

Ymddiriedolaeth Amgueddfa Rheilffyrdd Bach Cul
The Narrow Gauge Railway Museum Trust
Wharf Station, Tywyn, Gwynedd, LL36 9EY.
Registered Charity No. 1040128 Registered Museum No. RD 1433

Minutes of Trustees Meeting

Held Sunday 22nd March 2009 at Wharf Station, Tywyn.

Present C K Theobald (Chairman)
 D Newing
 T Edwards
 B Owen
 G Haulfryn Williams (Curatorial Advisor)
 I P Evans

Apologies for absence received from A Coulls and R M Whitehouse (Treasurer)

Distribution as above plus G Boyd Hope; S Whitehouse (Council Minutes Secretary) and W Crowe (Auditor)

Next meetings Saturday 25th July 2009 (incl meal from 5 p.m.)
 Sunday 27th September 2009 at 09.30.

136 Minutes of the meeting held 26/10/08 accepted and signed.

137 Matters Arising.

Min. 101a "Curator's tales" had been successful during Victorian Week 2008. Copy of text still to be forwarded to Curator@ngrm.org for potential re-use. New text to be developed for 2009.

ACTION IPE

Min 132(v) – Corris mail wagon is going to Corris. Collection to be arranged by Corris Railway.

138 Working Parties (to be standard agenda item in future).

The Trustees recorded thanks to Winston McCanna for organising the winter working parties. Letter of thanks to be sent.

ACTION DN

139. Treasurer's Report.

One new sponsorship taken on by S Pratt. Gift Aid donations in 2008 amounted to £3,087.75. Details to be forwarded to R Morland.

ACTION CKT

Donation of £2,500 received from the Awdry Family. Attendants to be encouraged to promote gift aiding where possible.

ACTION TE

Outgoings incurred for maintenance and working party costs. £30 had been spent on a digital picture frame for the John Adams photos. The treasurer was still awaiting an invoice from the T.R.Co, for catering at the "blessing of the Awdry Cross" event. There was a need to purchase more Object Entry forms. The Trustees agreed that the correct paint for the L&NWR; GWR and TR wagon repainting programme should be purchased. The Trustees agreed to purchase slate block for the weighhouse at Wharf, at an estimated cost of £1,300.

140. Museum wagons.

The Corris mail wagon had been repainted and work had now started on the L&NWR wagon.

Tarpaulin covers still to be investigated; they are a potential grant for next year's cycle, based on collection care. Details of fitted covers needed. There is concern that wagons might "sweat" under cover, so we need to try one, using a material that breathes and with a regular inspection regime in place.

ACTION DN

Aberllefenni incline balance wagon needs wood hardner. Might be able to get funding for it to be submerged in a tank.

ACTION AC

141. Wharf South side development.

The weighbridge pit has been finished and good progress has been made on the weighhouse. Thanks expressed to John Hague and Andrew Wilson, who had attended a lime mortar course at their own expense; letter of thanks to be sent.

ACTION DN

Avery are willing to help with the weighing machine. Most of the track will have to be set in modern concrete because of traffic using the Wharf yard. However, the Aberllefenni / F Stapleton wagon turntable will be used to divert wagons to the gunpowder store or weighbridge. Temporary notice to be erected explaining the objectives / work in progress.

142. Museum Lighting.

Grant application made to Cymal and decision due in April. Some comments from the access audit and Visitors' book had been used to support application. The fibre optic option had been estimated at £50k. The alternative is like for like replacement using standard components for spots and general lights. Option is to put fibre optics on upper floor, which has more of the bulb failures. Gywnedd C.C. grant to be investigated to provide matching / fall back / "downstairs as well" option.

Noted that there is no benefit in turning off the lights when there are no visitors. The current "shop units" wear out because heat reduces their life. Noted that the Railway Company is responsible for the provision of lighting.

143 Grants

Cymal expect notification of all intended grant applications in January, even the small grants which have an April submission date. We therefore need to start the cycle in September each year.

144. Supporters Club.

TRPS Council had endorsed the proposal, so a flyer is to be included in the June News. An inaugural meeting to be arranged for AGM Sunday, with a view to it becoming an annual event.

ACTION DN

145 Opening times.

Confirmed opening times, with effect from 04/04/09, would be:-

11.00 to 15.00 during orange and red timetables.

10.00 to 16.30 for all other timetable colours.

Trustees confirmed that the museum should be open every day the railway is operating, in accordance with existing printed publicity. Permanent sign to be made following forthcoming Attendants' meeting. Two visitors had taken advantage of the arrangements made for access "out of season" and staff from the National Slate Museum had made a visit.

146. Liaison with WHR.

Work on WHR Museum is progressing.

147. Archives.

It is intended to hold a working party in the week commencing 5th April 2009. A planned delivery to Dolgellau on 9th April should clear the current backlog. A small collection of buttons had been recovered from the archives for possible display. The general arrangement drawing of the Guinness loco had been used to answer an enquiry.

Notes and drawings had been collected from the daughter of Don Gardiner, particularly relating to the transfer of Loco No.5 from Gee's Quarry, with Ruston & Honsby invoices for spare parts. James Boyd had left his collection to the John Rylands Museum in Manchester and contact will be made in due course. Material from a late member in Birmingham is being collected by L&J Garvey.

ACTION DN

The Colonel Stephens Society had used, with due acknowledgement, a picture of the Snailbeach sign in their magazine. The opportunity was taken to advise them that we hold the Lewis Cozens archive. Proposed that we make copies available free of charge, but take a cut on any commercial gain.

148. Accreditation.

Expect password to be issued shortly. We have to complete the application by October (6 months). Documentation needed includes:-

- An Acquisitions & Disposals policy is in place.
- Documentation Plan needed.
- Security of tenure and site facilities is covered by the whole Wharf site.
- Emergency Plan is required.
- Collections Management – we are up to date.
- Website is generating enquiries and being used, so we tick the Information Systems box.
- Attendants Handbook needs to be updated (into an Operations Manual).

ACTION CKT

- Forward Plan needed, to include budgets; etc.
- Procedures needed to support transfer / object movement forms.
- Policy needed for loans (outwards) of exhibits.

ACTION AC

We also need to progress object marking and a supplier has been identified. Books would be excluded from this (in the 3 collections – Main / Awdry / Support), but spend is within the Chairman's discretionary limit, as would be a rubber stamp or embosser.

149. Museum Month and other events.

Considering a Museum night on the weekend 15/17 May, with shunting and photo opportunities. The café had been booked. On reflection felt we were not yet ready for a “shunt & grub” event, but could be combined with a future Supporters’ Club event.

Proposed to hold a “Big Draw” event on 31st October, with the output displayed in the museum for a period afterwards.

ACTION IPE

150 Public Notices

“Children must be accompanied” notice to be arranged on Jubilee.

ACTION DN

151. Collections Management.

Farquhar layout is now fragile. Details to be confirmed with Keith Foster.

Trustees confirmed that temperature and humidity needed to be monitored and monitoring equipment is currently in the Awdry Study. Another monitoring unit was required and the chairman had sourced a less expensive unit but it would need to be calibrated.

ACTION DN

Reducing the height of the main entrance door may also help improve environment.

152. Acquisitions and Disposals.

Agreed that the following items be accessioned to the Main Collection;

- Patterns for nameplates for Midlander and Talyllyn; Corris Coach rebuilding plate and souvenir metal ticket for Nant Gwernol opening – from Don Gardiner’s daughter.
- Original TRPS era “To Dolgoch Station” sign from T.R.Co.
- Almost complete collection of L T C Rolt books and pamphlets from J S Allen

The Rolt books will be used to celebrate his centenary next year and then placed in the Awdry Study. The sign for the Awdry Study will need to be updated to reflect this.

It was agreed to accession a Bristol Blue Glass goblet TR Golden Jubilee souvenir, from the T R Co, if we do not already have one.

It was agreed that we would decline the offer of a 5” gauge quarry Hunslet and wagons from Gordon Bartlett.

It was agreed that 2 BR wagon inspection labels for rail transport of locos 2 and 3 should be added to the archives.

Agreed that the following items be accessioned to the Awdry Collection;

- Book “Sodor, Reading between the Lines”, by Chris Awdry donated by the Author.
- Book “The Island of Sodor, its people, History and Railways” by Rev W V Awdry, signed by author and donated by Dale Coton.
- Copy tape of Rev W V Awdry reading “Edward’s day out” and “Edward and Gordon” from the Awdry family.
- VHS recording and DVD copy of blessing of Bethlehem Cross in the museum, from T Edwards.

Agreed that the following items be accessioned to the Support Collection;

- Display material from 2007 WHR display, from the WHR Group.
- Andrew Barclay enginemen’s handbook for industrial locomotives, from W McCanna.
- Ruston locomotive handbooks, from A Coulls.

153. Auctions Report

Nothing to report.

154. Correspondence

Letter of thanks sent to Veronica Chambers (nee Awdry) for recent donation.

Request from N Fox on behalf of Ashover Society for loan of Ashover items for a forthcoming exhibition. After declaring his interest, it was agreed that D Newing would take the nameplate and whistle, which are readily accessible; he will take, care for and return these items. The less accessible items would not be loaned at this stage.

ACTION DN

Letter / proposal from Steve Warrington re replica Heywood nameplates and replicas of our own nameplates for sales items. There are concerns about practically extracting our nameplates and the effect of flooding the market, so it was agreed to decline the offer.

ACTION DN

Letter from Penrhyn Railway Society; we have a George Sholto nameplate from the second engine to bear that name – a quarry Hunslett. An earlier George Sholto was supplied by J Beatson of Derby and was a product of Hughes of Loughborough.

155. Forthcoming events and temporary exhibitions.

Bryn Eglwys exhibition now on display. Website to be updated and press release to be arranged. Consideration to be given to a formal "opening" when Alan Holmes is in Tywyn.

D Mitchell is co-ordinating the Tom Rolt centenary exhibition for 2010. It was agreed that the 4th display panel would be kept more discrete when future external exhibitions are staged.

156. Other Business.

Agreed to apply for Corporate Membership of the Museum Association, to facilitate attendance at future conferences.

D Newing to attend an Association of Independent Museums conference on volunteering at Ellesmere Port.

ACTION DN

Poster Board / A Frame needed to publicise events etc.

VDUs in Slater Room to be used for TR DVDs when the room is not otherwise in use. Should NGRMT also contribute material (e.g. from J Allen collection)?