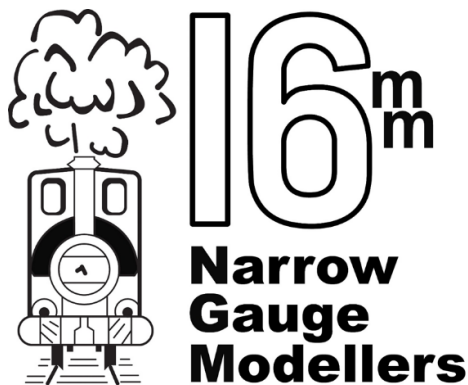




The Association of 16mm Narrow Gauge Modellers
is a Private Company Limited by Guarantee.
Registered in England and Wales No. 3117166.
Registered Office: 7 Bagley Close, Loughborough, LE11 5XU

The Association of 16mm Narrow Gauge Modellers Annual Report 2018

2018 overview

2018 has been another successful year for the Association, thankfully a little less busy than the previous year, when we turned 40. We finished our 41st year 13 members lower in terms of overall membership than in 2017, and 40 members lower in terms of paying membership. We recruited new members at a slightly higher rate than in 2017, but not quite high enough to offset the inevitable reduction in membership driven partly by our age demographic.

In the annual accounts, we report a small surplus of £4,765 before taxes and a healthy cash surplus of £67,962, up £4,765 on last year. We planned to publish the replacement for the Handbook sent to new members on joining, but this won't now complete until March 2019. SMT Editor Gareth Jones lays the publications out ready for printing, sadly family circumstances preventing him working on more than SMT towards the end of 2018. Had we published the replacement, entitled The Guide to 16mm Scale Modelling, we'd be reporting a small loss as we did in 2017, so we now expect this loss to occur in 2019. This will therefore be planned, providing additional value to members and controlling the level of our surplus.

Achievements in 2018 include:

- The revised small boiler and gas tank test codes were published in the first half of 2018 per the expectation set at this time last year. The Association's, and G1MRA's, direct participation in the Model Engineering Liaison Group (MELG) was time consuming and at times arduous but delivered the result which both Associations needed.
- We issued the Association's first Data Protection policy in May 2018, to ensure that we were well prepared for the introduction of the Europe-wide General Data Protection Regulations at the end of the same month. There has been a very small number of questions from members, which have been responded to, but no revision to the policy has been necessary.
- Former Show Director Laurence Smith went out on a high with another successful National Garden Railway Show. His successor Mick Blowfield joined the team before Laurence stepped down, so they were able to work together in the weeks leading up to the show and on the day, which has enabled Mick to hit the ground running and integrate readily into the established Show team.

Bulletin Editor Suzanne Bradley and Technical Director Mark Rennie are both stepping down at the 2019 AGM. Suzanne has steered Bulletin to a full colour magazine since joining the board in 2012. Mark has developed the record keeping and processes needed to support the Association's ability to offer members boiler testing facilities across the UK. I'd like to thank both for their contributions and wish them much success in the future.

The Association remains the largest body amongst the garden railway scales. We as a Board are ready to lead the Association into the next decade to help this wonderful pastime remain as vibrant as it is today.

Alan Regan Chairman & Membership Secretary

Directors and Officers Reports for the year ending 31st December 2018

Each currently serving Director and Key Officers have outlined their activities for the year. The principal activities of the Company throughout 2018 are referred to in the Chairman's introduction.

The following Directors served the Company during the year ending 31st December 2018:

Alan Regan	Carol Regan	Brian Dominic	Mark Rennie
Gareth Jones	Suzanne Bradley	Mike Riley	Colin Slight
Alan Finch	Mick Blowfield		

Alan Regan Chairman/Membership Secretary/Data Protection Officer

I'm in my 11th year as Membership Secretary, accountable for membership management, with activities supporting enrolment, renewal and maintenance of membership records performed by Warners Group Publications on the Association's behalf. My role provides the Association's primary interface to Warners and I act as a reference point for anything they can't handle. I review activity and data every month and remain accountable for monitoring and developing the services that Warners provide. Benefits of this mature relationship include secure, online access by members to their membership data and subscription renewal by Direct Debit, things we couldn't provide on our own. I assess and issue the printing/distribution order to Warners Midlands PLC for SMT & Bulletin and am also the Association's Data Protection Officer, continuing to develop our Data Protection Policy. Additions planned for 2019 include provision for areas like Model of the Year, where we store a small amount of member data to support the competition in future years. I represent the Association on the Model Engineering Liaison Group and since issue of new test codes in 2018, have worked with MELG colleagues to clarify questions related to these codes. I'm also Chairman, ensuring that the Association runs smoothly and that the board discharges its responsibilities in the best interest of members.

Colin Slight – Treasurer

The early part of 2018 saw the preparation of the accounts from 2017 for the Association Accountants. Also chased up traders for outstanding payments for the 2018 National Garden Railway Show. February and March was taken up with processing receipt of the bulk of Membership Subscriptions, with April being busy sorting out income and costs relating to the National Garden Railway Show.

The remainder of the year was quite evenly spread.

The payment of direct debits by Warner Group Publication plc which is spread over twelve months from the processing date will continue with a third of the subscriptions in respect of direct debits being received the following financial year.

The Association now has facilities to accept card payments for merchandise at exhibitions and events attended by the Association.

Mike Riley - Company Secretary

The late Sandy Deny sang "Who Knows Where the Time Goes" I feel a little like that as I consider yet another years report. As ever the principal role of a Company Secretary is that of routine administration of the company's affairs; agendas for meetings, minutes, and the numerous other admin tasks.

I'm thankful to our Chairman for his untiring efforts particularly on the New Boiler Testing Regulations and the General Data Protection Regulations where the Association has led the way among our peers.

It has not been necessary to call the Appeals Panel into being during the year.

Suzanne Bradley - Bulletin Editor/Group Co-ordinator

The Bulletin Editor is 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 sourced from material sent in by Area Group Representatives. This material is edited as required and then placed 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 of the Bulletin Editor. 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.

It is my intention to stand down at the forthcoming AGM. I will not be seeking re-election to the Board of Directors.

Rod Nipper – Marketing and Publicity Officer

Marketing of the 2018 National Garden Railway show included tickets on sale at the Peterborough Visitor Information Centre and advertising mainly in Garden Rail magazine, as well as the distribution of some 5000 paper fliers, and a range of media releases. The web site and associated online sales appears to have played the most significant role along with “on the door” sales.

In association with Roundhouse Engineering and with the permission of Love Productions we also produced two roller banners featuring the Lady Anne loco and various behind the scenes photos from the TV series “Biggest Little Railway” broadcast on Channel 4, and together with the loco and various show participants these featured at the National Show and other events mentioned below.

Whilst this series received mixed reviews from modellers, it attracted between one and two million viewers for each programme and was quite a hit with a wide range of the general public which was reflected in the number of people attracted to the displays and wishing to be photographed with the loco. There were also a number of people who spoke to our marketing team and said that they had both joined the Association and bought 16mm locos as a result of the series.

The exhibition stand (and banners mentioned above) went to the Large Scale show in Reading and the Llanfair show, as well as the Yorkshire Garden Railway Show. Roller banner stands also went to the Great Central Railway Modellers Weekend. At these events we spoke to many current and to several lapsed members, along with traders and potential new members.

A number of Area Groups, Exhibition layouts and traders have also taken roller banner stands or pvc outdoor banners to help promote the Association at a range of events both in the UK and overseas.

Other marketing activity has included production of media releases, the annual DVD, and production of tickets for the show. We also launched Association shopping bags, enamel mugs and four new Association pin badges at the show and sold these at other events as well.

Richard Huss - IT Officer

I look after our facilities for email, document storage, and online conferencing; procure and set up new computers as needed; and provide desktop support to board members.

More visible to the membership, I run our web sites. Regular “Photo of the Week” and “Model of the Month” items are edited and posted, providing a great “shop window” to potential members. I’m very grateful to all who contribute; get in touch at webmaster@16mm.org.uk if you’d like to contribute a photo or article. I’m also involved in various ways with our social media channels.

Finally, I again organised the Model of the Year competition (MOTY) but have now handed this over to new volunteer Rick Turnock for 2019.

Gareth Jones – Editor 16mm Today

After the additional publications in 2017 to mark the Association's 40th Anniversary, 2018 was a somewhat quieter year. I continue to strive to make SMT a high-quality publication that reflects the current state of the hobby. I am very grateful to members of the Association who continue to send material into SMT. It would not be possible to produce the magazine without your contributions.

Early in 2019 a major focus is to complete the new edition of the Association's Member's handbook.

Mick Blowfield - Show Director

This is my first year as Show Director. First of all thanks are due to all who have helped me get up and running with my new role, especially Paul Kidger and my predecessor, Laurence Smith. The 2019 Show is only a few months away, and so far the emphasis has been on identifying guest layouts and exhibitors, getting prizes for the Prize Draw and helping Carol Regan (Traders) and Paul (Exhibition Hall) make sure that we have a good array of attractions set out in a way that appeals to the public. At the time of writing we have a full slate of layouts, traders and other exhibitors. The next stage is liaising with the Exhibition Hall and making sure exhibitors have all of the information they need.

I have not sought to mess with a winning formula and so the 2019 'theme' is more of the same. However, I am already looking at 2020 and what we might need to do to maintain the prestige of this event.

Paul Kidger – Show Stewarding

For the 2018 Annual Show, we were very grateful of the services of a total of 82 volunteer stewards who provided valuable help in setting up the show on the Friday, provided essential services running the Show, then helped with the less glamorous task, but nevertheless essential task of clearance after the Show. Without these volunteers, the Show could not happen in its present form. If we were to source this level of stewarding from external agencies, then the cost would mean a significant rise in the ticket prices.

2018 saw the introduction of drinks and meal vouchers for the volunteer stewards in recognition of their services; something we intend carrying forward to 2019.

Mark Rennie – Technical Director

For the previous twelve months I have been assisting members with queries regarding the new 2018 Common Boiler Test Code, printed copies have been disseminated to all the Boilers Testers within the Association, I consolidated queries and questions with regard to the code and forwarded them to the MELG for discussion. I investigated and recommended suppliers for upgrading the Boiler Test Kits and Renewal of Test Gauges, attended various Board Meetings and Assisted at the National Garden Railway Show. However, as my time on the board is approaching the four-year point, I feel it is time to allow another person to take on the responsibility of Technical Director, and therefore I am standing down, I have enjoyed the previous four years and wish the Association great success and good luck for the future.

Carol Regan – Trader Co-ordinator

My principal role as Trader Co-ordinator for the annual National Garden Railway Show involves inviting traders and exhibitors to attend the show and reserving the space they require, plus tables and power if needed. From mid-August to the end of October is the busiest period for me ensuring all bookings are correct and that the information is passed to Paul Kidger, who plans the layout of the exhibition hall. Booking details are also sent to the treasurer, Colin Slight, so that invoices can be issued to the trader's attending the show. The months leading up to the show involve checking and double checking the floor plan with Paul and dealing with any queries which may arise. I'm also first contact for the East of England showground in Peterborough, our show venue, and deal with booking any other services required such as first aid cover, the shuttle bus and furniture hire. It's an enjoyable role and over the years that I've been involved I have built a good rapport and friendships with many of the traders and exhibitors.

Brian Dominic - Director Without Portfolio

I've been very happy to serve on your Board for at least the past eight years. I'm now the oldest member of the Board, so I see my role as keeping a weather eye on the young whippersnappers. In a world ever more reliant on technology, where documents are created by "cut 'n paste" rather than being written by hand or on a keyboard, it's important to have a proof reader for material produced by the Association, and I happily fulfil this function. One that nearly got past me had a wrong date on, which would've been embarrassing if it had got out! Otherwise, I'm still looking after the inexpensive end of the market and regularly contribute to the garden railway press.

Alan Finch - Director without Portfolio

Once again I was tasked with organising the landmarks display which in 2018 featured locomotives from Ffestiniog. Due to the limited scope of models available, which Roundhouse will go some way to reducing in 2019, the actual number of models on display was below that of the previous year but for 2019 and 2020 we hope to rectify that.

I dealt with a few enquiries regarding deceased member's stock and Mike Riley and myself contributed to the magazine with articles on valuing stock, recording it and how to incorporate it into member's wills to help their loved ones dispose of their stock. The articles also outlined the options open for disposing of stock and equipment. I also continued to deal with any questions which came through to me throughout the year via the website.

Probably one of my most enjoyable tasks from last year was being Head Judge for MOTY where thankfully, I wasn't called in to judge on any contentious issues. I also assisted in the judging which allowed me close up scrutiny of the models of those members willing to put forth their work for the enjoyment and inspiration of others whilst also helping to raise of standards in our wonderful hobby.

THE ASSOCIATION OF 16MM NARROW GAUGE MODELLERS
COMPANY LIMITED BY GUARANTEE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2018

Directors	Mr B Dominic	
	Ms S Bradley	
	Mr A Regan	
	Mrs C Regan	
	Mr G Jones	
	Mr C Slight	
	Mr M Rennie	
	Mr A P Finch	
	Mr M Blowfield	(Appointed 18 April 2018)

Secretary	Mr M Riley
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Company number	03117166
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Registered office	7 Bagley Close Loughborough Leicestershire LE11 5XU
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Accountants	Keens Shay Keens MK LLP Chartered Accountants Sovereign Court 230 Upper Fifth Street Central Milton Keynes MK9 2HR
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THE ASSOCIATION OF 16MM NARROW GAUGE MODELLERS

COMPANY LIMITED BY GUARANTEE

STATEMENT OF IMCOME AND RETAINED EARNINGS

FOR THE YEAR ENDED 31 DECEMBER 2018

	2018	2017
	£	£
Income	125,273	125,956
Cost of sales	(107,270)	(111,315)
Gross surplus	18,003	14,641
Administrative expenses	(13,440)	(18,059)
Operating surplus/(deficit)	4,563	(3,418)
Interest receivable and similar income	249	227
Surplus/(deficit) before taxation	4,812	(3,191)
Tax on surplus/(deficit)	(47)	(44)
Surplus/(deficit) for the financial year	4,765	(3,235)
Retained earnings brought forward	63,197	66,432
Retained earnings carried forward	67,962	63,197

THE ASSOCIATION OF 16MM NARROW GAUGE MODELLERS

COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL POSITION

FOR THE YEAR ENDED 31 DECEMBER 2018

	Notes	2018 £	£	2017 £	£
Fixed assets					
Tangible assets	2		7,952		7,047
Current assets					
Stocks		1,083		1,939	
Debtors	3	32,225		35,908	
Cash at bank and in hand		60,829		54,045	
		<u>94,137</u>		<u>91,892</u>	
Creditors: amounts falling due within one year	4	<u>(34,127)</u>		<u>(35,742)</u>	
Net current assets			60,010		56,150
Total assets less current liabilities			<u>67,962</u>		<u>63,197</u>
Reserves					
Income and expenditure account			<u>67,962</u>		<u>63,197</u>

THE ASSOCIATION OF 16MM NARROW GAUGE MODELLERS

COMPANY LIMITED BY GUARANTEE

NOTES TO FINANCIAL STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 2018

1 Accounting policies

Company information

The Association of 16mm Narrow Gauge Modellers is a private company limited by guarantee incorporated in England and Wales. The registered office and principal place of business is 7 Bagley Close, Loughborough, Leicestershire, LE11 5XU.

1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Income and expenditure

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

1.3 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

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

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to surplus or deficit.

1.4 Impairment of fixed assets

At each reporting period end date, the company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the company estimates the recoverable amount of the cash-generating unit to which the asset belongs.

1.5 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition.

1.6 Cash at bank and in hand

Cash at bank and in hand are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.7 Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's statement of financial position when the company becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

Basic financial liabilities

Basic financial liabilities, including creditors, bank loans, loans from fellow group companies and preference shares that are classified as debt, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1 Accounting policies

1.8 Taxation

The company is exempt from corporation tax, it being a company not carrying on a business for the purposes of making a profit.

1.9 Company limited by guarantee

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

2 Tangible fixed assets

Plant and machinery

£

Cost

At 1 January 2018

25,994

Additions

4,797

At 31 December 2018

30,791

Depreciation and impairment

At 1 January 2018

18,947

Depreciation charged in the year

3,892

At 31 December 2018

22,839

Carrying amount

At 31 December 2018

7,952

At 31 December 2017

7,047

3 Debtors

2018

2017

Amounts falling due within one year:

£

£

Trade debtors

7,698

5,731

Other debtors

24,527

30,177

32,225

35,908

4 Creditors: amounts falling due within one year

2018

2017

£

£

Corporation tax

47

43

Other taxation and social security

3,500

3,500

Other creditors

30,580

32,199

34,127

35,742

5 Members' liability

The company is limited by guarantee, not having a share capital and consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding £1.

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

Election to the Board of Directors

Brian Dominic retires by rotation and offers himself for re-election in accordance with the Articles of Association. Mick Blowfield having been co-opted on to the Board in the role of Show Director offers himself for election in accordance with the Articles of Association. Mark Rennie and Suzanne Bradley have decided to stand down as Technical and Bulletin Directors respectively so two new Directors are sought for those roles.

Election Statements

Brian Dominic

I have been privileged to be one of your Directors for a number of years. I provide proof-reading services to the other Board members and I have become a champion of our smaller manufacturers and smaller, less expensive models which provide a budget entry to our branch of the hobby. I would like to continue this work and hope you will allow me to.

Mick Blowfield

I took on the role of Show Director in 2018 and am happy to continue. I am semi-retired, working as an author as well as being a director for other non-commercial organisations. Prior to this I was a director at international development organisations in the UK and the USA as well as being a manager of international development projects and a senior academic at Oxford, Wolverhampton, Cambridge and Boston universities

David Gordon

I am a member of the East Midland group and Butterley Garden Railway Association. I have observed and experienced the great work that the society is doing to promote the hobby for it's members and when this vacancy came up I saw it as an opportunity to contribute and give something back.

Nominations for Director

Each Member is entitled to nominate any other member as a Director of the Company. To do so please write to the Company Secretary clearly stating the name and membership number of your nominee together with an indication that they are prepared to stand for election. Your nominations should be in the hands of the Company Secretary not later than 48 hours before the commencement of the meeting.

Nominations for the Appeals Tribunal

Each Member is entitled to nominate any other member (or themselves) to serve as a member of the Appeals Tribunal. To do so please write to the Company Secretary clearly stating the name and membership number of your nominee together with an indication that they are prepared to serve. Your nominations should be in the hands of the Company Secretary not later than 48 hours before the commencement of the meeting.

THE ASSOCIATION OF 16MM NARROW GAUGE MODELLERS
NOTICE is hereby given that the 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 6th April 2019

AGENDA

1. Apologies for absence
2. Minutes of the Last AGM – Previously Circulated in Bulletin
3. Directors Report for the year ended 31st December 2018
4. Profit and loss account for the year ended 31st December 2018 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 2018 with the balance sheet as at that date be accepted.
5. Election of Directors
 - **Ordinary Resolution** – that Brian Dominic be re-elected as a Director.
 - **Ordinary Resolution** – that Mick Blowfield be elected as a Director.
 - **Ordinary Resolution** – that Dave Gordon be elected as a Director.
6. 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 following the Annual General Meeting.

To be entitled to vote at the Annual General Meeting your membership subscription for the year commencing 1st March 2019 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:.....

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

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 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 6 April 2019, and at any adjournment therefor.

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

Please indicate you 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 2018 with the balance sheet as at that date be accepted.
- **Ordinary Resolution** – that Brian Dominic be re-elected as a Director.
- **Ordinary Resolution** – that Mick Blowfield be elected as a Director.
- **Ordinary Resolution** – that Dave Gordon be elected as a Director.
