



The Association of 16mm Narrow Gauge Modellers Annual Report 2016

The Association of 16mm Narrow Gauge Modellers
is a Private Company Limited by Guarantee.
Registered in England and Wales No. 3117166.
Registered Office: 7 Bagley Close, Loughborough, LE11 5XU

Company Overview

I'm pleased to report another good year for the Association. Membership increased slightly, ending on 4,544 members, making 2016 our 10th consecutive year of growth. We again had increase in visitors at the 2016 National Garden Railway Show, up 9% on 2015. We recorded a massive increase in Web traffic – up 61% on 2015, some due to the launch of the redesigned site in November 2016, but most is due to increased access right across the year.

We report a profit for 2016 (£2,820 after taxes). As the accounts were being prepared, two errors were identified in our 2015 accounts, where we reported a £12.8K loss. Payment and income related to the National Garden Railway Show, which should have been carried forward to 2016, was applied to the 2015 accounts. The 2015 accounts are presented with these adjustments, which reduces the loss in 2015 to £9.1K. Additional management reporting supporting the annual accounts will avoid this happening in the future. The Association's cash surplus remains at a similar level to 2012. The special issue celebrating the history of the Association as it completes its 40th year will be published in 2017, returning some of the cash surplus to members. The Board will continue to look for opportunities to deliver additional value to members through judicious use of the surplus.

2016 was another busy year for the Board and the Association:

IT Officer Richard Huss completed a major redesign of our Web site, making it easier to navigate and importantly, to use on mobile devices. Members can now comment on posts to Shed Notices and can suggest new links for the Resources pages. Richard put a huge amount of time and effort into this, which I think benefits members and non-members alike. In my opinion he deserves a big round of applause.

The Association was offered and accepted non-voting participation in the Model Engineering Liaison Group. Technical Director Mark Rennie and I have been working with colleagues in the Gauge One Model Railway Association to produce a common boiler and gas tank test code. We anticipate that this will be adopted by MELG and published in 2017.

Finally, we have a complete Board for the first time in a number of years. Alan Finch joined us in summer 2016 and is already busy with the "16mm Landmarks" display for the 2017 National Garden Railway Show and the Anniversary Special trains which will run on the Tallylyn Railway and Welshpool & Llanfair Light Railway in summer 2017. We need people to manage things like this so I am especially pleased that Alan decided to step up and fill a vacant position.

The Association remains by far the largest body representing the garden railway scales. We're working with peers and some are following the direction we've taken. I expect 2017 to be a year of consolidation, but equally I expect to report more significant achievements this time next year.

Alan Regan - Chairman & Membership Secretary

Directors and Officers Reports for the year ending 31st December 2015

Each currently serving Director and Key Officers have outlined their activities for the year. The principal activities of the Company throughout 2016 are referred to in the Chairman's introduction.

The following Directors served the Company during the year ending 31st December 2016:

Alan Regan	Carol Regan	Brian Dominic	Laurence Smith
Gareth Jones	Suzanne Bradley	Mike Riley	Colin Slight
Mark Rennie	Alan Finch Co-opted July 2016		

Alan Regan Chairman/Membership Secretary

My primary role remains Membership Secretary, accountable for the joiner/leaver process and maintenance of membership data. Enrolment, renewal and management of membership records was outsourced to Warner Group Publications in November 2014. I provide advice and guidance when needed and review activity and the data that they hold every month. My job has changed from delivering the service to monitoring performance – hardly a week goes by without some dialogue with the staff at Warner's. I'm now working with them to develop the joiner process and as some will already have seen, to simplify the renewal process. I still assess the print requirement for SMT & Bulletin, issue the printing/distribution order and finally, act as a reference point for Warner's for anything they can't handle. I've also been Chairman since April 2014, ensuring that the Association runs smoothly and that the board discharges its responsibilities in the best interest of members.

Colin Slight – Treasurer

The year 2016 has been very challenging in learning, understanding, and managing the new member's subscription service from Warner Group Publication plc.

The current subscription rates have been reviewed against expected costs for the year 2017, and as a result the rates will be increased by £1 to ensure that the Association can continue to provide the services that members have come to expect.

Income is similar to last year, although member's subscriptions from direct debits, is now spread over two years, as funds are paid in twelve equal monthly instalments to the Association from the date of processing, as the liability associated with the direct debit payment is discharged. We are looking at ways to avoid this in the future, but at present it has no material impact on our finances. In 2016 the Association received £9.9k of the total direct debit subscriptions, the remaining £5.6k will be received in 2017.

Mike Riley - Company Secretary

As ever the principle role of a Company Secretary is that of routine administration of the company's affairs; agendas for meeting, minutes, and the numerous other admin tasks. That said, I have also devoted time this year to electronically archiving our Board records, not only the normal meetings but the AGM minutes and Annual Reports. Further advice documents and procedures have also been prepared and are available to Members via our Website. I also put the logistics in place for the Appeals Panel agreed at last years AGM, though it has not been necessary to call it into session.

Suzanne Bradley - Bulletin Editor/Group Co-ordinator

As the Editor of Bulletin, I am responsible for compiling four issues of Bulletin that are published in February, May, August and November of each year. The content of the magazines is provided from material sent in by Area Group Representatives. Which means, I edit the material sent, and then place it on the pages of an InDesign document, accompanied by suitable pictures of Members' garden lines. Along with all the other content you regularly see in Bulletin such as Member to Member, MOTY, and Members' Sales and Wants. Editing the National Garden Railway Show guide is another responsibility.

Other duties include liaison between members and Area Groups, and compiling the list of National Events where you are likely to see 16mm live steam action. The list of which is passed to the website co-ordinator for inclusion on the Association website pages. I am happy to continue in my present role as Bulletin Editor should the membership so wish it.

Rod Nipper – Marketing and Publicity Officer

Once again it has been very much a team effort promoting the Association with our high quality publications, excellent website, the National Garden Railway Show, and various members, traders and layout owners all playing important roles in promoting the Association.

We have taken the exhibition stand to a revitalised Narrow Gauge North, together with G-Rail, Llanfair and Warley where we have spoken to lots of existing members and recruited a fair few new folk to the 16mm fold. Looking forward we will be considering which shows to attend in 2017 with NGN, G-Rail, Llanfair, and a new one the Reading Large Scale Model Railway Show already booked in.

2016 also saw several Area Groups, traders and Exhibition layouts adopt roller banners and / or pvc banners promoting the Association for use in shops and at shows. In particular we now have them in the USA, Canada and Norway as well as the UK, and Australia is soon to follow!

Does this all work? Well the Membership secretary has reported elsewhere on the continued growth of the Association, and we saw more visitors and more traders than ever before at the annual show, all of which seems very positive.

Richard Huss - IT Officer

After really quite a lot of work, our new web site went live at the end of November. Significantly redesigned and reorganised, it is also more mobile-friendly – but contains almost all of the existing content, including the entire archives of the “Photo of the Week” and “Model of the Month” sections.

For these two sections in particular we rely on the membership, and very grateful to those who have contributed this year. Do get in touch, at webmaster@16mm.org.uk, if you're considering contributing a photo or article.

Overall our website traffic was 61% up, with 2111 people (up 17%) following us on Facebook and 1169 (up 38%) joining in the discussions in our Facebook group. Behind the scenes, I run our IT infrastructure for email, document storage (now moved to Dropbox), online conferencing, web hosting and online ticket sales, and provide desktop support for the board.

Gareth Jones – Webmaster and SMT Editor

By the time you read this annual report, I will have been responsible for producing nine editions of 16mm Today (SMT). My aim as editor of your magazine is to try and carry on the good work of previous editors by making sure that SMT remains a high quality professional publication.

SMT is now a regular 76 pages, but we are planning that the May edition is even bigger than that at 100 pages. It will be a bumper edition as part the 40th Anniversary celebrations of the Association – so something to look forward to.

Laurence Smith - Show Director

This year I've been improving the show paper work further and organising No.24's visit to the 2017 national garden railway show. Whilst on the topic of No.24, this is the first time that we've had a 15" gauge locomotive at the National Garden Railway Show and the first time we've had a big engine in steam. If all goes to plan and it's worthwhile, it may not be the last time either. Things have gone really smoothly this year as far as show planning is concerned (touch wood) and I already have a few layouts in mind for next year. I enjoy organising layouts for the show as they can set a theme rather well, this year is 16mm, and next year may be anything goes or industrial even. 2016's show ran very smoothly with only minor hiccups on the day but nothing too exciting, the Arena's H+S lady was very complimentary on how we do things when it comes to running the show, build up and tear down with only a few recommendations on how to improve further.

Mark Rennie – Technical Director

Over the past year I have been busy with streamlining the procedure for calibration of the Associations Boiler Test Kits. I am also in the process of evaluating an off the shelf boiler test kit for future use. The revised Boiler Test Code is in the final stages of being approved as well as an updated testing procedure for LPG Gas tanks. The work on this has been shared with Alan Regan who has done an excellent job of liaising with Sothern Fed and G1MRA. I am also looking to publishing an up to date list of boiler testers in the annual report. I have also provided support to the boiler testers with spares and advice for the test kits. I have also prepared a safety handout for the Annual Garden Railway Show.

Carol Regan – Trader Co-ordinator

As Trader Co-ordinator for the annual National Garden Railway Show I am tasked with inviting traders and exhibitors to attend and providing their requirements to others in the organising team.

During August each year I send out an invitation letter and booking form by email to around 200 traders. Reminders are sent out after 6 weeks to those from whom I've received no response, again by email or by a phone call. Email addresses sometimes change, but a phone call usually gives me new information so an invitation can be sent to the correct address. I collect the booking details from the returned forms – this is designed to be a fully electronic process but some traders prefer to post their form to me. As the bookings come in I forward the requirements of each trader to Paul Kidger so that he can place them on the draft hall floor plan. I then send details to our Treasurer Colin Slight for invoicing and forward the artwork for trader's adverts to Suzanne Bradley for inclusion in the show guide. The deadline for booking and payment is the end of the year, however we try to accommodate any latecomers if possible.

I have covered this role for a few years now and find it very enjoyable. I have met some lovely people, some of whom have become good friends. I am also the main contact point for the show venue and deal with booking the accommodation for the show at the local Holiday Inn Express.

Brian Dominic - What does a “Director Without Portfolio” Actually Do?

Some people might think that being a Director without a specific job would be a doddle, but I can assure you it's not!

For a start, I am the person who answers all the questions that are sent via email to anyquestions@16mm.org.uk. There aren't many of these, but you never know what's going to crop up. There are very few (if any) modelling queries: if there were, I would probably come to the Association's email group or Facebook page, and feedback the suggestions and comments that were made. Most of the queries are regarding membership, which should really have gone to membership@16mm.or.uk but as they come to me I often refer them to Alan Regan, who instructs Warner's with a copy to the member. Sometimes, it's a matter of pointing the enquirer to a page on our Web Site (when I've found the relevant page myself)

Another thing I'm renowned for is for being very picky when it comes to documents of any type – I (nearly) always spot the grammatical and spelling errors which the author cannot see, so the Chairman has nicknamed me "proof reading 'r us" and I get the job of checking a lot of the stuff that you end up seeing (but not SMT and Bulletin). In this connection, I hope to be lending more of a hand with the 2018 Show Guide.

Many members will be aware of my interest in less expensive ways of getting into our scale (not allowed to mention the word “ch£ap”) and I continue to do this – pop over and see my demonstration on Budget Boulevard at Peterborough.

Alan Finch

The first meeting I attended was in the middle of my holiday in the Yorkshire Dales which prompted some diplomatic negotiating on my part to get my wife to agree, especially as we were driving half way home for the meeting. My lasting impression was at the level of detail gone into to keep this organisation safe and sustainable for the future. There is also a fair smattering of diplomacy involved as well. Essential when you're representing a membership of over 4,000.

Since then I've been tasked with two jobs, one organising a section of the annual exhibition in Peterborough and another, organising two charter trains in Wales in June. These jobs have brought me into contact with some very notable and worthy individuals within this great organisation which has been a privilege in itself. If I can fulfil my duties then it will have been a very good year.

Paul Kidger – Show Stewarding and Layout

A new departure for the 2016 Show was the creation of the Market Street concept to provide a more 'intimate' environment for the smaller trader. By not allowing these traders to bring vehicles into the Hall we were able to reduce the vehicle movements and allow the Trader uninterrupted access whilst setting up and during closure. This concept worked well and will be repeated for 2017. Also for the 2017 Show we are responding to the need for more space in certain areas; especially in the area of the major traders.

At the start of 2016, the number of volunteer Stewards offering their services, was worrying. However as the date of the Show approached, the numbers increased so that by the time of the Show we had over 60 Stewards available for the various duties, plus of course the services of the Association Directors and Officials

THE ASSOCIATION OF 16MM NARROW GAUGE MODELLERS

COMPANY LIMITED BY GUARANTEE

STATEMENT OF INCOME AND RETAINED EARNINGS

YEAR ENDED 31 DECEMBER 2016

		2016	2015
			<i>(restated)</i>
	Note	£	£
TURNOVER	5	120,422	118,050
Cost of sales		(95,175)	(106,774)
GROSS PROFIT		25,247	11,276
Administrative expenses		(22,633)	(20,443)
OPERATING PROFIT/(LOSS)	6	2,614	(9,167)
Other interest receivable and similar income		258	61
PROFIT/(LOSS) ON ORDINARY ACTIVITIES BEFORE TAXATION		2,872	(9,106)
Tax on profit/(loss) on ordinary activities	7	(52)	(12)
PROFIT/(LOSS) FOR THE FINANCIAL YEAR AND TOTAL COMPREHENSIVE INCOME		2,820	(9,118)
RETAINED EARNINGS AT THE START OF THE YEAR (AS PREVIOUSLY REPORTED)		59,901	72,730
Prior period adjustments		3,711	–
RETAINED EARNINGS AT THE START OF THE YEAR (RESTATED)		63,612	72,730
RETAINED EARNINGS AT THE END OF THE YEAR		66,432	63,612

THE ASSOCIATION OF 16MM NARROW GAUGE MODELLERS

COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL POSITION

31 DECEMBER 2016

		2016	2015
			(restated)
	Note	£	£
FIXED ASSETS			
Tangible assets	8	6,575	2,961
CURRENT ASSETS			
Stocks		2,227	1,689
Debtors	9	33,117	26,946
Cash at bank and in hand		57,310	71,776
		<u>92,654</u>	<u>100,411</u>
CREDITORS: amounts falling due within one year	10	<u>32,797</u>	<u>39,760</u>
NET CURRENT ASSETS		<u>59,857</u>	<u>60,651</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>66,432</u>	<u>63,612</u>
NET ASSETS		<u>66,432</u>	<u>63,612</u>
CAPITAL AND RESERVES			
Profit and loss account	12	<u>66,432</u>	<u>63,612</u>
MEMBERS FUNDS		<u>66,432</u>	<u>63,612</u>

For the year ending 31 December 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

THE ASSOCIATION OF 16MM NARROW GAUGE MODELLERS

COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2016

1. GENERAL INFORMATION

The company is a private company limited by guarantee, registered in England and Wales. The address of the registered office is 7 Bagley Close, Loughborough, Leicestershire, LE11 5XU.

2. STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

3. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through profit or loss.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Transition to FRS 102

The entity transitioned from previous UK GAAP to FRS 102 as at 1 January 2015. Details of how FRS 102 has affected the reported financial position and financial performance is given in note 14.

Disclosure exemptions

The company has taken advantage of the exemption in Financial Reporting Standard 102 section 1A from the requirement to produce a cash flow statement on the grounds that it is a small company.

Revenue recognition

Turnover is measured at the fair value of the consideration received or receivable for goods supplied and services rendered, net of discounts and Value Added Tax.

Revenue from the sale of goods is recognised when the significant risks and rewards of ownership have transferred to the buyer (usually on despatch of the goods); the amount of revenue can be measured reliably; it is probable that the associated economic benefits will flow to the entity; and the costs incurred or to be incurred in respect of the transactions can be measured reliably.

Revenue from the rendering of services is measured by reference to the stage of completion of the service transaction at the end of the reporting period provided that the outcome can be reliably estimated. When the outcome cannot be reliably estimated, revenue is recognised only to the extent that expenses recognised are recoverable.

3. ACCOUNTING POLICIES *(continued)*

Income tax

The taxation expense represents the aggregate amount of current and deferred tax recognised in the reporting period. Tax is recognised in profit or loss, except to the extent that it relates to items recognised in other comprehensive income or directly in equity. In this case, tax is recognised in other comprehensive income or directly in equity, respectively.

Current tax is recognised on taxable profit for the current and past periods. Current tax is measured at the amounts of tax expected to pay or recover using the tax rates and laws that have been enacted or substantively enacted at the reporting date.

Deferred tax is recognised in respect of all timing differences at the reporting date. Unrelieved tax losses and other deferred tax assets are recognised to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits. Deferred tax is measured using the tax rates and laws that have been enacted or substantively enacted by the reporting date that are expected to apply to the reversal of the timing difference

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other comprehensive income and accumulated in equity, except to the extent it reverses a revaluation decrease of the same asset previously recognised in profit or loss. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other comprehensive income to the extent of any previously recognised revaluation increase accumulated in equity in respect of that asset. Where a revaluation decrease exceeds the accumulated revaluation gains accumulated in equity in respect of that asset, the excess shall be recognised in profit or loss.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and Fittings	-	Straight line over the estimated useful life of the asset
Equipment	-	Straight line over the estimated useful life of the asset

3. ACCOUNTING POLICIES *(continued)*

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the company are assigned to those units.

Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.

4. COMPANY LIMITED BY GUARANTEE

The company is one without share capital and is limited by guarantee.

5. TURNOVER

Turnover arises from:

	2016	2015 (restated)
	£	£
Publishing income and membership subscriptions	75,563	74,290
Show income	44,859	43,760
	120,422	118,050

The whole of the turnover is attributable to the principal activity of the company wholly undertaken in the United Kingdom.

6. OPERATING PROFIT

Operating profit or loss is stated after charging:

	2016	2015 (restated)
	£	£
Depreciation of tangible assets	6,362	2,503
Gains on disposal of tangible assets	–	(239)

7. TAX ON PROFIT/(LOSS) ON ORDINARY ACTIVITIES

Major components of tax expense

	2016	2015 (restated)
	£	£
Current tax:		
UK current tax expense	52	12
Tax on profit/(loss) on ordinary activities	52	12

Reconciliation of tax expense

The tax assessed on the profit on ordinary activities for the year is the same as (2015: the same as) the standard rate of corporation tax in the UK of 20% (2015: 20%).

	2016	2015 (restated)
	£	£
Profit/(loss) on ordinary activities before taxation	2,872	(9,106)
Profit/(loss) on ordinary activities by rate of tax	52	12

8. TANGIBLE ASSETS

	Fixtures and fittings £	Equipment £	Total £
Cost			
At 1 January 2016 (as restated)	11,499	7,160	18,659
Additions	8,825	1,151	9,976
Disposals	(1,847)	(728)	(2,575)
At 31 December 2016	18,477	7,583	26,060
Depreciation			
At 1 January 2016	8,538	7,160	15,698
Charge for the year	6,106	256	6,362
Disposals	(1,847)	(728)	(2,575)
At 31 December 2016	12,797	6,688	19,485
Carrying amount			
At 31 December 2016	5,680	895	6,575
At 31 December 2015	2,961	–	2,961

9. DEBTORS

	2016	2015 (restated)
	£	£
Trade debtors	6,299	4,000
Other debtors	26,818	22,946
	33,117	26,946

10. CREDITORS: amounts falling due within one year

	2016	2015 (restated)
	£	£
Trade creditors	–	7,715
Corporation tax	51	12
Other creditors	32,746	32,033
	32,797	39,760

11. PRIOR PERIOD ERRORS

The prior year has been adjusted to reflect prepaid show costs and deferred show income not previously accounted for.

12. RESERVES

Profit and loss account - This reserve records retained earnings and accumulated losses.

13. RELATED PARTY TRANSACTIONS

No transactions with related parties were undertaken such as are required to be disclosed under FRS102.

14. TRANSITION TO FRS 102

These are the first financial statements that comply with FRS 102. The company transitioned to FRS 102 on 1 January 2015.

No transitional adjustments were required in equity or profit

THE ASSOCIATION OF 16MM NARROW GAUGE MODELLERS COMPANY LIMITED BY GUARANTEE

Election to the Board of Directors

Carol Regan resigned as a Director in June 2016 and was subsequently co-opted as a Director in July 2016 and stands down in accordance with the Articles of Association and offers herself for election.

Alan Finch was co-opted as Director in June 2016 and stands down in accordance with the Articles of Association and offers himself for election.

Election Statements

Carol Regan – Trader Coordinator

I stand for re-election to the board in the position of Trader Co-ordinator, a role I have been doing for the last three shows. Since taking the role I have been able to increase the number of trade stands and exhibitors at the show year on year. This is due to having built up a good rapport with many of the traders attending the show and actively looking for new businesses to replace any who no longer wish to attend for reasons such as retirement or ill health.

If elected I am willing to continue in my current role, but if anyone from the membership feels they would like to have a go at this interesting and rewarding job I will fully support them through training, handover and in the future.

Alan Finch – Director without Portfolio

My interest in 16mm gauge modelling goes back to 2006 when I attended an exhibition and was captivated by the sight, size and smell of a number of Garret and Shay locomotives performing their magic. Prior to that, I'd only ever known electric mice.

I'm a member of the East Surrey group where I previously on occasions turned up on a club night with loco, stock and steaming paraphernalia on the back of my Harley. I've since moved to Hemel Hempstead and joined the West Herts group where I am fortunate to have probably one of the best running lines in the country to run on.

My interests are for railways to have a theme and for realistic operation (slow running), which of course I apply to my own railway.

My background is in finance and I'm currently working as a manager at a GP surgery.

THE ASSOCIATION OF 16MM NARROW GAUGE MODELLERS
NOTICE is hereby given that the 20th ANNUAL GENERAL MEETING
of the members of the Company will be held at 14.00 in
The Cambridge Suite
Peterborough Arena, East of England Showground.
PE2 6XE
On Saturday 8th April 2017

AGENDA

1. Apologies for absence
2. Directors Report for the year ended 31st December 2016
3. Profit and loss account for the year ended 31st December 2016 and balance sheet as of that date
 - **Ordinary Resolution** – that the report of the Directors and the annual accounts for the year ended 31st December 2016 with the balance sheet as at that date be accepted.
4. Election of Directors
 - **Ordinary Resolution** – that Carol Regan having stood down following co-option be elected as a Director.
 - **Ordinary Resolution** – that Alan Finch having stood down following co-option be elected as a Director.
5. Any Other Business

On behalf of the Board

Mike Riley Company Secretary

Members are invited to take part in an informal meeting with the Board of Directors after the Annual General Meeting.

To be entitled to vote at the Annual General Meeting your membership subscription for the year commencing 1st March 2017 must have been paid.

A member entitled to attend the Annual General Meeting and unable to do so may appoint a proxy to vote on their behalf or complete a postal vote in the form overleaf.

Such votes and/or proxy forms to be sent to the Registered Office of the Company marked clearly for the attention of the Company Secretary, to arrive no later than 48 hours before the commencement of the meeting.

If you are unable to vote in person at the Annual General Meeting you may register a postal vote or appoint a proxy by completing **AND SIGNING** this form.

Full Name:.....

Membership Number:.....

Address:.....

.....

Proxy Vote

To enable a proxy to vote on your behalf at the AGM please complete this form and hand it to your nominated proxy.

I/We, of.....

being a member/members of the above named Company, hereby appoint.....

of.....or failing him,..... of

..... as my proxy to vote in my/our name(s) and on my/our behalf at the annual general meeting of the Company to be held on 8 April 2017, and at any adjournment therefor.

Signed.....Dated.....

Please indicate your voting preferences by inserting a cross in the appropriate box.

For Against

- **Ordinary Resolution – that the report of the Directors and the annual accounts for the year ended 31st December 2016 with the balance sheet as at that date be accepted.**
- **Ordinary Resolution – that Carol Regan be re-elected as a Director.**
- **Ordinary Resolution – that Alan Finch be re-elected as a Director.**
