

Abingdon and District Model Railway Club

Minutes of the Committee Meeting held on Wednesday 19th January 2022 @ 19.30 On Line.

1. Opening remarks

The Chairman opened the meeting by welcoming the attendees and gave a brief overview of the agenda. He then informed them that the meeting would be recorded at the request of the Secretary. This was agreed.

2. Trustees present and apologies

Present: Peter Hunt, Bill Marnane, Trevor Slaughter

Apologies: Andrew Skinner, Eric Young

Committee Members present and apologies

Present: James Barclay, Fraser Clark, Dominic Hardisty, Mike Taylor

Apologies: David Lloyd

3. Minutes of previous meeting (3rd November)

The minutes of the previous meeting were accepted as a true record

Matters Arising

- Action S1 Risk and Vulnerable persons policy to be placed on File. Completed
- Action S2 Club address – Still ongoing Secretary will again speak with the Post Office
- Action O1 gas safety valve issue - Completed
- Action O2 Future Strategy plan - Completed
- Action O3 Outstanding external lighting – Electrician booked to attend 27th Jan
- Action N1 Download financial statements – No longer required
- Action N2 Paid up membership numbers – Completed
- Action N3 Subscription Comparisons – Completed
- Action N4 Updating Membership lists – System now in place
- Action N5 External exhibition Co-ordinator – Alan Pearce has agreed to do this

- Action N6 Club Night plan organiser – Dominic Hardisty has this in hand
- Action N7 Skip requirement – Completed.

4. Treasurer's report

The Treasurer reported that as of today we had a current balance of £15,718.34p

This comprised of;	Current account	£3,855.75p
	Premium Account	£11,892.59

He continued by reporting that most members, with the exception of seven had adjusted their standing orders to the new monthly amount. One member had resigned from the club, but this was partially due to his no longer attending the club and retiral from full time employment.

He also intimated that he would like to set a projected budget for the year 22/23 This was agreed by those present.

The Chairman thanked him for his work, but said he was uncomfortable with a possible further rise in subscriptions so soon after this one. The Treasurer said that an annual budget would give a better idea to the membership of the finances going forward and whether a further rise was necessary.

The Treasurer also reported that he had forwarded the Annual report on the club's activities and finances to the Charities commission.

- Accounts auditing - The Treasurer said that he still had to contact the Auditor re the accounts, but that it was on his 'to do' list – [Action J1](#)

5. Club working guidelines

The Secretary had, prior to this meeting sent out the now defunct limited companies constitution of 2014 as it was felt that much of it could be used as the basis to create a set of club's working guidelines. There was a lot in the document that would no longer be relevant and after some discussion it was agreed that the committee should be given time to go through it and make suggestions for paragraphs that can be removed and, or reworded to make it suitable. A date for feed back was set as the 31st January.

6. ABrail 22

The organisation of the exhibition is now well in hand. The Show manager informed the committee that he and the club secretary had visited the college a few days before the meeting. They had met with the College event's manager and senior site manager and were shown around the areas that can be made available. Two extra rooms have been allocated which provide large extra space and their benefit is that they are in the same building, which means the whole exhibition can be contained so there is no need for visitors to be outside in the event of poor weather. They also met with the catering manager, who having done two of our previous shows knows what we require and provided a menu and 'meal deal' plan.

Advertising was discussed and it was decided not to spend money on an advert in the 'Local Round and About' magazine, it was agreed that while this was delivered to many homes few people actually took the time to read it. However, they do offer a free paragraph in the 'What's on section' and the Chairman will put a piece into this section. There will be notification of the

exhibition on the *R.M.* web site and *google ad* words. The secretary reported that he had put the diary date requests into the main Hobby magazines – *Hornby*, *Model Rail and Railway Modeller* and it has already appeared in one of the magazines and will continue to do so until the show date. The road side postering will be carried out by the usual team and the Secretary said he would send out the correct wording for the posters to James Barclay who organises the printing. **Action – J2**

It was agreed to hold a further meeting to discuss ‘organisation progress’ on the 15th February, but before that Dominic the show manager would produce a ‘to do’ list in conjunction with Mike Taylor and Trevor Slaughter to ensure nothing was forgotten. **Action – J3.**

7. Sub-committee for future exhibition management

This was agreed in principle, but because of time constraints it was agreed to discuss this at a later date.

8. A.O.B

Club re-opening: It was agreed to reopen the club without constraints from 31st January.

Health and Safety document: This was now ready for distribution to the membership and to be placed on the website. The Secretary said he would do this over the weekend. - **Action J4**

Publicising future committee meetings: A request had been made that committee meetings could be intimated to the membership so that any issue they may have could be put on the agenda. – This was agreed – **Action J5 Secretary**

Limited Edition wagon: The Treasurer asked if he could have the Committee’s backing to approach *Dapol* to enquire about the cost of producing a Limited-Edition Model on behalf of the club. He envisaged that this would be a model of a ‘private owner’ railway wagon in the guise of a company local to the Abingdon area. This was agreed.

It was agreed to have a committee meeting to finalise the *ABRAIL* show details on February 15th @ 19.30.

The Meeting closed at 21.40