

Friends of Hadlow Road Station – Open Meeting
Monday 4th December 2017 at 7.30pm in the Memorial Hall
Draft minutes

1. Open Session

Clare Shaughnessy (a painter/artist on the Wirral) presented her case to use the signal box as a pop-up painting art display with a contribution to FHRS. Chris thanked Clare for coming along to present her case, indicated the committee would consider this later and he would advise shortly. Chris wished Clare all the best for future regardless of the outcome.

2. Members in Attendance

Chris Hampshire, Sue Unsworth, Jon Penn, John Williams, Paul Janvier, Tim Ley, Ceri Jones, Martin Eves, Lyn Jackson-Eves, Carole Collins, John Woodrow, Andrew Wignall, Hilary Booth, Barry Vowles, Jenny and Ben Jackson, Peter Henry, Dot Kirk.

3. Apologies

Sue Powell, Pat Jones, Gill Knock, John Morgan, Bob Baxter, Myles Hogg, Harold Stockdale, John Fisher.

4. Minutes of Last Meeting on 2nd October 2017

Minutes read and amending 5 or 6 suppliers in 9b to 5 or 6 media outlets the Minutes were agreed as a true record.

5. Matters arising from Previous Meeting on 7th August 2017

All actions were complete with the following exceptions:

- Jon P to provide Barry V with lock details for the K6 telephone kiosk
- Gill K to include the border in front of the Station Master's House within the tidy up sessions for now.
- Bob B awaiting cost from brick laying contact.
- Jon P to try and establish a visit to Crewe Heritage Railway Centre.
- Gill K to assess options for plastic information plaque for original signal box location.

6. Projects officer Co-option

Following the email approval of Tim Ley as Projects Officer this was ratified with a unanimous vote at the meeting.

7. Catering Update

- a) The next pop-up café open dates are Sunday 28th Jan and 25th Feb 2018.

Given the problems with Morrisons as a supplier of batches and bacon, different suppliers are being assessed and tried. Lyn J-E also explained that despite giving significant notice etc there were issues with Morrison's being unable to provide the full order of Santa's Grotto gifts for the event so a selection were offered instead with no apology.

Action

b) A new double stainless-steel grill has been purchased and is being used. Chris H sold the old grill and hot plate on EBay for just over £140 and will give Hilary B a cheque for the nett proceeds after EBay fees and PayPal fees have been identified.

CH

c) Three sash windows now open and a quote of £100 for materials only had been provided by Tim (Window Sash Man) with his labour being provided ex-gratis. It was agreed that FHRS would pay this material only cost but CWaC should provide the paint for the new timber whilst FHRS would provide the painting resources.

CH

d) Kitchen Electrics. Paul J has kindly agreed to separate out the kitchen supply and will also fit an A3 shelf and 2 sockets on the inside wall of the ticket office for the AV unit to be fitted in the Waiting room. Paul J also agreed to PAT test the dishwasher, the new griddle and the AV display and PC unit. In addition, Paul J will fit key sockets for the kitchen light switch and the external PIR light. This electrical work will be done by Paul J ex-gratis for FHRS.

PJ

8. **Financial Update**

A summary sheet was handed out to those present by HB. Whilst the latest balance sheet shows a positive credit balance it has to be remembered that over 80% of these funds are ring-fenced for specific projects. Chris H maintains an Excel spreadsheet that maps relevant expenditure against grant funds awarded so FHRS always knows what funds are ring-fenced and available to spend.

It was noted that the CWaC have ownership of the assets being purchased by FHRS e.g. picnic table and benches.

9. **Grounds Maintenance Update**

a) Tidy-up days. Due to the limited number of volunteers on the tidy-up days progress has been restricted.

b) Fence repairs/painting. Bob B is assessing what timber is required to repair the various missing or rotten sections around the station. Tim L to also contact John Fisher to see if he can locate an earlier list and will coordinate to establish how far this has got re: costs.

TL

It is hoped that CWAC will source the wood for us as agreed in principal at our meeting with them earlier this year. When the detailed list of wood required is available we will contact CWAC to supply. **BV**

10. Review of Main Projects

a) The luggage trolley has been refurbished and put back on the platform whilst the hand cart is still awaited. **GK**

b) Refurbishing the other luggage trolley is now planned with the majority of the work being done in situ on the platform in Spring 2018. The timber slats to be removed and put in Ben & Jenny's outside storage to dry off ready for painting. Crimson paint to be requested from CWaC. **TL**

c) The refurbished 1950s plaque is with Steve for refurbishment and is nearly complete. Gill K to ask Steve when it will be available to re-fix. **GK**

d) Platform edges. Tim L advised that Bob B is currently exploring the option of casting concrete slabs with round edges on site with colour added to match the existing York stone but also with a pattern for realism. Tim L to establish costs for this. **TL**

e) South platform. Alex Platts and Andy W had obtained a number of plants from North Wales Wildlife Trust at Marford Quarry that had been planted on the East section of the platform. Goredale had supplied other plants (60 Hornbeam and 70 Pyracantha) and a number of volunteers arranged by Tim L had planted these. AW to spread remaining root fertilizer in the Spring. **AW**

Three benches had been ordered at a cost of £479 each through CWaC (to avoid VAT) and these will be fitted on the south platform. It was noted that some individuals have expressed interest in purchasing these benches to donate as memorials. Four slabs have been supplied by Pete Benbow (with two more to follow) for fixing and anchoring the benches. **TL**

f) North platform (East section). CWaC are considering the risk of locating picnic tables on the platform with an edge/drop on both sides although Chris H has advised CWaC that this idea no longer applies.

CWaC have agreed that the 3 trees (2 silver birch and one hawthorn) on the platform top can be removed along with the Willow and a few bushes. These trees will be cut down and removed by Chester Zoo in Spring 2018. As part of the CWaC agreement FHRS have to plant 3 established trees.

g) Signal painting. CWaC have agreed that FHRS can do this work and also agreed that FHRS can utilise scaffolding (to be loaned by John W) subject to seeing the risk assessment. Paint to be requested from CWaC. **TL**

h) Signal operation. Barry V and Chris H had visited East Lancs Railway and better understood what was needed. Pete Benbow had indicated a price to excavate the base of the signal box for the lever actions although the actual cost would be dependent upon the works required. A grant of £3k is ring fenced for this work. Barry V and Chris H to establish what is in the void under the signal box floor. **BV/CH**

i) A 49 ins TV has been purchased as the AV display monitor along with a wall fixing bracket whilst a PC has yet to be purchased. **CH**
Martin E has produced a number of short videos for a rolling programme when fitted.

k). The updated Development Plan (v1.1) was approved and it was suggested that this document be provided to CWaC to show how much work/effort FHRS has put into the HRS improvements so far and also the significant improvement plans for 2018 and 2019+. **CH**

11. Festival Christmas Tree

Paul J advised that the FHRS Christmas tree won 1st prize with 39 votes out of 168. This tree will be put on display at Santa's Grotto with a supporting note. It was agreed that Ceri J would have this tree after Santa's Grotto on the proviso the decorations were returned to FHRS after Christmas. Thanks were expressed to Lyn JE and Martin E in particular and others that had participated in decorating the original and winning design and comments were made that it promotes the name of FHRS in the community.

12. Santa's Grotto Update

130 children's tickets and 170 Adult tickets have currently been sold. 400+ raffle tickets have been sold and 1 large and 2 medium hampers are now included in the prizes. Sue U to provide Chris H with the full list so that this can be put on display with the prizes on the platform. **SU/CH**

It was agreed that any 2 Officers could approve any risk assessment on behalf of the committee and this applied to Santa's Grotto event.

13. Any Other Business

a) It was agreed that the use of the signal box for a pop-up artist should not be progressed due to:

- No FHRS specific license for the signal box
- Unable to sub-license with or without any payment
- Sets a precedent for other requests.
- FHRS will use the signal box when the signal operation has been established.

Chris H to advise Clare S

CH

It was commented that there might be an opportunity for Clare to cooperate with the future tenants of the Station Master's house who may also have interests in art and crafts but that this too would be subject to many of the constraints mentioned above.

b) Chris H advised that Wilf Wilson had passed away a few weeks ago and FHRS had sent their condolences.

c) A further £2k grant has been approved by Postcode Lottery for replacing the existing railway track – new wooden sleepers and track ballast.

d) Agenda items deferred

Potential HRS events e.g. end of WWI or model railways

Ticket Office tidy up/improvement

e) It was recommended that an approach is made to CWaC to get a new hand dryer fitted in the toilet as the existing one is virtually useless and would be difficult for people in wheelchairs to user.

CH

The meeting closed at 22:00.

The next meeting will be held at 7.30pm on Monday 5th February 2018.