

## WEST SOMERSET RAILWAY HERITAGE TRUST

### Minutes of the meeting of Board of Trustees held on Thursday 18th March 2021 at 5.30pm by Zoom video conference

**Present:** Steve Williams (Chairman) (SW) Geoff Evens (GE) Mike Thompson (MT)  
Ian Coleby (IC) Don Fraser (DF) Matt Jackson (MJ)  
Helen Anson (HA) Alan Smithers(AS) Mike Lee(ML)

#### 529. Welcome and Apologies

No apologies received

**Action**

#### 530. Proposal for new Trustee

All agreed to the nomination of Mike Lee as a Trustee. SW contacted him and asked ML to join the meeting.

#### 531. Conflicts of Interest

No new conflicts of interest were reported.

#### 532. Minutes of the meeting held on Thursday 19<sup>th</sup> November 2020

All agreed

#### 533. Matters Arising

MRG update – MJ has received 1 application for each role. HA and MJ will zoom meet with the applicants.

Andrew Young has completed the Doniford work underbudget. CA will contact James Hooper to request permission to purchase a ballast wagon to make up the sum.

Railway reopening – PLC has announced a date of 22<sup>nd</sup> May for reopening.

GE advised that platform 1 at BL will not be used as per the current plan. Board requested that the PLC provides further clarification of the opening plans.

SW

GE does not have a comprehensive list of volunteers that he could contact for training. This should be available via the HOPS system. SW to contact PLC for further information

SW

Blue Anchor Museum – AS advised that given the condition of the cases, it would be difficult to reopen.

The Board agreed that the focus should be on remedial work rather than reopening this season subject to any other COVID developments.

SW to contact David Baker regarding the repointing of the outside of the building.

SW

#### 534. Accreditation Proposal

All agreed to the proposal. GE now to take forward with support from the Board and other

Volunteers as required.

GE

### **535. Proposal on Website Management**

The Board discussed the £9.99 a month website hosting proposal with an identified volunteer as the co-ordinator. A set of operating rules will be created for the running of the site. The new website should be operational within 2 to 3 months with the proviso of the difficulty in transferring a site.

IC raised issues regarding the hosting arrangements. IC, GE and MT will have further discussions on the matter

IC/GE/MT

### **536. Heritage Lottery Grants-final actions**

SW advised that we have committed the finance.

Museum Project – all work completed. The £4,000 balance could be used on additional software which we could install ourselves. Lottery have approved the purchase.

The Board agreed the project. HA to take forward to implementation.

HA

### **537. Proposed new Articles of Association**

The current position on the Articles of Association was noted.

### **538. Membership proposals**

The Board discussed the paper prepared by DF. All agreed that further discussions are required on a few items.

### **539. Policies & Procedures for Adoption**

- i) Collections Management
  - ii) Collections care management
  - iii) Museum Management BL
- All agreed by the Board

- iv) Emergency Planning – HA will discuss with ML.

### **540. Williton Strategy Group**

CA has prepared the position statement.

All agreed that the document should be the Trust's position.

### **541. Heritage carriages project**

The Board considered the proposal put forward by SW. Following discussion it was agreed to support the proposal and mandate the Chairman to have further conversations and to bring the formal proposition back to the Board.

SW

### **542. Finance report**

DF produced the reports, which were accepted by the Board.

We will know next week the result of our CHRF 2 application.

#### **543. PLC matters**

It was noted that Mike Thompson and Martin Brown have stepped down from the PLC Board.

SW said that the PLC would be going out to recruit a new HR Director and a Director of Marketing.

#### **544. 2021 AGM**

DF is preparing the accounts for Board approval

DF

AGM has to be before the end of September so the accounts can be approved and submitted.

Board agreed a date of 21<sup>st</sup> August.

There will have to be an EGM prior to this to approve the new Articles of Association.

#### **545. Chairmanship of the Trust**

The current position on the Chairmanship of the Trust was noted.

#### **546. Any other business**

DF had received new membership requests from Mr & Mrs Dare from Taunton. No objections

#### **528. Next Board Meeting**

Next meeting will be Thursday 20<sup>th</sup> May 2021 at 5.30pm