

Abingdon and District Model Railway Club

Minutes of the Committee Meeting held on Thursday 11th January 2024 @ 19.30 On Line.

1 Opening remarks

The Chairman welcomed everyone to the meeting with a run down of proceedings citing the main topic as the ABrail 24 show.

2 Trustees present and apologies

Present: P. Hunt, B. Marnane, C. Nutman, T. Slaughter

Apologies: A. Skinner.

3 Committee Members present and apologies

Present: J. Barclay, P. Cole, G. Hadingham, D. Rogers, M. Taylor

Apologies: J. Winchester.

4 Minutes of the previous meeting (10th October)

Matters Arising – There were no matters arising

Continued Actions

- Action N6 – closed
- Action July 1 Purchase and fitting of defibulator– ongoing
- Action July 2 Private owner wagon– ongoing
- Action July 3 Marketing of above – Secretary
- Action Dec 2 Members Stock on site inventory- Treasurer – on hold
- Action Dec 3 Closed
- Action March 5 – Closed

Actions from last meeting

- **Action Oct 1 examination of accounts – Treasurer - On hold.** We require a new examiner, the suggestion is that we contact another club with Charitable status and our Treasurer examines their accounts, if their Treasurer examines ours.
- **Action Oct 2 Charities Commission Contact – C. Nutman – agreed at the last meeting to be our contact with the commissioners, he has now made contact with them - closed**
- **Action Oct 3 Exhibition Sponsorship – Exhibition Manager**
- **Action Oct 4 Exhibition Social event – See Item 6**
- **Action Oct 5 Didcot show date – See item 7**

- **Action Oct 6 Northants Charity status assistance -Closed**
- **Action Oct 7 Disposal of Chairs – Closed**
- **Action Oct 8 proposed work weekend - Closed**

5 Treasurer's report

- **Current Bank Balance**

Current Account: £4,856.01 Deposit Account: £10,014.07 Total: £14,870.08

- **Agreement of proposed Vice Treasurer**

It was agreed to appoint John Winchester to be the vice Treasurer with responsibilities to oversee the day- to- day accounting - Proposed by: J. Barclay, seconded: D. Rodger

The treasurer will set up John as a signatory for the accounts. **Action J1 - Treasurer**

6 A-brail 24 Exhibition

- **Progress review**

The event manager, Trevor, said that this review was as the situation is today and it is ever changing as we approach the event. He continued by saying that he and some of the A-brail committee had held a very positive meeting at the college this afternoon and clarified a number of issues.

1. **Hotel room bookings.** This was still a major issue. Limited rooms can be booked by any one individual and we are having to be very careful as prices for rooms rise when multiple bookings are applied for. An approach had been made by a member to someone within the *Travel Lodge* group re possible discounts, but no response had been received as yet. It was agreed that time was running short and if nothing came back by this weekend we would have to go ahead as best we could.
2. **College payment.** Trevor is hoping to get an agreement with the college to pay 50% of the cost before and 50% after the show, this would help our bank balance because of the other prior show outlay we would be paying.
3. **Pre- Booked ticketing.** This is being heavily promoted as a way of bringing in revenue before the show.
4. **Road Postering.** 144 A2 boards had now been purchased and the posters approved for printing. A draft distribution plan for the boards had also been completed.
5. **Duty Schedule.** An *excel* schedule of members duties during the show was being created by D. Rogers and he requested an updated list of current paid up members so he can personally approach those who had not yet volunteered to assist over the two days. **Action J2 – D. Rodgers**
6. **Catering,** Bacon butties will be available from 8.00am. during the setup period for exhibitors and members. There will be a 'break out' area for exhibitors and helpers on the first floor where teas/coffees and buffet lunches will be available. It was suggested that this area could also be offered to Traders. Lunches will be available between 12.00 & 14.00hrs. A welcome pack will be produced for all exhibiting layout groups which will include food vouchers.

7. **Show Guide**, P. Cole reported on the progress of the guide, he now has details of the majority of layouts including pictures and requested details of possible advertisers the AD rate is ¼ page £18 – ½ page £30 – Full page £50 with the back cover being negotiable.
8. **Publicity**, G. Hadingham reported that this was now well in hand with contacts being made with the BBC, GWR and Network Rail as well as local retailers.
9. **Show insurance**. It was agreed to look into the cost of insurance, in the event of being forced to cancel the show for any reason **Action J3 - T. Slaughter**
10. **Evening event**. This is something that other exhibition hosts have done in the past and it was suggested a 'Fish supper' event on the Saturday evening in the Northcote hall could be a possibility. Some of the committee felt however, that after a long day at the venue many people would prefer to head for home. Further discussion on this was agreed.
11. **Dignitary invitations**. The secretary will be contacting the Abingdon's Mayors office and the S.O.D.C. to invite them to attend the show. **Action J4 - Secretary**

7 Didcot show

- **Date Confirmation**

August Saturday 31st 2024 This has now been confirmed with a deposit to the Civic hall paid.

- **Progress**

The secretary reported that he had contacted Margret New, our caterer and she had agreed to return to do the show for us.

He said that he had not contacted any of the traders re the show as yet, because he didn't want them to be confused between Abrail and Didcot, he would be speaking with them at the Abrail show and afterwards.

He reported that he had a list of layouts that had agreed to come to the 2020 Didcot show prior to the covid lockdown and he would be using this list as a 'First option' to invite layouts to the 2024 show,

8 A.O.B.

An Invitation to return to Millet's farm has been received, this would normally have been on that last weekend in August, but this now clashes with our Didcot show, so it is hoped that Millet's will agree to a date in July. **Action J5 – Secretary to speak with Dominic**

There being no further business the meeting closed at 21.30

Peter Hunt - Secretary