

## Minutes of Committee Meeting of RDRPS held at Milton of Crathes 7 September 2019 at 10.00am

Present:

D Cowie (DC)  
 S Guyan (SG)  
 F Grant (FG)  
 J West (JW)  
 A Glennie (AG)  
 B Halliday (BH)  
 F McGhee (FM)

Subject	Notes	Action By
Minutes from previous meeting	Read and Approved. Proposed by F McG seconded by BH	info
Secretary's Report	Handover of the role continues, job descriptions to be updated. Bank mandate completed, gift aid updated but not submitted as yet, HMRC has been set up.	Info
Treasurers Report	Bank balance approx. £22000 plus recent donations. Invoicing – awaiting B McIntosh invoice for ballast, haulage invoice received. A further load of ballast is required, approval given for the cost of approximately £3000. The Accounts preparation is ongoing for the year end by John Craig for submission to the Charity Commission and to OSCR by 10 November 2019. The handover of the role continues	
Finance and Procurement	Steel bars for slewing jacks purchased, costs awaiting payment, FMcG £622.05, for picnic saloon, £145 for generator, and for Mastik. 10 Point rodding stools are required due to current out of use. JW will make contact with potential suppliers and other railway organisations, or we may make new or repair Wood purchased for the gate and temporary platform signs £100 Allocation of funds for the band saw no longer required. Table saw still required (110v). Equipment in use should belong to RDRPS not personal equipment, for safety, insurance and fit for purpose Costs to be obtained by next meeting. There is a fully equipped workshop at Echt.	

AOCB

1. Generating cash in the short term - hold off scrapping the BEMU batteries as required for back-up for the MK2. For protection we can use tarpaulins.
2. Scrapping the rails to be deferred until a suitable time and cost of transport obtained.
3. Crane to be fixed by due date, use external testing
4. Tree cutting ongoing, higher access near platform needed so a risk assessment to be carried out prior to the work being done. May need cherry picker.
5. Agreement of priority list, prepared at a separate meeting, to cover the tasks in order of urgency.
6. Additional help may be needed from the engineering team, there is a window of opportunity for line work between end of season and beginning of Santa Season . Possibly the help offered by the Scouts may be accepted for branch clearing
7. The order can be made for the wood for the bench ends in storage, a task prior to Santa Season.
8. Display and other equipment should be designated space before accepting for use in the station building
9. Stamp display boards will be sited in the display room in station building.
10. The old shop used for storage is now overwhelmed
11. Advertising boards have planning permission, advertisers to be sought. A leaflet advising our projects, use of PayPal, Facebook to be printed to target the 6000 passengers over the festive season
12. The AGM is booked for the 2 November 2019 at the Crathes Hall 2pm, payment required in advance of the event
13. The raffle will be produced once the license is granted
14. Priorities include the clearance of the ground around the gates. We need cutting equipment, click and collect from Screwfix advised
15. Ballast required from platform back to the points, expenditure authorised.
16. Tree cutting- measure height required with the use of device attached to the test train
17. AGM in November, end of term for DC who is considering the re-election for the position as Chairman
18. **Next meeting 5 October 2019 then 26 October 2019 at 10am all at Milton of Crathes**