



**(Draft) MINUTES OF 1<sup>st</sup> AGM OF THE NARROW GAUGE RAILWAY SOCIETY  
as a Company Limited by Guarantee  
and the  
66<sup>th</sup> AGM of the Society since its formation**

**Held on 13<sup>th</sup> May 2017 at 15:00 at All Saints Church Hall, Station Road, Hesketh  
Bank, PR4 6SQ**

32 Members were present:

*George Cash, Gordon Foster, Sydney Leleux, Sophie Roberts, Norman Drake, Shirley Bowler, Alan Bowler, Nick Burton, Mark Prescott, Lionel Beer, Iain Logie, Stewart Liles, Cedric Binns, Malcolm Hindes, Philip Rigby, Graham Fairhurst, Mike Trevett (pending Company Officer), John Davison, Mike Swift, Andrew Murray, Gerald Wildish, Donald Brooks, John Price, Mike Holt, Peter Martin, Margret Martin, Christopher Cairns, Barry Hope, Robert Gratton, Andrew Neale, Sheila Little, Andy Morgan.*

7 Directors were present:

*Alan Burgess (Chairman/ The Narrow Gauge Editor/ Narrow Gauge News Overseas Editor), Steve Barber (Company Secretary), Phil Thompson (Treasurer/ Sales Officer/ Publications Officer), Lawson Little (Membership Secretary), Mick Morgan (Webmaster), Chris Roberts (Facebook Administrator), Mike Jackson (Film and Video Archivist/ Visits Officer)*

1 Officer was present:

*Phil Pacey (Narrow Gauge News UK Editor)*

The Meeting was chaired by *Alan Burgess*

It was determined that a quorum (5 Directors) was present and the meeting could conduct business.

The Secretary determined that notice of the meeting had been properly given in accordance with the Articles.

There was presented to the meeting, a copy of the Minutes of the previous AGM (of the unincorporated Society), together with the Accounts, Officers Reports and Appendices, which had been made available on the Society's website for several weeks and by request from the Secretary; these were also available throughout the day from the West Lancashire Light Railway Shop and distributed to each member at the meeting.

The Meeting was called to order at 15:04.

Prior to the informal business of the meeting the assembled members were addressed by Graham Fairhurst of the West Lancashire Light Railway. Graham explained that the site which the railway occupies is likely to be redeveloped. Members were invited to provide their contact details so that they may be contacted in the future, possibly to offer support e.g. in the form of comments or a petition for initiatives that would seek to protect the railway.

## **Informal business and reports from Directors, Officers and other groups**

### **Apologies for absence**

*Ken Matticks (Legal Assistant), Mike Sarsfield (Publicity Officer South), Jim Hay (Librarian), Paul Bennett (Editor NGN), Robert Watson (eBay Shop Administrator), Peter Deacon, Tony Legg, Robert Leadbetter, Robert Mason, Peter Lemmey, Richard Pearson, John Rowlands, Michael Bentley*

### **Minutes of 2016 AGM of the Unincorporated Society**

These were approved as an accurate record of the meeting



## Company Officer's Reports

### Chairman's Report

Firstly, a warm welcome to members who have travelled to Lancashire and our 2017 annual meeting.

A year ago I noted in this report that we had been able to achieve a more optimistic position than for some time, and I think that the 12 months which have just ended saw us continue to move forward and strengthen the company.

I say company not Society because we have just completed our first year as a company limited by guarantee. I won't go into further details as these were all discussed and explained at some length last year, but I do hope members feel that the change has not altered the service we provide in any way, nor affect the nature and sociability of our operations.

The past year has been one of the most progressive in our history. We have been able to move forward in virtually every aspect of our operations and are in a much more optimistic situation now than for some years.

Our prime contact with members remains, of course through our two publications and I am sure you will agree that Narrow Gauge News continues to make considerable strides forward thanks to Paul's use of the full colour facility we now have in every issue. It has never looked better.

I deal in more detail with The Narrow Gauge in a separate report, but I would point out here that we again offered five issues rather than the accepted norm of four, and that we hope this will continue, particularly with more material from the library to follow the recent Barsi book and last year's Hudson catalogue reprint.

This is an electronic age with information freely available to everyone on line. So the strength of our journals is to some extent in the information they publish that people did not realize they needed to know. Keep printing reports from the lesser known locations, and readers will hopefully stay loyal – we are not the only source of information in our field!

This is why it is vital members continue filing reports to NGN and articles to TNG. We need journals with a balance of news - the popular lines as well as obscure locations. The quality and strength of our journals is only as good as members' contributions.

We certainly have the funds to continue develop our publications. *Phil Thompson's* treasurer's report makes very satisfactory reading and finances in the past year have been boosted by the £13,000 we received from two late members. We have been largely able to hold membership fees without an increase, and for overseas members' savings in postage enables us to offer a significant reduction.

The decline in membership which we suffered in recent years – along with virtually every similar society – had been turned round thanks to some excellent work from *Phil Thompson* in arranging special membership deals with other Societies. I would hope this could continue until we run out of potential partners.

At the time of writing, 69 new, full members have joined us this year as a result of collaborations with Statfold, the 009 Society and 7 1/4" Gauge Society. The number of Associate members is now 43, doubled from 21 in January.

Last year saw an excellent continuation of a relatively new development - visits to lines not normally accessible to the public. This was again very successful and as you will have seen in the most recent mailings continues this year, thanks to the hard work of *Mike Jackson*. Last year's visits were extremely well attended, and there is clearly an appetite for this activity.

The library continues to expand, boosted by legacies from members. Pleasant by-products of this are the slide and book auctions conducted by *Ian Ashby* which provide useful additional income.

As well as growing in size, the library is expanding in terms of the technology we need to allow members to search through it, and take advantage of the great amount of material we hold. As probably the most comprehensive collection of information on the narrow gauge in the world, it is only useful if it is used effectively. Marketing the library to a wider world is a subject that needs careful thought.

I usually end my AGM report with a moan about the burden of work falling on the Society's officers. We are very grateful to those who have stepped forward to help in the past few months, but it remains unsatisfactory that the vast majority of the work necessary to ensure the continuation of the society falls on a very few individuals. If you think you can help, please volunteer – we can find something for you to do.

I am glad of the opportunity to thank all my colleagues on the committee and the company board. Without them there would no longer be a society to enjoy.



There were no questions in respect of the Chairman's Report.

### **Treasurer's Report (Appendix A)**

This is my first report as Society treasurer, commenting on the first set of accounts for the Society as a company limited by guarantee. The accounts are included in this AGM "pack" and cover a period from incorporation of the Society on 21 December 2015, through to the company year end of 31 December 2016. There were no company transactions in the first three and a bit months, so the accounts reflect 9 months' activities.

Financial highlights for the period include:

- A £450 increase in membership subscriptions received, despite a £2 reduction in the UK full subscription rate and reduced first-year subscriptions offered to members of the 16mm Association.
- An increase of some £800 in the surplus from society sales (see sales report).
- Generally lower costs of printing and mailing our publications, following the appointment of new printers from January 2016 and the use of a bulk mailing contract from November 2015.
- Lower costs of running the library, in part due to fewer opening days and in part to lower amounts spent on developing the library.
- An overall surplus of some £3,500.

Total subscriptions received of £34,589 relate to the subscription year to 31 March 2017. Of this, just over 50% has been carried forward into 2017 and just under 50% treated as income in the 9-month period. The subscriptions have been split between the two accounting periods in the ratio of the actual printing and mailing costs incurred in the 9 months to 31 December 2016, compared with the forecast of such costs for the 3 months to 31 March 2017. Members will appreciate that 5 of our 10 magazines were published in the final quarter of the membership year.

In my view, the Society should manage its financial affairs to avoid both large annual losses and large annual surpluses – the former would be damaging to the long-term stability of the Society whilst the latter serves no useful purpose. I would much rather spend any expected surplus either in improving the benefits provided to members or in reducing annual subscriptions.

The surplus of £3,500 equates to around £2.50 per member. This is sufficient to warrant a small reduction in the subscriptions, and this was debated by the committee. We were, however, unsure as to the longer-term success of various initiatives to grow the membership and so the eventual decision was taken to make no change to the main subscription rate.

There is also £13,000 received in the form of legacies from two deceased members. Neither legacy was restricted to a specified purpose, but the company is constrained to use its resources in a way that meets the purposes set out in the Articles of Association. The committee has yet to decide how these legacies should be used.

In addition to "looking after the books", I also manage the membership database, which uses the platform developed by Membermojo - or "MOJO" as it has become known by committee members. The graph below shows our total membership numbers (excluding Associates) at each of the last 9 mailing dates. Overall, our membership increased by 266 people between early November 2015 and early March 2017.



*Phil Thompson*

*Sydney Leleux* asked how the asset value for the Library had been calculated; the Treasurer responded that this was an estimated replacement value for those items that could be replaced. The Library is revalued periodically for both asset value and insurance purposes on this basis.

#### **Company Secretary's Report**

This has been the first year for the Society as a Company Limited by Guarantee which has resulted in changes in the way we carry out business, but I hope that you (our shareholders) have noted little change, however, a lot of governance and administrative changes have happened behind the scenes.

In addition to the usual AGM and Committee meetings and the preparation of agendas and minutes there was an extra committee meeting this year, in an attempt to reduce the growing Committee workload.

The changes made to the operation of the Society have resulted in sustained financial savings, a further rise in member benefits including a greater page count being published and a greater number of special publications, a situation which is forecast to continue. The Facebook Group continues to grow which is especially pleasing and has exposed many to the benefits of membership of the Society who may not encounter us through more traditional media. The Directors and Officers are continuing to examine ways to modernise the Society and provide the best value for money to the membership.

It is also very pleasing to note that overseas subscriptions have been reduced and that electronic copies of the news will be distributed simultaneously to all (email registered) members, rest assured though that there are no plans to withdraw printed publications. The Committee have also worked to raise the profile of the Society and it is hoped that the appointment of *Mike Sarsfield* as Commercial/ Publicity Officer South, assisted by *Mike Trevett* (Publicity Assistant South) will further raise the Society's Market presence

We have now come to rely on Membermojo as our membership database, and subscription recording tool, I hope that those of you that have used it have found the process painless, and in connection with this I have now registered the Society under the Data Protection Act.

I anticipate that by the time of the AGM a new lease for the Library facilities at Apedale will have been drafted, and will be being reviewed by the Moseley Railway Trust.

I have received/ replied to around 1,000 emails this year, the majority being associated with Committee business, I now receive very few communications by post. If you are planning to email me, please do use a subject line with more than just "NGRS" I have many hundreds with this title and it makes finding the relevant one very difficult.



I must extend thanks to all of my fellow Directors/ Committee members for the input and support they have given throughout the year to ensure that things continue to run smoothly.

This year I must also single out for special thanks *Chris Roberts* who has done most of the organising for the AGM events.

May I also extend a warm welcome to all our new members many from the world of model and miniature railways who have taken advantage of our introductory membership offers, I hope that you are enjoying our publications and events.

There continues to be a number of Committee vacancies and I would encourage you all to consider if you are able to fill one of these roles, a number of Committee members are already undertaking more than one role and this limits how effectively the Directors/ Committee can operate. If you volunteer we are happy to provide assistance, guidance and encouragement. I assure you that it is both rewarding and fun, most of us don't bite (unless we're hungry), and I have made many friends I would not otherwise have encountered.

In summary another successful year, with a stable and secure Society; a trend I hope will continue for many years.

*Steve Barber*

There were no questions in respect of the Secretary's Report.

### **Membership Secretary's Report**

Every July we have the task of deleting from membership those who have failed to renew their subscriptions. In 2016 this resulted in 33 members leaving the Society, a figure which compares very favourably with previous years when it was between 80 and 100. Happily, even this small loss was more than balanced by an influx of new members from the 16mm Narrow Gauge Association, to whom we had offered joint membership at an advantageous rate.

As a result, total membership at the end of July 2016 was 1,360, an increase of more than 200 on the previous year's figure. Since then we have continued the programme of offering joint membership to other societies and groups, with excellent results – a summary of new members recruited (to mid-April) this year is as follows:

7.1/4"-Gauge Society – 16 new members  
009 Society – 34 new members  
Visitors to Statfold Barn – 22 new members.

These figures are in addition to members joining after learning about the Society through our website or press mentions/adverts.

*Lawson Little*

There were no questions in respect of the Membership Secretary's Report.

### **THE NARROW GAUGE Editor's Report**

Five issues of *The Narrow Gauge* were mailed during the last membership year –so for the second successive year members received a bonus issue. The first three were standard magazines of 32, 44 and 40 pages respectively – bear in mind that for many years 32 pages was the limit rarely exceeded.

We were lucky to be able to print the first three parts of *Iain Logie's* comprehensive history of the light railways of the British Egyptian Expeditionary Force in World War One – much of it researched in our own library. The last part will appear shortly.

Two special issues came out in March. The 82 pages covering the A class 0-8-4 tank locomotives of the Barsi Light Railway was a joint venture involving five members, and I do think that together we produced a high-class work that is completely out of the ordinary and of value to historians. I am full of admiration for the members who produced the explanatory text surrounding the drawings

The Barsi book highlights the valuable material we hold in the library, and joins the Hudson catalogue reproduced a year ago in special issues based on library material. We plan more.

The other special covered the locomotives built by Mardyke, and it was in many ways a tribute to our late member *Dave Holroyde*. *Dave* was the acknowledged expert on miniature locomotives, their history and often complex movements between sites, and this issue of *The Narrow Gauge* is a tribute to his work.





One aspect of The Narrow Gauge to which I draw attention every year with little discernible effect is the ongoing lack of articles on UK subjects. The balance of the publication is a little too biased in favour of overseas railways – not that these are in any way uninteresting, but more from the UK would be welcome.

We are always willing to consider ideas for future special issues of TNG: at the moment I have none in reserve, although I do know at least two members are busy researching.

My thanks to everyone who has provided articles for The Narrow Gauge. Their number is still few, but without them the magazine could not continue.

*Alan Burgess*

There were no questions in respect of The Narrow Gauge Editor's Report.

### **NARROW GAUGE NEWS Editors' Reports** **(a) Narrow Gauge News Editor's Report**

Since the last AGM, six issues of Narrow Gauge News have been produced; I am indebted to my colleagues on the editing team for their prompt submissions. Without their help the whole task would fail. Thank you, *Philip Pacey, Alan Burgess, David Nicholson and Lawson Little*.

There have been issues of 36, 48, 44, 52, 40 and 28 pages. This represents a considerable increase from the average of previous years and is, I think, a result of the full-colour production that we have now adopted. We have received rather more congratulations on our issues recently than in the past, too! I have, however, been disappointed that issues have often been a few days' late (we aim to publish on the 15th of the month); this has been for a variety of reasons and I am hopeful that it will not happen in the future.

The web edition has been produced for each issue, too. Disappointingly few videos have been submitted, however, and the web edition is almost always the same as the printed one. We have improved the quality of the pictures in the web edition during the year and now hope that readers will be able to enlarge photos as they wish. Thanks again to *Mick Morgan* for his careful presentation of the web edition.

As you know, membership of the society has increased considerably and I hope that new members will send in even more reports than we have had in the past. Currently, we have plenty of material, but, as I said last year, the majority of submissions come from a limited number of members.

Photographs are of a generally very high standard, but as before the same three or four contributors account for a very high proportion of those printed. Again I appeal to all members to send in a photo or two; do not be put off by the experts; I try to publish at least one photo by anyone who sends them.

Sometimes, because of the rather haphazard nature of our collection of material (we wait for people to send it in), we miss important events in the narrow gauge world. I hope that we can soon be a little more active in our approach so that we have a reporter at all relevant events.

A recent appeal for more editorial help has opened up some interesting new leads and I hope that I shall be able to report an augmented editorial team soon.

The final editing of NGN still takes me about a week of work. The section editors do a great deal too. I am willing to continue for a while if the membership so wish.

*Paul Bennett*

There were no questions in respect of the Narrow Gauge News Editor's Report.

### **(b) Narrow Gauge News UK Editor's Report**

Included within NGN Editor's Report

*Philip Pacey*

### **(c) Narrow Gauge News Miniature Editor's Report**

Included within NGN Editor's Report.

*David Nicholson*



#### (d) Narrow Gauge News Overseas Editor's Report

There has been no great change to the overseas news section during the past year in terms of content. We receive enough news from all over the world, mostly from members' reports of their visits, to make the overseas section a strong reflection of what is happening outside the UK.

There is still a tendency to receive a high number of reports from a few lines in Germany and France – geographically, not surprising – and in the USA. That is balanced by occasional news from out of the way spots that have been neglected for years.

An example of this was the Philippines report in the last NGN from *Eddie Barnes*. Apart from being the first report from that country for a long time, Paul was able to use it as a mini feature within the overseas news section.

One subject features covering two or more pages are a notable addition to the overseas section this year, made possible to a large extent by the availability of full colour throughout the magazine. We would ask members to bear this in mind when submitting news and pictures from one country.

Overall, I remain optimistic about the future of the overseas section. I am very grateful to the members who do take a considerable amount of time and trouble to contribute reports and pictures. As with much of the Society, the input comes from only a few people.

Thanks go again to *Paul Bennett* for continuing to make such an excellent job of editing NGN, which has continued to improve over the past year with the exploitation of full colour to reach a very high standard of visual impact

*Alan Burgess*

There were no questions in respect of the Overseas Sales Officer's Report.

#### Sales Officer's Report

I took on responsibility for Society book sales from mid-May 2016, although *Lawson Little* continued to look after some back-issue sales for a few months and *Lawson* also looked after the sales of polo and sweat shirts in 2016. *Ian Ashby* oversees the book and slide auctions offered to members whilst I work with *Robert Watson* on the eBay sales.

The accounts show the total income and related costs from our various sales efforts, which can be further analysed as follows:

	9 months 31 December 2016			Year ended 31 March 2016		
	Income £	Costs £	Surplus £	Income £	Costs £	Surplus £
Books sold to booksellers	1,879	(333)	1,546	2,250	(261)	1,989
Retail book sales	3,084	(974)	2,110	1,144	(584)	560
Cost of books sold	-	(808)	(808)	-	(963)	(963)
Garments & caps	1,765	(1,563)	202	69	} (62)	103
Binders & tumblers	250	(189)	61	96		
Book & slide auctions	685	(159)	526	1,226	(91)	1,135
eBay sales	406	(91)	315	-	-	-
Advertising & inserts	-	-	-	300	-	300
Packing materials	-	(51)	(51)	-	-	-
	<u>8,069</u>	<u>(4,168)</u>	<u>3,901</u>	<u>5,085</u>	<u>(1,961)</u>	<u>3,124</u>

Most of our book sales comprise special issues, mainly recent issues but including some back-issue specials from previous years. Sales in the period mainly arose from the Robert Hudson catalogue reprint, the book on the Caillet mono-rail system and the book on the Stronach-Dutton system. Around £800 in retail book sales was derived from selling non-special back issues; stocks of such old issues are now very low and future sales will be lower.

Some £1,400 of the increase in retail sales came through the Society website, which now draws in over half of all retail sales.

Sales of special issues tend to be relatively high for 6 to 12 months after publication, but then reduce significantly. This had left the Society with some book stocks which were unlikely to be sold and so the stocks were written down by some £2,700 on transfer from the unincorporated society. Print runs have been reduced to try and avoid a continuing problem of holding excessive stocks, but the nature of our special publications makes it difficult to predict retail demand.

Sales of garments and caps mainly relate to polo and sweat shirts, which were priced so as to avoid incurring any loss on their sale.



There have been more book and slide auctions during 2016, comprising items not required by the library either because they are duplicates or because they are generally not on narrow gauge topics. The net income has been lower than in 2015/16, but printing costs are almost nothing, since we have used the back of the address carrier to list the auction items; this compares with some £400 spent on printing an auction list in the previous year (included in the 2015/16 print costs).

In the final quarter of 2016, we started to experiment selling surplus items through eBay. Our eBay “shop” has achieved negligible sales, but eBay auction sales of other publications have been successful and are continuing in 2017.

*Phil Thompson*

There were no questions in respect of the Sales Officer’s Report.

### **eBay Shop Administrator’s Report**

My duties for the society include the administration of our eBay and PayPal accounts and supporting the sale of our publications and surplus stocks via eBay. My apologies for not being present at the AGM this year but it is the RHDR’s 90th Anniversary Gala and these important celebrations come around less often than AGMs!

Both the eBay and PayPal accounts have operated without problems.

A small number of our publications have been made available via eBay but there have only been a very limited number of sales. We will keep under review whether this is a worthwhile exercise, as publications are also available via our website and we pay less fees if purchases are made via this route.

We have now held several eBay auctions, using them to sell unneeded (duplicate or not narrow gauge) publications, and made a contribution to our funds of around £300 for the auctions in autumn 2016, with a further £350 raised in early 2017. Most of the work for these auctions falls to *Phil* in preparing the pictures and text for inclusion in each auction and then dispatching the items once the auction has finished. We will continue with these auctions for so long as we have publications to sell.

*Robert Watson*

There were no questions in respect of the Sales Officer’s Report.

### **Postal Auction Officer’s Report**

The 2016/17 Membership Year has seen a sale with every mailing, alternately Slides and books.

There is a small core of regular bidders, but always a few new ones. Most people seem to bid on just one or two lots.

Postal auction sales, listing sent out with mailings, are the only way of giving all society members an equal chance of purchasing items not required by the Society archives. They are a benefit of membership, raise funds and by careful fixing of the of the minimum bid cannot make a loss for the Society.

The slide auctions are currently on hold; the Librarian has recalled all remaining boxes for further review. Book sales will continue as long as there are sufficient books available to fill the lists.

Unsold books are forwarded to the eBay sales officer for sale on eBay.

I am happy to continue to administer these sales for a further year.

*Ian Ashby*

There were no questions in respect of the Postal Auction Officer’s Report.

### **Commercial Officer’s Report**

See Publicity Officer’s Report

*Mike Sarsfield*

### **Publications Officer’s Report**

See Sales Officer’s report – nothing further to report

*Phil Thompson*





## Legal Assistant's Report

I was elected the Legal Assistant at the Society's last AGM. Since then and through the end of 2016, my primary work as Legal Assistant dealt with a complicated lease and loan arrangement that NGRS has with the Moseley Railway Trust ("MRT"). The lease arrangement involves housing of the NGRS library and a storage unit for books and ephemera. Over a period of months, the Society officers and I have worked with MRT to sort out the exact terms of the lease and a loan from NGRS to MRT.

Looking ahead, I have begun drafting a new lease agreement that makes clear the exact nature of the relationship between the NGRS and MRT. I am hopeful that this matter will be completed well before the end of 2017.

*Ken Matticks*

There were no questions in respect of the Legal Assistant's Report.

## Librarian's Report

Firstly, my apologies for not being at the Society AGM with you today. I wish you all an enjoyable weekend of railway visits, and a productive AGM meeting - remember this is your Society, and AGMs are an opportunity to help shape the future course of the NGRS.

The past two years have seen the Society take great strides both in terms of growing our previously declining membership, and a number of exciting publications which have been produced for the benefit of our members. These special issues were drawn from material held in the Society library. Members of your committee have given greatly of their time to produce these publications from raw material. If any members find the idea of being involved in producing a publication appealing, your committee would be greatly appreciative of assistance!

At the time I write this report, news has just reached the Society regarding the sad passing of long standing member *Stan Owen*. *Stan* has been a great donor of material to the library over the past six years, and was astute in his recording of the 'ordinary' of today, knowing that this is what makes history tomorrow. *Stan* was a member of the track gang relaying the Welsh Highland railway, and was meticulous in his recording of these years of change along the route of the Welsh Highland - both in terms of photographs, and supporting documentation etc., issued to the volunteers.

The Society has recently received a large collection of research material relating to South African narrow gauge railways from member *David Payling*. This material was amassed by *David* in the 1990s during visits to S.A. in search of drawings and documentation to support the restoration of the WHR (C) Garratt locomotives and other S.A. rolling stock.

I have been busy over the winter months digitising a number of cine films within our *John Lucas* collection, as well as additional recently received cine material. These digitised additions have now been passed to the Society's film librarian, so look out for additions to our film archive.

Over the past eighteen months Society member *Kim Ward-Bailey* has been tirelessly engaged in the task of scanning the Society's back catalogue of "Narrow Gauge News", "The Narrow Gauge" and other special publications in searchable .pdf format. In a stroke this resource has overcome historic deficiencies in our publication indexes, and has already been used on multiple occasions to assist members with their research enquiries.

An electronic library database is currently under development, utilising a proprietary archival package. This will enable the library resources to be globally searched, including our growing digital photo archive, and our growing number of digitised manufacturers works drawings.

Thank you to all Society members who have made use of the library over the past year. Your research enquiries have been a joy to work with, and as ever have stretched my personal knowledge.

**KEEP RESEARCHING  
KEEP PUBLISHING!**

*Jim & Becky Hay*

There were no questions in respect of the Librarian's Report.

## Film & Video Archivist's Report

The video library had its usual very quiet year with only 11 DVDs loaned out to just two members. No film or VHS tapes have been offered for transfer to DVD.



It seems that the library is more of a repository rather than a library, which is certainly an important function, but it is disappointing that there is so little interest in it as we hold some very interesting footage.

A large number of DVDs & videotapes have been received as bequests, mostly from the collections of the late *John Lucas & David Holroyd* & thanks are due to *Jim Hay* for organising the collection of these.

A number of DVDs have been donated from other sources.

Due to the lack of interest in the video library from the membership the usual 'loan copies' have not been made from these recent donations, but will be made whenever a loan is requested.

Meantime the full list of the library's contents is being updated & the current list of about 150 DVDs is available on application to the Video Librarian & will be posted on the Society website when completed.

I am prepared to continue as Video librarian. Unless anyone else wants the job.

*Mike Jackson*

There were no questions in respect of the Video Archivist's Report.

### **Webmaster's Report**

Web service last year on a new server was more robust than the previous year. Most work has therefore been in adding, updating and deleting NGRS documents and servicing the Committee, local Groups and members. It has seemed busier than ever, although the arrival of Membermojo has automated emailing groups of people, so is a lot quicker to do.

The use of PayPal for book sales and various types of membership applications has been encouraging and although we have had very occasional initial coding issues, they have been very quickly rectified.

Again this year I am pleased to report the receipt of a number of website contributions from Branches advising and promoting their meetings and other events of interest. Thanks go to those who send them in, it does show the outside world that the NGRS is alive and active in local areas, both for its members and potential members with similar interests.

General NGRS matters continue to be placed on the opening page as headlines and/or summaries, with Membership specific news on a separate Membership News page. In both cases Links provide further pages where further details may be found. The information changes, additions and deletions have been relatively quiet since NGRS Incorporation was completed.

There have been no member contributions of pictures, videos or articles to the website this year, although things like obituaries do come in indirectly. This may be due to general viewing changes from websites to social media, or perhaps we are doing too good a job in promoting and delivering our own articles and reading matter! Do consider sending in notes and/or pictures as both members and prospective members may find them interesting and useful. For information, the web address remains as <http://ngrs.org> or <http://www.ngrs.org>.

Regarding the Yahoo Group "NGRailwaySociety", we now have 237 members, an overall increase of 3 over last year. This is an un-moderated open site, and one into which the NGRS has no direct input. The site does provide a flow of news, views and questions to a wide audience at home and abroad and advance announcements can be useful via this medium.

Do promote the group among your friends because the NGRS membership is a vast knowledge pool which should be shared with people of similar interests.

*Mick Morgan*

There were no questions in respect of the Webmaster's Report.

### **Facebook Administrator's Report**

The NGRS Facebook page and group have now been live for almost two years. During this time the group membership has grown to well over 1000, although of course many of these members are not also members of the Society.

The aims of increasing awareness of the existence of the NGRS and its services to members have been met. Many people have found the Facebook group through searches or by noticing that one of their friends has liked a post or picture. This can only help in making fellow enthusiasts aware of the Society and can lead to potential new members.



Even if Facebook users don't get around to joining the Society straight away they can continue to be informed of items of interest including member perks like visits to private lines.

There are of course those who refuse to have anything to do with Facebook, but they continue to be served by other channels and Facebook is just an additional way to spread news. There have been numerous posts with many interesting photos either posted to our group or shared from other sites on Facebook. This is what makes the medium so useful as often pictures of some newsworthy happening appear on the same day, as well as many historical views also being shared. Sometimes these instigate a discussion that can be very informative as members add further information.

*Chris Roberts*

There were no questions in respect of the Facebook Administrator's Report.

### **Visit's Officer's Report**

A successful year with a lot of the preliminary work being done by *Lawson Little* before he relinquished the post after many years' hard work, ably assisted by his wife *Sheila*.

The most popular visit was undoubtedly the Society's first visit to the Wotton Light Railway which attracted 49 members to this superb private line in the Heywood tradition. Our second visit to the normally-reclusive Torry Hill line was also popular.

Also very popular were visits to two private 2ft lines of totally different character which both had a genuine 'industrial' function as manure-haulers as well as being operated for pleasure.

We were made very welcome during a first Society visit to *Steve Thomason's* Springfield Agricultural Railway & received a similar welcome on a return visit to *Ken Jackson's* Eynsford Light Railway.

Miniatures were not forgotten, although visitor figures were down, often due to conflicting 'attractions' in the same weekend.

Both the manure lines are being revisited in 2017 & it is hoped to arrange revisits to Torry Hill & Wotton again in 2018.

There is a programme of ten visits for the 2017 season which are booking reasonably well, although we need a few more bookings so that we can break-even on the Rhiw Valley visit on 2nd.June.

Members who attended the March Statfold 'Invitation Day' will have noticed the Society's sponsorship of the 'invitation' which has attracted a number of new members & will be continued for the June 'Invitation Day'

The Visits Officer is always glad to receive suggestions for visits, particularly lesser-known lines that do not open to the public.

*Mike Jackson*

There were no questions in respect of the Visit's Officer's Report.

### **Publicity/Exhibitions Officer South's Report**

I have only just taken up the post(s) of Commercial Officer and Publicity/ Exhibitions Officer South so I am still getting to grips with the requirements of the Role. Here is a brief summary of actions underway to publicise the Society.

1. Revision of the advert in Narrow Gauge World to a more eye-catching style and layout is now under way; this may also be used as a flyer.
2. A letter is being prepared to be sent to narrow gauge and miniature railways and societies asking if we could provide some membership forms/leaflets for their members, and also asking if we can insert contact details in their newsletters.
3. If members know of any model railway club, narrow or miniature gauge railway, model engineering club etc. that would be interested in having NGRS membership leaflets, please get in touch.
4. I am currently investigating the supply of a wagon in 009 scale carrying the Society logo. This would be sold to members and non-members and the packaging would include a membership form.
5. I have contacted some exhibitions/shows to see if there would be value in our attending.



6. If any members are aware of shows where attendance would benefit the society, I would appreciate details.
7. An advert will go into NGN seeking to recruit members to assist at the society stand. Please get in touch so we can attend as many events as possible.
8. Any other ideas would be appreciated.

Mike Sarsfield

There were no questions in respect of the Sales Officer's Report.

## **Area Group Secretary's Reports**

### **Hereford & Worcester Area**

With the society unwilling to provide or fund public liability insurance for guests/visitors/speakers at Area Group meetings, the Hereford & Worcester group finds itself obliged to arrange its own standard club/society insurance and as a consequence, accept insurers' advice to set up a separate entity unconnected to the society and its own insurers. This is therefore my last report on the activity of the Hereford & Worcester Area Group. *Morris Portsmouth* and I will continue to organise the group in a similar format to that of the last 39 years, but now as the Malvern Narrow Gauge Group, an independent group open, as before, to all narrow gauge enthusiasts, including society members. It is with some regret that we find ourselves obliged to take this step.

Sad news came to light just after my last year's AGM report, that the founding member of the Hereford & Worcester Area Group, *Bob Walland*, had died back in the March of the year. Bob founded the Area Group in 1978 and ran it almost single-handedly for 26 years. In recognition of this he was made a life member of the society in 2004.

For thirty-nine years then the Area Group has continued to meet on a bi-monthly basis on Friday evenings at the United Reformed Church Hall in Malvern with, since 2004, *Morris Portsmouth* and I running the meetings on our long established, but informal basis. Attendance at meetings this year has varied between 20 and 35 and a small donation on the night has covered the cost of the hall, refreshments and any speaker expenses.

Our June meeting last year was a second return visit by *Michael Whitehouse* presenting more of his father's fascinating cine films. The August meeting was the usual members-own evening, with mainly regular attendees, sorting out their finest slides and digital images to show to the group.

The October meeting was another return visit by regular visitor *Ralph Ward* with more of his excellent photographs of British steam in action - usually taken in his favourite lighting very early or very late in the day! *Rob Pettitt* did the honours at the traditional mince pie and mulled wine December meeting with a comprehensive talk on Feldbahnen.

In February *David Morgan* came over from Redditch to deliver a wide-ranging and interesting talk on our narrow gauge heritage, telling us about quite a few minor railways very unfamiliar to us. At our April meeting *Mike Hynd* delivered a fascinating talk on the Réseau Breton rail network, using his own 1963 slide collection and a collection of monochrome images belonging to *Dave Waldren*.

The Malvern Narrow Gauge Group has an ongoing programme of similar events, on similar dates, at the same time, in the same place, already stretching through into 2018.

Bill Burton

There were no questions in respect of the Hereford & Worcester Area's Report.

### **Lincolnshire Area**

Ladies & Gentlemen, I am pleased to offer a brief report of the activities of the Lincolnshire Area of the NGRS for 2016.

We have had a successful series of evening meetings, with our speakers covering a wide range of subjects including a historical survey of Statfold Barn, the history of Ruston & Hornsby, the Sierra Leone Railway Museum Project, the Talylyn 150 celebrations and the Austrian industrial scene. We got the 2017 season off to a rousing start with a presentation on Bord Na Mona – the programme for the rest of the year can be found on the web at <http://www.photrek.co.uk/narrowgauge.html> and I'm pleased to say that the planning of the 2018 is progressing well.

The Group continues to meet at the Unison Club in Lincoln, as it has done for many years – not an ideal location but one which the members seem to like. The members themselves continue to be active in many of the different fields which

make the 16mm scene so interesting: preservation, 16mm garden railways, research, photography and, of course, gricing.

All members of the NGRS are welcome to attend our meetings, as are members of other Societies (or none).



There were no questions in respect of the Lincolnshire Area's Report.

### **London & Southern Area**

Here is the report from the London and Southern Area to the Society's 2017 AGM.

As has been the case for many years, the Area's activities have been focused on a series of monthly meetings held in London. These are run jointly with our friends from the Welshpool and Llanfair Light Railway. Our meetings season runs from October to April. Attendance during the season so far has been generally good, and we have been able to cover our costs at Keen House.

Speakers during the last year have included *Anthony Lambert, Roy Laverick, Nick Lera, Peter Miles, David Mitchell and Gordon Rushton*. We also had an evening of pictures taken by the late *John Snell*. Their presentations, slides and films were all enjoyable, and in their different ways emphasised the enormous wealth of narrow gauge knowledge they share. We are grateful to all of them for putting the time aside to come and talk to us, and for all the preparatory work such high quality shows entail.

We would also like to thank *Hugh Smith* for hosting our meetings at Keen House on behalf of the Model Railway Club and for all his help.

Our thanks go too to *Paul* and *Mick* for advertising our meetings in NGN and on the Society website.

*Peter Lemmey*

There were no questions in respect of the London & Southern Area's Report.

### **Yorkshire Area**

I have pleasure in presenting the annual report of the Yorkshire Area meeting for 2016.

The meetings at Meanwood Valley Urban Farm have covered a wide range of topics including the following:

South America, South Africa, threatened Indian narrow gauge, The Ruston Story and *John Snell* the photographer.

At the time of writing we still have sessions on Boston Lodge and quarry railways and tramways in the Yorkshire Dales, yet to come.

Attendance averages 27 which covers costs as this year many of the speakers were relatively local. This is the same as last year.

I would like to place on record our collective thanks for the work of the rest of the organisers; *Peter Martin* who manages the finances, *Bob Schofield* who arranges most of the programme, and *Nigel Ponsford* who keeps us in order. We also thank *Anne* and *Nigel* for the provision of refreshments; our speakers many of whom this year were more local, and of course the members who regularly support the shows and events.

*Rod Tickner*

There were no questions in respect of the Yorkshire Area's Report.

### **East Anglia Area**

Report not currently available

*David Gander*





## Sub-Committee Reports

### **JUNIN Sub-Committee**

There is very little to report about the project to restore JUNIN. In the absence of any agreement with Leeds Museums no attempt has been made to raise funds or to seek sponsorship. The IRS AGM was held in Leeds towards the end of April, so I took the opportunity to arrange to meet the Curator of Armley Mills Museum later in the afternoon and look at JUNIN.

The river in December 2015 had flooded the Locomotive Shed to a depth of 5ft 3in. There is a plaque on the wall outside, which makes a previous recorded flood in November 1866, with a depth of 2ft 4in, look insignificant! The shed has been thoroughly cleaned and the various locomotive exhibits show few marks externally of their partial submersion. As far as I could gather, the Museum's insurance claim is still being negotiated, hence the lack of any agreement for restoration. A particular problem seems to be how to assess damage caused by the flood on an exhibit whose condition originally was far from pristine. Apart from sundry missing items, for example the radiator grille and a bonnet inspection door, which may well be elsewhere in the museum, it looked in much the same condition as I remembered it from a visit some years ago.

I will write to the Museum to enquire if they have come to a decision in respect of this project, but obviously I cannot yet give their reply.

*Sydney A Leleux*

There were no questions in respect of the JUNIN Sub-Committee's Report.

### **Local Area Groups Sub-Committee**

The Purpose of this subcommittee was to determine the relationship between the NGRS (a company limited by guarantee registered in England and Wales) (**NGRS**) and the Local Area Groups (**LAGs**).

Correspondence with the LAGs has determined that they are each unique in their structure and management. Some are joint with other societies, some have formal AGMs and keep records and Accounts whilst others do not. All are open to non-members.

The Assets held by the Groups are generally paid for by the group's members, which may include other railway societies, but in some groups they belong to individuals or are hired with the Meeting rooms. None of the assets are the property of NGRS.

It is apparent that the activities of the LAGs are not controlled by the Directors of the NGRS, though this would not be an issue if only NGRS members were present. As they are currently operating the LAGs are a public meeting, which members attend and do not constitute an NGRS meeting.

It is, however, also clear that the NGRS local Area Groups provide a social and support role to the NGRS and a forum where members can meet for this reason it is proposed that they should be considered as "supporter groups" who have license to use the NGRS name and branding.

It is proposed that this licensing be recorded in a letter to be drawn up later in the year. This is likely to be something simple such as "shall not bring the NGRS into disrepute" though this is subject to further advice from the Legal Assistant.

Likewise, the NGRS encourages the formation of Local Area Groups and should be free to extend support to these groups, if required, by sanction of the Directors.

An email has been issued to all Local Area Groups clarifying the insurance cover that the NGRS has and how it applies to the LAGs, the only responses in this respect from the LAGs has been in respect of the Public Liability Insurance, which some consider should be borne by the NGRS. Different groups have given mixed responses varying from "thanks for clarifying" to "we are cancelling all our meetings". As can be read in the Herford and Worcester Area report, they have opted to sever their ties with the NGRS.

There has been no change in the level of cover to that which existed under the unincorporated Society and under which the LAGs have operated for many years.

The NGRS's Public liability insurance covers only members of the NGRS and whilst members are covered whilst attending LAGs meetings, the general public, other societies and guest speakers (other than NGRS members) are not.



The insurance is wide ranging and covers any form of activity which the Directors decide NGRS members are OK to attend (with the exception of driving an NG locomotive when non-members are present).

The society could, if required, provide Public Liability cover for all comers to LAGs meetings. The cost would be high since we would be asking the insurers to provide cover for an indeterminate number of people (rather than a defined population of "members of the society") and also at an increased number of premises - both of which would increase the risk. This would also result in member's subscriptions being expended to the benefit of others who make no contribution.

*Alan Burgess/ Steve Barber*

The Members of the sub-committee present were asked about the action of the Herford and Worcester Area Group in severing their ties with the NGRS, the Secretary responded that this was deeply regrettable, and that the action had been taken by that LAG as a result of advice which they had received and to which the Society was not privy, no other Group had taken this action.

The conclusion of the Report is that from an organisational perspective the LAGs are not part of the NGRS, and therefore are not covered by the insurances, furthermore to insure an organisation which did not fall under our control would be costly. All NGRS members attending any meeting related to narrow gauge railways are covered by the insurances. The problems arise from the admission of non-members.

The economics of the situation were also queried, it was stated that to provide cover for non-members at all LAGs would add around 50p to the subscription and as this was just to cover non-members would offer no member benefit. The Secretary stated that the situation could be resolved if the LAG was limited to NGRS members, Visits Membership would suffice and was available for £12.00 annually.

It was also questioned why Day Membership could not be offered to non-members requiring them to sign in on the night, the Secretary responded that the NGRS insurance permits Day Members, however our insurers would take a dim view of the same individuals repeatedly using this facility. This would also require an amount of administration to be diligently undertaken by the LAG and the records supplied to the NGRS and retained for a minimum of 6 years.

The Directors were requested to write to the Herford and Worcester Area expressing their regret, the Chairman responded that this had already been done.

## **Formal business of the Narrow Gauge Railway Society as a Limited Company**

Upon motion duly made, seconded and carried the financial statements for the period ended 31 December 2016 and the accountants report thereon and the directors' report was accepted (; the Secretary to attach a copy to the Minutes.

Proposed: *Mike Swift*  
Seconded: *Sydney Leleux*  
Votes: 59 (32+27 Proxy)

In accordance with the Articles, there was an election of Directors, each member present casting a vote. The Directors were elected *en-block*. *Ian Ashby* and *Mike Jackson* retired as Directors The votes were tallied and the results were as follows:

*Alan Burgess* (Chairman, The Narrow Gauge Editor & Narrow Gauge News Overseas Editor) Votes: 60 (32+28 Proxy)

*Steve Barber* (Company Secretary) Votes: 59 (32+27 Proxy)

*Paul Bennett* (Narrow Gauge News Editor) Votes: 60 (32+28 Proxy)

*Jim Hay* (Librarian) Votes: 59 (32+27 Proxy)

*Lawson Little* (Membership Secretary) Votes: 60 (32+28 Proxy)

*Mick Morgan* (Webmaster) Votes: 58 (32+26 Proxy)

*Chris Roberts* (Facebook Administrator) Votes: 58 (32+26 Proxy)

*Phil Thompson* (Treasurer, Sales Officer & Publications Officer) Votes: 59 (32+27 Proxy)

*Robert Watson* (eBay Shop Administrator) Votes: 57 (32+25 Proxy)



No member had come forward as a Director to represent the interests of the Membership

Upon motion duly made, seconded and carried the foregoing persons were elected to serve as Directors for one year or until the next members meeting

Proposed: *Graham Fairhurst*  
Seconded: *Sydney Leleux*

## Other Informal Business

Details of the Company Officer structure and contacts details are in Appendix B

## Company Officers

Vacancies

- Northern Visits Assistant
- Publicity / Exhibitions Officer North
- Publicity Assistant North
- Miniature Railway Records Officer

None of the assembled members came forward to fill these vacancies

*Sydney Leleux* requested that *Iain Logie* be added to the contacts for the JUNIN sub committee

## Next Year's AGM

Next year's AGM is planned to be held on 12<sup>th</sup> May 2018 and is likely to be in Sussex.

## Any other Business.

*Norman Drake* offered congratulations to the Directors and Officers for increasing the membership and invigorating the Society. The cost to the Society of the discounted memberships that had been offered as introductory offers was queried, the Treasurer responded that the discounted rate covered the marginal cost of an additional member so they do not cost us anything. We anticipate a high attrition rate and currently around 50% of those joining through offers have not renewed, conversely 50% have renewed as Ordinary Members and the trial membership has cost us nothing. It is intended to offer further discounted memberships in future years.

The Narrow Gauge Editor was asked if he intended the publication to change to A4 as there had been two recent editions in this size, he responded that the use of A4 format was dictated by the nature of the material, which would have been almost unreadable in the current 6" X 8" format. The Editor stated that personally he would like to go to A4 as this would allow photographs and other visual materials to be better presented but he was aware that many members wished to retain the current format.

The potential costs of producing The Narrow Gauge in A4 were almost exactly the same as for the current format, the additional cost of colour material in both The Narrow Gauge and Narrow Gauge News was around 25-30% higher than Black and White, but it was clearly preferred by the members. It was also pointed out that future technologies such as print on demand already only accommodate standard size papers, which do not include 6"x8". *Sydney Leleux* requested that a decision be made as the changing size made it difficult to accommodate on the bookcase. It was suggested that a poll of the membership may be taken to ascertain their preferences.

*Sydney Leleux* commented that the Treasurer's Report indicated that we had a large surplus and suggested that this was used to acquire items that others may not, the Chairman responded that the Directors would give consideration to any proposals that members make them aware of.

*Norman Drake* offered a vote of thanks to the Committee for their hard work throughout the year and especially for the organisation of the AGM. The Secretary added that *Chris Roberts* was worthy of special praise having organised all of this year's visits.

*Sydney Leleux* enquired about the Library overflow storage in the container at Apedale, and voiced his concern in respect of deterioration of the materials stored therein, the Committee assured him that the Container was watertight, lined and regularly aired and dehumidified to prevent any problems in its internal environment. The committee went on to briefly outline the plans for the future accommodation of the library and the progress with the Apedale museum building which will eventually house the library collection.



The Visits Officer enquired of the assembled membership if there would be interest in an evening (Out of business hours) visit to the North Bay Railway in Scarborough and took a headcount, the economics of such a visit are still being reviewed.

The Secretary made available further copies of the navigation and parking details for the rest of the weekends visits should they be required by the members present.

There being no further business the meeting was adjourned circa 15:45

DRAFT

**Appendix A**  
**Accounts**  
**Narrow Gauge Railway Society**  
Company number: 9925208

**Report of the Directors and**  
**unaudited Financial Statements for the period ended**  
**31 December 2016**

**Officers and Professional Advisers**

Directors	Alan Burgess – chairman Ian Ashby Steve Barber Paul Bennett Jim Hay Mike Jackson Lawson Little Mick Morgan Chris Roberts Phil Thompson Robert Watson
Company secretary	Steve Barber
Registered office	246 Hillbury Road Warlingham Surrey CR6 9TP
Accountants	Carter Smith 12/14 Church Street Ecclesfield Sheffield S35 9WE



# **Narrow Gauge Railway Society**

## **Report of the Directors for the period ended 31 December 2016**

The Directors have pleasure in presenting their report and the unaudited Financial Statements of the company for the period from incorporation on 21 December 2015 to 31 December 2016.

### **Principal activities**

The company commenced to trade on 1 April 2016 when the assets of the unincorporated Narrow Gauge Railway Society were transferred to the company.

The company's main object is to maintain interest in and record details of all forms of narrow gauge rail transport and to bring together people interested in narrow gauge rail transport. To fulfil this object, the company publishes two magazines (*The Narrow Gauge* and *Narrow Gauge News*); it also maintains a library of magazines, books, films, photographs, drawings and other artefacts and promotes visits to locations of interest relating to narrow gauge rail transport.

### **Membership**

At 31 December 2016, the company had 1,383 full- and e-members, an 18% increase compared with 1,174 members of the unincorporated society at 31 December 2015; there were also 20 associate members at 31 December 2016.

### **Directors**

The following people have served as directors during the period:

Alan Burgess – chairman (from 21 December 2015)	Lawson Little (from 16 October 2016)
Ian Ashby (from 16 October 2016)	Mick Morgan (from 16 October 2016)
Steve Barber (from 21 December 2015)	Chris Roberts (from 16 October 2016)
Paul Bennett (from 16 October 2016)	Phil Thompson (from 21 December 2015)
Jim Hay (from 21 December 2015)	Robert Watson (from 21 December 2015)
Mike Jackson (from 16 October 2016)	

At the first annual general meeting of the company on 13 May 2017, all directors will retire in accordance with Article 20 of the company's constitution. Mike Jackson has decided not to seek reappointment as a director but will remain on the management committee. All the other directors offer themselves for re-election.

### **Small company exemption**

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

### **Directors' responsibilities**

The directors are responsible for preparing the Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Company law requires the directors to prepare Financial Statements for each financial period which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those Financial Statements, the directors are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards have been followed, subject to any material departures being disclosed and explained in the Financial Statements.
- Prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the Financial Statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention of fraud and other irregularities.

**By Order of the Board**  
**Steve Barber, Company secretary**

246 Hillbury Road, Warlingham, Surrey CR6 9TP  
18 March 2017

## Narrow Gauge Railway Society

### Profit and loss account for the period ended 31 December 2016

	Note	2016 £
Turnover	1	28,231
Cost of sales		(22,810)
Gross surplus		<u>5,421</u>
Administrative expenses		(2,206)
Profit on ordinary activities before interest		<u>3,215</u>
Bank interest received		296
Profit on ordinary activities before taxation	2	<u>3,511</u>
Taxation payable	3	(59)
Profit on ordinary activities after taxation for the period	10	<u>3,452</u>
Legacies received	10	13,000
Surplus after taxation and legacies received	10	<u>16,452</u>
Surplus for the financial period		<u>16,452</u>

# Narrow Gauge Railway Society

## Balance sheet as at 31 December 2016

	Note	31 December 2016	
		£	£
<b>FIXED ASSETS</b>	5		
Intangible assets			250
Tangible assets			999
Investment in Society library			<u>29,573</u>
			30,822
<b>LONG TERM LOANS RECEIVABLE</b>			
Moseley Railway Trust	6		5,336
<b>CURRENT ASSETS</b>			
Current portion of loans receivable	6	1,220	
Stocks	7	1,361	
Debtors and prepayments	8	2,075	
Cash at bank and in hand		<u>94,141</u>	
		98,797	
<b>CURRENT LIABILITIES</b>			
Creditors, accruals & subscriptions in advance	9	<u>(18,646)</u>	
<b>NET CURRENT ASSETS</b>			80,151
<b>NET ASSETS</b>			<u>116,309</u>
<b>GENERAL FUND</b>	10		<u>116,309</u>

For the period in question, the company was entitled to exemption from an audit under Section 477 of the Companies Act 2006. No notice has been deposited under Section 476 of the Act in relation to the accounts for the period.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial period and of its surplus or deficit for each financial period in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The accounts were approved by the directors on 18 March 2017.

P A Thompson  
Director

# Narrow Gauge Railway Society

## Notes to the financial statements for the period ended 31 December 2016

### 1. Accounting policies

#### *Accounting convention*

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

#### *Turnover*

Turnover includes subscription income, sales of magazines and other items and income from visits to narrow gauge railways organised by the company. The subscription year normally runs for a 12-month period from 1 April to 31 March and subscriptions are treated as income in the accounting period in which the member receives the related membership benefits

#### *Intangible fixed assets*

The costs relating to registering the Society logo have been capitalised. If the directors considered the value of this asset had reduced, it would be written down in the year the diminution arose.

#### *Tangible fixed assets*

Leasehold improvements are depreciated over four years, being the expected minimum term of the lease. Other tangible fixed assets are depreciated on a straight-line basis over their estimated remaining useful lives, ranging from three to five years.

#### *Investment in library assets*

The costs of acquiring items in the library collection are capitalised, but not amortised. The library collection is valued periodically and any diminution in value is written off if the loss of value is expected to be permanent.

#### *Stocks*

Stocks are valued at the lower of cost and net realisable value after making due allowance for any obsolete and slow moving items.

### 2. Profit on ordinary activities before taxation

The profit on ordinary activities before taxation is stated after charging directors' emoluments of £nil.

### 3. Taxation

There is a corporation tax charge of £59, calculated at a rate of 20% on bank interest received of £296.

### 4. Transfer of assets from the unincorporated Narrow Gauge Railway Society

Assets of the unincorporated Narrow Gauge Railway Society transferred to the company on 1 April 2016 were:

	<b>Society accounts</b>	<b>Adjustments on</b>	<b>Adjusted opening</b>
	<b>31 March 2016</b>	<b>transfer to company</b>	<b>net assets</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	30,752	-	30,752
Loan receivable from Moseley Railway Trust	7,759	-	7,759
Stocks	4,689	(2,665)	2,024
Debtors and prepayments	1,526	-	1,526
Cash at bank and in hand	75,141	-	75,141
Creditors, accruals & subscriptions in advance	(17,345)	-	(17,345)
Total net assets	<u>102,522</u>	<u>(2,665)</u>	<u>99,857</u>

Stocks of magazines for resale were written down based upon the experience of actual sales since 1 April 2016. Known liabilities of the unincorporated society have been settled in full since 1 April 2016.

## 5. Tangible fixed assets

	Intangible asset Trademark £	Leasehold improvements £	Tangible fixed assets Equipment £	Total fixed assets £	Investment Library £
<b>Cost</b>					
On incorporation	-	-	-	-	-
Transferred from NGRS	250	617	517	1,134	29,368
Additions	-	-	129	129	205
At 31 December 2016	<u>250</u>	<u>617</u>	<u>646</u>	<u>1,263</u>	<u>29,573</u>
<b>Depreciation</b>					
On incorporation	-	-	-	-	-
Charge for the period	-	(116)	(148)	(264)	-
At 31 December 2016	<u>-</u>	<u>(116)</u>	<u>(148)</u>	<u>(264)</u>	<u>-</u>
<b>Net book value</b>					
At 31 December 2016	<u>250</u>	<u>501</u>	<u>498</u>	<u>999</u>	<u>29,573</u>

## 6. Loans to Moseley Railway Trust

The Society library occupies part of a building at the Apedale site of the Moseley Railway Trust, under a 10-year lease originally signed in September 2007, and also has use of an adjacent storage container. These premises have been occupied since October 2010 (the building) and September 2013 (the container).

The unincorporated society advanced two loans to the Moseley Railway Trust. The first loan (for the use of the building) amounted to £10,000 and the second (for use of the container) amounted to £2,982. These loans were treated as being repaid when the annual rents fell due.

The directors are in discussion with the Moseley Railway Trust to novate both leases over to the company. As part of these arrangements, the parties have agreed to confirm certain matters which, in their opinion, were not properly addressed in the original documentation; in addition, the periods of the leases may also be extended.

Movements on the loans have been as follows:

	<b>2016</b>
	<b>£</b>
Loans outstanding at 1 April 2016 and transferred to the company	7,759
Rents invoiced in the period	<u>(1,203)</u>
Loans outstanding at 31 December 2016	<u>6,556</u>
Estimated repayment due within 12 months	1,220
Estimated repayment due in more than 12 months	<u>5,336</u>
	<u>6,556</u>

Under the original leases, the loans to Moseley Railway Trust do not carry interest and are unsecured. Moseley Railway Trust undertook to repay any outstanding balance on the loans either in cash, or by an agreed payment in kind, if it closes the Apedale site before either loan is fully repaid.

## 7. Stocks

	<b>2016</b>
	<b>£</b>
Magazines for resale	340
Binders, tumblers, caps and packing materials	<u>1,021</u>



	1,361
<b>8. Debtors and prepayments</b>	
	<b>2016</b>
	<b>£</b>
Trade debtors	163
Prepayments	1,912
	<u>2,075</u>

<b>9. Creditors, accruals &amp; subscriptions in advance</b>	
	<b>2016</b>
	<b>£</b>
Trade creditors	(798)
Accruals	(229)
Corporation tax payable	(59)
Subscriptions received in advance	(17,560)
	<u>(18,646)</u>

#### 10. General fund

The Narrow Gauge Railway Society is a company without share capital that is limited by guarantee. Movements on the general fund in the period were as follows:

	<b>2016</b>
	<b>£</b>
Balance at the start of the period	-
Net assets transferred from the unincorporated society	99,857
Profit/(loss) on ordinary activities after taxation for the period	3,452
Legacies received	13,000
Balance at the end of the period	<u>116,309</u>

During the period, the company received two legacies from the estates of deceased members, amounting in total to £13,000. Under the terms of the legacies, no restrictions were placed on the use of the funds. The directors intend to apply the legacies in meeting the objects of the company, as set out in the Articles of Association.

#### 11. Financial commitments

The company has committed to make a payment of £10,000, as an outright gift to Moseley Railway Trust, upon completion of the proposed museum building at its Apedale site. Building work has not yet progressed beyond the foundation level and so the timing of this payment is uncertain.

#### 12. Controlling interest

The company is controlled by its members.

### **Accountants' report to the directors on the unaudited accounts for the period ended 31 December 2016**

As stated on page 4 you are responsible for the preparation of accounts for the period ended 31 December 2016 set out on pages 3 to 7 and you consider that the company is exempt from audit. In accordance with your instructions we have examined the format of these unaudited accounts and confirm that they have been properly prepared in accordance with the Companies Act 2006.

Carter Smith  
12/14 Church Street  
Ecclesfield, Sheffield, S35 9WE

18 March 2017

**Narrow Gauge Railway Society**  
**Detailed profit and loss account for the period ended 31 December 2016**

	Period ended 31 December 2016 (operating for 9 months)			Year ended 31 March 2016 (unincorporated society – for comparison)		
	Income £	Related costs £	Net £	Income £	Related costs £	Net £
<b>MEMBERS' BENEFITS &amp; SALES</b>						
Annual membership subscriptions, less related costs	34,589	(956)	33,633	34,141	(1,697)	32,444
Less: subscriptions for the 3 months to 31 March 2017	(17,494)	-	(17,494)	-	-	-
Income from magazine, book, clothing & other sales	8,069	(4,168)	3,901	5,085	(1,961)	3,124
Donations received	887	-	887	864	-	864
Visits to narrow gauge railways	2,180	(1,766)	414	3,427	(3,402)	25
Printing magazines and other items	-	(8,707)	(8,707)	-	(15,909)	(15,909)
Mailing charges	-	(5,266)	(5,266)	-	(11,032)	(11,032)
Costs of library	-	(1,947)	(1,947)	-	(4,113)	(4,113)
	<u>28,231</u>	<u>(22,810)</u>	<u>5,421</u>	<u>43,517</u>	<u>(38,114)</u>	<u>5,403</u>
<b>ADMINISTRATIVE EXPENSES</b>						
Officers' travel and other expenses		(459)			(550)	
AGM expenses		(312)			(559)	
Insurance		(509)			(343)	
Publicity & promotion expenses		(74)			(124)	
Direct debit & PayPal charges		(438)			(717)	
Accountancy and audit fees		(150)			(240)	
Depreciation of tangible fixed assets		<u>(264)</u>			<u>(342)</u>	
			<u>(2,206)</u>			<u>(2,875)</u>
Bank interest received			3,215			2,528
			296			220
<b>PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION</b>			<u><u>3,511</u></u>			<u><u>2,748</u></u>

**This page does not form part of the statutory financial statements**

# Appendix B

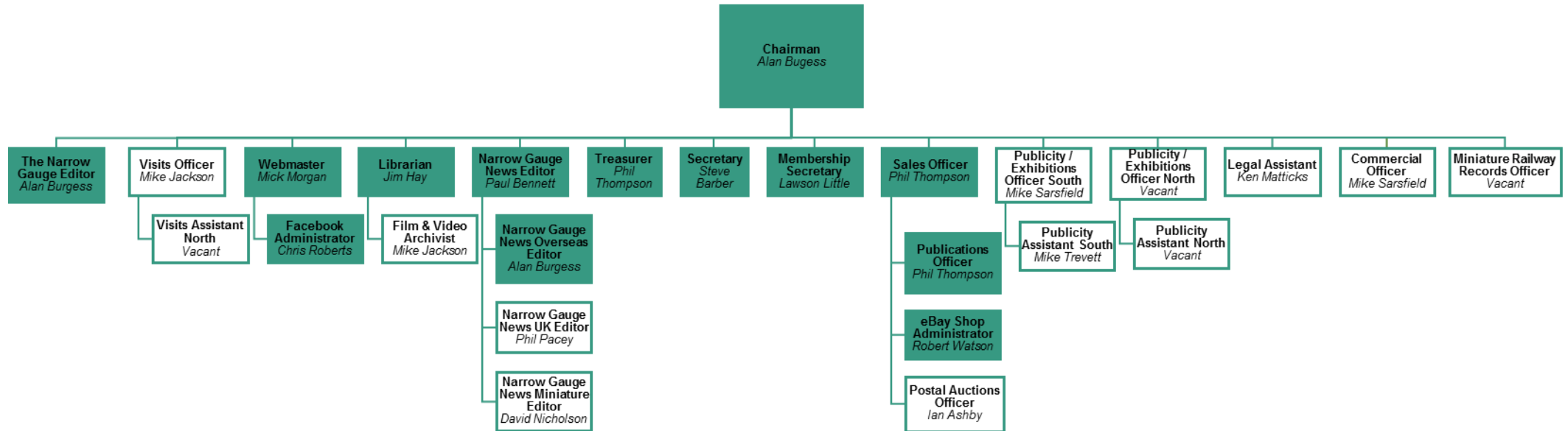
## Directors, Committee Members & Vacancies 2017

(Subject to approval of the membership)



# Narrow Gauge Railway Society

## Directors and Company Officers



Solid Shading indicates NGRS Company Director

# NGRS DIRECTOR and COMPANY OFFICER CONTACT LIST – 19/05/2017



Chairman	Alan Burgess	Director	6 The Crescent, Orton Longueville, Peterborough. PE2 7DT	<a href="mailto:aamarketing@btconnect.com">aamarketing@btconnect.com</a>
Secretary	Steve Barber	Director	"Hillbury Cottage", 246 Hillbury Road, Warlingham, Surrey. CR6 9TP	<a href="mailto:steve.barber@isconsult.net">steve.barber@isconsult.net</a>
Treasurer	Phil Thompson	Director	115a Church Street, Ecclesfield, Sheffield. S35 9WF	<a href="mailto:phil.a.thompson@aim.com">phil.a.thompson@aim.com</a>
Membership Secretary	Lawson Little	Director	1 Archer's Drive, Old Bilsthorpe, Newark, Notts. NG22 8SD	<a href="mailto:littlerail@talktalk.net">littlerail@talktalk.net</a>
Librarian	Jim Hay	Director	7 North Road, Combe Down, Bath BA2 5DE	<a href="mailto:howard9841931@hotmail.co.uk">howard9841931@hotmail.co.uk</a>
Film & Video Archivist	Mike Jackson		6 Coastguard Cottages, Upper Road, Dover. CT16 1HS	<a href="mailto:mikejackson6@btinternet.com">mikejackson6@btinternet.com</a>
TNG Editor	Alan Burgess	Director	6 The Crescent, Orton Longueville, Peterborough. PE2 7DT	<a href="mailto:aamarketing@btconnect.com">aamarketing@btconnect.com</a>
NGN Editor	Paul Bennett	Director	90 Stortford Hall Park, Bishop's Stortford CM23 5AN	<a href="mailto:pj.bennett@ntlworld.com">pj.bennett@ntlworld.com</a>
NGN UK Editor	Philip Pacey		21 Cadley Avenue, Fulwood, Preston. PR2 3LG	<a href="mailto:philandgill.pacey@blueyonder.co.uk">philandgill.pacey@blueyonder.co.uk</a>
NGN Miniature Editor	David Nicholson		57 Broadway, Hengistbury Head, Southbourne, Bournemouth. BH64EG	<a href="mailto:davidnicholson@hotmail.co.uk">davidnicholson@hotmail.co.uk</a>
NGN Overseas Editor	Alan Burgess	Director	6 The Crescent, Orton Longueville, Peterborough. PE2 7DT	<a href="mailto:aamarketing@btconnect.com">aamarketing@btconnect.com</a>
Sales Officer	Phil Thompson	Director	115a Church Street, Ecclesfield, Sheffield. S35 9WF	<a href="mailto:phil.a.thompson@aim.com">phil.a.thompson@aim.com</a>
eBay Shop Administrator	Robert Watson	Director	24 Hillcrest Drive, Loughborough, Leicester. LE11 2GX	<a href="mailto:robertngrs@robertwatson.org">robertngrs@robertwatson.org</a>
Publications Officer	Phil Thompson	Director	115a Church Street, Ecclesfield, Sheffield. S35 9WF	<a href="mailto:phil.a.thompson@aim.com">phil.a.thompson@aim.com</a>
Postal Auctions Officer	Ian Ashby		Valley Nurseries, Pershore Road, Evesham, Worcs, WR11 2PX	N/A
Webmaster	Mick Morgan	Director	29 Groby Road, Ratby, Leicester. LE6 0LJ	<a href="mailto:mick.d.morgan@btinternet.com">mick.d.morgan@btinternet.com</a>
Facebook Administrator	Chris Roberts	Director	296 Torrisholme Road, Lancaster, LA1 2TU	<a href="mailto:chrisroberts@hotmail.com">chrisroberts@hotmail.com</a> <a href="mailto:chrisroberts@talktalk.net">chrisroberts@talktalk.net</a>
Visits Officer	Mike Jackson		6 Coastguard Cottages, Upper Road, Dover. CT16 1HS	<a href="mailto:mikejackson6@btinternet.com">mikejackson6@btinternet.com</a>
Legal Assistant	Ken Matticks		1428 West Pine Avenue, MIDLAND, TX 79705 USA	<a href="mailto:kmatticks@lcalawfirm.com">kmatticks@lcalawfirm.com</a>
Publicity / Exhibitions Officer South	Mike Sarsfield		28 North Road, Loughor, Swansea. SA4 6QE	<a href="mailto:gwili9147@gmail.com">gwili9147@gmail.com</a>
Publicity Assistant South	Mike Trevett		15 Victoria Road, Littlestone, New Romney, TN28 8NL	<a href="mailto:trevettopal@tiscali.co.uk">trevettopal@tiscali.co.uk</a>
Publicity / Exhibitions Officer North	Vacant			
Publicity Assistant North	Vacant			
Commercial Officer	Mike Sarsfield		28 North Road, Loughor, Swansea. SA4 6QE	<a href="mailto:trevettopal@tiscali.co.uk">trevettopal@tiscali.co.uk</a>
Visits Assistant North	Vacant			
Miniature Railway Records Officer	Vacant			
<b>Junin Sub-Committee</b>				
Chairman	Sydney Leleux		31 Stanhope Street, Stanton-by-Dale, Ilkeston, Derbyshire DE7 4QA	<a href="mailto:sydneyleleux001@btinternet.com">sydneyleleux001@btinternet.com</a>
	Andrew Neale		Chestnut Farm, Grayingham Cliff, Gainsborough DN21 4FL	<a href="mailto:andrew@railway-books.co.uk">andrew@railway-books.co.uk</a>
	Mike Swift		47 Birchington Avenue, Birchencliffe, Huddersfield HD3 3RD	<a href="mailto:mike.swift1@virgin.net">mike.swift1@virgin.net</a>
	Iain Logie		7 The Farthings, Hathern, Loughborough, Leicestershire LE12 5HL	<a href="mailto:ia_logie@yahoo.co.uk">ia_logie@yahoo.co.uk</a>
<b>Local Area Groups Sub-Committee</b>				
Chairman	Alan Burgess	Director	6 The Crescent, Orton Longueville, Peterborough. PE2 7DT	<a href="mailto:aamarketing@btconnect.com">aamarketing@btconnect.com</a>
Secretary	Steve Barber	Director	"Hillbury Cottage", 246 Hillbury Road, Warlingham, Surrey. CR6 9TP	<a href="mailto:steve.barber@isconsult.net">steve.barber@isconsult.net</a>
Lincolnshire	Tim Hudson		52 Long Leys Road, Lincoln. LN1 1DR	<a href="mailto:ngrs@photrek.co.uk">ngrs@photrek.co.uk</a>
London	Peter Lemmey		82 Etheldene Avenue Muswell Hill, London N10 3QB	<a href="mailto:peterlemmey@waitrose.com">peterlemmey@waitrose.com</a>
Yorkshire	Rod Tickner		18 Florist Street, Keighley, Yorks.	<a href="mailto:yngrs@tickneronline.co.uk">yngrs@tickneronline.co.uk</a>

# Company Officer Vacancies

## **Sales Officer/ Publications Officer**

(Filled pro tem) The Sales Officer is responsible for sales external to the Society, back numbers and accessories (binders, coffee mugs etc.). Applicant must have suitable blank length of wall or walls about eleven feet long by 12" deep (storage racks will be provided) (NB: the Committee is currently investigating other arrangements), Internet and email and a liking for packing parcels also internal packs for new members and management of ISBN numbers.

## **Publicity / Exhibitions Officer North**

The Publicity Officer attends Various Railways with the Society Stand and organises publicity to raise the profile of the Society and encourage new members.

## **Publicity Assistant North**

The role of the Publicity Assistant is to assist the Publicity/ Exhibitions Officer and ideally would be geographically located so as to cover a different area. The Society would be happy to have many members undertaking this role on a local level

## **Visits Assistant North**

A role assisting the Visits Officer and organising visits to private railways in the North of the country.

## **Miniature Railway Records Officer**

The Society has built up a comprehensive collection of data in respect of both miniature locomotives and the railways that they operate on both public and private, we are seeking an individual to maintain these records and ensure that movements are recorded.

## **General**

The Committee is always pleased to be offered assistance with administering the Society. It should be noted that several of the committee members are fulfilling more than one role and it would be prudent to reduce their commitments.

Assistance in organising visits and AGMs etc. is also gratefully accepted and is usually required on a geographic basis.

If you believe you are able to help in any of the forgoing areas or you are prepared to give general assistance including assisting in cataloguing our library (books, images, moving images/ other) please do not hesitate to contact the Secretary or other Committee member for further information.