

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 26th October 2008 at Wharf Station, Tywyn.

Present C K Theobald (Chairman)
 D Newing
 T Edwards
 R M Whitehouse (Treasurer)
 A Coulls
 I P Evans

Apologies for absence received from B Owen and G Haulfryn Williams (Curatorial Advisor)

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

Next meetings ~~Saturday 7th March in Derby and Sunday 3rd May in Tywyn.~~
Sunday 22nd March 2009 in Tywyn

115 Minutes of the meeting held 24/05/08 accepted and signed.

116 Matters Arising.

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

ACTION IPE

Min 111 – Auctions Report; Report received, including hammer price of some narrow gauge items. Provides a useful indication of worth. Need to watch for items that might fill gaps in our collection. To be a standard item on future agendas.

117 Appointment of Secretary

The nomination of Don Newing was proposed by A Coulls; seconded by I Evans and carried unanimously.

118. Museum Opening Times.

Closed season starts w.e.f. 9/11/08. Museum to be opened weekends only (January excluded). At other times, access to be made available on demand (24 hours notice to be given c/o Wharf, so attendant can be called in). Written instruction to be produced, so that those fielding calls at Wharf know the arrangements.

ACTION TE

Website to be updated.

ACTION DN

In addition, attendants to be encouraged to economise on the number of lights being used, particularly when museum is empty.

119. Attendants' feedback

Jubilee continues to cause problems because children are playing on it unsupervised.

Attendant's Handbook is being updated as Operations Manual, as part of the accreditation process.

ACTION DN

Poster board or "A frame" notice needed to publicise forthcoming museum events.

Attendants must fill out a "Receipt & Transfer form" for all donations.

120. Treasurer's report / Finance.

The Trustees agreed to spend £58.50 on the purchase of a back up drive. The Trustees additionally agreed to give the Chairman the discretionary authority to spend on items up to £100.

One copy of Catalist is held at Wharf. It was agreed to purchase a second copy, for use by the General Secretary, at an initial cost of £240, plus a support fee from the second year of £45 per annum. (Subsequently an alternative cheaper solution was found).

The treasurer reported that donations were down, in line with the rest of the Tallylyn organisation. A legacy of £2,000 had been received, with no restrictions on its use. Gift Aid totals for 2008 £444.75 so far.

121. Museum wagons.

Painting of the Corris wagon continues. Tarpaulin covers are a potential grant for next year's cycle, based on collection care. Details of fitted covers needed.

ACTION DN

Aberllefenni wagon needs wood hardener.

ACTION AC

122. Wharf South side development.

A Wilson and J Hague have been on a lime mortar course. Slate blocks to be acquired. This is a TR project, but consideration to be given to a NGRMT grant for labour and materials. Can we establish how much has been spent to date?

ACTION RMW

123. Museum Lighting.

Current lighting is no fit for purpose; there is a particular problem with the spotlights and now also with some of the display cases. Access to some lights in cases is a problem. We use specialist lights to protect the exhibits (e.g. correct uv ratings for conservation purposes) and therefore we need to advise the TR Co, within the lease, of what is needed, together with an offer to fund alterations needed. In addition, there is a need for greater economy. This is another potential grant for next year's cycle, based on collection care. Details of suppliers received c/o AC & GH-W. Carol Whitaker CyMAL) to be consulted.

ACTION CKT

124. Logo.

Logo is needed for letterheads and website. However, need to minimise words used, as they would have to be bi-lingual. Development continues.

ACTION CKT

125. Supporters Club.

Proposed club for those making a gift aided donation of at least £10 per annum, in return for a copy of the annual report and news. This would create a nucleus of people that we can call on for support. Proposal to be put to Council for endorsement.

ACTION DN

126. Archives.

Some material is now ready to go to Dolgellau. It is intended to hold a working party in the week commencing 5th April 2009.

127. Accreditation.

B Owen has offered to help. Need to establish if the accreditation schedule had slipped in Wales.

128. Liaison with WHR.

Work on WHR Museum is progressing.

129. Collections Management.

Nothing to report.

130. Acquisitions.

Agreed that a reproduction F.R. poster offered by J Wilkinson be added to the support collection.

Agreed that a copy of the Andrew Barclay register for "Douglas" and parts list, offered by W McCanna be added to the support collection.

Agreed that a Penrhyn rail and supporting file offered by Ian Yates be accessioned.

Papers relating to the sale of the quarry have been located by the T.R.'s Solicitor.

131. Correspondence.

There have been two enquiries about sponsorship and several items about the website.

132. Forthcoming events and temporary exhibitions

Re-dedication of Rev. Awdry's "Bethlehem Cross" has been planned. Marler Hayley boards will be used for a temporary exhibition for a few weeks. 26 acceptances to date.

The Farquhar layout is en route to its Belfast exhibition c/o Keith Foster. Some NGRMT leaflets are going as well. Retrospective press release to be arranged with D Mitchell.

ACTION AC

WHR temporary exhibition to be dismantled in January and Alan Holmes' Bryn Eglwys display to be in place before Easter.

ACTION CKT

Feb 2010 is the centenary of the birth of Tom Rolt. See www.ltcroft.org.uk

The Corris Railway wish to borrow some wagons. The NGRMT only has the mail wagon. It was agreed that the loan could proceed if the Corris collect and return the wagon and undertake to store it under cover for the season. A loan agreement to be drawn up.

ACTION AC

133. Annual Report.

The Trustees approved the Annual Report. The previous distribution list appears to be missing; check with G B-H.

ACTION DN

134. Working Parties.

Need an organiser for the "First Saturday of month" working parties. Working parties are to be held every Thursday during the closed season. Future work programme to include marking of exhibits (required for accreditation) and cleaning of brass work (scaffolding required).

135. Other Business.

Museum Association's conference on 6-8 October; CyMAL will pay for a Trustee to attend.

Railworld are claiming ownership of Nutty and have plans to steam the locomotive. Visit to be arranged to investigate.

ACTION DN & ACW