

PRESENT: Donna Adams, Peter Cousins, Vicky Cropper, Brian Edwards, Austin Hannaby, Claire Sandys, Paul Webster, Michael Willmot, Allison Dias, Ruth Shaw, Dave Triggs, Chris Dale, David Steel, Stewart Barrow, Ian Clarke.

		Action
1.	<p>Apologies for absence Jo Buckley, Chris Hegarty, Clare Horton, Laura Normansell, Jon Heal, Marika Latham, Liz Locker, Tina Jeffery, Maureen Turner, Hilary Robinson, Ian Taberner</p>	
2.	<p>Welcome The Chair welcomed all to the first AGM of the North Staffs Community Rail Partnership (NSCRP).</p>	
3.	<p>Chair's Report The Chair thanked all the Local Authority stakeholders (particularly Stoke-on-Trent City Council) and the, now four, train operators with whom we have worked, or have received financial support during the year: EMT, WMT, CrossCountry & Virgin.</p> <p>Thanks expressed also to Paul Webster, ACoRP Operations Manager who has provided a lot of support during the year.</p> <p>Especial thanks to Claire Sandys, who has now been in post for just over a year and has achieved a huge amount as evidenced in the Annual Report.</p> <p>The Chair reported that nationally, change is afoot with enhanced support for Community Rail from the Department for Transport and the rail industry. There is to be a change from Designated Lines (such as NSCRP) to Accredited Partnerships.</p> <p>To achieve this we hope to develop a more open way of communicating with volunteers, and the public and a more effective way of developing links with partners and new stakeholders. This new style of AGM was just one part of that process. Other measures are demonstrated in the Terms of Reference (see item 6). The NSCRP hopes to achieve accredited status in October.</p>	
4.	<p>CRPO Report Claire presented a slide show showing activities ongoing or completed at stations in 2018 – 19. Most of these are described in “On Track 2018 – 19”, the CRP annual report. She also listed CRP activities for the rest of the year, as taken from the Line Action Plan.</p>	
5.	<p>Treasurer's Report Claire Sandys presented the accounts which showed a current surplus of £24.5k available. The meeting agreed with the proposal that NSCRP should maintain a reserve equivalent to at least one year of the CRPO's salary to provide some degree of security should funding streams be cut with little warning.</p>	
6.	<p>Approval of Terms of Reference document The draft Terms of Reference document had not been seen by all present. It was agreed to circulate this after the meeting and to ask for comments to be returned before 9th October; the date of the next Management Group meeting when it would be adopted.</p>	CS
7.	<p>Confirmation of membership of Management Group / proposal for new members The existing members of the Management Group were proposed, seconded and re-elected en bloc for the forthcoming year.</p>	

	<p>It was agreed that there should be a vacancy for a second station volunteer were a suitable and eager candidate be identified. DA suggested we invite tourism organisations. CD will provide a Marketing Cheshire contact.</p>	CD
8.	<p>Election of Chair & Vice chair Michael Willmot was proposed, seconded and re-elected as Chair for the forthcoming year.</p> <p>No candidates for Vice chair were identified at the meeting. The Management Group would consider this further at its next meeting. Claire to ask if any adopters would like to take on this role Treasurer: BE to find a Stoke-on-Trent City Council Finance Officer for this role as the budget is audited as part of the Council's wider budget.</p>	CS
10.	<p>Any Other Business IC re. Peartree requested that: Signage be installed to indicate which platform is for which destination Addition of Nottingham should be added to signage Timetable needs to be displayed. MW suggested that we need to wait for the Abellio management team to action these improvements.</p> <p>SB asked if the Line Guide could be distributed at Staffs and Keele Universities and Stoke College and Libraries at the beginning of term. CS to arrange.</p> <p>IC requested that a wider participation at the quarterly management group meetings be considered. Can the minutes be made available? Dates will be made known and anyone wishing to make a presentation will be invited, time on agenda allowing. PW suggested that minutes be made available on the NSCRP website (with any sensitive content redacted).</p> <p>Could future meetings be held on the hour to better meet train times?</p>	CS
11.	<p>Date & Time of next AGM Wednesday 22nd July 2020 at 5.00 pm</p>	

MFW/CS
17/07/19