



**Railway Inn Steering Group**  
**Minutes of Meeting held on 21<sup>st</sup> April 2026, 7.00pm**  
New St, Norton Bridge

Present: Sue W; Ian W; Rachael D; Neil B; Marg A-H; Holly D; Fran D; David W

Apologies: Andy B; Sylvia B; Kris D

**Matters Discussed**

**Minutes – 31<sup>st</sup> March 2026**

Minutes agreed by the Committee and can now be shared on the website.

**Review of Actions List**

Last meeting's minutes still need to go on the website – David to action this.

**Share Offer & Business Plan – Discussion with Nick Comley**

Shares Document

Amendments have been done based on David & Andy's feedback. Sue will distribute it for Committee comments.

Business Plan

Nick Comley commented on this & the Committee discussed his feedback. We need to discuss potential brewery contracts with Andy to ensure they would allow us to use independent Ale providers as well.

Nick advised that the Red Book Survey or a summary of it should be available to Shareholders – this will be summarised. Holly has offered to complete the summary. Neil will have a look at the Dilapidation Report Summary and check its suitability to be added to the Shares document. These documents will be available at the Shares Launch Meeting.

**Profiles**

Rachael, Fran, Holly & Marg need to complete these in the next 2 weeks.

**3 Year Business Plan - Nick Comley**

The 3 year business plan was discussed. Nick stated that this would be acceptable as long as we don't want to go for the Community Share Standard Mark. The Committee would like to stick with the 3 year plan.

**Shares Launch Meeting – Nick Comley**

Advice from Nick discussed regarding the structure of the meeting. Ian has kindly offered to cover the cost of printing both documents required for the shares launch. Sue & Ian have designed a Shares poster – they will amend it based on Committee discussions and distribute it to the Committee for further comments. The Shares Launch Meeting date is Wednesday 17<sup>th</sup> June 2026. We will see if it is possible to do an article to promote the Shares launch in the Stone & Eccleshall Gazette & in the Parish Magazine. A double sided mail drop will be done advertising the Pop up Pub and the Shares Launch.

**Pop up Pub**

The Committee agreed that the Pop up Pub will run from 2pm to 10pm on Saturday 13<sup>th</sup> June 20026. Ian has offered to cover the cost of the performing rights licence. Ian has floor covering for inside the marquees, lighting, a generator, a 2.5KW power station and some chairs & tables.



We need to arrange a disabled public toilet, the events licence & appropriate signage – no smoking etc. Committee members were asked to loan any garden furniture that they would be happy for Pub attendees to use.

Rachael & Fran will provide bunting, water via a hosepipe & electric via a long extension lead – the electric will be treated as a back-up facility, as it may not be reliable due to the distance.

The Committee need to start saving 1 & 2 litre milk / drinks bottles to enable us to sell off any excess alcohol from the event.

Neil Farden is happy to be Landlord for the day as he holds a current Licence.

Sponsor idea discussed – Holly has achieved 1 sponsor so far which is great. The sponsor will pay for a keg of beer & in return, they will get 6 to 8 pints at the event (TBC). We will also add their business logo to the keg and to the Events page of the website. Once Holly has exhausted the contacts she is approaching regarding sponsorship, Rachael will do a Facebook post to try to recruit more sponsors. The sponsors will be given tokens to enable them to claim their quota of drinks. Holly will design the tokens.

Sue & Marg will do a Tombola at the event & there will possibly be a bottle raffle as well.

The merchandise idea was discussed and the Committee decided that this was not a viable idea. Due to the Committees knowledge of the target audience – it was felt that it was very unlikely they would buy anything.

We need to buy a Sum Up card reader.

Holly discussed us selling merchandised pint glasses. These would be re-usable long life plastic glasses that people could buy to use at the event and then take home. We could try to get a sponsor to pay for them - in return their logo would be printed on the glasses and added to the Events page of the website.

### **Funding**

Marg has heard about funding that is being launched in association with the Queen's posthumous 100<sup>th</sup> birthday celebrations. We will discuss this with Greg Stott ASAP, when we ask for his expert's help with our Business Plan.

### **Fundraising**

The Bingo event was a good success - £423.40 was raised.

### **Other Fundraising Events**

1. Quiz at Luke's Church Hall on Sun 24<sup>th</sup> May 2026
2. Pop up Pub on Sat 13<sup>th</sup> June 2026
3. Needle Felting - July 2026 class is sold out. The next classes are 12<sup>th</sup> September and 21<sup>st</sup> November 2026.
4. Special Quiz & BBQ – Ben & David are going to host a special quiz which will cost a little more to attend. It will be hosted in their back garden on Saturday 18<sup>th</sup> July 2026 from 4pm till late.
5. Big Raffle – Sue has had 2 x 1<sup>st</sup> class return Avanti Network train tickets (to anywhere on the Avanti Network) donated. Committee to try and get as many good prizes donated as they can.



6. The tickets will probably be around £5 each. The Raffle will be drawn on the evening of the Quiz on 18<sup>th</sup> July. We need to register for a lottery licence to do a big lottery.
7. Antiques Talk with Thomas Forrester - TBA

### **Tax Relief on Shares**

We need accurate wording to enable us to promote tax relief on shares to try to recruit more shareholders. We will see if Sylvia can provide this.

### **Newsletter**

Sue & Ian have put together the latest newsletter. It will be shared with the committee for comments. Rachael to put it on Facebook & David to put it on the website.

### **Any Other Business**

Ian approached Louis Taylor to see what their current stance is with regards to the Pub. Sue will follow this up with James at Louis Taylor.

### **Next Meetings at Sue & Ian's House**

1. Tues 5<sup>th</sup> May 2026
2. Tues 19<sup>th</sup> May 2026
3. Tues 2<sup>nd</sup> June 2026



## Actions

No.	Action	By
1	Share the Minutes of the last few meetings on the website	DW
2	Share the Shares document, Business Plan, Shares Poster & Newsletter for Committee comments	SW & IW
3	Discuss brewery contracts / independent ale concerns with Committee	AB
4	Summarise Red Book Survey	HD
5	Look at Summary of Dilapidation report for use in Shares documentation	NB
6	Complete personal profiles	RD, FD, HD, MAH
7	Arrange article for Stone & Eccleshall Gazette & Parish Magazine. Check deadlines	SW
8	Arrange Performing Rights Licence	IW
9	Organise Thomas Forrester event	IW & NB
10	Update Shares document, Business Plan, Shares Poster & Newsletter with Committee comments	SW
11	Save 1 & 2 litre bottles	All
12	Design Shares Launch Poster	SW
13	Contact potential sponsors	HD
14	Facebook Sponsor post	RD
15	Design Drinks tokens & Pop up Pub Poster	HD
16	Organise Tombola	SW & MA-H
17	Research re-usable plastic glasses and printing costs	HD
18	Print the Pop up Pub & Shares Launch posters double sided for mail drop	IW
19	Contact Greg Stott re Queen's birthday funding & to get business plan advice	SW
20	Try to get decent donations for the big raffle	ALL
21	Register for the lottery licence	SW
22	Add Newsletter to Facebook & Website when ready	RD & DW
23	Speak to James at Louis Taylor re pub	SW
	<b>Tasks not allocated</b>	



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|  | <ol style="list-style-type: none"><li>1. Buy Sum Up card reader</li><li>2. Sort events licence</li><li>3. Book disabled toilet</li><li>4. Add Events page to website</li><li>5. Organise mail drop</li></ol> | To be agreed at the next meeting |
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