REFERENCE 1801

Minutes of the Management Committee held on 27th January 2018
At The Somers Town Coffee House, 60 Chalton Street, London NW1 1HS
Commencing at 13.40 hrs

PRESENT

WGD	Gordon Davies	(Chairman)
WRG	Bob Green	(Secretary)
AJC	Alan Cooke	(Branch Liaison)
MSR	Mike Robinson	(Managing Editor – "The Railway Observer")
DPG	David Goddard	(Membership)
APD	Andy Davies	(Library & Archive)
TAJ	Terence Jenner	(Honorary Legal Advisor)

As Branch Liaison Officer (Elect), on the retirement of AJC, Irene Rabbitts (ILR) was invited to the meeting as a feed in to taking up the role.

1801.01 CHAIRMAN'S OPENING REMARKS
The Chairman welcome all to the first meeting of 2018 and gave a warm welcome to Irene Rabbitts who is taking over from Alan Cooke as Branch Liaison Secretary hoping that she would find working on the MC both a pleasurable and fulfilling experience.

Alan Cooke as the current Branch Liaison Officer will be stepping down from the MC at the next AGM after 20 years' service after a long and distinguished career with the Society. He has been Society Secretary on two occasions, Branch Secretary of the Windsor and Maidenhead branch from 2007 to 2010 and Branch Secretary of the erstwhile London branch from 1988 to 1998. He was also in charge of the RO Post Box for many years. Alan will continue to work for the Society as one of our several back-room persons who work tirelessly in the background. With many thanks to Alan and all expressed their appreciation for all his extensive work and efforts by according him a deserved round of applause.

Condolences to Bob and his wife as Lorraine's mother passed away very early in the New Year. Bob was asked to pass on sympathies from the MC to Lorraine on this sad occasion.

As WGD has previously remarked at the December meeting he again asked for all to make 2018 a successful year by working together as a team. Anything other than this will put the Society in danger of tearing itself apart and may not see it through to the centenary year in 2028. Please let this not fall on deaf ears.

1801.02 APOLOGIES FOR ABSENCE

BA	Brian Arman	(President)
ARW	Reg Wood	(Treasurer)
JR	John Redgate	(Committee Member – Co-opted)

1801.03 TO CONFIRM THE MINUTES OF 1712
All agreed the minutes were a true reflection of the meeting.
APD proposed that they be accepted. Seconded by AJC they were duly signed by the Chairman.

1801.04 MATTERS ARISING/ACTION POINTS FROM 1712

All actions emanating from the meeting have either been actioned or form part of this meeting's (1801) agenda, with the exception of:

- 1709.10.01: Review of RO Advertising Policy which has yet to be carried out. MSR and Geoff Brockett will now liaise in putting the proposals together.
  Action: MSR/GB

- 1709.07.02: The Library Sub-Committee reformation continues to remain as pending awaiting clearance of the Leatherhead lease by Network Rail. **Action: APD**

MSR commented that he was unhappy that some discussion relating to RO matters had taken place after he had departed the meeting.

1801.05 MANAGEMENT COMMITTEE MATTERS

.01 Co-options to MC: Two co-options were put to the meeting.

i. Irene Rabbitts as the future MC member responsible for Branch Liaison matters by taking over from AJC who will be stepping down from the role at the AGM
ii. David Jackman as Leader of Web4.

Both co-options were proposed by WGD and seconded by DPG.
All MC members present at the meeting agreed to these appointments.

In both cases each will be formally nominated at the AGM as elected members of the MC to fill those positions that are, or will become, vacant.

.02 AHL: Primarily this was discussed within the meeting of the Trustees. MSR's paper on the subject is shown as Appendix 1. The relevant minutes, as recorded in T4/1801, read as follows:-

Under the guidance of TAJ AHL was formally withdrawn at the September MC meeting as a consequence of limitations imposed by CIO. The decision has been questioned by numerous members of the Society. Discussions at the December meeting concluded that MSR should submit proposals for providing some form of recompense to the volunteers whose efforts continue "to keep the wheels on the Society".
His proposal was presented to the meeting and is illustrated as Appendix 1. It is based upon an idea by TAJ and recorded within the MC minutes of 1712 suggesting that the efforts of the volunteers be rewarded by giving each a free copy of the RO.

Both the MC/Trustees generally thought this to be the right approach although debate as to whom this should apply to was not fully resolved other than to say that the MC would be the final arbiter.

To move this forward, and to make the Officers aware that something is being done, ILR was asked to circulate MSR's paper via a Newsletter to which a forward by MSR would be added. Complications relating to the interlinked legal and financial considerations (VAT) would be resolved through the auspices of a future meeting consisting of those stated below. Equality between those volunteers who take only the digitised RO as opposed to the printed version requires some level of further consideration. It was suggested that TAJ, ARW and MSR meet up to discuss the proposals and the various implications of this new recognition scheme. WGD mentioned the 'conference call' facility that JR uses could be an alternative method of communication rather than the convening of a specific meeting.

Action: TAJ/ARW/MSR

Any changes to the AHL rewards system will take effect from the 2018/19 year end renewals process.

In order to fully make the membership aware of all that is taking place MSR will speak to the AGM on the subject.

The South Wales Branch has submitted an AGM motion to the Secretary seeking that AHL in its original form be reinstated forthwith. In view of the action currently underway and outlined above WGD has been requested to speak to their Chairman and ask that they withdraw this motion.
(WGD has spoken with Branch Chairman Peter Fortune but was unable to obtain agreement that the branch withdraw the motion. However if the proposals for an alternative recognition scheme is considered to be acceptable the SW branch will withdraw the motion at the AGM.)

.03 Stuart Warr: As Secretary of the South Wales Branch and as a consequence of the withdrawal of AHL he has resigned his membership. At the behest of the branch members he continues to act as their Branch Secretary. As WGD is to speak with the South Wales branch regarding other matters he will raise this issue with them.
(WGD has since spoken with Branch Chairman Peter Fortune and was informed that under clause 9(4)(a)(iii) of the Constitution it is deemed that Stuart is still a member of the Society.)

.04 Society Shareholdings: In his previous capacity as Society Secretary AJC became the keeper of several share certificates issued by a number of preserved railways. These were inherited by the Society via the "Wills and Bequest" process. The Committee agreed that AJC should continue as minder of the material.

.05 GDPR (Data Protection): Stuart Hicks of the Thames Valley Branch in an email letter to ILR sought to establish if the MC had considered the implications of GDPR and its impact on the branches. Unfortunately the Society has no formal written policy but some limited debate took place within the March 2016 MC meeting. This was discussed in order to control the outflow of personal information beyond the Society.
Minute 1603.11.04 records the following:

In order to limit the amount of member information circulating around the MC it was agreed that in the future DG will only circulate the following:-

i. Branch data – limited to Branch Secretaries for their own specific branch.
ii. Monthly RO back-up files to WGD and WRG.
iii. To any other requesting MC member – information to be supplied on a 6 monthly basis.

The enquirer has some experience in this subject and ILR has been asked to obtain from him any helpful information that would assist in the putting together of a formal Policy document in order to direct the branches accordingly. **Action: ILR**

.06 Development Sub-Committee

i. Terms of Reference: Following the appointment of Paul Chancellor as Chairman of the DSC he circulated his proposed amendments to the Sub-Committee's "Terms of Reference" as they might now apply. Little discussion took place as before these can be effectively analysed the proposed STRATEGIC REVIEW (see Minute 1801.07 below) needs to be put in place. Within this Review the role that the DSC should undertake requires to be defined. The provisional view from within the MC being that it is subordinate to the MC, should comprise of fewer members and have a narrower but focussed working remit.
ii. 90 Year Celebrations:
   - The suggested booklet to be issued along with an issue of "The Railway Magazine" linking Class 90 locomotives to the 90^{th} year of the Society has failed to materialise. Although the editor, Chris Milner, was keen to progress the idea it has been vetoed

by the publisher. Chris Milner informed WGD that in a future edition of the RM an article will appear featuring the Class 90's which will make reference to the 90 years of the RCTS

- However MSR is currently putting together an RCTS Class 90 booklet for circulation with the RO. The pictures and the narrative are already prepared.
- A commemorative 90 year plaque is to be put onto the wall of a lineside platform at Cheltenham Station telling of the beginnings of the RCTS which took place in the town. Richard Neale as joint secretary of the Cheltenham Branch and their committee are in the process of organising an unveiling event. The suggested date being 12th April. As the plaque will be placed 'platform side' invitations to this event will be strictly by invitation only.

<u>1801.07 STRATEGIC REVIEW</u>

- This subject was initially tabled by MSR at the latter end of meeting 1709.15 and his paper is to be found as Appendix 12 of the minutes of that meeting.
  In view of the business matters now under discussion and that the Society is of CIO status, the Review now requires to be urgently undertaken. To set the wheels in motion a small committee has been suggested comprising of ILR (Chair), TAJ (Secretary), Paul Chancellor and Bob Ballard. The latter two being defined as forward looking and/or traditionalist members.

- It is quite clear that the proposed Procedural Review and the wider reaching Strategic Review are very much interlinked. The Strategic Review requires that this be the first to be tackled. This will naturally flow out into aspects relating to a procedural review and DSC responsibilities.

- The current composition of the MC has been questioned suggesting that the Chairman of both the DSC and PSC should both sit on the MC. This has been recognised as a sensible proposition and in order to move matters forward the MC agreed that following the AGM both Paul Chancellor and David Bird be co-opted to the committee. Each has indicated that they are willing to become members of the MC.
  (WGD has been in contact with PC and DB and both have accepted the invitation to join the MC as co-opted members.)

<u>1801.08 CONSTITUTION MATTERS</u>

.01 <u>Amendments to Rules</u>: A first meeting between WGD/TAJ/Callum MacLeod took place last November and the interim proposals were circulated to all of the MC for comments. The initial papers were issued as a first step and a further meeting is now to be set up to progress and enhance the proposals. Any changes or improvements that the MC members might wish to make require to be with WGD by the 28th February. **Action: ALL**

.02 <u>2018 AGM</u>: This was extensively covered within the meeting of the Trustees. A brief resume for the MC minutes is reported as follows.

- Supplement Reports are required from MC members
  WGD – Chairman's Report; WRG – Administration & Activities; AJC/ILR – Branch Liaison.
  Other reports that have to be submitted are from Paul Chancellor (DSC); David Jackman (Web) and David Bird (Publications); Archive/Library (APD).
  All reports need to be with WRG (<u>ONLY</u>) by Friday 16th February. WRG will co-ordinate the reports and forward to MSR for publication.
  WGD stated that the cover of the Supplement must read '82nd' AGM as the 2017 edition was incorrectly quoted.
  MSR and ARW are asked to liaise directly with each other to cover the financial elements.

- The methodology of Trustee election/re-election process which is likely to apply in the short to medium term future AGM's was confirmed by the meeting and is outlined in Appendix 2.

Minus Resolutions and any proposed motions the provisional AGM Agenda was tabled and broadly accepted. WRG will put together the finalised document and will liaise with TAJ on its acceptability. **Action: WRG/TAJ**

- TAJ suggested that the following be added to the meeting Agenda
  - i) A presentation by himself to outline "the meaning of being a charity".
  - ii) Via an AGM Resolution, that the delegation of powers from the Charity Trustees to the MC be formalised by the members.

- MC members to be re-elected are WRG and DPG whilst AJC is to stand down. Irene Rabbitts is to be proposed for election as the new Branch Liaison Officer.
  David Jackman has been put forward for election as the MC member with responsibilities for Web4.

- Retiring Trustees are WRG/DPG/AJC. Each has been nominated for re-election.
  On re-election AJC will immediately stand down.

- Following a proposed motion to the AGM originating from the South Wales Branch seeking the publication of MC minutes in either/or the RO and Website the Trustees were in full agreement that a redacted version should be put in place as soon as is practical. The detail of the how and when has to be followed through. As the MC is already reacting to the issue WGD agreed to contact the Branch and ask that they withdraw their proposed motion.
  (Since the meeting WGD has made contact with the Branch who has agreed to withdraw this motion.)

<u>1801.09 LIBRARY/ARCHIVE</u>

Matters have really moved no further forward since the December meeting (1712). TAJ has replied to Network Rail's letter which sought to change some of the previously agreed terms and has suggested the addition of some of our own. Beyond this no response has been forthcoming and the Early Access notification is still awaited.

<u>1801.10 FINANCE</u>

ARW was unable to be at the meeting but nevertheless supplied the relevant information to the meeting as follows.

.01 <u>Budgets</u>: Budgets for the current financial year have now been set. The recommended and allocated Budgets are detailed in Appendix 3(a) and the route to the derived numbers is shown in Appendix 3(b). Paul Chancellor was in need of some clarification relating to the Advertising Budget which has been resolved.

.02 <u>Year End 2016/17</u>: ARW's unaudited year end accounts were put to the meeting accompanied with his narrative report. The report and the detailed numbers are shown in Appendices 4(a) and 4(b). ARW was given the go ahead to present the accounts to the auditors. **Action: ARW**

<u>1801.11 BRANCH LIAISON</u>

.01 <u>Regional Meetings</u>: At the last December's meeting it was confirmed that these meetings would continue into 2018.
ILR sought of the meeting what the MC might wish to present to the attending Officers. Three topics emerged:

- i. That the attending MC member explain why the Society is a Charity and the implications of the withdrawal of AHL.
- ii. Seek from the meetings what they would like to see in the shape of improving the communications between the MC and its membership.

iii. Explain their branch responsibilities in relation to GDPR.

Dates for the various meetings need to be established.

.02 Branch Officers' Handbook: This this should be reallocated to the MC within the remit of Branch Liaison.

1801.12 WEB4
WGD had been informed by DJ that there have been no updates since the last MC meeting.

1801.13 'THE RAILWAY OBSERVER'
- MSR reported that publication timings are now back on schedule.
- The Class 90 Supplement that is to be issued as part of the 90 year celebrations will be issued alongside the July RO.
- 2017's RO Index will be distributed as that for last year. It will be printed and made ready for distribution at April's AGM. Any other member who requires a copy will need to contact AJC along with a stamped addressed envelope. **Action: MSR/AJC**
- Publication of the Officers' Directory due in January did not happen. This will therefore be left over until the June mid-year issue. By which time it is envisaged that all email addresses will relate to that of the Society. It is also intended that information be included to indicate the status of wheelchair access at branch meeting venues.
- MSR and Geoff Brockett will liaise to produce an updated Advertising Policy (see also minute 1801.04). **Action: MSR**
- In order to advise enquiring members of any late delivery of the RO MSR was asked to let DPG and all of the MC members know when there might be a likelihood of this happening and also the reason for the delay.
- WGD complimented MSR on the quality of the cover of the January 2018 RO. Very appropriate for the 90th year.

1801.14 MEMBERSHIP
- Details of the latest membership statistics have been provided by DPG as of January and these are shown in Appendices 5(a) & (b).
- For recruitment information as supplied by AJC please refer to Appendix 6.

1801.15 PUBLICATIONS
- Sales of the LMS Pacifics book continue to sell well at around 100 per month.
- Other main sellers being those of the Standards and Black Fives.
- BR Standards Volume 4 currently out of print – is now to be re-printed. Five hundred are to be ordered with the printing costs split equally between the RCTS and BookLaw.
- The Michael Mensing photographic style of book is progressing, as is that of the LMS Patriots. In the case of the latter problems are being encountered between the locomotive builders and the British Legion. Any impact on the date of completion of the engine has not been established which could/would affect the date of this publication.

1801.16 ANY OTHER BUSINESS
- Wheels are in motion to set up the offer of free membership to new recruits from June 2018 to the end of the year.
- Mention was made through APD from Terry Silcock that "Library Boxes" containing Society books continue to remain in circuit to interested branches. Peter King is the current minder of the activity although the extent of its travels is unknown other than Terry Silcock takes them to Watford Branch meetings. Continuation of this activity should be examined once the future of Leatherhead has been firmly established.
- Minute 1712.14 makes reference to the discounting of RTC Rail Tours for RCTS members in return for advertising in the RO. Given that RTC is unprepared to give ground or

compromise over the size of the advertisement or improve their discount the MC opted to discontinue with the initiative.

As this was the last MC that AJC would be attending he thanked the Committee members for their help, friendship and patience over the past 20 years that he has served on the committee. In response WGD thanked him for all the work and effort that he has done for the Society throughout his many years of tenure ship as Society Secretary and more recently as Branch Liaison Officer. His work as Secretary of other sub-committees should also be suitably recognised.

There was no other business and the meeting therefore concluded at 15.40 hrs.

W R Green
Society Secretary

Appendices attached to these Minutes

1. Reward to Volunteers – AHL
2. Trustee Election/Re-election Schedule
3. (a) 2017/18 Budget Allocations
   (b) Budget Background Figures
4. (a) Annual Financial Report 2016/17
   (b) Financial Year End Accounts 2016/17
5. Membership Statistics
6. Recruitment – Latest Details