



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 2019

2019 overview

2019 has been a mixed year for the Association. We lost Brian Dominic in October, the first time since I've been on the Board that we've lost a serving Director. We finished our 42nd year 176 members fewer than in 2018, 134 fewer in terms of paying members. However, we've already made one significant expansion to membership benefits, with the launch of the secure Members-Only web site in early January 2020, and the planned publication of The Guide to 16mm Scale Modelling later this year will expand them further. Recruitment campaigns will accompany these changes, so we're working to report a different position next year.

In the annual accounts, we again report a small surplus before taxes of £3,088, a little lower than in 2018, with a cash surplus of £70,987, £3,035 higher than in 2018. Despite the small reduction in membership, we've controlled costs and kept the Association on a firm financial footing. The plan in 2019 to publish the replacement for the Handbook provided to new members on joining was not achieved. SMT Editor Gareth Jones has set out most of the text for printing and we're expecting The Guide (as it will be known) to extend to around 120 pages with publication planned for second quarter this year. This will consume the surplus from 2018 and 2019, so I expect us to report a small loss next year, as we did in 2017, when we published The History. This will be planned, providing additional value to members and managing the level of our surplus.

Achievements in 2019 include:

- In December we upgraded our Web infrastructure preparatory to the launch of the Members-Only web site, which occurred on 10th January 2020, providing secure online access to over 115 digital copies of our publications. Over 1,600 members registered with the site in its first 10 days of operation. Administrative expense has risen as a result, offset to some degree by the saving from not distributing membership lists via DVD.
- Back issues of SMT from issue 114, November 2005, to issue 173, November 2019, can now be bought online via the same secure system used for membership enrolment and renewal. Earlier issues are available via a dedicated email address back-issues@16mm.org.uk.
- Working with the Association's Boiler Inspectors, Technical Director Chris Trotman has achieved certification of all test kits and implemented testing for gas tanks.
- Dave Gordon took on the role of Bulletin Editor from the May edition and has also edited the Show Guide which accompanies the February mailing. I'd like to thank former Editor Suzanne Bradley and Dave for making this a seamless transition.

No Chairman (or Membership Secretary) wants to report a decline in membership, but I know that other Associations are similarly affected. The things we've released recently, and the things we plan for 2020, offer the prospect of arresting this. The Board is looking to the future and I'll share more of our plans at the AGM in April.

Alan Regan Chairman & Membership Secretary

Directors and Officers Reports for the year ending 31st December 2019

Each currently serving Director and Key Officers have outlined their activities for the year. The principal activities of the Company throughout 2019 are referred to in the Chairman's introduction.

The following Directors served the Company during the year ending 31st December 2019:

Alan Regan	Carol Regan	Brian Dominic	Gareth Jones	Mike Riley
Colin Slight	Alan Finch	Mick Blowfield	Chris Trotman	David Gordon

Alan Regan Chairman/Membership Secretary/Data Protection Officer

I'm in my 12th year as Membership Secretary, accountable for membership management, with activities supporting enrolment, renewal, maintenance of membership records and provision of back issues 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, now in its 5th year, provide secure, online access by members to their membership data and subscription renewal by Direct Debit, which make the workload of managing over 4,000 members tenable. I assess and issue the printing/distribution order to Warners Midlands PLC for SMT & Bulletin and am also the Association's Data Protection Officer, responsible for maintenance of our Data Protection Policy. I work closely with Richard Huss, our IT officer, to populate and maintain the Members Only web site which provides secure access for current members to Membership Lists, personalised Public Liability Insurance Certificates and the digital archives of SMT, Special Publications and recent issues of Bulletin. 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 activity during the year was similar to that of 2018, and the Association accounts are in a healthy state to face the new year 2020.

Magazine printing and postage costs continue to increase, although during this year the Association changed the Royal Mail tariff to Subscription Mailing which has saved some money not only in cost, but also annual increases in postage rates.

The Association has decided to introduce the use of card payment facilities for the National Garden Railway Show in 2020 at the entrance gates.

HMRC have revised the payment of income tax, which hitherto, was calculated on a paper summary of payments made and received. With effect from next year the submission will be by individual digital details of each transaction. Consequently, our computer software has been updated and training undertaken in preparation for this change.

Mike Riley - Company Secretary

"Another one bites the Dust", that's not only a year but a new decade stretchers before us. 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 and my fellow Directors and Officers for their untiring efforts on behalf of the Association which makes my job so much easier.

Once again it has not been necessary to call the Appeals Panel into being during the year.

Dave Gordon - 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. In addition, Bulletin also features Members' Sales and Wanted items and a list of National Events where you are likely to see 16mm live steam action, this is passed to the website co-ordinator for inclusion on the Association website pages.

Editing the National Garden Railway Show guide is another responsibility of the Bulletin Editor. Other duties include liaison between members and Area Groups.

Rod Nipper – Marketing and Publicity Officer

Marketing of the National Garden Railway show included advertising mainly in Garden Rail magazine, as well as the distribution of some 10,000 paper fliers, and a range of media releases. The Association is grateful to the many traders who have included these fliers in their customer orders. The web site and associated online sales continue to play the most significant role along with “on the door” sales.

2019 has also seen a promotion of the show as a subscription benefit by Garden Rail magazine.

The exhibition stand went to the Llanfair show, as well as 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 small number of the Area Groups, along with 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, and of tickets for the show.

Richard Huss - IT Officer

I run the Association's web sites; look after our facilities for email, document storage and online conferencing; and provide desktop support to board members as needed.

On our main web site, the regular “Photo of the Week” and “Model of the Month” items provide a great “shop window” to potential members. I'm very grateful to all who contribute, but stocks of “Model of the Month” articles ran very short at some points in 2019. Please do get in touch at webmaster@16mm.org.uk if you'd like to contribute a photo or article.

This year, an additional task has been setting up the members-only web site, which will go live early in 2020. This has involved a good deal of work devising ways to set up user accounts on the site for members; setting it to check membership status each time a user logs in; planning out the structure and content of the site; and working alongside Alan Regan to assemble PDF back issues of 16mm Today from our archived data (and scans, where necessary). I hope members enjoy using the site as much as I have enjoyed reading the back issues while setting it up!

Gareth Jones – Editor 16mm Today

I continue to strive to make 16mm Today (SMT) a high-quality publication that reflects the current state of the hobby. This would not be at all possible without the excellent variety of articles contributed by a good number of Association members. Thank you for your articles and do keep them coming.

I am now nearing completion of the Association Guide to 16mm Narrow Gauge Modelling. This has taken much longer to complete than anticipated, but it should be with members during the first half of 2020.

Mick Blowfield - Show Director

The 2019 Show was well attended and provided the 2100 plus visitors with the broad mix of traders and layouts they have come to expect. The Show is a good bellwether for the hobby, and as such you can look at it as a glass half full or half empty. The appearance of new traders and the presence of traders from around the world shows that there are a healthy number of manufacturers and consumers; the high quality of modelling evident in the layouts and entries to Model of the Year is an indication of the activity in members' clubs and homes throughout the year. At the same time, when Paul Kidger plans the hall layout, he increasingly has to pay attention to wider gangways, blue badge parking and strategically placed seating to accommodate less able members.

I don't buy into the argument that the Show is only attractive to an aging demographic, and that soon mobility scooters will outnumber baby buggies. But in planning the Show, we are keeping a watchful eye on the future and not assuming tomorrow will be the same as the past. Carol Regan is continually contacting new traders so they can understand the benefits of being at the Show rather than just selling over the internet. In 2019, Rick Turnock took over from Richard Huss as organiser of Model of the Year, and is introducing a new category to encourage less experienced modellers to submit their work as well as getting sponsors for the Junior Prize. Alan Finch is still organiser of the Landmarks Display. 2020 will be the first year for a while that Liz and Martin Shrubsole will not be organising Member to Member Sales, and Ian and Mary Harper are taking over. Ian Shields and his team are also stepping down as organisers of the Prize Draw. I mention all these names in part to give an idea of the number of people involved in organising the Show (never mind the stewards on the day!), but also to highlight how the Show continues to evolve.

You will see some of this evolution at the 2020 Show. Nineteen layouts is more than ever, and for anyone who thinks ours is a male-only hobby, four of them are owned by women. Eight of those layouts have never been to the Show before, and most of the remainder have not been for over five years. Indicating the changing nature of the hobby, there are fewer large layouts than in the past: smaller exhibits requiring less lifting and fewer operators seems to be the trend. Even the largest 'large' layout – Modular – is a collection of small ones, and its continued growth shows how vibrant the hobby can be.

Maintaining the quality of the Show has a cost. The Association does not seek to make a profit, and in 2019 there was a small loss. However, there are a number of costs that are creeping up such as venue hire (which will rise by 3% in 2020), and new costs associated with the facilities visitors expect (e.g. card payment). Therefore, in order that the Show break even while still offering the variety and entertainment the audience wants, we have chosen to raise the entrance price by 50p for advance sales (£2.50p for payments on the day). This keeps us in line with other shows offering a wide variety of traders and exhibits and should put the Show in a strong financial position for the next few years.

Paul Kidger – Show Stewarding

For the 2019 National Garden Railway Show, we had a total of 91 volunteer helpers to cover a total of 12 jobs. This figure includes those assisting with activities such as MOTY, M2M sales and Draw Ticket sales, together with the recognised stewarding jobs of Ticket sales, Bus conductor, Floor stewarding etc. Many of the Stewards covered more than one shift of 2 hours.

Of particular note was that we had the services of 20 volunteers for the Friday setting up of the Show. In fact, setting-out had been completed by 10.30 hours in time for the arrival of the tables; an all-time record.

During the Show we had 1 incident involving a dispute between a trader and a member of the visiting public. This was very quickly reported by one of the Floor Stewards and the Arena Security staff were able to intervene. This incident did illustrate the need and effectiveness of the Floor Stewards.

At the end of the Show we had 8 volunteers to cover the post-show clearing of the Hall. This number, together with Directors and Officials, appeared adequate to ensure a smooth clearance of the Hall.

Chris Trotman – Technical Director

Most part of the year I've spent in picking up the ropes of the job. (Thanks to fellow Directors for help and advice)

Communication has been made with all the Association Boiler Inspectors (ABIs) and most of my gauge certification records are up to date and most gauges have current certification.

Some ABI's were not sure of their responsibilities, only testing club locos etc. but I think most now understand that they are available for anyone in the Association. Over the year there were three resignations, health/work related, and four new testers so the number is now 25. There are 9 ABIs that can now do gas tanks using either their own kits or Association ones. One new Association kit still to be allocated.

Dialogue is maintained with ABIs through reminders of when certification is due and, at the moment, infrequent requests for information to assist my role.

An interesting year however for 2020 I would like to foster links with MELG and SFMES, which is my local affiliated to organisation, and one key aim is to assist in a resolution to the lost certification situation.

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.

Alan Finch - Director without Portfolio

In 2019, I once again organised the Landmarks Display and the theme was past MOTY winners – and what a display it turned out to be. Some of the best models from the past showing the makers' skills and craftsmanship were on display for all those to see and be inspired.

I only had a couple of enquiries relating to deceased members stock so perhaps the articles that Mike Riley and myself wrote for SMT went some way to helping sort out this particular problem.

I also had a steady stream of questions which came to me via the website which were varied in their content and hopefully the answers were satisfactory.

Once again, I was Head Judge for MOTY with thankfully no contentious issues. The skill of those putting forward their work for the enjoyment and inspiration of others continues to astound a mere mortal like me and helps improve the overall standard of our wonderful hobby as is evident from the pictures and YouTube videos that circulate social media.

I have also been tasked with contacting members on social media who display models or techniques or indeed their garden railway, that I think will inspire the overall membership, in order to encourage them to write an article and take some photos for SMT. This magazine that sets a benchmark for others to follow is only as good as the articles that members put forward. If writing isn't your forte then don't worry, Gareth our SMT editor can help make sense of whatever he is given.

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

Directors	Mr A Regan Mrs C Regan Mr G Jones Mr C Slight Mr A P Finch Mr M Blowfield Mr D Gordon Mr C Trotman	(Appointed 6 April 2019) (Appointed 6 April 2019)
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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	MHA MacIntyre Hudson Chartered Accountants & Statutory Auditor Sovereign Court 230 Upper Fifth Street Central Milton Keynes Bucks MK9 2HR
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MHA MacIntyre Hudson merged with Keens Shay Keens MK LLP on 31 December 2019.

STATEMENT OF INCOME AND RETAINED EARNINGS

	2019 £	2018 £
Income	121,299	125,273
Cost of sales	(98,836)	(107,270)
Gross surplus	22,463	18,003
Administrative expenses	(19,708)	(13,440)
Operating surplus	2,755	4,563
Interest receivable and similar income	333	249
Surplus before taxation	3,088	4,812
Tax on surplus	(63)	(47)
Surplus for the financial year	3,025	4,765
Retained earnings brought forward	67,962	63,197
Retained earnings carried forward	70,987	67,962

STATEMENT OF FINANCIAL POSITION

	Notes	2019		2018	
		£	£	£	£
Fixed assets					
Tangible assets	2		5,903		7,952
Current assets					
Stocks		948		1,083	
Debtors	3	33,529		32,225	
Cash at bank and in hand		63,227		60,829	
		<u>97,704</u>		<u>94,137</u>	
Creditors: amounts falling due within one year	4	(32,620)		(34,127)	
		<u> </u>		<u> </u>	
Net current assets			65,084		60,010
Total assets less current liabilities			<u>70,987</u>		<u>67,962</u>
Reserves					
Income and expenditure account			70,987		67,962

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

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 Accounting policies

At each reporting date, an assessment is made for impairment. Any excess of the carrying amount of stocks over its estimated selling price less costs to complete and sell is recognised as an impairment loss in profit or loss. Reversals of impairment losses are also recognised in profit or loss.

1.6 Cash at bank and in hand

Cash and cash equivalents 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

Changes in the fair value of derivatives that are designated and qualify as fair value hedges are recognised in profit or loss immediately, together with any changes in the fair value of the hedged asset or liability that are attributable to the hedged risk.

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 etc £
Cost	
At 1 January 2019	30,791
Additions	2,190
Disposals	(5,824)
At 31 December 2019	27,157
Depreciation and impairment	
At 1 January 2019	22,839
Depreciation charged in the year	2,178
Eliminated in respect of disposals	(3,763)
At 31 December 2019	21,254
Carrying amount	
At 31 December 2019	5,903
At 31 December 2018	7,952

3 Debtors

	2019 £	2018 £
Amounts falling due within one year:		
Trade debtors	7,839	7,698
Other debtors	25,690	24,527
	33,529	32,225

4 Creditors: amounts falling due within one year

	2019	2018
	£	£
Corporation tax	63	47
Other taxation and social security	3,500	3,500
Other creditors	29,057	30,580
	<u>32,620</u>	<u>34,127</u>

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.

DETAILED TRADING AND INCOME AND EXPENDITURE ACCOUNT

		2019		2018
	£	£	£	£
Income				
Publishing income and membership subscriptions		79,682		83,079
Show income		41,103		42,014
Other income		514		180
		121,299		125,273
Cost of sales				
Opening stock and work-in-progress	1,083		1,939	
Publishing costs	56,457		63,382	
Show costs	42,244		43,032	
Closing stock and work-in-progress	(948)		(1,083)	
		(98,836)		(107,270)
Gross surplus	18.52%	22,463	14.37%	18,003
Administrative expenses				
Insurance	1,225		1,163	
Repairs and maintenance	647		79	
Computer consumables	933		651	
Travel and subsistence	4,802		4,650	
Printing, postage and stationery	614		737	
Accountancy	903		888	
Bank charges	943		1,162	
Advertising	1,892		612	
Web expenses	2,971		1,919	
Sundry expenses	536		114	
Depreciation	2,180		3,891	
Profit or loss on disposal of tangible assets	2,062		(2,426)	
		(19,708)		(13,440)
Operating surplus		2,755		4,563
Interest receivable and similar income				
Bank interest received	333		249	
		333		249
Surplus before taxation	2.55%	3,088	3.84%	4,812

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

Election to the Board of Directors

Alan Regan retires by rotation and offers himself for re-election in accordance with the Articles of Association.

Brian Dominic died on 5th October therefore there is a vacancy for a Director for which the Board nominates Roderic Nipper.

Election Statements

Alan Regan - Membership Secretary

I have been your Membership Secretary since May 2008. For the last five years I've been supported in my work by the team at Warners Group Publications in Bourne, Lincolnshire. Without them and their systems, the workload each year associated with managing the enrolment of several hundred new members and the renewals and records of around 4,000 existing members would be untenable. My role has changed to managing via a third party the things for which I'm accountable, which reduces the day-to-day workload but does require different skills. Anyone who is well organised, has good communication skills and reasonable IT skills can do this job. The role has a high level of interaction with members right around the world, most of it nowadays via email, and participation at Board Meetings, generally in London, is a requirement. I've appealed in November 2019 and more recently in February 2020 for a member to take on this role, but if no one comes forward and if the membership so wishes, I will continue to serve the Association for one more three-year term of office.

Roderic Nipper – Marketing Officer

I have been a member of the Association since the mid 1990's and have previously served as both a Director and Officer, mainly with responsibility for the marketing of the Association along with video and DVD production as well as contributing to the success of the National Garden Railway Show in various areas.

With nearly forty years professional experience of international destination marketing and event production from the TT Races to opera, and previous experience as a Director of heritage railways, wildlife organisations and the Association, I am pleased to be in a position to be able to stand for election again.

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

The present members of the Appeals Tribunal are David Rhodes, Tag Gorton, Roy Castle, John Orson, Andrew Walker, John Walker-Smith, Andy Blecher, Alan Hargreaves.

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 4th April 2020

AGENDA

1. Apologies for absence
2. Minutes of the Last AGM – Previously Circulated in Bulletin
3. Directors Report for the year ended 31st December 2019
4. Profit and loss account for the year ended 31st December 2019 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 2019 with the balance sheet as at that date be accepted.
5. Election of Directors
 - **Ordinary Resolution** – that Alan Regan be re-elected as a Director.
 - **Ordinary Resolution** – that Roderic Nipper 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 2020 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 4th April 2020, and at any adjournment thereof.

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

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

- **Ordinary Resolution** – that the report of the Directors and the annual accounts for the year ended 31st December 2019 with the balance sheet as at that date be accepted.
- **Ordinary Resolution** – that Alan Regan be re-elected as a Director.
- **Ordinary Resolution** – that Roderic Nipper elected as a Director.

For Against
