smith, Izzy Boyfield, Richard Stowe, David and Christine Batley for promoting the work of the Trust in this way.

We celebrated the 200th Anniversary of the cutting of the first sod on 5th April 1825, with a costumed gathering of volunteers, members and family members in North Walsham market place on 5th April 2025, followed by a 'pie and a pint' at the Kings Arms, where the original investors had historically met. The celebrated knitted postbox topper had been out on display all that day and made it into the local press. This was the same day that an illustrated talk was given at the Wherry Maud Trust AGM. There have been 4 presentations this year to local community groups.

Discussions are underway for how best to mark the celebration next year of the 200th Anniversary of the completion of the construction of the canal, which was officially marked on August 29th 1826. Volunteers are needed to plan ahead.

Publicity

In the absence of a Press Officer this year, there has been limited promotion of the Trust and the restoration through the various media. I re-wrote and submitted an updated entry for the North Walsham Town Guide and sent in for local free papers the April 5th event with photos of the postbox topper and volunteers in "navvy" costume. I continued to edit Quagmire and will now pass this on to Ben.

With Ben's appointment there are plans to increase social media coverage as well as reflect in local press any articles and news that might also appear in Quagmire. Ben has taken over the Quagmire editor role. All ideas please for publicity to press@nwdct.org, always copying in secretary@nwdct.org

JULIE KELLEHER

On a final note in my report I know you will all wish to join me in thanking Julie most sincerely for her 13+ years volunteering in many roles in the administration of the Trust.

We know that Julie hates a fuss being made and so we do not intend to embarrass you Julie. However, it is not possible to let you go without reminding everyone of your invaluable contributions over the years. Therefore, I invited David Revill, the Trust President, who has known Julie from the beginning of her involvement to write about Julie, as you will have read at the start of this Officer and Trustee reports document.

The Bottom and Top Gate trophies this year must go to Julie Kelleher. The Top Gate for having been an all-round superstar over a long time and the Bottom Gate - because you are leaving us (and we presented this to Ivan for the very same reason, on his retirement).

Sue Kirrage

Chair report for AGM

October 2025

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**FINANCIAL REPORTS FOR THE YEAR
1st June 2024 to 31st May 2025**

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR 1st June 2024 to 31st May 2025**

Income

Events	£ 2,137.94	
Grants	£ 8,302.70	
Donations	£ 3,215.08	
Subscriptions	£ 2,618.00	
New Member Packs	£ 55.00	
Trip Boats	£ 642.00	
Merchandise profit	<u>£ 15.50</u>	£ 16,986.22

Expenditure

Subscriptions	£ 228.88	
Rent	£ 3,000.00	
Rates	£ 294.72	
Insurance	£ 1,874.80	
Events	£ 1251.89	
Work Parties	£ 940.30	
Administration	£ 513.13	
Marketing	£ 632.60	
Machinery repairs & servicing	£ 800.24	
Plant & machinery purchases (small items)	£ 89.83	
Paypal fees	£ 105.07	
Audit	£ 92.39	
Merchandise stock write down	£ 96.50	
Depreciation	<u>£16,160.00</u>	<u>£ 26,080.35</u>

Excess of Expenditure over Income	<u>£ 9004.13</u>
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BALANCE SHEET AT 31st May 2025

Tangible (Fixed Assets)

At cost	£131,818.90		
Additions during year	£ 762.00	£132,580.90	
Less depreciation to 31 st May 2024	£ 48,242.90		
Less depreciation for year	£ 16,160.00	£ 64,402.90	£68,178.00

Current Assets

Prepayment of Insurance	£ 908.70	
Prepayment of Rates	£ 249.50	£ 1,158.20
Stock of Merchandise		£ 472.50
Bank Current Account		£ 16,926.37

£ 18,557.07

Less Liabilities

£ 0.00

£18,557.07

Total Assets

£86735.07

Represented By

General Fund at 1 st June 2024	£ 94,682.35	
Legal Fund at 1 st June 2024	£ 1,146.85	£95,829.20
Less excess of Expenditure over Income		£9,094.13

General Fund at 31 st May 2025	£ 85,588.22
Legal fund at 31 st May 2025	£ 1,146.85

£86,735.07

Merchandise Account

Stock at 1 st June 2023	£ 731.00
Stock at 31 st May 2024	£ 472.50
Cost of sales	£ 258.50
Less write down	£ 96.50
Cost of sales	£ 162.00

Sales for the year to 31 st May 2024	£ 177.50
Less cost of sales	£ 162.00
Profit on sales	£ 15.50

Bank Reconciliation Statement

Bank statement at 31 st May 2025	£ 16,802.96
May Paypal not yet credited (credited on 2/6/25)	£ 123.41
Reconciled balance	£ 16926.37

Auditors Certificate

I have examined the books and vouchers of The North Walsham & Dilham Canal Trust for the year ended 31st May 2025 and certify that the above accounts are in accordance therewith.

Michael Segon ACIB

TREASURER'S FINANCIAL STATEMENT

FOR THE YEAR 1ST JUNE 2024 to 31ST MAY 2025

Bank Balance at 1st June 2024 - £9,967.01

Bank Balance at 31st May 2025 - £16,802.96

Decision requested The accounts for the year ending 31st May 2025 have been balanced and examined by the Trust's auditor Michael Segon A.C.I.B. **I would like to thank Mike for the work he has done and the help he has given me in the preparation of the audited accounts. I recommend that Mike continues as our auditor for the next financial year.**

The Income & Expenditure sheets together with the Balance Sheet can be found herewith.

During this year the total income was £16,986.22 and expenditure £26,080.35 leading to an excess of expenditure over income of £9004.13

As can be seen income was generated from various sources and by far the largest was the £8032.70 from grants.

Of the expenditure of £26,080.35. The major item was again depreciation at £16,160.00.

We ended the year 2024 to 2025 with funds at a healthier level than we had the previous year, which was influenced by the LCN project.

Our income and expenditure varies considerably from year to year. The tables below, comprising some of the main headings in our accounts, illustrate this variation.

INCOME	2022-2023	2023-2024	2024-2025
EVENTS	£1,067.98	£825.50	£2,137.94
GRANTS	£10,694.00	£49,583.50	£8,302.70
DONATIONS	£8,052.48	£2,878.00	£3,215.08
SUBSCRIPTIONS	£2,728.00	£2,806.00	£2,618.00
TRIP BOATS	£2,555.92	£3,025.00	£642.00

EXPENDITURE	2022-2023	2023-2024	2024-2025
SUBSCRIPTIONS	£129.00	£69.00	£228.88
RENT	£3,000.00	£3,000.00	£3,000.00
RATES	£169.44	£278.29	£294.72
INSURANCE	£1,403.73	£1,554.67	£1,874.80
EVENTS	£72.00	£1,835.93	£1,251.89
WORK PARTIES	£723.91	£618.52	£940.30

ADMINISTRATION	£331.01	£567.50	£513.13
MARKETING	£1,482.19	£959.70	£632.60
MACHINERY REPAIR	£1,257.51	£1,694.76	£800.24
PAYPAL FEES	£97.90	£82.77	£105.07
AUDIT	£79.85	£85.00	£92.39
DEPRECIATION	£6,283.92	£20,534.14	£16,160.00
TRIP BOATS	£2,394.65	£-	£-

As always we must continue to ensure that all future projects are carefully budgeted for and that we have the funds available before commencing work. Costs must be rigorously controlled to ensure that budgets are not exceeded.

Barry Mobbs
Treasurer, North Walsham & Dilham Canal Trust

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Report of Projects Officer for the year 2024/25 for the AGM

Decisions requested

None

Key information to note

The Strategy for the Trust for the period 2024/34 was finalised during the year and is now reviewed quarterly at the meetings of the Trust.

A quarterly Operational Delivery meeting has been introduced.

The Annual plan has been reviewed and updated for 2025/26

The work to get Light Craft Navigation along the length of the canal continues with the focus on upper section of Pound 2

A new promotional leaflet (trifold) was created for the Trust.

The annual insurance review effected a significant saving.

Report

Strategy (2024 – 2034)

The current strategy was discussed with the Proprietors and adopted later in the year. The Trust's vision is that of a restored canal. A summary of the Strategy was promoted to all members in the Quagmire.

A review is being undertaken quarterly at the meeting of the Trustees so that any significant changes can be noted.

Operational delivery meeting

An Operational Delivery meeting has been set up. It is attended by the Work Party leaders and is chaired by the Work Party Co-ordinator. It reviews operational delivery as well as Safety, Health, Environmental and various other compliance aspects. This meeting also considers the Annual Plan for future work by the work parties. It is held immediately prior to the Trust's quarterly meetings so any matters arising can be efficiently dealt with in a timely manner. The meeting is minuted with copies to those attending and to the Trustees

Annual Planning for work party activity

This is an overall plan for work party activity in any financial year. It is thought sensible to look forward at what has to be done so that the right resources (people, equipment, materials, etc.) can be put in place.

The plan for the financial year (2024/25) was reviewed and updated during that period – a normal process as things change.

An annual plan was developed in the Spring of 2025 for the current financial year (2025/26). Matters will always arise that change plans – the Trust can only work in support of the Proprietors and it is primarily this that dictates what happens during any time period.

The Light Craft Navigation project

The work parties continue to maintain the parts of the canal that are currently in water to ensure they are suitable for light craft navigation.

During the year the focus has been on the upper section of Pound 2 above Honing Staithe with survey work being undertaken to determine the condition of the canal channel and to consider ecological aspects that might be affected by any work.

NWDC leaflet

A new trifold leaflet was created by the Trust. It is designed to encourage both visitors to the canal as well as new members and volunteers.

In order that it doesn't date, it encourages people to use the website for further information.

Insurance review

The provision of insurance is reviewed annually by the Trust to ensure assets and activity have the right cover. The work this year focused on what is and isn't insured resulting in a considerable saving.

Aspects of compliance are reviewed quarterly at the Operational Delivery meeting with records of the meeting going to Trustees.

Report on Work Party activity for the year 2024/25 for the AGM

Decisions requested

None

Key information to note

Pound 1 (Smallburgh)

Channel maintained and improved – suitable for light craft navigation (LCN). Work on removing invasive species.

Pound 2 (Honing)

Area around the lock and staithe and along the canal walk maintained with work on the channel between the staithe and the lock.

Pound 3 (Briggate)

Maintenance of the area around the lock and mill pond only.

Pound 4 (Ebridge)

Work in the channel (suitable for LCN, swimming etc), along the banks where accessible and around the lock.

Pound 5 (Bacton Wood Mill)

Pound not in water. Work restricted to the area of the lock and limited work on certain parts of the banks only.

Pound 6/7 (Swafield)

Conservation work only in the area of the upper and lower Swafield locks.

General

Work to maintain Trust equipment and depot.

Report

Further detail can be found in the individual work party reports on the web site.

Chris Heath

Projects Officer

September 2025

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Report by Fisheries Officer for the year 2024/25 for the AGM

Another good year on the piscatorial front, lots of positive engagement work with visiting and regular anglers and catches of specimen fish continue to support the thriving ecosystem that restoration of the OCC pound for many years has created.

Our year-on-year trend of dead pike surfacing after winter continues to drop to only two last spring, neither of which had signs of angler mishandling, well done.

I still have my ongoing concern of silt at Spa Common. This presents a significant danger to the canal ecosystem and especially our fish stocks as it's a spawning ground.

A new role taken on the last year is myself with another Trustee is with taking the lead with the "personnel" subcommittee to support the human factors side of the trust and something I hope will continue to develop positively.

I urge all anglers to uptake a Membership of the trust during my engagement work and continue to promote the Trust on social media.

Tom Webster - Fisheries Officer 24/9/25

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End of reports received