

Friends of Hadlow Road Station Meeting Minutes
Monday 29th June 2015
7.30pm in Willaston Memorial Hall Committee Room

1. Present

Chris Hampshire (Chair), Paul Taylor (Ranger), Miles Hogg, Joan Butcher, Debbie Weeden, Anne Braxby, Jenny and Ben Jackson, Hilary Booth, Lyn Jackson-Eves, Dorothy Kirk, Colin Jerrett, Ken Stubbs, Ged Weedon, Sue Unsworth, Paul Conway-Stuart and John Fisher.

2. Apologies

Carole Collins, Barry Vowles, Gill Knock.

3. Minutes of last meeting (27th April)

Agreed as a true record. Proposer **HB**, Seconder **GW**

4. Matters arising

Action 4 from previous meeting. Paul Taylor to progress contact with Building Assessment (Property Services) and to ensure Waiting Room, Signal Box, car park are included and to check whether paint required for re-painting gates and fences white can be sourced from CWaC.

5. Update on Progress (CH)

a. Planting/tidy up & Ness Gardens support

Three tidy up days held with good support. CH expressed his thanks to all those who had volunteered and that the progress made had been favourably commented on by many.

AP1 JF to contact GK re further dates and send to PT& GW. Agreed to hold every 3 weeks on alternating Saturdays and Sundays.

Discussion was held over the involvement of the Community Action Payback Group. One job they could undertake was repainting of gates.

AP2 CH to contact their supervisor.

AP3 GW to obtain evidence of the correct 1950 colours for the station and to forward to PT to ensure it complies with heritage status.

AP4 GK CH BV to have meeting in August with Ness Gardens director to develop a positive support response and to update at next meeting.

b. Legal/MOU with CWaC

AP5 BV & CH to meet with CWaC to develop **Memo Of Understanding** on 1st July.

c. Logo/Icon (GW)

CH congratulated GW/SU on the excellent banner. GW outlined development of logo and examples were passed around.

AP6 GW to produce discussion document for next meeting to decide on logo/s to adopt.

6. Financial Update (HB)

a. Costs incurred vs Funding approved

The current financial position was outlined in a paper presented to those present. Grant funds still to be received from EPNAVCO. Festival Stall income was £110 for bran tub and £58 for notelets and keyrings.

AP7 FRHS to send any outstanding invoices for festival monies owed to HB ASAP.

7. Funding

a. Express grant Application (CH)

Grant of £1000 secured from Cheshire Community Foundation for marketing materials, tables, chairs, security fences, urns and other tableware. JB agreed to manage the purchase of the items within this budget.

b. EPNAVCO (CH)

Awaiting monies of £360.

c. Call for 'donations'

Email request to FHRS had generated 18 donations.

AP8 CH to produce an article for FHRS newsletter requesting donations which outlines where monies are being spent and gives thanks to people for donations.

d. New Homes bonus

Myles Hogg outlined his responsibility for this funding source and that a 2014/15 fund of £800 had been allocated for a bi-annual Willaston Resident Society (WR&CS) mailing and WR&CS had agreed that £1650 be requested for FHRS from the 2013/14 funding source. More funds will be available annually thereafter. It was suggested that refurbishment of the existing phone box at the station would be a suitable project.

AP9 CH to submit £1650 fund application to CWaC for the 2013/14 New Homes Bonus monies.

8. Agree development plan.

a. Short, medium and long term objectives

There was a lengthy and varied discussion as some of the short term objectives have been part completed but will be ongoing. On the provision of refreshments CWaC requires assurances about H&S, the meeting of legal requirements, and sustainability. Issues about funding of equipment, location of refreshment area, access to station masters house, and use of the area for functions were raised. MH requested that with any functions organised FHRS should be sensitive to other organisations needs in the Village.

AP10 CH to contact Bob Davies about wood for HRS sign

AP11 JJ & BJ to liaise with GK, and to meet with owner of adjacent land re fencing at the back of the down platform.

AP12 Refreshment to be discussed at Meeting with CWaC on Wednesday.

LJE is aware of an organisation that sells carriages.

The prioritised Development Plan was unanimously agreed by the meeting. Proposed by CJ & seconded by DW

b. Volunteer lead required for specific objectives

Deferred and to be a specific agenda item at the next meeting.

AP13 DW & JF to rework development plan into categories with timescale & responsibilities.

9. Signal box – Opening Ceremony (JB)

After a wide ranging discussion about the timing and content of the ceremony it was agreed to hold such an event on 27th Sep in the afternoon. The rationale for the event is that it will enhance the marketing, and specifically the promoting of FHRS, as well as raising funds. It will also be a dress rehearsal for a larger 150 year celebration next year. JB outlined a detailed plan with a variety of possible entertainment, and stated she had heard from Matt Baker who is willing to put on another event at the station. JB also advised there may be Adactus funding available.

AP14 JB asked for volunteers to assist with planning and organisation of the day. Please contact JB

AP15 PT to check whether FHRS can charge for events.

10. Publicity/Comms Update (GW/SU)

GW outlined the various places/publications that press releases on FHRS had been published including local notice boards and the Parish News.

AP16 GW to send PT information for the noticeboards at Hadlow Road Station and along the Wirral Way

AP17 JF to send GW the next tidy up dates.

a Volunteer Communication

It was decided to set up a Facebook page to enhance communication and promotion of FHRS

AP18 GW and DW to set up FHRS Facebook page.

11. Regular Newsletter

Agreed to be a medium term objective

12. AOB

Colour Fun Run 5th July

Opportunity to raise profile of FHRS as Dee Radio will be on the site. Banner to be used along with fliers.

English Heritage Planning permission and Charity Xmas Fair Stall

Deferred to next meeting.

Allocation of New Homes Bonus funding

Money to be used on HRS sign with any under spend to be used on repairing woodwork but if the sign is refurbished by alternative means and funding, then monies will be used on the restoration of the Phone Box.

Date of next 3 meetings in Memorial Hall, Willaston at 7.30pm:

7th September 2015

2nd November 2015

4th January 2016

DRAFT