

ABRIDGED

MINUTES OF THE DELEGATES MEETING

Held on Saturday March 25th 2017
At the Royal Oak, at Ockbrook

Apologies were received from

West Cumbria Guild of Model Engineers
Portatrack
Ramsgate & District
Royston & District
North Nott's Preservation
Avon Vale
Birmingham
City of Oxford
Saffron Walden
New Forest
Pimlico Light Railway
Amalgamated Miniature Traction Engine Club
Wakefield Society of Model Engineers
Miniature Steam Road Vehicle Society
Sale
Mid Wales
Scunthorpe

Minutes of the Last Meeting

Agreed as True & Accurate

Prop Manx
Sec Northampton
Unanimous

Matters Arising None

Affiliation Applications

Whitwell & Reepham N 241
Norwich & District S.M.E N 242
Riverside Min Rly N 243
Docklands & East London N 244

Prop GEC
Sec Rochdale
Unanimous

Finance and Loans report for Meeting 25 March 2017

Finance:

As usual there is little to report for this period covering the first three months of the financial year.

We have received a small number of Affiliation fees and a donation for attending the Alexander Palace Exhibition.

The main item of expenditure is on expenses for attending Exhibitions, and this appears inflated as accommodation is booked months in advance to secure the best rates. Nevertheless at present the expenditure almost exactly equals the income.

On the subject of Exhibitions, the Manchester Model Engineering Exhibition held this year was again a success. Bob Hayter our Organising Chairman will be reporting on this later.

Loans

I am pleased to advise that all current loan repayments are up to date. The Association currently has £28,900 in outstanding loans repayable up to and including 2021.

The following loans have been intimated or requested:

Grimsby & Cleethorpes MES (No 24). Delegates agreed a loan in principle at the last April meeting subject to seeing full details and costings of the work to be done. This loan has not yet been drawn down. *The Grimsby delegate agreed that this request could be withdrawn until the Society were in a position to proceed.*

Erewash Valley MES (No 30). A loan was requested in a short letter after the last AGM, and I requested further details from their Chairman, Geoff Haddon. Since then I have heard nothing further. *It is assumed that this loan is no longer required.*

Evergreens Miniature Railway (No 142) have requested a loan repayable over five years in order to purchase a 5" gauge Abbots model Saturn 3 as well as monies towards the construction of a loco shed and passenger trucks. I believe that the repayments are reasonable. If there are any questions, the current Secretary, our own Chairman may wish to shed further light on this. *Delegates agreed to this request.*

Rugby MES Ltd (No 181) This is an application for a loan that only arrived with me late on Wednesday evening. Having extended their track to just over a mile, Rugby find they need a larger locomotive and intend to build a 7½in 0-6-0 diesel loco based on 'Criccieth Castle'. For this purpose they are looking for a loan repayable over three years. On Thursday evening I received their last two year's accounts which appear healthy and I would have little hesitation in recommending that this loan be accepted. *Delegates agreed to this request.*

Weymouth & District MES (No 192) have intimated that they will be looking for a loan and so far I have only explained the procedures.

Riverside Miniature Railway (No 243) This is the newest member of NAME, being accepted today! The club was formed in April 2016. They are intending to lay 600m of 7½in track on a figure of eight design. They are attempting to raise a loan to help them and are looking for an unspecified amount from the NAME loan facility. When the original request was

circulated to the NAME Officers in December, the general opinion was that clubs applying for loan facility should have been members for a reasonable period. The alternative view is that as an organisation we should be encouraging fledgling clubs. However I would still want to see how they intended to repay the loan.

Could I take any questions on these loans and ask for delegates acceptance of the proposals from the Evergreens and Rugby clubs.

Other matters

During the last meeting I commented on the tendency for expenses to be including accompanying wife's expenses. You asked me to look into what this had cost NAME and to suggest limiting rules.

After careful examination of the expenses during the past twelve months, it appears that, although wives have accompanied the officers or seminar presenters, only one person appears to have abused the system by including his wife's expenses.

I would therefore suggest that, whilst it might lay us open to continued expenses abuse by all and sundry, I would make no changes, save to exclude expenses for all drinks, save where they are specifically identified as tea, coffee or soft drinks. This would fall into line with both commercial practice and the rules applying to our colleagues in the Southern Federation.

Assuming that there are no questions, this completes the Finance and Loans report

A discussion took place regarding the application of the Riverside Miniature Railway, during which their representatives decided to withdraw their application until such time as their precise requirements are known

Prop R. Guthrie
Sec G.E.C.
Unanimous

Insurance Report

As usual I will start my report with details of claims made beginning with an update on the 7 claims which were outstanding at October's meeting and I will follow with details of the claims reported since then. I will give brief anonymous details but if any of the involved clubs are here today and would like to expand or give further background details please feel free. We can all learn by the experiences of others.

During the report you will hear me use the term 'Reserve' so just a quick word on what that means. Insurance companies, like all companies, have to publish their accounts but unlike ordinary trading companies they do not buy stock and then sell, hopefully, at a profit. Insurance companies sell insurance and it is not until later that they know if they have made a profit, that is when the claims paid are less than the premiums received. In order that insurance company accounts show an accurate picture a 'reserve' is set when a claim notification is received and this is basically a worst case payment scenario. Those reserves are then entered in to the accounts which means that the accounts show, at any one moment in time, a more accurate reflection of the financial position. As mentioned reserves are worst case scenario and hence are usually quite large. The majority of claims will be settled at a figure below the initial reserve figure.

There were twenty claims outstanding at the last meeting – the progress report is: -

Date of Incident Details 24/08/12 Child trapped finger in turntable. The railway was closed and not open at the time of the incident and they had no knowledge of the incident until solicitors letter received. Ongoing - reserve reduced from £33405 to £17395 22/09/13 Young child suffered spark burn. Solicitors letter has been received.

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Liability has been admitted and awaiting medical evidence from Claimant. Reserve increased from £15585 to £21145 20/10/13 Ground level riding car derailed and passenger allegedly suffered soft tissue damage and significant swelling to left knee. Now settled - reserve was £175,000 settled for £134975 (damages £65000, third part costs £37500, NHS charges £627, enquiry agent £4400 and own legal costs £27408) 22/03/15 Passenger claiming whiplash. The society was unaware of the incident until day after. Alleged that a child removed pin from coupling. Insurers are denying liability. Liability remains in dispute Reserve now £5,720 14/12/14 8 year old child caught foot between raised track riding car and the track. Treated in hospital including surgery. Liability disputed in full on the basis there no evidence of a defect and warning signs were displayed and instructions were issued. Proceedings have been issued by the claimant and a defence has been entered. Payments to date £210.00 Reserve unchanged at £21,053 10/04/16 Derailment – formal claim not received Reserve was £3,999. Now closed nil payment 13/04/16

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Reserve was £7,755. Closed nil payment

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No formal claim has been received yet. Reserve remains at £11,977
18/08/16 Road trailer damaged whilst being towed Reserve was £1,500 now settled £2600
18/08/16 3 carriages derailed and a number of passengers injured. Reserve was £10,000. Paid to date £12948 and reserve increased to £60990
23/08/16 Derailment – 2 passengers suffered minor injuries. Reserve was £3,999 now closed nil payment

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The following 5 claims have been reported since the last meeting: -

23/11/16 Theft of strimmer and hedge cutters following break-in

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Settled £596.23 04/12/16 Loco ran away whilst being moved around in steaming bay – owner not on the loco but still used the regulator, owner tripped and loco ran away. No claim received to date. Reserve £8879 11/12/16 Train came in to station too fast – driver was unable to stop before hitting train in front. No claim made – closed nil payment
 14/12/16 Diesel tank leak, contaminated neighbouring river. Reserve £1599 05/02/17 Theft of fixed trackwork. Settled £4500

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Adding the new claims to the old outstanding claims there are a total of 10 claims outstanding as at today.

I always say this but it is worth repeating - if you have an incident which might, and remember perhaps only might, result in a public liability claim please make sure that it is logged and that statements are taken straight away whilst people can remember accurately what happened, old Chinese proverb weakest ink better than strongest memory, then get in touch with us and report it. Also don't forget RIDDOR (Reporting of Injuries Diseases and Dangerous Occurrences Regulations 1995)

If an incident happens and correspondence is received please do not try to handle the claim yourself. We must be told of the incident or of the claim as soon as it practically possible and please send to us, without acknowledgement, any letters received. If someone telephones tell them it is with your insurers and give them our telephone number, let us handle it. Insurers do not want you writing or talking to any person involved, such involvement by you could prejudice settlement. You pay the insurance premium – let the insurers handle the claims – that is what we are here for.

As part of the public liability claim investigation process the insurers are quite likely to ask for a copy of your up to date risk assessment so please make sure that your risk assessment is updated at least every year or more frequently if any changes to your buildings, track or site etc have been made. Insurers may also need a copy of any RIDDOR report made. Please make sure that your repair and regular maintenance records (track, club locos, club rolling

stock etc) are completed and up to date. Don't forget it is not sufficient to just do the maintenance - you need to evidence that it was done, what exactly was done, who did it and when it was done. As with Risk Assessments and RIDDOR reports your maintenance records could be required in the event of a public liability claim.

Members Insurance

Another reminder – cover for individual members is available for their models locos etc and for home workshops – it is quite surprising how few members take out this cover. I suspect a lot are under the impression that there will be cover under their home contents insurance but that could be doubtful. If you think that your models or your workshop are covered that way it is recommended that you get confirmation in writing from your home contents insurers. I spoke to a member who came at our stand at Alexandra Palace and he was saying that his loco and workshop was included on his house contents insurance, I suggested that he contacted the insurers and ask them to confirm in writing – he said that he would. The same member came to our stand at the Oldham exhibition and confirmed that he had been in touch with his home insurers who told him that his workshop and loco were not included – he took away a proposal form for Members Insurance.

It is also worth mentioning that contrary to popular belief members locos are not covered by club insurance whilst at the club track or stored at the club track. I would suggest that clubs make sure that members understand this and perhaps display a notice saying that members locos/rolling stock are not insured by the club and hence are stored at the members own risk and that the club cannot accept any liability for loss or damage.

Renewals

We're just coming up to the busiest renewal period – the vast majority of societies have a renewal date of 1st April. There is no reason for a 1st April renewal date other than historical, you can have a renewal date at any time during the year and it is easy to change – we just charge a pro rata premium from the old date up to the new date. More and more societies are changing to a date later in the year when perhaps the cash flow is a bit better after a period of public running, or to fit in with their membership year. If you are interested in changing your renewal date please get in touch with us.

So far everything seems to be going smoothly, the renewals for individual members go out well before the actual renewal date and club & society schedules and certificates are going out as soon as we receive the completed renewal instruction form but if anyone is having problems with their renewal please let us know.

Van Lorry & Low Loader

A reminder for any members that use a van for social domestic and pleasure use only, for example carrying their loco or miniature traction engine, We have a Van Lorry & Low Loader policy which provides fully comprehensive cover, any driver over age 25 with an annual

mileage limit of 6000 miles. The annual premium including 10% insurance premium tax is £224.46. Please contact the office for full details and a proposal form.

Premiums

Premium rates for 2017 were unaltered however Insurance Premium Tax keeps going up. In November 2015 it went from 6% to 9.5%, in October last year it went from 9.5% to 10% and in June this year it will go from 10% to 12%

Tony Wood

Walker Midgley Insurance Brokers

Sheffield

Tel 0114 250 2770

Legislation & Safety

HSG 216 is basically a life expired document which during its use has never been updated, HSE will not fund a review and without it there is a real threat that HSG 175 which is to undergo a full review will be applied to miniature railways instead.

Having discussed this matter with HSE it is obvious that 216 will have to be replaced, as already stated HSE will not fund a review but they will support a suitable industry type document produced by the hobby, but this must be the hobby and not a single organisation, if they believe the document is suitable HSE will recognise it as good practise and as with other industry documents be used as the benchmark, however the document must be reviewed regularly to keep it up to date otherwise it will end up the same as 216, out of date.

Boiler Matters

Reporting hydraulic test results.

If any club wishes to start reporting hydraulic test results by e-mail then they should make such a request to me at my email address, ar.xrfl@talktalk.net. I will then reply with the blank master spreadsheet used to report the results.

Certificate supplies.

As the cost of postage can be quite high when sending out extra supplies of certificates etc., clubs are requested to anticipate their needs for the next six or twelve months and get supplies of certificates and cards at each meeting of the delegates. Alternatively they may be obtained at exhibitions at which NAME is exhibiting, by prior arrangement. In my absence Alan Budd has supplies of these certificates.

Boiler seminars

If any club wishes to send any of their members, established or prospective boiler testers or anyone just interested, to a seminar on boiler matters then please contact Alan Budd so that he can collate all such requests. Any club with meeting room facilities for about 40 people, and catering facilities for a light lunch, who would be willing to host a seminar should also contact Alan Budd.

Caveat Emptor – buyer beware!

From time to time I am asked for the history of a newly bought locomotive that has no paperwork. Provided the loco has been tested by a NAME club and the test results reported to

me, I can give the last test date etc but I do not keep historical records going further back in time. Anyone buying a boiler is advised to have it tested, according to the Green Book, before purchase. If it is bought untested, with or without paperwork, then clubs are advised not to allow it on their track until it has been tested (whether bought from an individual or from a commercial source). Boiler testers are advised to do a hydraulic re-test (1.5xWP) if the condition looks good otherwise a shell test at 2xWP followed by a re-test after reassembly is recommended. A commercial supplier should be CE approved, the boiler so marked and CE paperwork supplied.

Boiler Sub Group

This group which answers technical queries and vets the designs of amateurs to ensure compliance to relevant standards comprised six person, unfortunately there are now only three members currently on the team, Volunteers for this group are urgently required

Boiler Seminars

Seminars have now been held over the last few years in all areas of the UK, we are now planning to continue the work, however some of the team members will in the near future need to stand down therefore we are looking for volunteers to replace them, it would also be useful to have more than one team.

Young Model Engineer Award

Extended for more applications until the 1st August 17 we have so far received only one application for the young engineer award and none for the Junior, please look at your young and junior members for suitable applicants.

Young Engineer Award for age group 16 – 25

Junior Engineer Award for age group under 16

N.G.L.E.C.

Oswestry & North Shropshire May 20th & 21st 2017

Host club required for 2018

Northern Rally

Both Cambridge and South Cheshire have offered to host for 2018, I will shortly be in touch with both clubs.

M.E.L.G.

The work on the revised test code has entered its final stages and it is hoped that the code will soon be ready for final approval and printing, a great deal of work is currently being done by new members of MELG the Gauge 1 Model Railway Association, and the Association of 16mm Narrow Gauge Modellers, we are also being joined by the Model Power Boat Association and the 10¼ Gauge Railway Society.

The MELG will shortly commence work on the code of practise for the safe operation of miniature railways (its actual title has yet to be decided) all organisations involved in this will have two seats on the panel.

Exhibitions

We attended the exhibition at Alexandra Palace as well as our own at Oldham both were successful the stands being well visited, we will also be attending the exhibitions listed below

Spalding	22 nd - 23 rd April
Doncaster	12 th - 14 th May
Bristol	18 th - 20 th August
Leamington	19 th - 22 nd October

As regards our own exhibition at Oldham I include a report from Mr Hayter.

Mmex Exhibition Report 2017

The 2017 Manchester Model Engineering Exhibition was a great success with more than 1100 adult tickets sold. Accompanied children were admitted free making the total visitors around the 1200 figure achieved last year. Much positive feedback has been received and a good review has already appeared in Engineering In Miniature.

The event made a financial surplus of around £3000 slightly less than 2016 probably due to the larger, more expensive venue. It is proposed to carry this surplus over to fund any future exhibitions.

A post event evaluation or PEE meeting has been held by the organising group who reviewed what went well and what could be done better next time. Notes are on file so the information can be passed on but here are the main points:

What went well?

More space and stands in the larger venue.

Lots of positive feedback has been received from both clubs and traders.

Online ticket sales went well thanks to the Bristol club and Jason Lau who ran the system.

The bar, tea and coffee were good especially the pricing.

The quality of the programme with printing covered by the cost of advertising.

The underground car parking worked well for exhibitors, traders and stewards but was organised late so was not advertised well.

What could be done better?

Have at least 3 more members of the organising team to cover trade stand allocation, outside steaming and stewarding. Help to set out tables on Thursday afternoon.

Produce a smaller programme which might be given out free, print fewer copies.

Organise alternative parking for exhibitors, stewards and traders. Simplify parking instructions emphasise for visitors that, even if parking is free, a ticket must be displayed.

Open up the rear section of the hall using fewer or low dividers.

Increase the price of online tickets which might allow free tickets to be given to exhibitors (perhaps for the whole of Sunday).

Catering did not provide a broad selection. Investigate a different supplier for next time. Perhaps add pre-packed biscuits and cakes. Possibly a franchise who would pay us. Serve refreshments on the balcony?

Promote outside running for traction engines and steam lorries.

Emphasise the non commercial nature of Mmex and the link to societies through NAME.

After considering the feedback, the organising group proposes that the event should in future be run biannually with the next one in February 2019 at the same venue. If approved the venue should be booked following the NAME meeting. The website will also be updated.

My thanks to the organising team members Richard Guthrie, John Rothwell (Southport), Richard Halstead (Rochdale), Jason Lau (Urmston) and Jason Pattinson (Sale) for all their

hard work and support. We hope next time that more clubs will be represented on the organising group.

Bob Hayter
March 2017

A.O.B

N.A.M.E Membership Year

There are a few problems being created by the difference between the Financial year and the Membership year, the former being January – December, while the latter is April – March, to avoid these problems it has been suggested that the Membership year be aligned with the financial year, the renewal forms would be sent out with the notification of the autumn meeting, for return before or no latter than the spring meeting.

Clubs joining during the year would be charged only for the remaining months, as most clubs contact us before joining, this would not be a problem.

The Officers will place full details of the above before the delegates at the Autumn meeting

Date and Place of Next Meeting

October 28th 2017 at the Royal Oak, at Ockbrook