

WEST SOMERSET RAILWAY HERITAGE TRUST

Minutes of the meeting of Board of Trustees held on Thursday 22nd July 2021 at 5.30pm by Zoom video conference

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

564. Welcome and Apologies

The Board welcomed Martin Brown in his new role as a Trustee.

Apologies were received from Ian Coleby.

Action

565. Conflicts of Interest

No new conflicts of interest were reported.

566. Minutes of the meeting held on Thursday 20th May 2021

All agreed

567. Matters Arising

Website Management – MT advised that Matt Sutton had been working on the site. Target is to go live on 1st August.

Learning & Education Programme – HA advised that things had been very busy. All CHRF funds are being spent as agreed. Lots of work on the packs had been completed and they are ready to go out. Paperwork to be agreed for schools to sign when borrowing items. HA is working to a completion for the September Term.

HA

Digital touch screens are working well, although it is a mammoth task to load all the items.

568. Railway reopening.

Railway is now running to the summer red timetable with a bus service running between Dunster and Minehead.

569. MRG update

MJ advised that things are progressing with further training planned for members to become a Person in Charge.

MJ

570. EGM

SW advised that this would go ahead by Zoom the following afternoon 23rd July.

571. AGM 2021

Chairman's and Director's reports are all completed.

Agenda needs to be completed.

Directors for re-election will be DF, IC and MJ.

New Directors for election will be ML and MB.

Date to be moved to 9th October. Ideally to be held by Zoom conference call.

NOTE: Subsequent to the Board meeting the decision was made to alter the date to 18th September
In order to comply with the time period for filing of statutory accounts.

572. Culture Recovery Fund

DF reported that expenditure was on track. An extension will be applied for from the CRFH for the remaining expenditure to be spent. DF

573. People Engagement Group

MB introduced the policy document and plan. He asked for comments back to him within the next 3 or 4 weeks MB

574. Financial support to the PLC.

SW left the meeting due to a conflict of interest and MT took the Chair.

MT outlined the serious financial risks facing the PLC.

The Board agreed to put together a position statement for sharing with the PLC.

575. Gauge Museum.

The Board decided that the formal launch event should be planned for next year to enable a good event to take place.

Art Exhibition – external artists will be visiting the museum and event will be held all weekend and throughout the period 25th September till 3rd October 11am to 5pm.

Continued work and funding – A small petty cash float to be established for day-to-day expenditure DF/GE to arrange. DF/GE

576. Heritage Carriages

Covered Accommodation – reports had been circulated to the Board.

The Board supported the conclusions and recommendations and agreed that the proposals should Proceed to formal business case development.

577. Finance Report.

DF had circulated the reports.

The Board noted the current financial position and that all commitments and expenditure were under control.

578. Safety Management & Emergency Plan

ML has been studying the report. He is actively working on the practical aspects of the report.

579. Legal Matters.

SAR – The Board noted the SAR request and agree the actions necessary.

Rollitt LLP – The proposal from Rollits was accepted.

580. Trustee resignations.

Resignation has been received from Alan Smithers. This was agreed and accepted with regret.

Geoff Evens has requested to step down as Curator of the Museum.
SW & MT will discuss with GE regarding trusteeship.

SW/MT

581. Washford Museum

The proposal from the PLC was noted and it was agreed that further discussions will take place with the Company.

582. Formal Handover

The role of Chairman was formally handed over to Mike Thompson.

All present gave their thanks to SW for standing in during the interim.

583. Any other business

None raised

584. Next Board Meeting

Thursday 16th September 2021 at 5.30pm.