

Abingdon and District Model Railway Club

Minutes of the Committee Meeting held on Wednesday 3rd November 2021 @ 19.30 On Line.

1. Opening remarks

Prior to the start of the meeting Fraser Clarke informed those present that he was going to record the meeting for the benefit of the Secretary and asked if any of those present had any objection to this being done.

It was unanimously agreed that this could take place.

The Chairman then opened the meeting by welcoming those present with a brief synopsis of the agenda.

2. Trustees present:

Present: Peter Hunt, Bill Marnane, Trevor Slaughter, Andrew Skinner.

Apologies: Eric Young

Committee Members present:

Present: Fraser Clarke, Mike Taylor

Apologies: James Barclay, Dominic Hardisty, David Lloyd

At this point there was a brief discussion as to whether we had a quorum to conduct the meeting. It was agreed that we did. With six present and four absent, Fraser informed us that because of family duties he would be obliged to 'dip in and out'.

This being the case we agreed to move the agenda around so that items that required a clear vote could be discussed while he was present. **In the light of this we moved to Action O2;** See below.

We then moved onto and discussed; Item 4 Treasurer's report; See below.

On completion of these Items, we returned to the agenda, pro quo.

3. Minutes of previous meeting (7th October)

Matters Arising

- **Action S1 Risk and Vulnerable persons policy to be placed on File.**

Before this can be done it was agreed to make a minor change to bring it in line with the policy on Junior attendees. The age would be increased from sixteen to eighteen years.

- i. **Annual Subscriptions:** It was agreed after discussion that we would ratify the Treasurer's proposal to raise the annual monthly subscription level to £18.00 p/m from November 1st. It was suggested that this should also include a future annual rise of £1.00 p/m ratified at each A.G.M. This would put our finances on a stronger footing and allow any surplus to be used to fund future layout building and maintenance of the premises. **Agreed unanimously**

While there had been some disquiet by two members re the amount of the rise, the majority of members had already increased their standing orders by the required amount and no member had at this time given notice of resignation.

The Treasurer said that there were some members paying odd monthly amounts and that he would like to check the history of these, to see if they had some special historical agreement. In the light of this change in subscription rate it was agreed that we should look at other options for;

- ii. **Country (Non-Active) members.** A few members were currently paying £10 p/m. It was ascertained that these were non- active members who like to keep in touch with the club, some of whom were still members of the 200 club and liked to receive the e-mails re club activity. It was agreed that we would leave this at the current £10 p/m. **Agreed unanimously**
- iii. **Hardship fund.** Because of the pandemic, some members had suffered redundancy, others had been furloughed by their companies. It was agreed that we should introduce a 'Hardship fund'. As of yet there had been no requests for this, but it was agreed that we should have a policy in place. This was discussed and it was agreed that each case would be considered in confidence on its merits by the Chairman, Treasurer and Membership Secretary. There was a suggestion that a member requesting subscription relief should be asked to pay £5.00 p/m if they could until their situation improved. It was agreed that anyone applying for this relief must already be a fully paid up member of the club. Those present were in favour of this. **Agreed unanimously**
- iv. **Junior membership subscription (under 18).** Under current club rules, Juniors under the age of eighteen can attend free of charge with their parent, or guardian who pays a full membership subscription. After much debate it was agreed that we should continue with this policy. **Agreed unanimously**
The Chairman will check on the age of one member's son.

- **Accounts auditing.** An Auditor has been found who is willing to carry out this task at minimal remuneration. It was **agreed unanimously** to accept this offer.

5. Adding and deleting members from the Distribution lists

- Tracking newly joined members. When the first subscription of a new member is received the Treasurer will inform the membership secretary who in turn will notify Fraser Clarke to add the new members name to the 'All At' e-mail list. – **Action N4 Dominic Hardisty**. He will also communicate the member's details to the Club Secretary for communication purposes. Similarly, this process will be carried out should any member withdraw from the club.

Chris Maycock had recently requested to withdraw from the committee, he is happy to continue in his role as 'Maintenance co-ordinator' and will keep the committee updated on Jobs done and jobs to do. His name will be withdrawn from the 'all Committee' distribution list. The Chairman requested that this be minuted.

6. External exhibition plan

- It was agreed that any invitation to exhibit one of the club's layouts at another club's exhibition should be done formally through the Club Secretary. It will be the responsibility of the member who receives the invitation to pass the club Secretary's details to the external exhibitor who makes the invitation so they can make an official request.
- **Van hire and payment for transporting club layouts to external exhibitions.** An account has been set up with the company we regularly hire from. James Barclay has agreed to administer this.
- **A co-ordinator to ensure that exhibitions invitations do not clash.** The secretary will approach a member to see if he is willing to act as co-ordinator – **Action N5 Secretary**
- A wall chart to list club layouts going out to exhibitions, e.g., date, number of operators required, a one, or a two-day show and the names of volunteer operators to go with the invited layout. The plan of the wallchart will be decided by the member who takes on the task as co-ordinator

7. Club night plan

- Different ways to make Friday club nights more interesting, e.g., running nights, demonstrations, skills nights and visits to other venues.

Dominic Hardisty would be asked if he would be willing to co-ordinate a month-by-month club night plan that could be intimated to the membership via e-mail. The secretary will ask if he is willing to do this. – **Action N6 Secretary**

8. Imported Layouts and stock

On a regular basis the club received offers of privately built layouts and rolling stock from members of the public who had either lost interest in the hobby, or were clearing relatives' houses. It was felt that the club needed a clear policy on how to deal with these offers. It was agreed that in future, all offers would be brought to the committee to discuss them on their merits, although it is understood that we have limited space and we do not want to become dealers in second hand stock. **Agreed unanimously**

9. A.O.B.

- **RAF Brize Norton proposed Handbook:** The club had received an enquiry from an agency producing a handbook for the Air base personnel asking if we, as a club might like to have an advert included at a cost! It was agreed that any interested forces personnel would make their own enquiries re club availability and therefore we would decline this invitation.

- **Maintenance update:** an e-mail had been received from Chris Maycock our Maintenance team leader. see action O3.
- **Skip requirement:** with the demolition of the container completed, we required a skip to remove the debris. This would be booked ASAP. **Action N7 Secretary**

There being no further business the meeting closed with thanks from the Chairman @ 22.17