

WEARDALE RAILWAY TRUST

Minutes of the management committee meeting held in Bishop Auckland Station on Tuesday 10th February 2009.

The meeting started at 7:30 PM.

Those present

Kevin Hillary - Chair
Dr Mike Wood – Vice Chair
Peter Shields - Treasurer
John Askwith
Brian Cox
Graham Lord
Gerry Mudd
Steve Raine
Fred Ramshaw
Malcolm Simpson
Dave Scott
Arthur Temple
James Lynn – Secretary

1 Apologies for absence

Dave Foxtton, Kevin Garthwaite, Dave Million, Graham Richardson, Julian Shepherd

2 Minutes of previous meeting

The minutes from the 13th January 2009 meetings approved by the Directors (after corrections to item 6 from funded to part funded)

The Directors approved the minutes

Proposed – Arthur Temple
Seconded – Brian Cox

3 Matters arising from the last meeting

None

4 Identify other business.

Trust mail (Item 6)
Document Manager (Item 13)
Praise for Junior Club (Item 10)
WLW Footpath (Item 13)
Future commercial activities for the railway (Item 13)

5 Chairman's Report

The Chair Kevin Hillary commented on his previously emailed report. The Directors discussed the issues on the distribution of Trust mail from Stanhope Station and the formation of a fund raising group to raise funds for the Trust – Peter Shields and Mike Wood volunteered for this sub group.

Proposal: It was proposed that Mike Wood chair this group.

Proposed: Peter Shields
Seconded: Gerry Mudd

The Directors approved this proposal

A letter from Ed Ellis (Chairman of BARS) thanking the Trusts volunteers for all their efforts was passed around the meeting.

The Directors approved the Chairman's report

Proposed: Dave Scott
Seconded: Mike Wood

6 Financial Officer's report (Peter Shields)

The Financial Officer Peter Shields commented on the financial report previously emailed out. This month's expenditure was mainly for printing BTL, expenditure on Number 40 and part repayment on Number 40 rebuilding loan.

Peter commented that the Trust currently holds £4,000 of 'free cash' in the general funds. The Treasurer further commented that an article on legacies is to be published in BTL.

The Directors approved the Financial Officers report.

Proposed: Gerry Mudd
Seconded: Steve Raine

Trust mail – A procedure has been set up to handle Trust mail which will be separated from BARS and placed in an envelope for collection by Trevor Hewitt. Gerry Mudd commented that Trust mail is still being opened by BARS staff. Nicola Rafferty is to sort out mail and pass Trust mail unopened to the designated Trust representative. Gerry also commented that any important information/documents should be sent out by electronic means or mailed directly to Trevor Hewitt. Peter Shields also suggested setting up a PO Box – this was considered a back up plan.

7 Secretary's report

No report was presented.

Correspondence – The Secretary reported that he had received a CRB disclosure summary from Dayco (the voluntary sector organisation that provides a CRB service to the Trust). The Directors discussed the issues around CRB disclosures and agreed that the Secretary should hold these documents in a confidential file and copies of the CRB certificate will be held by Brian Cox.

Mike Woods raised the issue of storage of and access to confidential medical records that he currently holds on both paid staff of BARS and Trust volunteers. This matter is to be raised with BARS.

The Directors agreed that Brian Cox is to manage the volunteer personnel files which will hold copies of relevant training certificates. Brian Cox is also to produce a list of first aiders which will be displayed in the station and depot.

8 Number 40

Gerry Mudd reported that the rebuild schedule for Number 40 was now 4 weeks behind schedule with the certification/steam test pencilled in for late March. The Directors discussed if a 'responsible person' over-seeing rebuilding, maintenance and specialist repairs on Number 40 should be appointed. Malcolm Simpson commented further that some work needs specialist skills such as aligning the slide bars. A volunteer has been identified to help oversee specialist rebuilding operations.

9 Restoration Activities

9a Locomotives

See Number 40 report (Item 9)

9b Carriage and Wagon restoration activities

No activities were reported

9c Infrastructure

Track work is ongoing using volunteer labour.

10 Volunteering (Dave Million)

See Dave Million emailed report.

Steve Raine reported on Weardale Transport theme group meeting at which he received some excellent responses about the Junior Club and its activities. The Directors thanked all concerned.

11 Weardale Railways CIC Reports

11a Report from the Company Board meetings (Trust representatives)

The last WRCIC board meeting was basically an updating session with the local authority representatives. BARS discussed future railway operations which may require local authority co-operation. These operations will improve the railways cash flow as a heritage railway only operation will take a long time to break even. Local community groups are to be briefed by WRCIC on its future plans.

11b Report from Management Group meetings (Trust representatives)

Next meeting will be on Tuesday 1st March (this is a provisional date)

11c Report from the Marketing Group meeting (John Askwith)

John Askwith commented that the 2009 timetable is now available – 10000 are to be distributed by a commercial organisation. A few thousand will need distribution by volunteers.

Special events – There will be 1 per month and needs a Director to project manage.

Kevin Hillary commented that a tourist PR training event is being run in Durham (cost £55). The Trust needs to find a volunteer to attend. Costs of this are to be paid for by WRCIC – this will be considered at the next board meeting.

12 Other Reports from Trust Directors

12a Weekly Lottery/Fund raising (Arthur Temple)

Arthur Temple gave an update on the lottery.

12b Major Projects and Funding Sub Group – (Gerry Mudd/Arthur Temple)

Gerry Mudd reported that he was working with Ed Ellis on projects which may be funded through Lottery/Heritage grants.

12c Educational Activities/Talks/Publications/Magazine – (John Askwith)

Talks – 11/2 Darlington 15/2 Durham Claypool library 10/3 Langley Park 13/3 Great Ayton.

Latest BTL has been dispatched. An A1 Trust leaflet is to be dispatched in the next BTL (this is reciprocal agreement with A1 Trust).

John Askwith reported that post cards of Number 40 now available – John to manage stock.

Rebirth and children's books – these are currently stored by Steve Raine. Trevor Hewitt is to handle stocking and invoicing.

Raffle tickets – 1000 books have been printed and these will go out with the next BTL – proceeds to go to Number 40 fund.

12d Membership Secretary's Report (Dave Scott)

Dave Scott commented on the distribution list for free BTL magazines – this is to be reviewed with possible additions such as BARS Directors and local government representatives.

Membership – 500 renewals have gone out.

12e New fund raising ideas – Fred Ramshaw

Fred Ramshaw proposed some fund raising ideas.

Footplate experience days £250 - £1000

Monthly raffle for footplate ride or cab pass

Driver experience using the 141 Dumps (Stanhope to Frostily

Photographic specials using freight trains

Ride and dine – Special train to a station close to a restaurant then a train ride back.

Line side passes for photographers.

Train ride and visit to a local attraction such as Killhope using a connecting bus and joint ticketing arrangements.

The Director discussed other ideas.

13 Any other business.

Document Manager – Peter Shields

Peter Shields discussed the need the Trust to have a Document Manager to maintain and develop Trust policies and procedure document.

Proposal: The Trust appoint a Document Manager

Proposed: Peter Shields

Seconded: Arthur Temple

The Directors approved this proposal

Child Protection Policy

Peter Shields circulated a proposed Child Protection Policy.

Witton-le-Wear Footpath

Gerry Mudd reported that Durham CC footpath group has some spare cash and they plan to build a path from Witton-le-Wear to Bridge 3. BARS have approved this development and documents are to be signed on 11th February. Work will start next week and will be completed by 31st March 2009 using Durham CC Direct Labour. Gerry Mudd to draft a press release/article covering this work.

Potential commercial developments

The Directors discussed commercially confidential information. No decisions were taken.

Meeting closed at 21:30

14 Date/time of the next meeting is Tuesday 10th March 2009 7:30PM at Bishop Auckland Station.