



Minutes of the General Meeting
Wednesday 6th April 2016 at 7.30 pm
 Oberon RSL Club

1. **Present:** T Arnison, P Culley, M Salmon, I Davis, C Bembrick, E Boxer. G Bourne
2. **Apologies:** G Williams, G Bembrick, J Brothie.

3. **Minutes from the previous meeting:**

The Minutes from the meeting of the 2nd March 2015 were accepted as a true and accurate record;

Moved ...I Davis.....; Seconded: P Culley..... Carried.

.No business arising from the minutes.

4. **Safety Management**

.Monthly Safety Performance Report tabled. No ONRSR Monthly Return submitted yet for March as there is a problem with the template.

5. **Correspondence.**

Received	Sent
13/3 TA re funds from OC re roof	8/3 TA request for letters of accreditation ONRSR
13/3 Skoda Tatra collaborative agreement proposal	12/3 TA to Committee reminder to read OHS docs
14/3 C Riddiford re Gate 6 Borg	29/3 OC application for donations
15/3 S Ayers re Patron- declined.	29/3 EB notes of meeting with JH to JH and OC
17/3 C Riddiford re Skoda land lease	
21/3 T Eaton request letters regarding suspension of activities OTHR	
22/3 D McM re cessation of work OTHR	
23/3 G Bourne suggestions re relocation of railway office	
23/3 GW re rail work	
24/3 ATSB report	
25/3 ATSB job opportunities.	
25/3 TA request to update insurance	
28/3 CB re JHR & office comments	
01/4 JH re TfNSW land lease LMtR	
02/4 GW re JH specs for railway line	
02/4 RHA re Vice President letter shared resources	
04/4 C Riddiford amended minutes	
04/4 Request for HOL to C Riddiford	
04/4 GW re HS36 response from THNSW	

Resolution: *That the meeting receive the correspondence*

Moved; E Boxer Seconded P Culley..... Carried.

6. **Committee Reports.**

6.1 **President:**

- As a result of the Safety Officer from John Holland attending at OTHR on a number of occasions, a meeting was requested by JH with OTHR and Oberon Council. In attendance were Cath Riddiford (Property Officer-South CRN), Terry Eaton (Safety Officer, JH), Chris Schumacher(Oberon Council Engineer), Tim Arnison, Peter Culley, Graham Willaims and Elaine Boxer.

After much discussion, JH stated that OTHR did not have a Heritage Operators Licence (HOL) and as a result were unable to do any work on the rail corridor, outside the lines to the rolling stock shed. Although OTHR holds a licence with Oberon Council for access to the rail corridor, this apparently is only for the purposes of clearing vegetation. In 2010 a draft HOL was drawn up with OTHR but this was not progressed to completion by OTHR. This means a new HOL will have to be drawn up with JH and TfNSW. Therefore OTHR is not licenced to undertake any work on the railway.

W raised the issue of moving the locos to the shed and JH was happy for this to proceed under LVR accreditation. Any work to be carried out on the railway and its precincts must have JH approval. The level crossing at Gate 6 at Borg will be negotiated between them & JH, the same will apply to Nectar Farms' gate.

At the same time JH inspected the site for the Skoda Museum.

- There have been a few visits from groups to the railway over the last month.
- There are plans to build an office in the rear of the shed. Peter to enquire with OC regarding the level of building approval required for same.
- Graham started to strip paint off one of the carriages but this has halted until appropriate approval has been granted. The carriage belongs to RTM so they will need to be contacted regarding this project.
- Tim has been interviewed by Susan Lacey from Bathurst Community Radio. Tim will let members know when it will be broadcast.
- Peter sought clarification of progress regarding the Baldwin tender. The Committee decided not to pursue it.

6.2 Systems Manager.

No Report

6.3 Treasurer's Report

Nil report.

6.4 Track Manager's Report.

- .Martyn Salmon asked for clarification of a plan of the scope of work for rail work to be completed. Peter suggested that the station precinct needed to be mapped for new installations of power, water, septic etc.

6.5. Public Officer- no report.

6.6. Publicity Officer.

- Update material for website with assistance of Mike Lorimer.
- Update Newsletters on website with assistance of Margaret Connors and Rick Fletcher. 2008/9 newsletter are being uploaded.
- Slow day at Heritage Display.
- The search for new Publicity Officer/Editor
- April Newsletter – all material to Col by Noon Saturday 10th

7.General Business.

7.1 Insight Tours. On 11th May 2016 Insight Tours will be at the Tarana Hotel with a rail motor. Col suggested OTHR take this opportunity to promote ourselves, both at Tarana Station and by catching the rail motor at Bathurst and meeting the people on the trip.

This will be discussed at the April Committee Meeting.

7.2.SMS documents. Ian and Tim have spent many hours on the SMS webpage. They will visit Mike Lorimer on 7th April to get his help in sorting out this part of the webpage. There is some difficulty in understanding some of the documents and they need streamlining to make them more user friendly and easier to access.

A proposal was put by G Bourne : That Tim and Ian proceed to make the changes to the web page as suggested and as they see fit and they will provide an explanation to members of the reasons for the changes. Carried

Peter suggested that new or changed documents be available on the web site for general comment. These documents could be in a temporary file until approved finally by the Committee.

The risk Register is a source of concern as OTHR does not have a register as such, only a list of risk documents. Other risk registers have been obtained as a comparison and one will be developed for OTHR.

7. Other Business.

- Ian suggested that the door to the lock-up could be repaired by the Men's Shed. The door will need to be removed and transported to the Men's Shed. In the meantime the lock-up needs to be kept secure.
- Martyn raised the issue of wearing safety gear on site. This needs to be constantly reinforced to all people at the railway.
- Greg raised a concern that the proposal for an office in the shed was a bit ad hoc and would require consideration of such issues as storage, computers, power, number of staff etc. A written plan needs to be drawn up for this
- Peter also suggested a written plan for a Scope of Work for the Plough van be completed. This would include the plough van conversion for catering, removal of the existing caravan and completion of the third line to the shed.
- Col asked for details of the advertising that will be planned for the loco when it is leased by Lithgow Valley State Mine Railway. Tim assured the members that the details of this would be included in the contract.
- A suggestion was made to request the Men's Shed to repair the luggage trolley and repair and paint the station platform bench seat.

Action:

Action:

The meeting: closed 8.55pm. Next meeting **Wed 4th May 2016.**