

Abingdon and District Model Railway Club

Minutes of the Committee Meeting held on Thursday 2nd September 2021 @ 20.00 On Line.

1. Opening remarks

Bill Marnane acting as chairman in the absence of Eric Young, welcomed everyone to the meeting and gave a brief synopsis of the agenda.

2. Trustees present and apologies

Present: P. Hunt, A. Skinner, **Apologies:** E. Young

Committee Members present and apologies

Present: J. Barclay, F. Clarke, D. Hardisty, D. Lloyd, W. Marnane, A. Skinner, M. Taylor,

Apologies: T. Slaughter (Treasurer)

3. Minutes of previous meeting (2nd June)

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

Matters Arising

- **Action J1 Risk assessment and Vulnerable persons policy**

This has been completed and a copy will be posted on the club's *Google drive* with a paper copy placed in the cabinet in the club rooms. **Action S1**

- **Action J2 Building maintenance**

The work is on- going with good progress being made.

- **Action J3 Heating system**

The heating extension work has been completed, but the boiler requires servicing to cure a 'pressure dropping' problem which has been present prior to the extension work being done. The service is booked for the afternoon of Sept. 14th.

- **Action J4 Didcot exhibition**

The Secretary has written to all the invited exhibitors and traders informing them of the cancellation of this event.

- **Action J5 Amazon smile**

This is still ongoing as the Treasurer was absent from the meeting.

4. Treasurer's report

Prior to this meeting the Treasurer had provided a draft copy of the annual accounts for discussion prior to the A.G.M to be held on the 9th of this month. In his absence the committee raised concerns at the shortfall between income and expenditure over the year, this was a worrying trend that shows that our annual exhibitions have been propping up the finances over the past years. Because of the Covid pandemic we have lost four exhibitions due to the lockdowns. While we are making every effort to encourage new members into the club, (see open day plans) it was agreed that we would have to bring the possibility of subscription rises to the membership at the A.G.M. in an effort to turn the deficit round.

5. Invoice payment; signatories and authorisation

Barclay's bank now requires a secondary authorisation for all on-line payments to third parties. This caused a minor problem when ordering a skip for the ground clearance at the club. The company providing the skip requested payment prior to delivery and whilst the Treasurer had put the payment forward, the bank would not clear it until the secondary authorisation had been given. Our previous Treasurer who still has signatory clearance with the bank was on holiday and this caused a minor hiccup until it was discovered that Bill Marnane who had been backing up our previous treasurer still also had signatory clearance in place.

After discussion it was agreed that we would maintain the policy of three signatories for the bank so this problem would not arise again in the future.

The committee agreed that the Signatories will be; Trevor Slaughter (Treasurer), Bill Marnane and Andrew Skinner.

6. A.G.M. 9th September

This year's Annual General Meeting will be held in the Northcourt Hall in Abingdon at 20.00. Andrew Skinner has agreed to get the key and open the hall for the evening.

Since our successful application for Charitable status, we have run with three trustees:

Peter Hunt, Andrew Skinner and Eric Young.

Three years in, one trustee must stand for re-election and the committee agreed it would be a positive move to increase the number of trustees to either six, or seven. Three club members have been approached to ask if they are willing to stand:

Bill Marnane, Chris Nutman, Trevor Slaughter.

It is the intention that they should be voted in at the AGM, however should any other member express a wish to become a trustee then their name would be added to the candidate list.

The committee also agreed that in the interests of Trustees security and peace of mind, *Trustees Indemnity* should be added to the club's insurance policy. This is due for renewal in October and will be added from that date.

7. Club Open Day

The club will be holding an open day on the 12th September in an effort to encourage potential new members to join the club. Over the period of the lockdown the club has received a number of requests to visit with a view to joining. Because of the lockdown this has not been possible, but all the requests were logged and an invitation has now been sent out to those interested parties. The event has also been posted on the club's Facebook page. It is anticipated that there are a possible eighteen to twenty potential visitors.

We will be open from 11.00 till 15.00 and it is hoped that most, if not all our layouts will be operational. We will also have a second- hand stall on site with tea and biscuits being served.

8. A.O.B.

- Redundant Layouts

Over the past few years, the club has been in receipt of some exhibition standard layouts which have been privately built by club members who have now sadly passed on and which their families had no use for. It is recognised by the club that because of their small size and high standard of construction that they should be kept and exhibited at shows in the memory of their builders.

However, this has caused a problem of space within the club premises and it is the remit of the club to build layouts, encouraging members to expand their skills while doing so.

There are a number of old layout boards on the premises and it was decided that we should assess the viability of their potential use and dispose of what we felt was no longer required.

- Club Address

When the club became a Charity, an application was made to the Post Office to have our address added to the postal system. However, since that time the Secretary has sent a number of trial letters to the agreed address and none have been received at the club. It was agreed that Andrew Skinner who made the previous application should once again make an attempt to register the address. **Action S2**

- Club Security

A concern was raised that there has been some unwanted activity on the site around the club. This is to do with the secure yard run by our neighbours *Egerton Recovery* for vehicles pulled of the A34 and surrounding roads. They do have CCTV on site but there have apparently been some attempts to enter their yard from the public footway that runs parallel to our enclosure.

After discussion it was agreed that we could not afford to have what was seen as the only viable option 'A monitored security system' installed, so therefore we would have to continue to rely on the systems already in place by *Egerton's* themselves.

There being no further business the meeting closed at 21.30

Peter Hunt,
Secretary