

Save Our Stute

Meeting Weds 16th December 2020 7.00pm via Zoom

Attendees: Kelly Ambrosini (KA), Lisa Knight (LK), Colin White (CW), Dave Reynolds (DR) (Chair), Sue Clarke (SC), Dene Clarke (DC), John Raw (JR), Michelle Armstrong (MA), Anth Knight (AK)

Apologies: Trevor Horner, Catherine Howard

Review of minutes/ actions from last meeting

- Minutes were passed

Financial update

- SC advised that the money raised from the CrowdFunder campaign had been transferred to the SHA bank account along with the conation from the North East LEP (Via CrowdFunder), Livin and the RMT Newcastle Rail and Catering Branch. Cheques were still clearing.
- However as the area had moved into a higher tier customers had had to be refunded for events that would not go ahead including the Festive G & Tea events which when paired with our contribution to repair the boiler in the stewardess's flat results in a reduction in holdings in the operational account leaving a balance of £325.88.
- In terms of the Institute's Covid survival fund, we are in a position to provide the Institute with £14,802 through our fundraising and holdings from past events and sales we ran.
- SC also updated the group on progress finding an accountant that handles CICs - we have engaged Chris Beaumont at the Clive Owen practice
- The accountant advises that we keep our income flat as 'fundraising' so don't need to ring-fence money - then we can allocate as we see fit.
- Suggested that we speak to the Institute Committee to get an understanding of how the funds we raised will be used as we' may be asked about this in an audit.
- We will have until 13th June 2021 to submit our first accounts.
- SC is maintaining the spreadsheets in the meantime
- For the future we need to think about how we categorise money

Volunteer Statistics

- DC Advised that 95.5 hours had been during November 2020 - mostly activity surrounding the campaign as the institute had been closed - though there was some more painting activity.
- **ACTION:** DR to send on the volunteer indicative values per hour that he had seen

Covid survival appeal review

- The group discussed what went well throughout the appeal and agreed that it had been an excellent effort by all but particularly Anth and Michelle as co-ordinators.
- The publicity and new connections gained as a result of the activity were as important as the money itself.
- An additional amount was likely to be raised through the raffle that Julia and Rebecca Teasdale were running.

Stewardess's Flat Broken Boiler

- KA reported that the boiler in the Stewardess's flat has successfully been replaced and was fully functioning for the first time in years. Stewardess much happier with the situation.

Vision Document

- An additional phase of the 'vision' document had been issued for comment, but AK explained that the Covid appeal had taken priority during this period.
- The group that had seen the latest version fed back that it was looking excellent so far.
- At this stage it just needs to explain our intention - we will develop a more detailed vision and business plan with the Institute going forward.

Members Hall

- It was agreed that progressing the idea of the Members Hall would be put back to the Spring at the earliest in light of the Covid situation and uncertainty as to how and when we would emerge from this.
- In the meantime we could still prepare some groundwork - proof of concept, process etc.

Website Update

- DR explained some of the updates that he had made to the website while the Institute was out of action
- These included a new 'Heritage' section with materials such as the writing of former president John Glass and the Centenary Book
- Future plans include a page for the recently acquired Shildon Railway Institute FC and any other teams, Pool etc when we get back to normal
- It was also communicated that 2021 would be 100 years since the Institute war memorial (lovingly polished up this year) was installed. A new website feature for the heritage section was suggested - containing the story of the people that didn't come back - who were they - what did they do for the Railway - what happened to them? KA suggested taking up Dawn McArdle's kind previous offer of a Genealogy Course and that we could divide the work of research between the members of the group. Several members expressed an interest.
- JR advised the group of a similar website for the WWI fallen in the Gaunless Valley would provide some good examples.
- **ACTION:** KA to contact Dawn (done)
- **ACTION:** JR to forward details of the site Kevin Richardson built (done)

Partnership Agreement

- SC explained that she had in the past drafted a Partnership Agreement but that this had not progressed further with the committee. A meeting was necessary to take this forward as the relationship between the SHA and the Institute Trustees should be formalised.

Future Priorities

- National Lottery Heritage Fund Application - DR explained what had prevented him from submitting an application to the NLHF - principally that we hadn't submitted first accounts and a side matter that we didn't have a partnership agreement in place yet. These shouldn't have been a terminal barrier, but time and resource was another issue.
- Another problem we felt was that we have an idea what we want to do next, but don't know what that might cost
- The group agreed that we needed a little direction now - we need to meet with Niall Hammond, perhaps Nick Malyan and definitely the committee when we are able.
- The group also agreed that application for a BEEP scheme Energy Efficiency Survey was a desirable priority.

Events

- LK reported that we have still paid £50 deposit towards a murder mystery night - which can go ahead when we are able.
- Otherwise there was little we could plan without knowing the Covid timelines.

AOB

- An online New Year's party was suggested - along the lines of the 187th Birthday event we ran. Despite the short timescale it could be done again
- **ACTION** - group members to sound out singers to see if they would be interested in contributing

Next meeting 13/01/2021 19:00 location Zoom.