

WESTERN LOCOMOTIVE ASSOCIATION LIMITED

Minutes of a meeting held at
YHA Bristol, 14 Narrow Quay, Bristol
on Saturday, 25th September 2004

Present: Stephen Draper
Stefan Mead
Roger Smith (Chairman)

1. Apologies for absence

Apologies were received from Henry Coates, Ian Jackson, Doug Tompkins, Paul Tucker, Darren Shelmerdine and Derek Wright

2. Minutes of the Previous Meeting

The Minutes of the previous meeting held on 26th June 2004 were approved.

3. Matters Arising

Page 1 item 2

Figures for the WLA Business Plan had been provided by Stefan Mead and the draft plan had been prepared for further discussion at the meeting.

Page 1 item 3

A brief had been given to a web site designer to prepare designs for a new WLA web site, incorporating ideas for a new design for the Western Courier magazine, Western Lineside and letter heads. It was agreed that this would help provide a more co-ordinated approach, to ensure a more uniform and updated "corporate identity" to be adopted for the WLA.

RSS

A discussion took place regarding the Western Courier magazine, where it was felt that improvements could be made to its actual despatch. Rather than using a brown envelope, it should be possible to use a polythene wrapper with the address printed on an insert complete with the new identity and business postage registration. It was agreed to proceed on this basis once the updated identity had been agreed and finalised.

RSS

Concern was expressed about the amount of time, costs and involvement to actually prepare the magazine. Another issue was the lack of content being submitted from members in order to fill the magazine with decent articles. Following discussion, it was considered to better produce two decent magazines a year, possibly in colour, supplemented by two Western Linesides to keep the membership updated with events. It was agreed that the Western Courier magazine should incorporate a Financial Report which could be given for the likely year end results and for the half year results. In this respect, it was agreed that future Western Courier magazines would be produced for May and October each year (Winter and Summer) and that the Western Linesides produced for January and July each year.

All to note

It was noted that the current cost for producing the magazine was £335 for 300No. copies.

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4. Financial Report

Stefan Mead presented the Profit & Loss Account and Balance Sheet for the 11 months ended 31st August 2004. It was good to note that normal turnover made up of Membership Subscriptions and General Donations totalling £10.6k was up by £1.5k or +16% compared to 12 months to September 2003. The overall turnover after 11 months had generated an all time record of £36.7k largely thanks to the D1013 Purchase Appeal.

Cost of sales amounted to £22k after 11 months and compared to £13k for the 12 months in 2003. This was due to additional expenditure on both D1013 and D1062 and also due to £6.2k expenditure for the new crane. After Administrative Expenditure of almost £1k the profit after 11 months was £13.7k. However, following the purchase of D1013 at £15k which had been capitalised the actual profit figure could be considered to be a £1.2k loss. At this stage, no allowance had been made for any liabilities in respect of the D1013 appeal and these would be cross-checked with Henry Coates.

SM/HC

The Balance sheet was now looking very healthy, thanks to the acquisition of D1013 and Net Assets now stood at £41.3k. Whilst the value of D1013 would remain at £15k, a discussion took place on the valuation of D1062 where it was agreed that a more realistic value should be reflected in the Accounts. A value of £50k was considered not unreasonable and a conservative figure bearing in mind the work undertaken on the locomotive and the fact that D1013 was previously valued at £50k within the Accounts of Western Ranger Limited. It was therefore proposed and agreed that the total value for the locomotives under Fixed Assets should be £65k and would now be shown as an individual item.

SM

The current cash balance was shown as £4.4k but concern was expressed about current liabilities potentially due in less than 1 year, which currently amounted to £8.0k. It was agreed that future Capital Expenditure needs to be managed very carefully with a potential shortfall of £3.5k. A new cash-flow forecast was required for the year ahead in 2005.

SM

5. Review of WLA Business Plan

The draft WLA Business Plan was studied page by page and amended as required. The alterations would be made as soon as possible and copies of the final plan circulated to all Committee Members.

RSS

It was agreed that a policy should be developed concerning the contents and any issue of the plan to the membership in general and to other interested parties, such as the SVR. It was agreed to discuss this at the next Committee Meeting, once all Committee members have had a chance to study the plan.

RSS

It was agreed that the position with the WLA/SVR Health & Safety Policy needed to be clarified, where WLA working members were concerned.

IJ

Also to be clarified, was the latest position with the SVR's insurance policy for both locomotives.

RSS

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6. Committee Members Reports

6.1 Publicity

Doug Tompkins had provided a report which included the following items:-

- News on the purchase of D1013 together with details of work undertaken on D1013 and D1062 had been forwarded to: Railway Magazine, Rail, Traction, Heritage Railway, John Crane and Railways Illustrated.
- The Oakwood Press video on Western diesels in preservation may be delayed for some while but a classic archive video of Class 52's may appear in the meantime.

6.2 Secretarial

Notes provided by Henry Coates included the following items:-

- The committee were saddened to learn of the passing of George Russum on Sunday 5th September at the age of 58. The funeral had been arranged for Tuesday 21st September at South Bristol Crematorium. David Langley had kindly agreed to represent the Association. Derek will be preparing an obituary for the magazine.

DW/SD

- At the last running day, Steve Willis brought to Bridgnorth the new name and number plates for D1062. One set has been kindly donated by Steve to the WLA. Henry Coates had kindly purchased the other set to be affixed to the locomotive.
- Cab rides needed to be arranged for donors who have given £150.00 or more, with at least four members to be accommodated at each running session. Details to be announced in the Western Courier magazine, to explain to members how this is to be organised.

HC/SD

- The wording had been finalised for the plaque, with donors' names to be engraved upon it.

HC

- A notice for the AGM, had been prepared for publication in the magazine.

SD

- The notice included a resolution to apply for charitable status, although the WLA would need to find a volunteer to complete the application. Consideration would need to be given to appoint a fundraising officer to oversee issues such as lottery bids and gift aid. This would be a time consuming business and whoever takes the job on would need to be numerate and business minded. To be discussed at the next meeting.

HC

- The WLA usually has a slide show following the AGM. It was agreed to contact Paul Targett as a starting point.

RSS

- The next meeting would be in Bristol on Saturday, 30th October at the YHA. Meetings would need to be organised for February, May, August and October next year. It was agreed that dates for these should be finalised at the next Committee Meeting.

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6.3 Membership

It was noted that the level of membership, as at 31st July 2004 stood at 244. It was agreed to consider sending out a mail-shot to all non-renewing members to try and encourage their return.

PT

7. Any other business

The purchase agreement form for D1013 had been signed by both parties and filed.

8. Date of next meeting

Saturday, 30th October 2004 at 1.00pm at the YHA Bristol.
