



Railway Inn Steering Group
Minutes of Meeting held on 5th May 2026, 7.00pm
New St, Norton Bridge

Present: Sue W; David W; Ian W; Neil B; Marg A-H; Andy B; Sylvia B

Apologies: Rachael D; Fran D ; Holly D; Kris D

Matters Discussed

Minutes – 21st April 2026

Minutes agreed by Committee – 1 small correction to a date required, Sue to amend and David to then share on the website.

Review of Actions List

All actions have been completed except for:

- Summarising Red Book report – Holly was doing this, group agreed this isn't necessary
- Complete personal profiles – Holly to submit profile to Sue
- Organise Thomas Forrester event – Ian hasn't seen Thomas since last meeting; Ian to take forward when he next sees him
- Contact Greg Stott re Queen's birthday funding – Sue has prepared a letter to Gregg but held off on sending until we had spoken to Mary Timmis; Sue now to send.
- Add Newsletter to Facebook & Website when ready – this was sent round to the group recently; all agreed it was OK – David to add to website and send to mailing list; Rachael to add to Facebook

Brewery Partnership

We will look at potentially negotiating a deal with a brewery to supply the pub. This could give us favourable prices on drinks, non-drink supplies and provision of cellar equipment. It is too early to be able to start talks yet but we agreed we would negotiate to get a good deal while maintaining some freedom / flexibility to choose other guest ales / suppliers. This would be in line with our aim to offer a unique experience different than a chain pub.

Promoting Upcoming Share Meeting

We have missed the deadline for an article in the Stone and Eccleshall Gazette but we have time to promote the meeting in the Parish Magazine. Sue to arrange.

Writing to Leigh Ingham MP

Previously discussed – Sue to action.

Meeting with Nick at Plunkett

Sue spoke to Nick and he had availability on Wednesday 6th May / Wednesday 13th May AM / Thursday 14th May PM. Thursday 14th May was the date most could be available. Sue to arrange with Nick and anyone who is available to attend the meeting.

Pop-up Pub Event

The sub-group are making good progress with arrangements and have everything covered. Ian has sorted the marquees, tables, chairs and generator. Andy has got prices for toilet hire and has looked into the temporary events notice (TEN). He is sourcing glasses and arranging to borrow a flash cooler. Ian is looking into arranging a music licence through PRS. Holly is sourcing sponsors. Rachael and Fran were arranging a food van. Marg to double check with Rachael if the food van has been booked. Andy to book toilet hire and arrange TEN. Ian to



arrange PRS music licence. Sub group to continue with arrangements and discuss how much free beer will be given in exchange for sponsorship. All committee to continue to save empty 1 and 2 litre bottles.

Share Offer and Business Plan

Sue sent the drafts of these out and there were just a couple of suggested edits. Andy had looked at the figures and said we should revise them and have all figures without VAT included. David forwarded the drafts to Mary Timmis, the contact at the Borough Council that Gregg Stott put us in touch with to help with the business plan and grant/funding applications. Mary is off at the moment but we had a response from her colleague Pam who will assist us – Pam asked some questions and wants to arrange a Teams meeting to discuss further. Andy had looked at the figures and said we should revise them and have all figures without VAT included. David to reply to Pam and arrange Teams meeting. Sue to update share offer and business plan documents with suggested edits and forward to group.

Community Shares Crowdfunder

Andy suggested as well as our share launch, we also launch an online Crowdfunder selling shares that way, similar to our GoFundMe. It was felt this could be a good addition to our fundraising. There is a fee so we discussed whether the fee comes off the number of shares someone purchases, or is a cost absorbed by our fundraising total. We also discussed what would happen if we don't reach our target. Andy to look into further, and those present on our next online meeting with Nick from Plunkett to discuss with Nick.

Share Launch Meeting Planning

Deferred until next meeting

Mail Drop

We previously said we would do a double sided mail drop with the share launch meeting poster on one side and the pop-up pub event poster on the other side. The share launch poster is ready; Holly has been working on the pop-up pub poster. We will hold off until the end of May / beginning of June to deliver so it is fresh in peoples minds. Holly / sub group to finalise by the end of this week so Ian can arrange printing.

Big Prize Raffle

At least 9 excellent prizes have been promised/secured already. Price of tickets discussed and agreed at £5. Arrangements to continue at next meeting.

Tombola

Marg asked all to donate any tombola prizes if anyone has any suitable.

Any Other Business

Sue had an update from the artist who kindly offered to paint a picture of the Railway for us to use as part of our fundraising. He has nearly finished. He is happy for us to use it in whatever way we see fit. We discussed ideas and getting prints done from the original was popular, which Sue said the artist has offered to sign.

Next Meetings

The next 2 meetings will be at Sue & Ian's house on 19th May 2026 and 2nd June 2026.



Actions:

No.	Action	By
1	Correction to date in last minutes	SW
2	Publish last minutes on website	DW
3	Complete personal profile and provide to SW	HD
4	Speak to Thomas Forrester re putting on an event	IW
5	Write to Gregg Stott	SW
6	Add May Newsletter to website and send to mailing list	DW
7	Put May Newsletter on Facebook	RD
8	Update for Parish Magazine	SW
9	Write to Leigh Ingham MP	SW
10	Arrange date/time for meeting with Nick at Plunkett	SW
11	Attend meeting with Nick at Plunkett	All who can make it
12	Arrange toilet hire	AB
13	Arrange temporary events notice (TEN)	AB
14	Arrange PRS music licence	IW
15	Continue with arrangements for Pop-up Pub event and discuss how much free beer to be given in exchange for sponsorship	PUP sub-group
16	Continue to save empty 1 and 2 litre bottles	All
17	Reply to Pam at SBC to arrange Teams meeting	DW
18	Update share offer and business plan documents with suggested edits	SW
19	Look further into Crowdfunder	AB
20	Discuss Crowdfunder with Nick at Plunkett	All on call with Nick
21	Finalise Pop-up Pub event poster	HD / PUP sub-group
22	Tombola prizes to be passed to MAH if anyone has any suitable	All