

The Unconfirmed Minutes of the RMES Committee held at Rainsbrook on Friday 5th June 2026 at 7 pm

1.0 Present:

R D Thomas (Chairman) A T McGeechan (Vice-chairman) S Byatt (Treasurer)
H C Brewer (Secretary) P Hancock P J Hart

The meeting was joined for the first 40 min by Gill Nelson with item 4.3.1 being discussed first.

1.1 Apologies for absence:

Mike Morgan and Jason Dakin

2.0 Minutes of previous meeting

The minutes of the 1st May 2026 committee were accepted without change and were signed by the Chairman and Secretary as a true record.

3.0 Matters Arising

There were no further matters arising from the above minutes other than the action reviewed below. All other actions have either been completed or form part of the agenda of this meeting.

Items 4.3.5, 5.4, 5.6 and 11.1 were reviewed and removed from the minutes. Item 7.3 (RT Signals) remains active for discussion.

4.0 General

4.1 Correspondence

There had been no postal correspondence. Email correspondence had also been dealt with by committee circulation prior to the meeting and included on the agenda as appropriate.

4.2 Membership Applications / Approvals

4.2.1 David Calvert

This application had been agreed by circulation; therefore it was signed off at this meeting, the membership having been issued. David lives in Market Harborough and has an interest in steam. He has both 7¼" and 5" locos.

4.2.2 Jonathan Pattle

This application was discussed at the meeting; Jonathan has been several times to work sessions, has a general engineering background and an interest in steam engines. The application was accepted by the meeting and will be progressed.

Action: Secretary

4.3 Items for Discussion

4.3.1 Café operations, stocking & pricing

The chairman welcomed Gill to the meeting and thanked her for the spreadsheet of stock that she had sent him. He also thanked her and the ladies for their work and dedication in operating the café facility. He stated that we do not run the café on a profit and loss basis but as a cash account. For this reason we need to ensure adequate returns on each item and a minimum of 40% mark-up needed to be applied. Looking at the list some items are well above this, others are as low as 15%. Gill said that some items have their prices marked on them; the meeting agreed we should avoid these if at all possible.

The chairman had added two extra columns to the spreadsheet to show what price we need to sell at to achieve the 40% margin. The meeting then went through the list on

screen with Gill item by item. It was agreed that we should aspire to get all items for sale on the 40% margin and Gill was asked to do this from the next public running. We would then see what effect this had on sales and review and adjust accordingly.

Action: Chairman / Gill Nelson

A calculator with till roll had been purchased but Gill said this was too complicated. At present they all serve and take payment (cash or card) it was suggested that perhaps it would be better to have one person taking payment and others having dedicated tasks.

Gill asked about the kick boards on the inside of the units and when would these be finished? As this was covered in the café inspection it was agreed to give this priority. It was also agreed that it would be more hygienic to have a Perspex barrier along the front of the counter. This will be looked into and costed.

Action: Mike Morgan

Gill also suggested that it would be nice to have something in the autumn to heat things like sausage rolls, so these could be sold in the colder weather. It was agreed to look into this. Fans are also required in the hot weather and it was agreed to purchase two pedestal fans for the café (£50 budget) as soon as possible.

Action: Phil Hart

4.3.2 External & Internal Marketing

A report had been received from marketing and this was displayed to the meeting as the marketing team needed some decisions from committee before proceeding.

4.3.2.1 *Small wall mounted TV* – It was suggested that a TV could be used as a monitor to show our visitors what we do around the site. It was agreed that this was a good idea; several offers were made around the table of suitable TV's. Needs USB input though.

Action: Those who offered

4.3.2.2 *Re-naming of stations* – Input from members awaited by 8 June. Suggestions will be sent to committee for decision. This to be done by email rather than wait for the next meeting.

Action: Marketing / Secretary

4.3.2.3 *Reviews* – The only suggestion was to add a review request to the 'Next Event' board at the site exit.

Action: Marketing

4.3.2.4 *Newsletter* – Committee is happy with the excellent work done on this.

4.3.2.5 *Paid Social Trial* – Committee thought this a good idea, trial for a few PR sessions agreed (£20 budget/event) and monitor for effectiveness.

Action: Marketing

4.3.2.6 *Static Loco* – Also a good idea and can be positioned on the avoiding line next to the crossing to the RT station. Suggestion to use Criccieth Castle for this and perhaps Jason to answer questions?

Action: Jason Dakin

4.3.2.7 *Loco Posters* – committee are happy with these so go ahead for more information gathering was given.

Action: Marketing

4.3.2.8 *Artistic Map of site* – Suggest this is done similar to the existing one in the old clubhouse. Ask membership if they know anyone who could do this for us.

Action: Secretary

4.3.2.9 *New Members* – This was discussed and an 'open day' was suggested as a means of recruiting. These were held in the past to good effect so perhaps worth re-introducing.

Action: Chairman

4.3.3 Jobs list – update

These were discussed by priority:

1 – Since the shelter had been put up by the RT station the sighting of trains approaching had been compromised. An audible warning of a train approach was therefore required. This was agreed and Peter Hill had already been approached.

2 – No new items added

3 – No new items added

4 – Up and over lever for the CS2 point was added as existing mechanism is unsatisfactory. Felting for roof of RT Shelter added (work already done).

4.3.4 Old Clubhouse

The immersion heater controller is too frequently over ridden leaving heater on continuously. It was agreed to look into replacing this with an 'on demand' water heater and removing the old system of stored water. It was agreed to get costings for this.

Action: Phil Hart

4.3.5 Defibrillator

This is now installed on the CS2 external wall. Request made to purchase a spare set of Pads for the machine using the float of money from GoFundMe. This was agreed.

Action: Mike Morgan

4.3.6 Shingles for RT Shelter

It was agreed to reimburse the £140 cost of these for the roof of the shelter. This has been the only cost to the society for the shelter the rest being funded by a member.

Action: Mike Morgan / Treasurer

4.3.7 RBC & HLF Progress

The chairman reported that a very productive meeting had been held with RBC Leisure and Wellbeing. Information was gained as they had already submitted to HLF but failed due to not enough consultation being included. They are in the throes of re-submitting. They were very interested in what we are proposing and supportive as we have some common ground with all the railway connections. We have still not been charged for the parking field.

Action: Chairman

4.3.8 Cub Scout visit?

This was discussed by the meeting and could be held on a Monday evening. More information is required from the enquirer, numbers involved and what their expectations are. We would expect a donation towards running expenses.

Action: Secretary

5.0 Treasurers Report

5.1 Report on income and expenditure from 1st January to 31st May 2026

Liquid Assets 31st May 2026:

Current Account	£4,476.46	
Deposit Account	£19,716.53	(£8,889 set aside for new loco, £59.20 set aside for 5" steaming bay)
Petty Cash	£1,074.57	(Floats + Petty Cash)
Total	£25,267.56	(from £29,077.48 in March)

	2026 Jan	2026 Feb	2026 March	2026 April	2026 May	2026 June	2026 July	2026 August	2026 Sept	2026 Oct	2026 Nov	2026 Dec	2026 Total
Income													
Standing Orders	-	-	-	-	-	-	-	-	-	-	-	-	-
Member subscriptions	1,115.00	950.00	400.00	-	-	-	-	-	-	-	-	-	2,465.00
Party income	350.00	50.00	350.00	550.00	1,016.00	-	-	-	-	-	-	-	2,316.00
Public running income	-	-	-	6,607.86	3,932.01	-	-	-	-	-	-	-	10,539.87
Refreshments income	-	-	-	1,031.80	999.62	-	-	-	-	-	-	-	2,031.42
Clothing income	-	-	-	843.00	166.00	-	-	-	-	-	-	-	1,009.00
Donations	190.00	2,005.00	138.57	55.00	289.08	-	-	-	-	-	-	-	2,677.65
Donations to development f	90.00	90.00	90.00	90.00	85.00	-	-	-	-	-	-	-	445.00
Easy fundraising	-	16.24	-	-	20.60	-	-	-	-	-	-	-	36.84
Gift aid payments	-	-	-	-	-	-	-	-	-	-	-	-	-
Steam fund income	15.00	15.00	15.00	15.00	15.00	-	-	-	-	-	-	-	75.00
Club and external events	-	79.58	-	-	-	-	-	-	-	-	-	-	79.58
Key sales	100.00	-	-	-	50.00	-	-	-	-	-	-	-	150.00
Club shares	1.00	-	-	-	-	-	-	-	-	-	-	-	1.00
Merchandise sales	-	-	-	40.80	113.74	-	-	-	-	-	-	-	154.54
Sundry items	-	40.00	-	10.00	594.52	-	-	-	-	-	-	-	644.52
Sub total	1,861.00	3,245.82	993.57	9,243.46	7,281.57	-	-	-	-	-	-	-	22,625.42
Interest savings account	-	-	77.75	-	-	-	-	-	-	-	-	-	77.75
Total Income	1,861.00	3,245.82	1,071.32	9,243.46	7,281.57	-	-	-	-	-	-	-	22,703.17

Expenditure													
Electricity	523.01	-	328.22	428.62	388.64	-	-	-	-	-	-	-	1,668.49
Water	-	-	7.61	-	57.27	-	-	-	-	-	-	-	64.88
Insurance	-	-	-	3,660.29	-	-	-	-	-	-	-	-	3,660.29
Club subscriptions	-	48.75	-	-	28.00	-	-	-	-	-	-	-	76.75
Rent	-	596.00	-	-	-	-	-	-	-	-	-	-	596.00
Rates	-	-	-	55.36	54.00	54.00	54.00	54.00	54.00	-	-	-	325.36
Stationery	159.70	171.60	45.37	115.01	50.26	-	-	-	-	-	-	-	541.94
Fixed costs sub total	682.71	816.35	381.20	4,259.28	578.17	54.00	54.00	54.00	54.00	-	-	-	6,933.71
Raised track	-	-	1,309.35	1,053.35	4,997.74	-	-	-	-	-	-	-	7,360.44
Ground track	-	-	10.98	1,016.96	-	-	-	-	-	-	-	-	1,027.94
Building / site maintenance	17.58	2,993.35	3,935.31	46.50	1,004.61	-	-	-	-	-	-	-	7,997.35
Tools	118.04	185.17	-	-	-	-	-	-	-	-	-	-	303.21
Locomotives	4.32	-	-	-	-	-	-	-	-	-	-	-	4.32
Carriages	632.40	-	203.49	768.99	-	-	-	-	-	-	-	-	1,604.88
Steam fund expenditure	442.64	-	4.80	46.08	10.36	-	-	-	-	-	-	-	503.88
New locomotives	9.60	-	-	27.60	600.00	-	-	-	-	-	-	-	637.20
Petrol	-	20.34	60.28	-	-	-	-	-	-	-	-	-	80.62
Coal	-	-	-	-	-	-	-	-	-	-	-	-	-
Refreshments supplies	-	-	-	591.21	620.06	-	-	-	-	-	-	-	1,211.27
Clothing purchases	-	-	-	-	900.98	-	-	-	-	-	-	-	900.98
Club and external events co	-	-	143.55	-	-	-	-	-	-	-	-	-	143.55
New building expenditure	-	-	-	-	-	-	-	-	-	-	-	-	-
Merchandise supplies	-	207.88	-	-	284.57	-	-	-	-	-	-	-	492.45
Sundry expenses	10.00	-	29.00	46.00	95.00	-	-	-	-	-	-	-	180.00
Running costs sub total	1,234.58	3,406.74	5,696.76	3,596.69	8,513.32	-	-	-	-	-	-	-	22,448.09
Loan repayments	-	-	-	-	2,000.00	-	-	-	-	-	-	-	2,000.00
Total expenditure	1,917.29	4,223.09	6,077.96	7,855.97	11,091.49	54.00	54.00	54.00	54.00	-	-	-	31,381.80
Operating Surplus/(Deficit)	(56.29)	(977.27)	(5,006.64)	1,387.49	(3,809.92)	(54.00)	(54.00)	(54.00)	(54.00)	-	-	-	(8,678.63)
Transfer from other funds	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Surplus/(Deficit)	(56.29)	(977.27)	(5,006.64)	1,387.49	(3,809.92)	(54.00)	(54.00)	(54.00)	(54.00)	-	-	-	(8,678.63)

The treasurer talked through the various items of income with public running and parties being the main contributors. Expenditure was heavy this month on the new raised track steaming bays which is taken from the legacy fund.

5.2 *Loan repayments*

The treasurer stated that we now have only £2.5k outstanding from the £20k borrowed 4 years ago. A further £500 becomes due in October and £2k next May.

Action: Treasurer

5.3 *Purchase of Red carriages*

We continue to pay the agreed instalments which will continue into next year when we will fully own the four carriage set.

5.4 *Smart Meter*

The treasurer reported that he had heard nothing more about a scheduled Wednesday visit.

Action: Treasurer

6.0 Buildings and Grounds**6.1** *Water leak?*

This continues to be managed with the offending 'limb' being turned off when not in use. It is thought that it will be easier to put in a new feed to the steaming bays than to try and find the elusive leak!

6.2 *Green Maintenance*

Phil Hart had put in his report to the meeting. We now have a small mower for access to those areas the ride-on can't access. It is hoped to weed kill the GL track this week. Track is 'Blown' as and when required. We have two fallen trees that will need removing. The wildflower patch is now showing signs of life thanks to Greg.

There are some stumps that need removing around the new clubhouse. The chairman said he would do this when the digger is next used.

Action: Phil Hart / Chairman

6.3 *CS3 progress*

Work continues on the construction of the tandem LH point to feed CS3.

Action: Track Gang

6.4 *Ballast Washing facility*

Work is progressing well with this, concrete having been laid and the steel mesh prepared for welding. More concrete blocks are required and these have been ordered.

6.5 *Coal Bunker for RT Steaming Bays*

This has been purchased and will be used initially for the Sweet Pea Rally. Final siting will be determined once the steaming bays are complete.

6.6 *Solar Panels on Rainsbrook Building?*

The supply has been looked at by Ed Parrott's electrician who thinks it is achievable. However he wants more information in the form of our electricity bills, it was agreed to send these.

Action: Treasurer

7.0 Elevated Track + Loco's and Rolling Stock**7.1** *New carriage stock*

These still await upholstered seats. As these are needed for the Sweet Pea Rally there is a 'Plan B' to make wooden seats if the proper ones don't arrive in time.

Action: Chairman / Aubyn Mee

7.2 *New Steaming Bays*

Good progress has been made with many of the bays in place and both traversers and loading ramp completed. Steelwork has been painted soon after erection and more concrete has been laid. It will be made useable for the Sweet Pea Rally this month.

Action: Chairman / Aubyn Mee

7.3 *Signals*

It appears we still have problems with some of the signals, it is thought due to poor insulation at some of the isolating joints. This needs to be resolved before we can run more than three trains at public running events.

Action: Secretary / Peter Hill

8.0 **Ground Level Track + Loco's and Rolling Stock**

8.1 *Club Loco update*

Netta – Loco is useable but possibly out of ticket.

Shay – Loco now back in service and has been used for two public runnings.

Garratt – Loco in service

Criccieth Castle – Loco close to completion and it is hoped to use on parties initially.

Dr John – Work still ongoing on Saddle Tank.

Scot – Work close to completion on this loco.

Action: Phil Hancock / Engineering

8.2 *Carriage maintenance & repair team*

Component parts now in to complete the spare 300 series bogies to the latest spec. Work is required to fit speedo's to the 100 series guards carriages but a candidate for this is in mind.

Action: Vice-chairman

9.0 **Events**

9.1 *Std. Gauge event 8/9 August?*

A request has recently gone out to members for an organiser for this event. Dependant on the response it will only go ahead if someone comes forward. A request for a visit on 9th August has been received from the Bentley Miniature Railway. This was discussed by the meeting and agreed that they could visit irrespective of the outcome. They will be informed.

Action: Secretary

9.2 *SEN event*

Gill has asked for Sunday 27th September for this event and this was agreed. It will therefore be added to our scheduled events.

Action: Secretary

9.3 *MMEF*

Stand space and size has been confirmed and the chairman is willing to act as organiser. A call will now be put out for members to display their models.

Action: Secretary

9.4 *IMLEC 2027*

No further news at present on dates for next year.

10.0 **Safety**

10.1 *Safety Concerns*

No new safety concerns have been received by the secretary since the last meeting.

10.2 *Safety officer report*

The report for May was discussed and in particular the draft incident report for 17th public running. It was noted that there were several inaccuracies which needed correcting before this could be accepted. Once corrected it needs to go to the chairman for comment/acceptance.

Action: Safety Officer / Chairman

10.3 *Wheelchair Carriage*

The above report had shown up several concerns with respect to the use of this carriage at public events. Most guards are not trained on how to load and unload the carriage; after discussion it was agreed that it would be better to train the station staff on how to load/unload as this is a station function. Concern was also expressed in that we do not have a risk

assessment for the carriage to cover how to deal with derailment or any other aspects of operational risk. It was agreed that this needs to be done.

Action: Safety Officer

The carriage also needs to be upgraded by engineering to allow it to swing both ways for loading either side, it also needs a positive lock to prevent movement when loading.

Action: Phil Hancock / Engineering

For the above reasons it was decided not to promote its use at public running events on the websites and TryBooking until the above are resolved.

Action: Marketing / Treasurer

10.4 Staff behaviour at public running events

Concern had been expressed by our Marketing Team about adverse comments on social media due to bad language being used by a member in front of parents and children queuing for a ride at a public event. The Marketing Team had dealt with this as best as they could and an extract of comments was shown to the meeting. A lot of discussion followed and it became apparent that the bad language was not confined to the public event but was commonplace in some quarters. The meeting felt this was unacceptable as we also have junior members who should not be subject to hearing foul language. However, we need to deal with this particular incident first as it affects our external image to the public. It was agreed that we couldn't overlook the incident and to this end the rules would be consulted. A meeting of the full committee with the member concerned was proposed by the chairman to allow the member to explain his actions. This was accepted by the meeting.

Action: Chairman

10.5 Safeguarding

There was concern expressed that some members are not taking this seriously, as a member recently took a child round for a ride at a public event on his lap. It was agreed that with some members the serious consequences of ignoring safeguarding guidelines need to be reinforced.

Action: Safety & Safeguarding Officer's

10.6 Terrorism Plan

Work on this is in hand and will need completing before next season.

Action: Safety Officer / Don Currie

11.0 Any Other Business

11.1 Fitness to Drive?

The fitness to drive of one particular member was raised at the meeting. After discussion it was agreed that his driving should be assessed to establish if we have a problem or not.

Action: Vice Chairman

11.2 Date of next Meeting:

The next meeting of the RMES Committee is to be held at Rainsbrook on Friday 24th July 2026 at 7 pm

The meeting closed at: **22.18**

12.0 Confirmation of Minutes

Approved as a true record:

Date: _____

Date: _____

R D Thomas – Chairman

H C Brewer – Secretary