

WEARDALE RAILWAY TRUST

Minutes of the management committee meeting held at Bishop Auckland Station on Tuesday 9th October 2012.

The meeting started at 7:30 PM.

Those present

David Scott – Chair
Dr Mike Wood – Vice Chair
Trevor Hewitt – Treasurer
John Askwith
David Bullows
Ruth Carroll
Brian Cox
Clive Elsdon
Richard Maughan
Gerry Mudd
John Hargreaves
Mike Rapp
James Lynn – Secretary

1 Apologies for absence

Steve Raine

2 Minutes of previous meeting

The minutes of the 11th September 2012 meeting were approved with minor corrections and amendments as follows.

Item 14a/14b added 'The Trust Directors were updated on commercial and operational matters'.

Proposed: Richard Maughan

Seconded: Trevor Hewitt

3 Matters arising from the last meeting

None

4 Identify other business.

Youth Team – John Askwith
Polar Express – Clive Elsdon

5 Declaration of Conflicts of Interest

None.

6 Chairman's Report

The Chairman, David Scott commented on his previously emailed out report.

Volunteer working hours-his proposal to WRC that the 141 unit be used to replace the last train of each operating day has been scrapped due to failure of the 141 DMU set. The Chairman thanked Gerry Mudd for his work analysing 2012 trading and putting forward ideas to the WRCIC on how to address the long hours put in by the volunteers and stemming the losses made by the heritage service.

WR Youth Team Issues-meeting held with Donald Heath and Brian Cox and a new updated Ops. Dept. Notice has been approved. Information on the working hours of young people, type of risk assessments undertaken and training requirements based around the capabilities of the young volunteers will need to be considered and a operational policy developed.

The Secretary was asked to contact the HRA to see if they have any documentation/expertise in dealing with junior volunteers.

Wilf Humes 100th Birthday-the Chairman thanked everyone who contributed to Wilfs birthday event.

Trust Policy Documents- The Chairman listed the status of policy documents that need to be updated.

The Chairman's report was approved by the Directors

Proposed: Mike Wood
Seconded: Gerry Mudd

7 Treasurer's report

The Treasurer had previously circulated an emailed report. He reported that income was £2200 with Gift Aid £800, Number 40 appeal £150, second locomotive fund £150 and shop income £660. Expenditure amounted to circa £1700, with £600 for BTLs printing costs and items purchased for the shop amounted to £730.

Trevor reported that Number 40 maintenance fund stands at £48,000 and he has been updated by LMS on predicted costs for Number 40s repair which would amount to £65,000 (including a new firebox). The final cost (including paint and fixings) would now amount to £70,000 this leads to a shortfall of £22,000 which will have to be raised by the end of 2013. The Treasurer proposed to sell the 2 ballast wagons which would raise £4,000 (based on scrap values). Additional money will come from WRCIC for outstanding Number 40 hire fees which amount to £1600.

The Treasurers report was approved by the Directors.

Proposed: Clive Elsdon
Seconded: Brian Cox

8 Shop

Trevor Hewitt gave a verbal report that the shop operations had made a net profit for the month of September amounting to £577.

Trevor also reported that a stock check needs to be undertaken however staff training has been completed and documented with 10 volunteers now authorised to work in the shop. Mike has also recommended modifications to the shop layout. The shop is planned to be open for Polar Express operations but this will depend on the availability of volunteers.

The Directors thanked Mike Rapp and Trevor for their efforts.

The report was approved by the Directors

Proposed: Richard Maughan
Seconded: Clive Elsdon

9 Secretary's report

The Secretary reported that Steve Raine had confirmed that he will retire from the Trust Council at the AGM. The Secretary reviewed the agenda for the AGM and confirmed that there are more vacancies on the Trust Council than nominations therefore no elections are required. He thanked the Directors who have submitted reports for the Trustees Annual Report. This report is being compiled with the accounts before our accountants Alan Sykes can undertake the independent examination.

10 Number 40

Richard Maughan gave a brief verbal report at the meeting. Further work on Number 40 will require the use of the depots electric lift.

11 Restoration activities

11a Carriage & Wagon

The bubble car is now running after completion of some work however a training program is needed for drivers. The brake coach is undergoing work however the bogies need lifting.

11b Infrastructure

Sunday Gang has been working on the 'North Pole' area.

12 Projects (Temporarily removed from the agenda)

13 Volunteering

Ruth commented that 2 volunteers had been inducted. Ruth reviewed the types of activities that new volunteers can undertake.

CRB checks – no discussions on this item.

Weardale Railways CIC Reports

14a/14b Report from the Company Board meetings/ Report from Management Group meetings (Trust representatives)

Gerry Mudd reported the following:

Operational Safety Issues-There has been no reports from the new manager assigned to this role. Gerry has contacted Ed Ellis and he has confirmed that safety issues and reports will be made at every board/management meeting. The development of the safety management system will be contracted out to an 'expert'.

PTS – will be held March 2013.

Depot area – rest facilities to be cleaned up and drainage system will be sorted out.

Finance – The Directors discussed confidential commercial information.

Timetable for 2013 – The Trust proposals with through operations to BA are to be reviewed.

Polar Express – Gerry gave an update and the Directors discussed commercially confidential information. The Directors asked the Secretary to speak with Frank to ensure that the Trusts website link to Polar Express carries a disclaimer.

Bubble car/Trust coaches/brake coach – WRCIC to write a new contract.

Witton-le-Wear – Plan completed need further details on land ownership to complete planning documentation..

Don Heath is to stand down as operations manager and roster co-ordinator.

Trackwork – 6 miles from the Leamingside line has been purchased from Network Rail.

Turntable and Ryhope bridge – removal from their locations needs to be project managed.

Mince pie specials – One off special may be run on 1st January.

14c Report from the Marketing Group

WOTL meeting will be held next week (18th October).

15 Other Reports from Trust Directors

15a Weekly Lottery/Fund raising (Arthur Temple)

£195 raised ytd.

15b Educational Activities/Talks/Publications/Magazine – (John Askwith)

Talks

2nd November - Stephenson Locomotive Society

Stall at Locomotion raised £62.53 amounting to £44.53 profit.

Publications

RCTS "Railways of Weardale" – no further update information from RCTS.

BTL

Contributions by 18th October

Dispatch 1st November

Other dates

22nd October Stanhope Station opened 150 years ago.

28th December 'Work your pud off' day

14c Membership Secretary's Report (Frank Holmes/Trevor Hewitt)

No report

15 Any other business.

Polar Express – covered in Item 14a/14b.

Youth Team – discussion on this subject has been held back until after meeting between David Scott and David Million (this will take place after the AGM).

The meeting closed at 22:15

**Date/time of the next meeting (which is a pre AGM meeting) will be on 13th November 2012 at 7:30PM
Bishop Auckland Station.**