

## Minutes of RDRPS Committee Meeting 6<sup>TH</sup> June 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 16 <sup>th</sup> May were approved	
Revision of Constitution	<p>JW has sent the draft to the HRA for comment and will send a copy to OSCR for comment before the end of the week.</p> <p>The section on conflict of interest will be expanded so that it is not necessary to refer to a separate conflict of interest policy.</p> <p>After discussion of potential problems with the proposed postal voting at general meetings, it was decided to replace it by proxy voting.</p> <p>It was confirmed that the EGM will be at 18.30 on Thursday 7<sup>th</sup> July at the Banchory British Legion. AJ will book the venue.</p> <p>NB will send out the letter of invitation to members as soon as the venue is confirmed and the above amendments to the Constitution have been made. The draft revised Constitution will be sent with the invitation, and members will be asked to send in any comments / amendments prior to the meeting – these will then be discussed, and voted on where necessary, at the EGM.</p>	<p>JW</p> <p>AJ NB</p> <p>AJ NB</p> <p>AJ</p> <p>NB AJ</p>
Revision of the Code of Conduct	The revised Code of Conduct and the three subsidiary documents were reviewed and a number of amendments were agreed. NB will re-draft.	NB
Treasurer's Report	<p>The first payment towards McIntosh Plant Hire's bill for the BoB works has been made. The bank balance is £27,582. The claim for VAT refund will be approx. £6,000.</p> <p>The asset register / valuation is nearing completion. JW will check through old files for details of Carriage Bonds, members loans, etc.</p>	<p>Info</p> <p>JW</p>
Membership and Volunteers	<p>NB reported that we currently have 103 members, of whom 39 are Life Members. 40% of paying members have already paid their 2022 sub.</p> <p>NB will draft a Message to Volunteers to be sent out in a few weeks time.</p>	NB
Picnic Coach project	As agreed at our meeting with DRC, AG will contact the Picnic Coach Team to discuss what needs to be done to ensure safe and efficient working that is within the knowledge and approval of the management committee. This is seen as a model for the way future projects will be managed.	AG
Matters arising	<p>2022 timetable – JW is discussing with DRC how to staff the timetabled trains.</p> <p>HOPS – JW will investigate how to give AJ the necessary permissions to enable him to learn how to make greater use of HOPS</p> <p>External advice on options for restructuring the Railway – JW is in discussion with Peter Ovenstone of HRA</p>	JW
AOB	Working at height – there was a discussion on how to improve safety when volunteers are working at height. It was agreed to explore the use of small platforms, especially for when working on carriages at the platform.	
Date of next meeting	1830 on Tuesday 5 <sup>th</sup> July at Milton. This meeting will focus on preparations for the EGM.	