

**STRICTLY CONFIDENTIAL**

# West Somerset Railway Association



The Railway Station, Bishops Lydeard, Taunton  
TA4 3BX

VAT. No. 682 2810 33

**Date and Time:** Monday, 14 Dec 15, 3 p.m.

**Purpose of Meeting:** Association Trustees Scheduled Meeting

**Venue:** Brunel House Meeting Room

**Present:**

- Peter Chidzey (PCz) (Chairman)
- David Williams (Vice Chairman) (DW)
- Ian Aldridge (Vice Chairman) (IA)
- Paul Johnson (PJ)
- Nigel Bruce-Robertson (NBR)
- Frank Courtney (FC)
- Nick Nicholls (NN)

**In Attendance:**

- Susan Kaufman, Company Secretary (SK)
- Jacque Green, WSRM Manager (JG)
- Jit Ridley, Finance Manager (JR)

	<b>Agenda</b>	<b>Action</b>
<b>01</b>	<b>Trustee-only Session:</b> <i>[taken out of order at the end of the meeting]</i>	
<b>02</b>	<b>Apologies:</b> None	
<b>03</b>	<b>Minutes of the meeting held 30 Nov 15:</b> <ul style="list-style-type: none"><li>• Camping Coach: JG said that she had heard from another individual who is interested in taking on the camping coach, Daniel Britain. He had been in touch several years earlier but his offer not taken up.</li><li>• 4419/Phoenix: JG asked Restorations about the availability of space to park these vehicles, but there is no space to accommodate them.</li><li>• NN proposed and IA seconded that the minutes be accepted as a true record of the meeting and this was <b>AGREED</b> nem con.</li></ul>	<b>JG to contact him and ask if he is interested in taking it off-site</b>
<b>04</b>	<b>Health &amp; Safety:</b> A written report was circulated. <ul style="list-style-type: none"><li>• Fire Safety Training: JG said that IA must be covered by</li></ul>	<b>SK to write to Graham Adlam and ask to</b>

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	<p>insurance to provide fire safety training.</p> <ul style="list-style-type: none"> <li>• Aircraft at NF: It was noted that an airplane remains on site at NF.</li> </ul>	<p><b>have it removed</b></p>
<p><b>05</b></p>	<p><b>Chairman's Report:</b></p> <ul style="list-style-type: none"> <li>• Grievance: PCz has raised a grievance with Simon Stretton as Chairman of Promotions concerning Robin White's behaviour.</li> <li>• 4160 Shares: The issue surrounding the sale of these shares is still ongoing and legal advice has been sought.</li> </ul>	
<p><b>06</b></p>	<p><b>Finance Report and WSRA Budget:</b>  <i>[JR joined the meeting]</i></p> <ul style="list-style-type: none"> <li>• Promotions Targets: These were reviewed from the Nov meeting.</li> <li>• WSRA: JG pointed out that we have lost nearly 500 members this year. Fund-raising may also be restricted as we will not be allowed to sell draw tickets on the trains next season. As a result, the 2016 income is forecast to be significantly down on 2015. Overheads were then reviewed, and the differing level of expenses between 2014 and 2015 discussed. The forecast for 2015 shows £55.8K overspend that will need to be off-set through reducing costs or increasing fund-raising.</li> <li>• Station Funding Requests: <ul style="list-style-type: none"> <li>- Blue Anchor: £300 for fencing and wicket gate.</li> <li>- Doniford Halt: £5K for extending the platform and installing benches</li> <li>- Crowcombe Heathfield: £5K contribution to the Up Platform Goods Office</li> </ul> <p>After discussion, it was proposed by NN and seconded by IA that the BA request could be supported, and that the CH request could be supported when the remainder of the money was for the project was assembled. More information would be required for a decision could be made on the DH request - particularly with respect to the heritage value of the project. This was <b>AGREED</b> nem con. It was also generally agreed that stipulations must be in place to ensure that the WSRA receives full credit for donations made.</p> </li> <li>• Memberships: The number of paying memberships (excluding life members and honorary) was 3350 at 1 Dec. This is having a profound effect on the subscription contribution. It was also pointed out that there may be cheaper ways of producing the Journal and that some exploratory quotes have been obtained. It was also pointed out that the EZPEEL cards are expensive and not strictly required as the travel benefit has changed. The points for and against were discussed, but no agreement was reached. JG stressed that a decision was urgently needed because a new-style card will be required in Jan 16.</li> <li>• Cash at Bank: This is showing a marked decline since the beginning of 2015. Further information was provided breaking down the cash balance by the WSRA and Promotions, and also by income and expenditure.</li> </ul>	<p><b>JG to contact bid sponsors</b></p> <p><b>SK to include a discussion of Journal costs in the Jan meeting</b></p> <p><b>JG to obtain additional quote from EZPEEL</b></p>

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	<ul style="list-style-type: none"> <li>• Gift Aid: HMRC has indicated that outstanding gift aid claims will be paid.</li> <li>• Options: The shop/café could possibly earn additional income, and there is gift aid and insurance claim income outstanding. Overheads are very high and the necessity to control costs at BL and the van were discussed. Also, if the WSRA is to re-locate into porta cabins on station farm, a sum IRO £50K will be needed.</li> <li>• Risk: If changes are not made, there is a very real risk that there will be cash flow problems by the middle of 2016.</li> </ul> <p><i>[JR left the meeting at 1650]</i></p>	
<b>07</b>	<p><b>WSRA Manager/Promotions Report:</b> A written report was circulated.</p> <ul style="list-style-type: none"> <li>• Members' only area on the website: JG encouraged Trustees to look at the members' only area of the website. User name will be membership number or e-mail address.</li> </ul>	
<b>08</b>	<p><b>Other Reports:</b></p> <ul style="list-style-type: none"> <li>• Discussion of the Coombes Report:</li> <li>• Future of 3131: To be discussed at a future meeting.</li> </ul>	
<b>09</b>	<p><b>AOB:</b></p> <ul style="list-style-type: none"> <li>• Norton Fitzwarren: IA asked about paying over the 65p per tonne to the plc. FC said that this amount was still under negotiation and should not be paid.</li> <li>• Complaint from Neighbour: The owner of the orchard has complained about the state of the ditches and embankments. It was generally agreed that the deed would be examined to see if responsibilities are specified.</li> <li>• Steam Trust Vehicles at Restorations: (DW reminded Trustees of his conflict of interest with the Steam Trust) NN pointed out that we are hosting Steam Trust Vehicles in the shed, on Sherrings Yard and the Roughmoor Strip. PCz said that as a minimum one vehicle must go to allow for construction of the new siding.</li> <li>• Boiler Shop: Restorations is now ready to go ahead with erecting the boiler shed, and there is volunteer labour to support this, but it will be necessary to purchase the building. This will cost IRO £10K and was in the budget last year.</li> </ul>	<p><b>JG and IA to review deed</b>  <b>JG to draft a letter to the Steam Trust for the Trustees' approval asking them to remove 3639 (chicken shed) and the vehicle to the right of the gate at Sherrings Yard by the end of Feb, and request a plan for the removal of 6705 from the shed.</b></p> <p><b>Restorations to submit a formal, costed request</b></p>
<b>10</b>	<p><b>Date of Next Meeting:</b></p> <ul style="list-style-type: none"> <li>• To be determined</li> </ul>	

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	<i>[JG and SK left the meeting at 5:15]</i>	
11	<p><b>Trustee-only Session</b></p> <p>Coombes Report: After a lengthy discussion, the Trustees resolved:</p> <ul style="list-style-type: none"><li>• All Trustees will retire at the next Annual General Meeting</li><li>• The Chairman (PCz) and Vice-Chairmen (DW and IA) will stand down with immediate effect, but remain Trustees, and Frank Courtney will become Acting Chairman</li><li>• The Trustees will co-opt Michael Rowe onto the Board of Trustees with immediate effect, and will further co-options will be considered in due course.</li></ul> <p>The three points above were proposed by FC, seconded by IA, and there were 6 votes for, 1 abstention and none against, and this was <b>AGREED</b>.</p> <p>It was further proposed by NN and seconded by NBR that:</p> <ul style="list-style-type: none"><li>• FC is mandated to negotiate the reinstatement of PCz's identity card with the plc</li><li>• FC will consult with the plc over the reinstatement of all communications with the plc, especially the origination of contributions to the Journal.</li></ul> <p>There were 6 votes for, 1 abstention and none against, and this was <b>AGREED</b>.</p>	

Accepted as a true copy

F Courtney  
Acting Chairman  
WSRA