

ER COM 2022 and CIO Comms

- 1/1 752 ran ELR service as 51456 double head with 52322
- 4/1 RSG circulated agreement re Tony Cox saloon and contact with Matt Strok KWVR
- 4/1 HRA invoice received £204.00, payment approved
- 7/1 RSG conf 752 arrived Spa Valley OK, to stay until 12<sup>th</sup> and 13<sup>th</sup> February, 4 days use
- 10/1 PE conf expecting 19 buffer blocks within 7-10 days
- 12/1 RSG arranged 600 false rivets for 19 tank with Riley in return for injector body  
Andy Booth to deduct £1700 from 19 retubing cost in return for 2 incomplete injector bodies
- 12/1 P&P report agreed
- 14/1 PE 19 buffer blocks delivered to Bury, agreed pay cost 507.41
- 17/1 Agreed spend whatever needed for new Oxenhope Shed stall
- 24/1 Circulated request from Noel Hartley to arrange review meeting, included possible discussion points
- 24/1 David Winters report on recent review meeting for Old Gents Saloon, appears that KWVR will not be continuing First Class supplements
- 26/1 New tank for 19 expected from manufacturer by end January
- 27/1 All brake blocks for 1474 now delivered to ELR
- 28/1 Agreed pay HRA invoice at £204.00 including 2021 supplement re income
- 29/1 circulated Noel Hartley email, KWVR March Gala only Club Carriage required
- 31/1 Agree KWVR meeting by zoom 10<sup>th</sup> February, Noel Hartley agenda circulated 6/2, agreed avoid subject of long term agreement
- 31/1 After discussion with Noel Hartley agree aim for 1474 to be back at KWVR for late May after running in at ELR Gala 25/26/27 February
- 1/2 Insurance renewal 03/03 documents circulated
- 1/2 Insurance to include 75k for 19 and extra to £7500 on spares for old 752 firebox, change details Saloon 12 including wagon to be advised to Marsh
- 2/2 Brake rigging for 1474 now machined for fitting
- 6/2 EGR circulated email asking for views on holding cheque book and cash float during PE extended holiday with details of signatories, agreed IGH to hold cheque book, PE to send to him, David Winters to hold cash float
- 6/2 Agreed reimburse Dave Winters for paint for stall (OK to take from cash float subject to providing receipt) – was £30
- 7/2 RSG circulated agreement KWVR for Old Gents Saloon for reference
- 7/2 752 to return from Spa Valley 21<sup>st</sup> February

8/2 first advice of legacy for loco 752 from estate of John Raines, RSG estimates £17k+

9/2 received invite to Keighley Model Railway Exhibition 25/26 June – possible they mixed up with L&Y Society - yes

10/2 request for availability for June/July Club Carriage stewarding to David Winters please

10/2 KWVR review, no mention of long-term agreement, separate notes

12/2 agreed IGH to hold cheque book whilst PE on long holiday

12/2 response from Stephen Middleton re white roof paint, he uses oil-based and recoats approx. every 3 years, wash down, undercoat and 2 top coats, also re corridor bellows he uses material from Mudfords but does not wear well, Embsay using material as on curtain sided lorries, also Mudfords

14/2 KWVR gala timetable indicates supplement payable for Club Carriage travel, David Winters to pursue with Noel Hartley whether Club Carriage donations acceptable

17/2 19 boiler hydraulic tested to 240psi with boiler inspector in attendance

18/2 Envelope containing cheque book from PE to IGH arrived empty, agreed EGR to contact Lloyds to cancel remaining cheques, also send recently- received new replacement to IGH by Recorded Delivery

18/2 19 first lighting of fire prior to full trial on 21/2 to test safety valves

18/2 ELR confirm cannot now fit in varnishing of Brake 1474

19/2 agreed newsletter content to cover KWVR Gala and use of 752 and 1474 in ELR Gala

20/2 PE to report loss of cheque book to Lancashire Police

21/2 newsletter issued

22/2 test run of Brake 1474 on ELR was a success

22/2 19 boiler steam tested outside frames

23/2 Lee Kenny submitted agreement text for use of 1474 in Gala – agreed accept Free tickets for Trust members producing membership card – EGR sent sample

24/2 David Winters discussion Noel Hartley, in order for us to collect donations in Club Carriage

24/2 Insurance renewal requirements agreed with last minute change Brake 1474 to operational

26/2 1474 ran during ELR Gala without problem except one door locked out

28/2 late receipt via KWVR of update on Meredith legacy, details of trustees required

1/3 confirm details for Andy Booth invoicing work on 19 at £700.00 after allowance for injectors passed to him by RSG

3/3 original lost cheque book posted from Royal Mail Preston to Haworth Station, EGR to retain

5/3 agreed pay Varley boiler work invoice for 19 at £5880 awaiting full details of work

5/3 agreed £70 cost of Oxenhope stall lighting via David Winters – stall expected to be open for KWVR Gala next week

8/3 Callum Porter confirms 19 boiler now bolted down, reverser quadrant corrected, cab assembly completed and tank plus chimney trial fitted

10/3 Matt Hainsworth confirmed Varley work was as expected

11/3 Club Carriage on local ITV with Roger Bowers interviewed, stall takings £156

12/3 Matt Hainsworth confirmed Spa Valley fee to be £650 per day, 4 days total £2600

13/3 Club Carriage donation box takings over weekend £503.46

14/3 Agreed to Lee Kenny arranging return transport to KWVR for 1474, to give Noel Hartley advance warning

18/3 reissued cheque for Andrew Booth as A Booth unacceptable to pay in Lloyds

19/3 Multiple bills for 19 and 1474 work received from Lee Kenny of ELR

20/3 agreement to pay ELR bills and move £15k from 32-day to Treasurers account, agreed accept offer of ELR to pay some bills after financial year end on 1<sup>st</sup> April

25/3 agreed RH to be repaid £132 for stock of stamps

29/3 response from Meredith Trust to sending of NI numbers, the Irish tax office requirement is for an official document with NI number printed as an alternative to copy of passport, passed on to RNH and RSG who may need to submit NI evidence

14/4 Meredith legacy solicitor is happy to receive identity docs direct by email

30/3 RSG confirms 752 passed annual boiler exam OK, 19 assembly progressing OK with likely to be ready for use in June Gala. Additional detailed report from Callum Porter.

31/3 problem with cheque to Varley, traced to RNH doing a specimen signature in 2014 which has not been used on all cheques signed since then, only picked up now due to value of cheque and revised processes within Lloyds for verifying cheque signatures.  
RNH to arrange correction of signature for use with Trust cheques.  
Agreed EGR can countersign cheques in meantime.

2/4 draft 21-22 accounts circulated by EGR with request for payment of expenses for year £169.84

5/4 Noel Hartley confirms haulier S A Smith acceptable for bring back 1474 subject to being advised of date involved

5/4 agreed process for countersigning Lloyds authorisation form for correction of RNH signature on cheques

7/4 contact asking for advice on disposal of LYR footbridge sign suggested Ebay for quick sale and copied to LYR Society

9/4 David Winters raised queries about work on 1507 doors, stock for an event with 'tea and sandwiches' event using Club Carriage fitting in tables – agreed latter worth pursuing

13/4 PE gave previous action on doors for 279

15/4 19 steamed in Buckley Wells yard, oved under own steam for first time

15/4 RSG offered picture board for use on stall

15/4 start discussion about taking donations by card, EGR circulated options

17/4 happy for David Winters to buy whatever needed for stall completion, possibility of setting up film display equipment accepted – RSG suggested display of still photos may be better  
EGR circulated various images and QR code web link for use  
IGH circulated suggested expansion of website extracts

18/4 RSG circulated – confidential re ELR, Ribble Steam likely to ask for loan of Pug 19 in September, ELR merger event likely 18/06

18/4 EGR circulated email Heritage Railway requested input for article about 19

26/4 Push & Pull report agreed

29/4 19 final steam test and vac brake fitting in progress  
\*\*\*\* 752 possible buffer spring problem

1/5 start discussion re 19 being lined out livery and use of other locos and liveries in ELR June merger event

2/5 in view of possible changes of number general agreement to leave plain black

17/5 info received from LYRS

3/5 signature amendment for Lloyds sent to them by IGH, conf from Lloyds 115 that received and change in progress

4/5 IGH circulated article in latest Steam Railway with some errors

9/5 RSG reports West Yorks police do not allow more than one out-of-gauge loads by road in a week so 1474 move may be delayed as 41241 going out on loan, subsequent contact involving Noel Hartley and Lee Kenny clarified dates

11/5 EGR advised Marsh insurance that 19 now to be operational status, invoice 54.83 rec 12/5

15/5 David Winters further discussion about interpretation boards on stall

15/5 EGR circulated suggestions for revised trifold leaflet for ELR merger event 18/19 June, also flyer leaflet to bring impending ON TRUST up to date

17/5 Callum Porter conf 19 mainline test to be Thursday 19/05

17/5 David Winters enquiring about replacement rug covering for 279, tried to find original spec from late Eric documents but not found, various advertised on Amazon, details of original roll found from old photo but unclear whether 'self adhesive' may damage the weaving

18/5 PE circulated suggestions from previous experience

7/6 Dan Winters confirms ordered from Amazon

18/5 Lee Kenny circulated running agreement for 19, also confirmed 1474 move date could be 06/06, IGH passed email to Noel Hartley for agreement

18/5 EGR circulated ON TRUST flyer and revised trifold leaflet for approval – all agreed

19/5 RSG reported 19 trial on main line a success but only freight stock as vac ejector not arrived

23/5 approach from Heritage Railway for material for an article on 1008 circulated

\*\*\* 24/5 Meredith legacy solicitor chasing 2 outstanding details \*\* poss RSG?

24/5 RSG circulated basic ELR merger event loco workings

24/5 EGR circulated suggestions on response to Gordon Massey re ELR June Gala

24/5 Noel Coates sent various historic photos of 19

25/5 EGR received insurance change for 19 to operational status, approved £54.82 cost

28/5 Callum Porter reported on excellent test run of 19 on 26/5

27/5 RSG conf 19 vacuum ejector dully working on 3 carriages

\*\*\* 752 passed 14-monthly boiler exam, next time NDT on weld front ring to smokebox tubeplate

5/6 Newsletter 1 of 3 sent

6/6 RSG arranging Trust members travel on ELR Gala 18/19 June including planned passenger behind 19 at 1342 ex-Bury 18/6, fares confirmed by email Tracey Parkinson

7/6 Dan Winters confirms 1474 has returned to Oxenhope by special arrangement of KWVR, ready for inspection by John Reddyhoff and Stephen Boyes as fit for use, known problem with doors, PE conf will examine on next visit

\*\*\* 8/6 IGH sent cheque £268.00 for ON TRUST printing – invoice? – **resolved March 23**

9/6 PE found issue with 1474 passenger door and resolved by replacing the tongue of safety latch, still to inspect double van door currently tied up.

10/6 John Raines legacy solicitor sent update with now drafting accounts but awaiting data from Lloyds Bank, sent form IHT205 passed to RSG for evaluation of likely legacy amount

12/6 Dan Winters reports on work to fix small vacuum leaks on 1474, hopefully OK with loco operation instead of C&W portable device

12/6 Newsletter 2 of 3 sent

13/6 Authorise bill 83.00 for flyer to be included in ON TRUST

13/6 printing of trifold leaflet in progress after last-minute change of printer and requirement to reformat for production process in use by them

16/6 David Winters found problem with a passenger door handle on 1474 but inspection passed with Stephen Boyes, one compartment to be locked out pending investigation

16/6 Noel Hartley confirms all 4 L&Y carriages to be used on Vintage with 52044 for at least the first 4 days or possibly all 5

18/6 IGH reports Tracey Parkinson will be able to supply display board as used at merger gala, Tracey confirmed 23/6 arranging production

20/6 Newsletter 3 of 3 sent

20/6 Dan Winters reports all worked well on Sunday apart from Club Carriage lighting

21/6 problem of KWVR Push & Pull showing LYR Society details instead of LYR Trust in list of 'Railway Charities' agreed arrange for full title to be used in future LYRT reports and EGR to draw up an article 'L&Y who?' to explain differences

21/6 agreed drop planned ELR special for members with Pug 19 on 25/6 , poss later in 2022

21/6 752 doing 3 carriage charter then to be stopped for attention to buffer springs

28/6 David Winters reports emergency chain not working butterfly valve correctly, to investigate urgently as otherwise may have to be taken off next Sunday Vintage (believe was fixed in time)

1/7 PE confirms he and John Wood had inspected and lubricated system, now working and signed off for use, had suggested combination of wire and chain may not help, but this was original arrangement as found when at Borrowwash

3/7 Melanie asked for content for obituary for Margaret Lockyear – PE to provide

4/7 RSG reports 752 had 2 buffers removed, one volute spring OK, other needs replacement, no longer made but ELR are investigating solutions

\*\*\* 5/7 request for loan of 752 mid-October 22 by Dean Forest Railway, confirmed committed at ELR, later responded will contact us for 2023 gala, 11/7 further contact re possible loan in October 23 **March 23 further invite, sent to ELR Callum and Lee**

7/7 Noel Hartley request for party use 17<sup>th</sup> July in absence of Old Gents Saloon, agreed, confirmed by Noel Hartley 11<sup>th</sup> July that will need to be fully reserved for last 2 round trips, suggested to Noel that KWVR need to appoint someone to arrange passengers to exit when party due to board – confirmed 12<sup>th</sup> July by Noel

7/7 EGR request to Noel Hartley to establish insurance status of carriages so we can remove cover whilst at ELR, Noel confirms forwarded to Paul Rigg

22/8 contact with Noel Hartley for update, confirmed Paul Rigg direct contact email and emailed him 9/9 EGR received email from Paul Rigg confirming insurance for all stock on KWVR and aware that we owned some, would be in touch further about it in the future

4/10 as no response all agreed EGR to contact Matt Stroh and Mick Tarran for escalation of request, received response Matt confirming referred to John Hinchcliffe and Nick Bennett to pursue

12/7 Noel Hartley requesting use of Club Carriage during August Bank Holiday Railway Children Celebration

12/7 RSG queried status of 752 CWA with Matt Hainsworth and Callum Porter response?)

14/7 Lee Kenny sent final bills for 19 work, circulated for approval

18/7 Melanie Hanson-Ratcliffe contacted re providing content for Push & Pull article on Vintage Trains and LYR/LNWR merge, supplied some text from various sources and applied edits to an article provided by Melanie with some photos from author Rodney Towers

20/7 request from Matt Hainsworth for loan of static 7 51218 during October Gala, agreed also with suggestion that it stays at ELR until after New Year

21/7 RSG circulated request for loan of 19 to Ribble Steam for September and October 1<sup>st</sup>/2<sup>nd</sup>, after discussion agreed no loan charge provided they meet transport costs and must be back in time for use in ELR Gala from 14/10

22/7 Matt Hainsworth requesting loan of 752 to Embsay from 31/8 to 17/9 with 3 or 4 steaming days, was agreed but subsequently required for use at ELR. RSG notified 10/8

22/7 circulated final draft of Push & Pull report and other articles re merger and 'L&Y who?'

23/7 David Winter of LMSCA asking for guidance on insurance as their provider (Travelers) is dropping out of the heritage market, suggested our provider Marsh

1/8 Lee Kenny confirms 1474 moving cost was £1500 but West Yorks Police bill additional £1786

11/8 Matt Hainsworth copied in contact with Noel Hartley to agree date for 51218 and 957/52044

12/8 RSG advised 752 out of use 3 weeks for further work on piston gland stuffing box problem

12/8 Ribble Steam requesting insurance value of 19, EGR confirmed £75000

17/8 RSG advised books available from late Roy Whitehead provided we collect – IGH did, EGR priced and most delivered to Oxenhope, a few to EGR for sale on Ebay

20/8 received final bill for 19 work, circulated for approval to pay £10819.25

1/9 circulated proposed newsletter content re ELR Gala and presence of 957/52044 and 51218

2/9 Email Callum ELR invites for 19, Bluebell 21<sup>st</sup> to 23<sup>rd</sup> April, Glos & Warks 12<sup>th</sup> to 14<sup>th</sup> May, all agreed acceptable, Callum to arrange with transport costs by hirers and ELR provide caretaker, after discussion agreed hire £350 per day, confirmation email received Callum Porter all agreed 11/9

2/9 Gift Aid to 05/04/22 received 1216.68

2/9 Callum Porter confirmed 19 arrived safely at Preston, passed steam test, working services 3/9

7/9 Newsletter sent

13/9 Callum Porter formal request for 51218 hire, all agreed OK, static use in Gala and 2 photo charters but to be kept under cover

Also loan of 19 to Kent and East Sussex 2-day event February, all agreed and Callum advised

28/9 KWVR request for Push & Pull report, agreed defer until after ELR Gala (sent 21/10)

28/9 Books and magazine collected from Barry Lane by PE

28/9 EGR email to Marsh insurance to include 51218 at £50000 as static, docs received 25/10 cost to expiry of policy 3/3/23 is 70.72

3/10 IGH contact with Tracey Parkinson after David Winters collecting display from ELR but not the expected type from original request

4/10 Contact with Noel at KWVR to establish that all 4 carriages including 2=1474 are included on their insurance cover

\*\*\*\* 5/10 John Sagar confirmed new smokebox door for 52044 being included in an order for smokebox doors via Andy Booth, approx. cost £1000 each, suggested we join with new door for 752  
**Early 2023 supplied but billing not ideal, paid by March 23**

7/10 EGR requested agreement that CWA should be fitted to 752 as all equipment should be in stock

8/10 RSG supplied list of books donated by Roger Taylor for split between Oxenhope stall and to EGR for ebay sale – EGR priced those to Oxenhope

10/10 PE conf tr-fold leaflets taken to ELR by David Winters

14/10 circulated National Transport Trust Affiliation renewal for approval and issue of cheque £6010

19/10 Push & Pull report agreed

20/10 David Winters email summary of work requirements on carriages

28/10 John Sagar circulated details of work to replace front buffer volute springs on 752 and suggested that the removed springs date from 1958 and may be useful for 957/52044 if they need repair/replacement

30/10 EGR completed review of question from 2021 AGM re including information usually found on a balance sheet on accounts – consulted Charity Commission documents and Frank Hodgkiss who has done independent inspections.

Frank confirms we do need a balance sheet for our type of accounts but suggests the alternative established by EGR which uses a Charity Commission template for 'Receipts and payments accounts' which contains a 'Statement of assets and liabilities' of which value of assets are optional so not populated. Proposed revision circulated and approved.

30/10 EGR circulated Marsh insurance invoice for adding 51218 and issue of cheque to expiry 3/3/23 cosy £70.72

4/11 John Sagar circulated email querying Trustees view on 957/52044 having extended stay at ELR into 2023 as to be limited use on KWVR but could earn steaming fees at ELR – general agreement

14/11 Final accounts with balance sheet signed by Peter Eastham

4/12 CC01 Circulated draft content of annual report to Charity Commission – approved

4/12 REM01 REM02 Circulated draft content of membership reminders with late news additional section, approved subject to revision about return of 51218 to KWVR and restoration

7/12 Surprise legacy £5000 from John Bennett of Bahamas, agreed include in general fund

10/12 REM02 and REM03, final version of late news update for members, REM03 for associates and complementary, content approved

13/12 HRA02 HRA 2023 renewal invoice £204 circulated, payment approved

14/12 LEG01 interim payment on Raines legacy proposed by solicitor at £10,000.00 less £15.00 for BACS payment, several large charities objecting to £15 but agreed to pay fee ourselves and apply funds to 752 designated account, inform solicitor of bank details

15/12 Agreed reimburse Robin £68 for stamp stock ready for imminent ON TRUST despatch

16/12 ELR01 Agreed leave ELR to negotiate return of 51218 to KWVR for their 2023 Spring Gala

20/12 ELR02 circulated email re running fees due for 752 operation, agreed to forego these provided CWA steam heating is installed ASAP

22/12 LL01 agreed transfer £20,000 from current account to 32-day interest account

30/12 Further chase of KWVR confirming insurance on all 4 carriages, this time to Matt Stroh, John Hinchcliffe, Nick Bennett and Mike Tarran

30/12 contact between ELR and KWVR from 16/12 still outstanding, agreed we should leave them to deal directly