



Railway Inn Steering Group
Minutes of Meeting held on 6th January 2026, 7.00pm
New St, Norton Bridge

Present: Sue W; David W; Ian W; Rachael D; Fran D; Neil B; Marg A-H; Andy B; Sylvia B
Apologies: None

Matters Discussed

Minutes – 16th December 2025

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

Review of Actions List

1. Quite a lot of actions have been successfully completed. The committee didn't end up meeting over Christmas, so focus is required from this point forward.
2. Sue spoke to a Committee member from the 'Shipton Needs a Pub Campaign' – she discussed their progress.
3. Sue discussed her conversation with Nick from Plunkett. He suggested that we need to do a lot more publicity, social media and advertising of the project. He is available Tuesdays to Thursdays to support us. The business plan cannot be finalised until the business is operational, however after discussions, the committee agreed to ask Nick to review the following documents:
 - Business Plan
 - Pledge Form
 - FAQs
 - Pledge meeting format and content

Dilapidation & Condition Survey

The local resident that kindly offered to carry the survey, has now completed the survey and written an extensive and thorough report. Neil is part way through studying the report and will give us further feedback when he has finished. The most urgent work that needs to be completed before opening, would cost around £40,000 using regular trades. The Committee hope this figure will be greatly reduced, due to being able to use volunteers for a proportion of the tasks. The Committee will personally buy the Surveyor a thank you gift for his hard work.

Fundraiser

The proposed Fundraising event discussed at the last meeting, will now be help after the public pledge meeting due to time constraints.

Red Book Valuation – Sidney Phillips

Due to poor weather the valuation had to be rescheduled. This is now due to take place on Friday 9th January 2026. Rachael to follow up with Dean after the valuation, to see if he can give a brief overview on the survey - ahead of the report being ready and prior to the Pledge meeting.

Pubs for Sale

The Red Lion at Cheddleton is a pub that is being sold by Sidney Phillips. The Committee discussed the Railway Inn, Labour in Vain & the Red Lion pubs. We talked about their conditions, pros and cons, and current valuations etc. – and how they compare with the Railway Inn.



Social Media & Advertising

We need to change our fundraising campaign to reflect that we are now moving onto the main pub fundraiser, ahead of our successful fundraiser for memberships & the red book valuation.

It was decided that the Committee would do a big publicity push ahead of the Pledge meeting on 14th Jan. The Committee will share the Pledge meeting posters to our Facebook pages, reels, the many social media groups we are in, the Parish Council, key places & businesses in Norton Bridge, Shallowford, Chebsey, Stone, Eccleshall, Stafford, Yarnfield, Swynnerton, Great Bridgeford, Seighford, Cold Norton & Oulton and surrounding areas - including noticeboards and lampposts.

Rachael to join more local Facebook pages to share the meeting details. Sue to share the meeting information on Instagram. Dave to share to Stafford Facebook groups. Ian to share with Izaak Walton Fishery. Fran to post the meeting on the Nextdoor app.

We will also be sharing the meeting details with - Leigh Ingram MP, Councillor Pert & Councillor Jones.

Go Fund Me

We need to change the Go Fund Me page to reflect that we are now moving onto the main pub fundraiser. David to design new wording to go onto the Go Fund Me Page and to post it ASAP.

IT & Website

Rachael to speak to Kris & Holly regarding their IT & social media expertise, to help us with tasks for the Pledge meeting. Rachael to send an email (via Outlook while the technical mailing list is put together) to everyone that agreed to receive emails at the 1st meeting – advising them of the meeting details. Rachael to speak to Kris & Holly & see if they can get the Pledge form, FAQs & meeting details posted onto the Railway Inn website.

Pledge Form

The Committee approved the Pledge form that has been designed. Sue & Ian will print off Pledge forms & FAQ's ready for the meeting on 14th January. The deadline to get Pledge forms returned will be Saturday 28th February 2026.

FAQ's Document

1. Committee Officer Roles were discussed. It was agreed that for strict GDPR & confidentiality reasons, that minimal information about pledges will be shared with the Steering Committee as a whole. It was decided that only the four people that hold Officer roles on the Committee, will know the names of those who have made a pledge and the amount they are pledging.
2. The Committee decided that in all financial matters, a minimum of 2 signatories will be required going forward. This will be good financial protocol and will protect the members of the committee responsible for making payments.
3. Pledge forms will have the postal address of the Company Secretary.
4. Sylvia will re-write the 'Can I get tax relief' section of the FAQs.



Pledge Meeting Presentation

The meeting will take place at 7pm on Wednesday 14th January 2026 at St Luke's Church Hall. The whole Steering Committee will be in attendance if possible. The Committee members will arrive from 6pm to set up the room and prepare refreshments. Tasks will be distributed as follows:

Meeting Role	Committee Role	Name
Presenter	Chairperson	Sue Wardle
Presenter	Deputy Chairperson	David Wills
Compere	Committee member	Ian Wilshaw
Scribe	Committee member	Margaret Ainsworth Hickman

Sue's presentation has been agreed by the Committee. Ian will sort a flip chart & pens. Sue will be using an overhead projector. David to sort biscuits.

Any Other Business

Can Committee members try to attend the Plunkett meeting on Thursday 15th January 2026 online.

Next Committee Meeting

The next committee meeting Tuesday 20th January 2026 at Sue & Ian's house.



Actions:

No.	Action	By
1	Send documents to Nick at The Plunkett Foundation for feedback: Business plan, Pledge form, FAQs, pledge meeting format and content	SW
2	Feedback on Dilapidation & Condition Survey	NB
3	Share Pledge meeting on Facebook pages, businesses, shops & lampposts	RD
4	Share Pledge meeting in businesses, shops & key places around Eccleshall	MA-H
5	Share Pledge meeting on Instagram & Stone History Snippets	SW
6	Share Pledge meeting on Stafford Facebook page, with Sue Stokes, Martyne Manning & Volunteer it Yourself & local Councillors	DW
7	Share Pledge meeting on Nextdoor app & local businesses, shops and lampposts	FD
8	Share Pledge meeting with Izaak Walton Fishery	IW
9	Share Pledge meeting on all Facebook pages	HD
10	Update the Go Fund Me page with information about fundraising for the pub purchase	DW
11	Add Pledge form, meeting details & FAQs to Railway Inn website	KD
12	Send email to all local residents about the Pledge meeting that requested updates	RD
13	Print leaflets, Print posters, Pledge forms, Envelopes	IW SW
14	Re write 'Can I get tax relief' section of FAQs	SB
15	Sort flipchart, pens & OHP	IW SW
16	Sort refreshments for meeting	DW
17	Add QR code to the Pledge form	DW
18	Mailshot residential areas – Bob Samara, Sarah Edge & MA-H, IW, SW, DW, Steve	MA-H