

Minutes – Steering Group Sat 25th February 2023 Shildon Railway Institute (SRI)

Attendees: Dave Reynolds (Chair), Christine Thompson (Vice Chair), Michelle Armstrong (Secretary), Kelly Ambrosini, Hazel Johnson, Emma Pennington, Colin White

Apologies: Jane Hackworth-Young, Andy Haines, Tracy Chappell

ACTION: MA to initiate joining as Plunkett members so that we can get templates of all policy documents and the support need to complete them ASAP. There was a discussion on Shildon Heritage Alliance (SHA) covering the cost, possibly asking SRI pay half.

MA has arranged a zoom meeting with Plunkett 02/03 4pm. All invited, MA, DR and JH-Y confirmed.

Updates on policy documents

CW (Register of members) - nothing to amend, fairly straightforward.

KA – (Volunteer Code of Conduct for volunteers) – just needs tweaking

CT – (Dispute Resolution) – can't get the template without full membership. The standard guidance documents includes includes a section on dealing with volunteer complaints.

MA – (Membership Strategy)

Model rules document (picking up at section 8 'Share Capital'). Notable discussion/ queries/ amendments

8.2 How many shares allowed by law? MA to ask Plunkett.

8.4.9 Why would someone not be paid up in shares? MA to ask Plunkett.

MA to ask Plunkett re any transfer of contracts with e.g. utilities, employee contracts etc.

9.6 What does deposit mean in that context? MA to ask Plunkett.

9.14 MA to ask Plunkett re inspecting the register of members how does that sit with GDPR.

The group expressed a lot of concern over privacy and impact on members.

10.1 MA to ask Plunkett who will sign the registration i.e. current committee or steering group?

Membership Strategy long list

Attendees worked from top down assigning a number 1 for commitments that we will be able to make immediately and 2 for commitments that will be fulfilled ASAP after registration. Number 3 was assigned to any ideas shelved for the foreseeable but to be reviewed again at a later date.

AOB

It was agreed that we need to speak to the current committee to establish their understanding of the process and field any questions.

Next meeting: Saturday 4th March, Shildon Railway Institute

Advance apologies: Christine Thompson