

Association of 16mm Narrow Gauge Modellers
Annual General Meeting held 11 April 2015
Notes of Meeting held in the Cambridge Suite of Peterborough Show
Ground. Commencing at 14.00



Attendees

Role	Who
Chairman	Alan Regan
Vice Chairman	Brian Dominic
Company Secretary	Mike Riley
Treasurer	Carol Regan
Bulletin Editor	Suzanne Bradley
SMT Editor/Web Master	Gareth Jones
IT Officer	Richard Huss
Show Director	Laurence Smith
Publicity Officer	Rod Nipper
Treasurer Elect	Colin Slight
and 65 Members	

Minute No.	
2015/1	Apologies
	Non offered
	Opening Remarks
	The Chairman reminded the meeting that this was a Members only meeting, those who were not members or had not paid their subscriptions before the start of the meeting were asked to leave. The Chairman asked the Directors and principle officers to introduce themselves.
2015/2	Directors Report and Accounts for the Year ending 31 December 2014
	The Chairman took the meeting through the Profit and Loss account summery as follows: • Profit £8,152 in 2014 against £3,873 in 2013 – Subscription revenue up – £2K set aside for VAT payment not need so released to profit + 175 new members – Publication cost lower than planned due to Nov SMT revenue & cost missing year end due to publication delay – Victory project produced a £3,421 surplus which has been fed back to participants in 2014 – Net loss on 2014 show £2,711 – major items include separate posting of show guide, H&S & security, lower trader & draw income, offset by reduce draw prize costs – Some movement of costs from Member Services and Events in the 2013 P&L to Administrative Expense in the 2014 P&L, though no material increase in cost • We would have made a loss had it not been for some of the above, which was planned as part of our drive to deliver increased benefits to members and reduce the cash surplus • This also means that additional cost will be carried in the 2015 P&L, which will almost certainly result in a loss for the year – This may be offset by a profit on the 2015 show, which has attracted more traders than ever before
	Resolution: That the Report of the Directors and the Annual Accounts for the year ending 31 December 2014 be accepted: Proposed by Ian Shields 4997, Seconded by Geoff Lumsdon 2810: Carried Unanimously.

2015/4	Election of Directors
	Suzanne Bradley: Proposed by Keith Dyer 4757, Seconded by Tony Winterson 4776: Carried Unanimously.
	Gareth Jones: Proposed by Stephen Evans 5937, Seconded by Mike Docker 3552: Carried with 1 against.
	Michael Riley: Proposed by David Rhodes 1213, Seconded by Geoff Lumsdon 2810: Carried with 1 against.
	Colin Slight: Proposed by Edward Hodson 748, Seconded by Richard Huss 7258: Carried with 1 against.
2015/5	Election of Company Secretary
	Michael Riley: Proposed by Peter Adams 2978, Seconded by Mike Docker 3552: Carried with 1 against.
2015/6	Election of Treasurer
	Colin Slight: Proposed by Peter Adams 2978, Seconded by Stephen Evans 5937: Carried with 1 against.
2015/7	Appointment of Directors by Nomination
	The Chairman supported by David Rhodes emphasised the importance of having an up to strength Board (currently 2 short). Without Directors and Officers the Association cannot function or organise the annual show.
2015/8	Any other Business
	Derek Wiggins was presented by the Chairman with the Lamb Trophy. Derek dedicated the award to the memory of David Hick and Peter Jones.
	Nigel Town was awarded an Honorary Membership in recognition for his long service to the association and his period as Chairman.
	Both awards were acclaimed by the meeting.
	Bob Kirchner 5397: asked about Boiler Testing requirements: The Chairman stated this would be explained in the Open Forum.
	A member asked if it would be possible to ask members at the next renewal which 'big' railways they were members of? The Chairman said this could be considered.
	Geoff Lumsdon 2810: Asked could we have more chairs in the exhibition? The Chairman said, This and other show related matters would be addressed at the Board Meeting tomorrow.
	Mike Morris asked about the location of the Show, Could it be closer to the geographic centre of the country? The Chairman said this would be addressed in the Open Forum.
	A vote of thanks was proposed from the floor for those responsible for the Victory Project and Keith Dyer and Alan Regan in particular – spontaneous applause.
	The Chairman Closed the Formal Meeting at 14.39

Open Forum

2015/9	Membership Secretary
	• Appeals for an applicant for the role have been unsuccessful – A single person voiced an interest provided it did not require attending Board meetings • The role has evolved to need daily involvement and specialist skills – That so few members are interested in doing it is therefore understandable • This leaves the Association exposed if the incumbent suddenly becomes unavailable, especially in the lead up to critical events like SMT issue or the renewal period • However, the Association is not alone in this problem... • G1MRA • Currently have an interim Membership Secretary • Have advertised for a 3rd party, ideally the partner of a member, to perform the role, on a paid basis, "a little below the commercial rate" for such work • This still leaves them exposed with critical expertise residing with a single resource • GOG

	• Role outsourced, along with magazine layout, printing and distribution, to a 3rd party • G-Scale • Currently smaller than G1MRA and have successfully recruited new holders for the role • Current Plan • Identify a 3rd party to whom the majority of membership tasks can be outsourced • Joiner and renewal processes, including provision of online & cheque/money order and (new option) telephone payment processes • Maintenance of membership records, currently in writing or by telephone with secure online data maintenance in preparation • Creation of address list and carrier sheets for quarterly mailings • What will remain "in house"? • Reporting to the Board and members • Provision of an "off ramp" for matters which the 3rd part can't handle • Management of the 3rd party to a defined Service Level Agreement • Accountability to the Board and members for observance of our business rules in regard to the outsourced activities • This will remove the need for specialist skills on the part of the Membership Secretary and avoid the need for daily activity, which hopefully will broaden the appeal of the role to more members • Current Status • Four possible providers have been identified from an initial list of eight • One can offer the full range of services and has capability to enhance or optimise some of the processes • After review, one cannot offer all of the required services • Two still need to be reviewed • Objective is to report to the May 2015 Board meeting and make a recommendation • Subject to acceptance, the Company Secretary will lead contract discussions and the Membership Secretary will lead process & SLA discussions with the selected party with a view to completing the outsource prior to the November member data review
	Members raised some general questions, the most significant of which was costs – this would be in the order of £2 - £3 per member per annum. The Meeting endorsed the work of the Board.
2015/10	Boiler Testing and Public Liability Insurance • Primary issues – The current (2012) Boiler Test Code (BTC), issued by Southern Fed, requires a "steam test" a for "small boiler" every 12 months, followed by issue of a certificate by an Inspector • SFed made this requirement because they believe that a small boiler was subject to the Pressure Systems Safety Requirements (PSSR) which is a Health & Safety directive – The Association's recommendation on annual steam testing is in conflict with SFed's BTC, even though we are affiliated to SFed – Our Public Liability insurance extends cover where caused by explosion of a "small boiler" regardless of "whether it has a test certificate or not", i.e. whether an annual steam test has taken place • Our primary concern is that our PL insurance covers members when exhibiting and running their locos at events to which the public have access • Recent Activity • G1MRA, G-Scale and the Association are working together to represent a single view for small boilers – Note: G1MRA is now part of Northern Fed • The combined view has been documented to SFed for onward discussion by Model Engineering Liaison Group (the invitation for the Association directly to participate in these discussions was withdrawn by MELG) • In summary:

	- We can find no evidence of the need for an annual steam (safety) test of a small boiler (under 3 bar/litre) when it is only being used in a personal or exhibition capacity because no "work" is taking place by the user/exhibitor of the boiler - SFed accept this though remain worried that the definition of a "place of work" may evolved to include an exhibition - Based on the communication from SFed to the Association (and conversions with the broker at the SFed AGM), there is no intention at present to change the terms of the insurance Revision to the current BTC is unlikely before 2017 • Plan Going Forward • Maintain a open and frequent channel of communication with SFed - Maintain a high level of awareness in their minds as to the difficulties for G1MRA, G-Scale and not least the Association if the BTC for small boilers does not change - Work with SFed to achieve the amendments to the next issue of the BTC which best serve the interest of our members • Ensure that G1MRA, G-Scale and the Association sing from the same hymn sheet on this topic (and perhaps the model boat fraternity) • Issue all members with their own copy of the PL insurance certificate (valid to end June 2016) with May 2015 SMT (and annually thereafter) - Insofar as it is identical to that which almost all MES members have for their own locos, it is very unlikely that it will be challenged • Finally, it remains the Association's strong recommendation that annual steam tests are completed and documented using the Association's current documentation for any loco that will be used in an environment to which the public has access.
	There were many questions from the floor most surrounding the matter of 'paid for' and 'work'
	Keith Bucklitch explained the DWP position in that Hobbist do not normally fall under the definition of 'work' (pay is not relevant) therefore compliance with the PSSR is not relevant.
	Speakers from the floor and the Chairman emphasised the Boards view that an Annual Steam Test should be performed and recorded – it was hoped to publish an article in SMT shortly on how to conduct this.
	Alan Clayton asked could the names of the holders of the Associations Boiler test equipment be published in the Bulletin as they used to be – Board will consider.
2015/11	Location of Annual Show and AGM
	Brian Dominic summarised his work looking at alternative venues:-
	Derby Velodrome – Not large enough
	Derby Roundhouse – Not large enough
	Stafford Bingley Hall – Costs very high, two similar shows three weeks apart
	Manchester Central Station – Parking not available
	Docklands Excel – Not any better location than Peterborough
	NEC – Central but expensive, and distance from hall to carpark.
	Coventry Rico – Difficult in football/Rugby season
	Will continue to investigate alternatives but at present Peterborough ticks most boxes.
2015/12	Any Other Business
	A Member asked about the Resignation of the Heritage Director and the Future of Heritage?
	The Chairman stated the Boards commitment to Heritage and appealed for someone to step forward with as an Officer of Director responsible for Heritage.
	There being no other business the Chairman closed the meeting with thanks at 15.29.



..... Chairman

Date: 21.5.16