

THE LOCOMOTIVE & CARRIAGE INSTITUTION

2018 ANNUAL GENERAL MEETING

Great Western Railway Museum, Swindon – Saturday 19th May 2018

AGM open at 12.00

Attending: A. Spencer, A. Hughes, C. Brazier, S. Smith, P. Lyles, P. Norrell, J. Short, G. Waite, M. Foster, L. Wooldridge, B. Knibbs, H. Gillott, R. Gillott, M. Creswell, Max Batten, P. Scott, G. Tingay, P. Lindop, M. Anderson, B. Drummond, B. Tipping, Paul Gumbrell, J. Barrett, N. Agnew, J. Doyle, R. Taylor, P. Hudson.

Apologies: Alan Nichols, B. Holyland, M. Hilton, M. Pym, A. Martin, J. Smith, J. Langham, B. Lejuherne, D. Taylor.

Chairman's Welcome: Alan Spencer opened proceedings by wishing everybody a warm welcome to Swindon, and reporting a good year of presentations/visits and good attendances at both..

Our Membership has remained steady with the usual few dropping off the list and a few new faces. However, we do not seem to be able to get the same number of members attending the AGM. It is a number of years now since we made the change from a weekday evening in London and started travelling around the Country to enable more members from outside the south east to get to the AGM. Numbers have been similar to those that attended in London with a few exceptions.

I would like to extend to Malcolm Pym, the Officers and Council your thanks for the sterling work that they carry out. The Secretary's position is the most important in any organisation.

During the coming summer we hope to have a line-up of visits for you, so please support all those that you can. With the efforts of the newsletter editor, we have a return visit to Switzerland in July, after several years, which promises to be a great few days. I have just a few weeks ago, returned from a very good week with 6 other members at a Plandamfp (Steam Festival) in Germany.

Presentation of Minutes from 2017 AGM: Proposed by N. Agnew:
Seconded: G. Tingay

Matters Arising from 2017 AGM Minutes: None

Institution Secretary's Report: None

Treasurer's Report:

Balance Sheet for year ending 31st March 2018

Income	£	Expenditure	£
Fees	4815.68	Membership refund for Life membership	18.00
Hitachi visit	70.00	Printing Costs	780.60
Interest receivable	614.01	Newsletter Costs	1004.40
Compensation from Lloyds Bank	50.00	Postal Expenses	36.30
2018 AGM	260.00	Printers/Ink	127.23
		Speaker Expenses	100.00
		Honoraria	655.00
	_____		_____
	5179.69		2721.53

Surplus Income over Expenditure £2458.16

Current Assets

United Trust Bank £14892.95

Lloyds Bank Swindon £3149.85

Cash on hand £9.00

£18051.80

Balance 2016/17 £14001.19

Income/expenditure £40050.61

£18051.80

**Colin Brazier – Treasurer, Martin Hilton and Martin Creswell Independent
Financial Examiners**

Independent Financial Examiners Report: M. Creswell thanked Brian Ashfield and Colin Brazier for the smooth changeover of Treasurer which had gone very well with a minimum of disruption.

Membership Secretary's Report: Peter Lindop stated that along with similar organisation/societies, our membership level has continued with the downward trend again this year. The current figure of 265 is down from 274 last year. Below is a brief breakdown of the membership:

Full	115
Full, Retired	110
Associate	14
Associate, Retired	11
Honorary	15
Total	265
Austria	1
Czech	1
Germany	1
Switzerland	1
London	175
North West	18
West of England	46
West Riding	16
Scotland	3
Ireland	3

There has been a slight increase in members paying by bank payment (BACS), a quick and easy way to renew if you are an annual subscription member. Also a useful method for visits, AGM's etc.

Newsletter Editor's Report: For the period under review, Newsletters were produced and distributed in August 2017, December 2017 and March 2018. Additionally, and with Council approval, the railtour brochure for Alan Spencer's 70th birthday train (October 2017) was also produced in a similar style.

Thanks to our designated printers (DEVA Enterprises), who always produce a professional end-product.

<i>Date of Print</i>	<i>Size (pages)</i>	<i>Copies</i>	<i>Total Cost £</i>	<i>Cost per copy</i>	<i>Cost per page</i>	<i>Notes</i>
August '17	12	250	386	£1.54	12.8p	Newsletter
October '17	24	375	737	£1.96	8.1p	Railtour
December '17	12	230	365	£1.58	13.2p	Newsletter
March '18	20	250	562	£2.24	11.2p	Newsletter

Web Manager's Report: We have renewed the web hosting contract with Hosting UK as they continue to be very competitive. We have no significant issues or known downtime with this company. The website continues to be written using Serif WebPlus X8 software

You may recall that in my report last year I said that WebPlus is no longer being developed or supported by the software supplier Serif. This has caused issues in the last year as the website used Serif Web Resources for forms, such as those used to inform the Membership Secretary of a change of members' details. Serif Web Resources has now been discontinued – so another solution was required to maintain this functionality. After trialling a couple of options we now use a company called Cogito forms. There is a link on the membership pages of the website to a form developed on the Cogito Form website which has the same 'look and feel' as the Institution's website. When this form is submitted, the details are automatically sent to us. This service is free. It is hoped to extend this to other form submissions, including membership application forms and applications for visits in the future, avoiding the need to print off a form and send it in the post. We also need to investigate if it is worthwhile accepting payment electronically; bearing in mind that as the amount we would collect would be relatively small, a fairly high percentage, maybe 10%, of funds obtained would be lost in commission.

We have also introduced what is hopefully a useful feature, where if you click on the date of an Institution event on the website event calendar, the details of the event including date, time and location are automatically added to your Google calendar if you have a Google account. This works on both windows and any Android phone or tablet.

The discontinuation of WebPlus has not caused any other issues immediately, but longer-term, as web standards evolve, using an outdated web package may be a problem. However there is no equivalent similar cheap software package and certainly not one which would allow the existing website to be migrated into it. With the size of the website now at over 600 pages and images, rebuilding the website from scratch would be a very considerable task – hopefully not an issue for many years to come.

As customary for these reports, some website statistics for the past year:

With Hosting UK, it is only possible to view statistics for the current year, so since the start of 2018, as of 17th May, we have been visited 7,838 times by 6,782 unique users who in total viewed some 20,614 pages. The number of 'hits' is about 25% greater than for the equivalent period last year.

Most viewed day of the week:	Monday (Thursday in 2017)
Least viewed day of the week	Thursday (Tuesday in 2017)
Most viewed time of the day	21.00 hrs.
Least viewed time of the day	03.00 hrs.

Some 80.8% of users get to the site by typing the *lococarriage.org.uk* address directly, almost double those of last year – which shows that the website is

getting much more widely known. The majority of other hits (87.7% of searches) are through a Google search.

The most viewed page is the account of the Institution's visit to Ireland in 2015. The pages on High Speed Rail, the Institution events and T.C.B. Miller (past Institution President and Chief Engineer of the High Speed Train) are also popular.

Finally, as always, I hope you enjoy using the Institution's website, but if you have any comments or suggestions on the website, or indeed spot any errors, please contact me: tom.chaffin@lococarriage.org.uk

Election of Officers for 2018/19

President: JOHN DOYLE. Proposed by T Chaffin, Seconded by B Tipping
Vice Presidents: NICK AGNEW. Proposed by M. Foster, Seconded by S. Smith
MARK HOPWOOD. Proposed by J. Barrett, Seconded by L. Wooldridge
Chairman: ALAN SPENCER. Proposed by G. Waite, Seconded by J. Short
Vice Chairman: PAUL GUMBRELL. Proposed P. Norrell, Seconded M. Cresswell
Institution Secretary: MALCOLM PYM. Proposed by A. Spencer,
Seconded by A. Hughes
Assistant Secretary: ALAN HUGHES. Proposed by S. Smith, Seconded B. Knibbs
Treasurer: COLIN BRAZIER. Proposed by G. Waite, Seconded by B. Tipping
Membership Secretary: PETER LINDOP. Proposed by B. Drummond, Seconded
by A. Hughes
Newsletter Editor: STUART SMITH. Proposed by P. Lyles, Seconded by J. Short
Web Manager: TOM CHAFFIN. Proposed by J. Barrett, Seconded by G. Tingay
Independent Financial Examiners: MARTIN CRESSWELL & MARTIN HILTON.
Proposed by G. Waite, Seconded by P. Scott
Sales Officer: JACOB SHORT, Proposed by H. Gillott, Seconded by A. Spencer

Election of Council Member for 2018/19

BRIAN DRUMMOND, MICK FOSTER, HUMPHREY GILLOTT, PETE NORRELL,
BERNIE TIPPING and GERALD WAITE
Proposed by L. Wooldridge, Seconded by M. Anderson

Any Other Business: The Chairman reminded members that HVV (Orange) clothing is required at most operational railway locations when visiting.

Member Stuart Smith suggested that L&CI should try advertising in several railway magazines for new members. The Chairman offered to recommend a few to the Institution Secretary.

Member Peter Lindop commented that as General Data Protection Regulations would come into force on 25th May 2018 that makes Rule 9B obsolete and suggested we make a new Rule 9B covering GDPR requirements.

Meeting closed at 13.00 hrs.