

WEST SOMERSET STEAM RAILWAY TRUST LTD

Minutes of the meeting of Board of Trustees held on Thursday 16 January 2020 at 10 AM in the Meeting Room, Bishops Lydeard Station

Present: Chris Austin (CA) Chairman Alan Meade (AM) Geoff Evens (GE)
Steve Williams (SW) Ian Coleby (IC) Don Fraser (DF)
David Baker (DB) Alan Smithers (AS)

Jon Jones-Pratt (JJP) for item 384.

383. Apologies

None were received.

384. Discussion with Jon Jones-Pratt, Chairman WSR PLC

CA welcomed JJP to the meeting. The PLC Chairman gave a general update on current key issues and priorities for 2020. On completion of the discussion, CA then presented JJP with a cheque for £35,000 as the Steam Trust current contribution to the Track Appeal. The funding would be specifically focused on Blue Anchor Station area with the appropriate heritage components and association with the station Museum. JJP thanked Trustees for all their efforts and confirmed that there was a solid relationship based on trust between the PLC and the Trust.

JJP then left the meeting.

Action

385. Conflicts of Interest

No new conflicts of interest were reported.

386. Minutes of the meeting held on 14th November 2019

These were approved as a correct record.

387. Action Log-14th November 2019

- **280 40th Anniversary Book** . It was noted that sales had gone well and that a second book was being considered with potential publication in Spring 2020. Board to be kept updated. IC
- **297. BCK6705 Hire Agreement.** CA reported further delay. The Trust would need to source an external contractor for the ultrasonic test and the FTR was still outstanding as was finalisation of a commercial agreement with the PLC. The PLC Chairman had generously offered access to a poly tunnel to provide short-term covered accommodation which was located at Tyseley and would require to be moved to the WSR. CA would be investigating this. In the meantime publicity on the operational introduction of the coach had been deferred. CA
- **307. HRA Young Persons Award.** CA and AM would be going to Birmingham in support of the two WSR nominations and the Trust would make a contribution towards costs . CA/AM
- **363. Digitisation.** It was noted that Peter Over was working to update and manage the catalogue and that Tim Stanger continued to take digital photographs of all the artefacts.

Peter and GE were attending a Heritage seminar on digitisation at the end of January. GE

- **374. 4160 Limited Shares.** A general discussion took place in respect of this item.
- **377. GDPR Consent Forms and HOPS ID renewal.** SW reported that there were still a significant number of forms outstanding although he expected to receive the majority of MRG forms at the beginning of February. He asked Trustees to communicate with teams to complete outstanding forms and forward them to him. CA said that he had been in contact with Sam Eastaugh at the PLC and there was still a number of Steam Trust volunteers who had not been on HOPS to renew their ID. This would be followed up. CA/SW

388. PLC Update.

- **GM/MD Recruitment**

SW summarised progress to date. It was noted that interviews will take place on the 29th January and that the Trust would be involved in the appointments process. SW

- **Sherrings Yard and Use of Facilities at Williton**

CA and SW updated the Board and considered the paper from CA. It was noted that, following a meeting with the Association and the Plc on 27th November that the rent for the use by the Trust of Sherrings Yard was likely to increase following the transfer of Restorations to the PLC. SW said that he was negotiating a new agreement for the use of facilities at Williton with the PLC and was confident that this would be in place by 20th January. Trustees agreed the recommendations on rental negotiation in the paper. CA/SW

- **PLC Business Plan**

SW updated the Board on development of the draft PLC 10 Year strategic vision and 3 year business plan and anticipated that a document would shortly be ready for consultation. SW

389. Safety and Compliance

CA said that the ultrasonic test on 6705 axles was booked. There was a need to undertake a formal Risk Assessment on the Gauge Museum on completion of redesign and reinterpretation. CA and GE would do this jointly. CA/GE

390. Treasurers Report

DF reported that he had liaised with Monahans on the first draft of the Annual Accounts. CA and SW confirmed that they would draft the Chairman's and Directors Reports respectively. CA/SW

The Treasurer updated the Board in relation to current bequests and donations. There were no significant issues in relation to current accounts, commitments and debtors. The overall financial position continued to be positive. DF was chasing outstanding Membership subscriptions and Gift Aid forms. DF

391. Volunteering and Safeguarding

The Board received a briefing from the Company Secretary. It was agreed that SW would try and seek clarity from the Association and the PLC on the current position. It was noted that a meeting was scheduled with Catherine Dance and Mark Smith for 31st January

and further updates would follow.

SW

392. Heritage Carriages and Fundraising

The Board received an update on current developments.

393. Museum Infrastructure Improvement Programme

GE said that the scaffolding was now up and that the working parties were in full swing. DB reported that scaffolding had been erected at Blue Anchor but that there had been no progress with regard to the electrics and moving the fuse box. GE said that he had been contacted by Vic Simpson about access to BA museum and agreed to refer him to DB. It was agreed that SW would write to JJP to get action on the fuse box and have an order raised.

SW

394. Gauge Museum Project Progress Report

The paper from SW was received and progress noted. The confidential proposal contained in the Report was unanimously and enthusiastically supported by the Board and SW was empowered to action it.

SW

395. New Trust Logo

IC presented final options for consideration. It was agreed that IC would prepare the preferred option for inclusion in the AGM papers.

IC

396. Blue Anchor Museum-developing future vision and role

DB introduced a briefing paper prepared by himself, CA and SW. Following discussion, Trustees agreed that a combination of Options 1 and 2 should be pursued but in the first instance, the views of the PLC as the landlord and operator should be sought. This would be followed by further discussions as to how to take proposals forward.

DB/AS/SW

DB also said that following discussions between himself and AS, he wished to propose AS as the new Curator for Blue Anchor. DB would continue to be involved in a supporting role. Trustees unanimously approved the proposal and AS was congratulated on his appointment.

397. Museum Accreditation

Trustees noted the encouraging response from the Arts Council effectively deferring any decision until the outcome of the AGM discussion on name, objects and powers when the proposal would be resubmitted.

GE/SW

398. Review of Trust Business Plan

In view of the work programme associated with the Gauge Museum and other activities, it was agreed to defer a review of the Business Plan until April. SW to make arrangements.

SW

399. Meeting dates for 2020

It was agreed to continue meeting bimonthly on the third Thursday. SW to confirm arrangements

SW

400. Friends of Minehead Station-ticket machine

It was noted that FOMS had generously agreed to supply the new Gauge Museum with an authentic Setright Ticket machine as part of the history of ticketing on the railway.

401. Victorian Royal Train carriage

In response to DB, CA confirmed that this enquiry should be directed to the National Railway Museum. DB

402. 2020 Santa Trains

AM asked that the MRG and the Gauge Museum be included in the marketing material for the 2020 trains.

SW

403. Southwest Museums Federation membership

It was agreed to renew the membership for 2020.

SW

404. Date and time of next meeting

Thursday, 19 March 2020 at 10 AM in the Meeting Room Bishops Lydeard.