

MINUTES OF THE ANNUAL GENERAL MEETING OF THE DUMFRIES AND GALLOWAY AVIATION MUSEUM LTD.

Held at the Museum on 14th January 2017

Present: The Chairman and 32 members, C Ewing, R Sloan, R Sloan Snr, J Francey, J Burns, P Mackey, J Lange, P Howieson, H Wall, I Brown, J Hisley, D Oberheimd, H McCormick, W Wightman, R Williamson, O Richardson, J Richardson, J Cowan, D Buckley, JR Goodwin, G Hannay, C Chilles, S James, R Lowthian, J Kelly, J Tighe, G Tighe, JC Burns, A MacKenzie, J Cogle, R Waugh, D Porteous

1. **Apologies for absence:** A Anderson, M Anderson, V Reid, R Mathew, A Lammin
2. **Minutes of the 2016 AGM:** The minutes of the meeting in 16th January 2016 were proposed by P Howieson, seconded by J Francey and approved.
3. **Matters Arising**
There were no matters arising from the previous minutes.

4. **Chairman / Curator's Report (David Reid)**

The Chairman opened the meeting by giving thanks to all those who have helped with the continued success of the museum. Members, volunteers, local businesses, funding bodies and members of the public.

The legacy gift from the Stenlake family was highlighted. Mr and Mrs Stenlake had met whilst both serving on the base during the war, and remained strong supporters of the museum throughout their lives. Their generosity has been a key component in allowing us to take the Spitfire restoration project forward.

Curators Report

Visitor Numbers

Visitor number increased during the year, reversing a downward trend over recent years. This is expected to get a further boost later in 2017 with the unveiling of the Spitfire in its new hanger.

<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
5593	4636	4415	5728	

Leaflet distribution is now performed for us by a specialist company which is allowing us to reach a far broader market.

Volunteers

The Curator highlighted that we had seen an increase in the numbers of volunteers, particularly around the site development tasks (new buildings) which are heavily reliant on manpower.

Solway Military Trail

The curatorial staff have been actively involved in the establishment of this idea which will promote visitors to tour across a number of sites in the area (Siloth, Millom, Carlisle Castle, Devils Porridge, Solway Aviation Museum and of course our museum).

Museum History

The curator is also working on creating a written history of the museum through its first 40 years. It is hoped to have this complete in time to be launched alongside the other activities planned to mark the occasion.

Looking Forward

2017 marks the 40th anniversary of the Museum on its current site and this will be used as a significant item in our marketing and advertising for that year which should coincide with the completion of much of the site development promising a bright future.

In addition to the traditional events we host at the museum this year will also see a number of events being held to celebrate our 40th Anniversary. There will be specific events for members and for the general public and will encompass the launch of the new Spitfire exhibit (likely to be in the summer). Details of these will be sent out during the year as we finalise each set of dates.

Events

Due to the loss of access to the old runway for parking at major events the museum will focus on running a number of smaller events throughout the year.

Press Coverage

2016 ended on a high with a very good article in the Flypast magazine strongly supporting the work being carried out at the museum. It is hoped that this level of coverage will continue through 2017 as we open the Spitfire exhibit.

5. **Treasurer's Report (Jym Francey)**

Jim Francey presented the summarised accounts for the year ending 31 October 2016.

He highlighted the decrease in value on the Income and Expenditure account and explained that this was due in most part to the high volume of grant money which had flowed through in the previous year in support of the site development activities.

Away from this income remains buoyant with the bank accounts at the end of the year showing circa £1500 for special projects and £10,000 in our operational Account.

This is in line with our current reserves policy, but this policy will be reviewed in the coming year.

new expanded shop taking in a higher income than was previously possible.

The Chair highlighted that following the increase in prices last year it was not intended to make any further change this year, but the situation would remain under constant review.

Question from floor: *The separate line of Gift Aid is no absent from the accounts, why?*

Response: *now included in 'income from trading activities' and no longer shown separately. The HMRC gift aid system did change during the year and this did cause some challenges but the new process has now been adopted and the income from this is re-established.*

Question from floor: *Clarification sought on column headings for Balance Sheet as both state 2015.*

Response: *the Left Hand Column is 2016*

6. **Membership Secretary**

Membership across all categories is currently running at 230 (of which 78 are family memberships) which is an improvement on last year.

The production and distribution of the Merlin however has not been as regular as it should and it is the intention to return to the production of 4 Merlins per year in 2017. To assist with this it would be of great benefit to the museum of members would agree to receive this via email as printing and postage costs are high. Members will be asked during 2017 if we can move to this form of distribution.

7. **Health and Safety Officer Report (Bob Sloan Snr)**

There were no issues worth noting during the year.

It has been a challenge, especially with the volume and nature of the building work, to ensure that we always put Health and Safety at the heart of our approach, but through diligent behavior and an increase in the use of Risk Assessments to highlight potential dangers we have had a very safe build.

8. **Site Planning and Development (Bob Sloan)**

There has been significant progress over the year.

- New Security Fence. Erected with financial support of Annandale and Nithsdale Community Benefit Company
- Extended Car Park. Created with direct support from AMD Construction.
- Workshop. Built, but not yet signed off
- Spitfire Hanger, Built, but not yet signed off.
- RAF Dumfries and Bomber War building, Built, but not yet signed off.
- Airborne Forces. Concrete base poured, but construction of building not yet scheduled in

Circa -£120 K has been spent to date on the development work.

Immediate items to focus on (2017) will be -

- Landscaping / Tarring
- Sign off of all buildings
- Creation of the displays in the Spitfire and RAF Dumfries buildings.
- Large Objects store (Shipping containers, roofed over)

- GP room to be considered for more of a café/seating area
- Shop stock to expand

Looking further out 2018 will see a return to new building with our current aspirations to have additional buildings holding –

- Archeology
- Homefront
- Small Objects Store
- Archive Building

Detailing timing of what we will actually start in 2018 will be established towards the end of 2017.

Question from floor: *Is there any issue within the Nissan huts concerning condensation*

Response: *Yes, there has been some and so the Nissan huts will be double skinned with insulation between the layers to tackle the condensation issue. This due to happen in 2017.*

Question from floor: *What are the plans for the tower, as it is starting to look quite poor.*

Response: *We would like to reclad the building eventually but the immediate priority will be to replace the single glazed windows with double glazing. This has already happened to the control tower (costs circa £25K) and we will require an additional circa £50K to complete this task. Once this is finished we can attend to the rendering. We have already noticed improvements within the control room due to the new windows.*

9. Directors

10.

No changes were made to the board of directors

11. AOB

Nothing raised

The Chairman closed the meeting with thanks to all those who attended

Next AGM: Saturday - 20th January 2018

CE

09.02.2017