Minutes of RDRPS Committee Meeting 18 April 2022

Attendees:

James West (JW)
Alec Glennie (AG)
Allan Jones (AJ)
Neville Browne (NB)

Subject	Notes	Action By
Minutes from previous meeting	The minutes of the meeting held on 14th March were approved.	
Health and Safety	Nothing to report	
Chairman's Report	Nothing to report	
Secretary's Report	Nothing to report	
Treasurer's Report	DRC has made a donation of £10,000. The bank balance is now £39,132.67. JW and AG are to review and finalise the VAT Return. JW and Keith Robertson are to review the asset list that AG has prepared.	JW, AG Keith R
Recent Important Issues	Discussions with OSCR JW reported that Mr Stevens has said that we should report the 'notifiable event' at the time we send them the revised Constitution. Revision of the Constitution It was agreed that the Committee will meet on Monday 9th May at MoC at 18:30 to finalise the revised Constitution. Revision of the Code of Conduct To be finalised at the 9th May meeting. Proposed Message to Volunteers JW will prepare a draft and circulate to Committee members Plans for an EGM It was confirmed that we will take the revised Constitution to an EGM Control over Work Groups There was discussion around the need to strengthen the management of Work Groups - appointing Group Leaders, approval of activities, reporting requirements, etc. Concern was expressed over the liability issues that could arise from work that is not strictly the responsibility of DRC, such as BoB, the Picnic Coach restoration, etc. It was agreed that the work on the Picnic Coach should remain suspended until this and other management issues are satisfactorily resolved. NB will draft a letter to Bill Halliday explaining this. The recent PAT testing undertaken by a contractor was unsatisfactory and is to be re-done. DRC will arrange this.	JW
2021 AGM – matters arising	Study into the control and management of the Railway Other priorities have prevented any progress being made. JW will explore the possibility of getting a consultant with experience of heritage railways to advise us on the options available. Proposal to hold an open meeting with members It is thought that the proposed EGM could provide an opportunity for this, perhaps after the formal business has been concluded.	JW

Forward Planning / Projects	5-year Plan No progress Riverside Halt JW will explore the possibility of hiring a planning consultant to renew the planning permission for the platform. Birkenbaud Crossing No progress. Bridge of Bennie Project No progress.	JW
Membership and Volunteers	JW will provide NB with the original Membership Form so that NB can amend it and arrange with Martin Knowles to get it on the website. It was agreed that NB should send out membership renewal requests together with the proposed Message to Volunteers / Members. Members will be allowed to vote at the forthcoming EGM and AGM whether or not they have paid their 2022 membership fee.	JW NB
Matters Arising	2022 train services Consideration is being given to adding a few operating days, but there is concern about whether we will be able to staff them, especially given the large demand for charters. HOPS roll-out Ben Fawkes has started to learn how to manage HOPS. The priority is to get the rostering function working. Use of Old Shop The building is unsafe so it is important that we stop using it. Meeting with DRC JW will consult DRC to find a convenient date. Track inspection Alistair Connell is still planning to come and do a detailed track inspection, but we don't have a date for it yet.	
AOB	Publicising train services JW said that he and Ben Fawkes were ensuring that services were advertised on three Deeside Railway-related Facebook sites. AJ has ideas for further advertising and will discuss these with Chris Milburn. JW will send AJ a folder of Deeside Railway images for use in adverts.	AJ JW
Date of next meeting	Provisionally Friday 17th June at 18.30 at MoC.	