

THE TRAMWAY MUSEUM SOCIETY

Development Committee

Minutes of meeting 74 held on 26 October 2003 at 10.30 a.m. at Crich

Present

A W Bond, D F Russell, M C Wright, I Musgrove, J Miller. In attendance Allan Smith (Permanent Way Officer) MCW apologised for not attending the previous meeting

Minutes of the previous meeting

Draft minutes of the previous meeting were noted.

Possible Town End HLF application

AWB said that he and D F Russell were now quite convinced that the Society was on its own regarding the funding of alterations to the permanent way. The Board would discuss this at its forthcoming meeting.

Action: A W Bond

Allan Smith was invited to speak on proposals for Town End. With HLF funding so much more could have been achieved. Grant Rail was being brought in as a partnership contractor. They had visited the Museum. Messrs Trackwork did not appear to be interested in a relationship.

The new proposal was to lift the pointwork and relay the track to a position half way down the shelter to a new level. The Engine Shed pointwork would be easier to leave in, but historically and visually it would be more appropriate to remove it.

Contingencies had been included regarding the depth of excavations required. A trial dig had been undertaken; concrete sleepers had been found on the East side track. The memories of various people were at variance or loss as to what would be found on the West side track. Once digging had begun, we are committed to completing the work.

The tracks did lean towards each other, it was more pronounced at the points than at the end of the line. The further towards the South that the work progressed, the more expensive would be the work. It was agreed to restrict the work to that suggested.

It was seen necessary that the work is done this winter, as opposed to say 2 to 3 years hence. Use of a steam traction engine during the summer had not improved the condition of the track. Tightening of joints could improve it. Photographs taken in August 02 and May 03 showed that there had been deterioration. Water was not draining along recognised drainage routes. The tracks were pumping water in wet weather when trams passed over it.

The Rolling Stock Engineer may feel it necessary to withdraw two trams (not stated) if the track was not re-laid. It was proposed that the work would be done during the winter shut down period with the tram service truncated to the Red Lion, from the beginning of November to the second week in March. Easter Sunday is 11 April 2004. There would be no running in January or early February. Contractors could start immediately after Christmas.

The trolley reverser would be restored.

Other contractors would be required to do preliminary work and to undertake final surfacing, not acting as sub-contractors to Grant Rail. Black top surfacing would be provided in March if weather caused postponement. JM suggested the use of rolled stone which provided a reasonable surface. Patching of this material did not show, as it did in tarmac. When dry it set rock hard, but it could then dust on the surface. This material had been used on the Fleamarket storage area. However, although it was cheaper and more flexible, the cost would be transferred elsewhere – e.g. footprints inside trams when wet. This would not be well received or perceived.

Budget papers were being despatched on the forthcoming Wednesday. AS would attempt to provide financial figures as best available from contractors.

Action: A Smith

A definite date with Grant Rail (main contractor) and the subsidiary contractors (breaking out the existing surface and providing final surface) needed to be established. A better price could be financially positive because of the extended timescale being offered to contractors.

Action: J Miller, A Smith

The estimated cost of £25k is based on Grant Rail basic quotation (of 12 June 03) for £8600. This did not include any extra stone that might be needed if deeper excavation was found to be necessary. The remainder allowed for worst-case scenarios, and all expected contingencies including bad weather.

Some rail would be required to cater for the removal of the Engine Shed points; otherwise the existing material would be re-used. If the castings were re-laid level and all the joints tightened, many of the problems now met could possibly be solved.

Ten years ago, it had been suggested that a high risk might be presented if the existing material was refurbished. MCW suggested that the solution now proposed was seen as a low risk and would last for ten years.

Allan Smith would provide coloured drawings showing various changes in the existing track levels to illustrate the nature of some problems.

Action: A Smith

If Town End had to be radically altered later, this £25k would need to be considered as an interim solution. A grant was not likely to appear, if at all, for several years. A big scheme could cost in the order of £½M.

£25,000 equated to £250 per tram per year over 10 trams and 10 years. The existing layout had been in situ for 40 years with very little spent on it. (q.v. IM's supporting paper to Budget 00 request of autumn 2002. The condition of the track had to be seen in the same light as that of the interlaced track. Flexibility and resilience of the finance had been realised in the proposal; this depended on what was found when the ground was broken open.

The curatorial element (the effect of the track on trams) had to be considered. The Rolling Stock Engineer was concerned about the twisting on car bodies, e.g. Gateshead 5.

Grant Rail would not be restricted absolutely to working in just one given week.

Grant Rail seemed satisfactory with the interlaced track (generally), better than Trackwork. Further commitment from them was required. This could be obtained say through:

Managing Director of Grant Rail

Obtaining good publicity

Social element – tram drive, Red Lion

David Philpott (Bill Cunningham's contact)

Grant Rail seemed enthusiastic especially Dave Wells (foreman), they seemed that they liked us and wanted to do the work. But we were small fry; they undertake this size of job three times per week and are liable to diversion onto bigger jobs. It could be big from a PR viewpoint e.g. at signing of contract – social evening. Grant Rail's estimator is believed to live in Crich.

Little items could have a marked effect: contractors' personnel welfare (offering to go for the tea). But TMS members over-viewing work on the interlaced track could have had a potential adverse affect.

Changes in Network Rail's maintenance regime could affect Grant Rail as some of their staff may be taken over by Network Rail.

Allan Smith had contacted Edgar Allen's Sales Director at the recent rail exhibition in Manchester regarding the track work still in position at Transperience, Low Moor, Bradford regarding possible purchase. Although JM had drawings of the passing loop material now at Cabin, we had none for the still-in-situ material. Edgar Allen could be asked for drawings of the remainder with a view to purchase.

Action: A Smith

Sutcliffe wanted to look at drawings. AS had made contact. Was this material the depot fan? Did we need this material? It was unworn track but we had (admittedly) used track for over 30 years that had not been used. Why do we need more? The Transperience track was section RI60 which was not readily compatible with the BS8 generally used at the Museum. Would it be possible to take an option? Could someone else have seen the material and taken an interest in it?

No new material was seen to be required for the current Town End relaying proposal except possibly for some new long wooden sleepers for pointwork.

Any worry over the high level of contingencies should be tempered by unknown elements, weather, and pending the arrival of contractors quotations.

Possible HLF application for Stone Workshop and new depot

£40k of matching funding was required.

The donor for the depot wall improvement has agreed to transfer his contribution to this project instead.

Nigel Rose Management agreed to provide some finance to start the work. HLF required very detailed analysis before progress. HLF would not deal with piecemeal improvements to depots. Six weeks timescale to respond. Designation Challenge Fund had sent papers on conserving, collection and research therein. Next bidding round could be very competitive.

Allan Smith had an architectural contact in Cornwall specialising in stone buildings. D Frodsham and Mike Crabtree also had an architectural contact. Management of project would not necessarily go to Nigel Rose Management.

Regarding the Workshop, D Baker had responded mentioning leaks in the building, damp and physical access.

A qualified environmental report will be essential, e.g. air circulation. Depot insulation could create a stable, but bad, environment. DB had not provided requirements that would meet the requirements of HLF needs.

We need to show how we have analysed the problem.

Resource appeared to allow for joint application with DCF but Yvette says that they are unable to respond.

Timings between all parties is a major problem. Response was required by 9 October yet AWB received the papers only on 24 October.

Until one element of projects had been determined, a difficulty would be in setting several hares running on alternatives. Projects must be on care, conservation, research and academic access of collection.

Entrance

Andrew Willis had not heard anything from EMDA – progress to be reviewed at next Development Committee meeting.

The building continues to deteriorate. Patching is well through its life. There were no resources to do the job; the Museum does not generate enough finance to do all the work necessary. The worst-case scenario is unable to use the building on H&S grounds and to go to long-term hire of portable building (expensive). Five separate grant applications had now been made to no avail (Land Fill, Lottery, Aggregate Extraction Levy, 2 to EMDA).

Library

The air conditioning is now in hand and it is hoped for completion this coming week. Environmental control problems are now being assessed. Problem with lift alarm and access release thereto continues. The lift performs satisfactorily and is used when staff is on hand. The problem is staffing and the ability to release trapped persons. Lone use is not acceptable especially if use is by accidental usage. Training is still needed on environmental controls.

Depot 2 walls

This is not now happening as quotations had been grossly excessive. Finance now transferred to Stone Workshop with donor's agreement.

Woodland walk

Progress continues apace.

It was agreed that the Cabin tram stop be removed from the scheme. This saves money that could be used elsewhere in this scheme. JM would produce a procedure regarding scrap disposal. **Action: J Miller**

A meeting to arrange the opening to be on 17 November, with MT, GCW, Ilam Young **Action: AW Bond**

Bardon Aggregates (formerly Aggregate Industries) latest manager had left. Contact had not yet been made with any replacement.

We are obliged to consult the Countryside Agency on any significant alteration to the Walk within 10 years from completion.

Disability Access

P Biggs and D Russell had met regarding the apparent / perceived lack of facilities resulting from requirements of the Disability Discrimination Act (DDA) and being left without any response.

The chairmen of Membership, Development and Health & Safety Committees had been advised of Mr Biggs' consolidated list. Mr Biggs' paper of 10 September 03 was seen as re-iteration.

Forthcoming budget had £3k for items from H&S Committee. A further £3k had been nominally added pending decisions from Development Committee.

JM says that £3k would cover Exhibition Hall door alterations, Woodland Walk roadway tarmac, dropped kerb at wherever Development Committee decides, alternative DDA access at enter via vehicle entrance, Café ramp. Development Committee recommends items above be budgeted for and progressed. **Action: AW Bond, J Miller**

A regular programme needed to be determined for such works notwithstanding DDA needs. Many issues are probably outside Development Committee cognisance e.g. web site, typefaces. A DDA champion is needed.

Action: AW Bond (Board)

DDA requirements take effect in October 2004 - high profile cases of non-compliance are likely to be seen beforehand. The TMS needs to show what it has done, what it can do within its resources, what it needs to do.

Responses to Mr Biggs' letter of 10.9.03:

1. Would expect Roger Baker to undertake on site / in house maintenance.
2. Narrowness of West side path suggests that this would not be the best place to have a cross street crossing. It would be visually intrusive and destroy what we are attempting to show.
3. It was hoped that track alterations would not disturb kerbs. If they did, then drop kerbs could possibly be incorporated after the track work. This would be included in site maintenance.
4. No, but this has been considered. Removal of drop kerb would discourage use but encourage visitors towards pinch point at Library SE corner. BUT if drop kerb and N of Eagle Press, this would allow Berlin 3006 to un/load albeit requiring 10'6" (3200mm) clearance for lift and wheelchair manoeuvring. Leaving as is could encourage people to cross street diagonally to S of Eagle Press contrary to spirit of attempting encourage visitors not to do so in the opposite direction. Remodelling of layout would not be within 5 years and thus no drop kerb. Provision of drop kerb would possibly encourage others to use it.
5. To be done within Development Committee £3k budget.
6. To be done within Development Committee £3k budget. Number of unsympathetic of notices in entrance to Exhibition Hall. Briefing requirement required on need for notices, styles, typefaces, naming and dating, notice control.
7. Trolley reverser traction pole will be outside kerb. Reconsider after pole has been repositioned.
8. Period sign to be provided. GCW / JM to agree style and wording.
9. Agreed and done!!!!

DDA needs and requirements are likely to become a standing item on Annual Reports.

A list of requirements, continuously updated, showing priorities, funding needs, etc needs to be developed. A task for the DDA Champion.

Action: AW Bond (Board)

Any other business

Ashton shelter had been taken away. Progress reports are difficult to obtain despite chasing by fax and phone. Andrew Willis being sent in to gain information. D Redmond keyed up to provide detail as necessary. JM to continue pressing.

Action: J Miller

Sales outlets

A Willis had made a tentative suggestion to close both the Forge and Emporium shops and to provide an alternative in the ground floor of the Assembly Rooms. John Prescott (not MP for Hull East), a heritage sales consultant (e.g. with National Trust) had met Matthew Trembath and Alison Isaacs on 17 October. He had said that it was contradictory to have two trading outlets, better to have only one. Economies of scale, lower trading costs would follow.

Matthew had talked to a Matlock architect regarding alterations to the Café. There seemed to be a suggestion of commissioning an architect to progress without any business plan being formulated.

Visitor circulation and the "golden mile" would be affected. Would the Assembly Rooms be even perceived as a sales outlet? The Assembly Rooms is a listed building with no possibility of altering the façade. Two shops provide alternatives; one shop reduces attraction. The removal of intermediate supports, the insertion of structural beams, the possible reinforcing of remaining supports, would all be very difficult and expensive, and would probably exceed any staff cost savings. A business plan is required.

Possible alternatives and/or additions:

- make the Forge shop sole outlet and use Emporium as storage;
- consider adding second floor to Emporium;
- consider 2nd floor to Forge shop especially if Forge shop storage is lost in Stone Workshop alterations;
- D Frodsham has previously suggested incorporating Emporium Gents into enlarged Ladies.

John Prescott to come back.

Action: AW Bond

Next meeting: Sunday, 8 February 2004, 1030, Poplar House

Circulation: Committee, Board, Minutes Secretary, Development Officer

CONSOLIDATED LIST OF ITEMS OF CONCERN TO P BIGGS

April 2003 – items 1-13,

June 1999 - items 14-17, also 8-12

1. Tardis corrosion
2. Emporium toilet vent
3. Tea rooms/Red Lion open/closed signs
4. Tea rooms access slope deformation (see also B Pickup correspondence)
5. Ice cream parlour wooden fence condition
6. Ice cream parlour window cleaning
7. (7A) Woodland Walk, milk float
7. (7B) Depot V tram cleaning equipment cupboard
8. Exhibition Hall entrance - lobby lantern, entrance doors signage, usage and inadequate wheelchair access
Health & Safety Comm. asked JW to investigate. Acorn Joinery asked for quote, JM to urge.
9. Exhibition Hall – Electric Era - lighting, panel damage, inadequate wheelchair access
Door is narrow, too narrow for fire exit. Exhibition Hall
10. Exhibition Hall – Trams at Night – display window security, signage
Noted
11. Exhibition Hall – Main area – rear exit curtain condition, door usage and signage
12. Street, no dropped kerbs between Eagle Press and Red Lion
This would be provided if / when Town End was redeveloped. Assumed to be done if Eagle Press moved. To be discussed with Operations Department regarding pedestrian movements. Take up Biggs' offer do work.
13. Red Lion carvery entrance door
14. Entrance slope, steepness
Include in budget winter 03/04. Would this compromise / be compromised by entrance building? In one year quarry activities might suggest a different course of action but planning blight could ensue Add white line and signage to encourage use. Controlled access through gates required. Various items had been previously been put forward but had not been pursued because of planning blight. But significant delay now seen and thus the work should continue notwithstanding.
15. Café slope steepness
Business plan had been to close Café on the opening of the Red Lion. This had not transpired and the ramp was still in use. Correction of roots through tarmac required. Extension of slope would place the bottom of the ramp in the Red Lion.
16. Town End, access tram boarding point lack of shelter
No proposals in existing (or new) situation. To be reviewed with D Frodsham before discussion with the Board. Ashton shelter to be northbound at Bandstand, location does not affect restoration. Order had been placed.
17. Toilets, disability access
Arrangement made for access for Disabled toilet even when the Red Lion was closed. No nappy box in Assembly Rooms Gents. Nappy changing was available in the Red Lion Ladies.
18. Emporium shop, Forge shop, access
Overtaken by events.

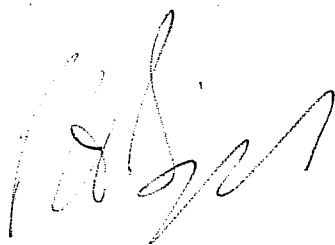
Memorandum

To: Winstan Bond - Colin Heaton -
David Frodsham
From: Peter Biggs
cc: David Russell - John Miller
Date: Wednesday, September 10, 2003
Subject: Disabled Access

Please find enclosed copy of a report based on my observations regarding access problems for disabled visitors at the Museum. This is not a definitive report covering the whole site but an observation of some of the main problems that exist on a daily basis. One aspect that tends to bring the report into focus is the fact that at least one large organisation has now ceased to visit us because of the problems listed with the lack of dropped kerbs.

Please report this Memo and enclosed Report to your appropriate committee and I look forward to hearing the result of this. I would be obliged for any assistance you might be able to give me to rectify the items on my report. If you feel that you would like clarification on any aspect please do not hesitate to ask me and I will be happy to oblige.

I hope that answers can be found to resolve all the items on the report and I am willing to get involved to help to achieve this.



REPORT ON DISABLED ACCESS WITHIN THE MUSEUM

There are some improvements that need to be made within the Museum that would greatly increase the safety and comfort of our increasing number of disabled visitors in wheelchairs.

Also at about this time next year the Disability Awareness legislation becomes final, so in our time scale this allows any improvements to be concluded out of season within the next five months.

Some would suggest that in order to maintain the absolute 'street scene' very little needs to be done. I must disagree with this and I consider that alterations are necessary not only from the point of view of legislation but to maintain the 'spirit' of that legislation by looking at these problems with an open mind.

The following is a very basic list of modifications that I consider need to be made. This list is not a definitive survey of the entire site, for instance the inclination of the entrance and Tea Rooms / Red Lion upper floor access slopes are both excessive.

Apart from the last two items on the following list, all the remainder are safety related.

1. The dropped kerb alongside the workshop extension adjacent to the unused wall post box has been constructed with a 2 ½ inch (65 mm) rise from the road setts. This cannot therefore be considered a 'dropped kerb'. Requires either kerb / path to go down or setts to go upwards.
2. The road surface from the above dropped kerb across to the Red Lion is extremely uneven. Requires setts relaying and infilling.
3. (Accidental) dropped kerb at the rear of the Eagle press. This has a climb / drop of 2 inches (50 mm). This has never been created to satisfy the access that is needed with the loading point of the access tram nearby. Requires lowering to the road surface and will need some tarmac dressing to finish.
4. Dropped kerb at the new Library extension is first class but there is no access opposite adjacent to the Eagle Press steps. This forces users to move up and down the street on the tram track looking for access onto the footpath opposite. I suggest that a dropped kerb be constructed adjacent to the Eagle Press entrance steps immediately North of the street drain. Possibly this dropped kerb could be slightly longer than minimum to allow the access tram to use this for disabled unloading at this place at busy times.

5. The **internal** porch doors to the exhibition hall present great difficulty and in some cases no access at all to wheelchairs with the doors 'pull' to open arrangement. I suggest that these doors are fitted with double acting hinges. This 'push' to go in and 'push' to go out should satisfy both access and fire exit requirements perfectly.

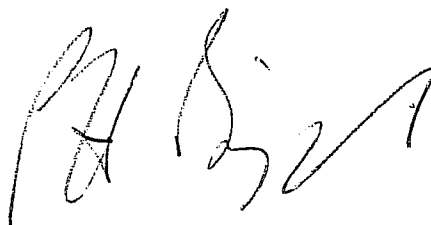
6. The access slope to the Tea Rooms / Red Lion has become the victim of tree roots. This intrusion has now become serious, particular to wheelchair users. It may be possible to remove the excess tarmac that has ridden up over the tree root without removal of the entire tree. I have very recently seen this done to many trees on a public footpath without resorting to any tree removal.

7. The new footpath creation on the corner of the Library extension which leads down to the Ladies / disabled toilet has presented us with a designer problem with the variable step height leading down two steps on a blind corner. Steps should never be constructed with different height risers. This location has already caused numerous people to stumble down the steps. Apart from rebuilding the whole area I see no alternative but to hand rail the two step area off completely and fit a dropped kerb for access to toilets and the area around the front of the Assembly Rooms and access to the trams.

8. There is no indication to the stranger to the site that the entrance to the Tea Rooms and disabled access to the Red Lion first floor can be accessed via the slope. They find out only when they get to the steps and realise that they have to go back to the slope. This problem applies not only to wheelchair users but to walkers who cannot manage steps. The answer is to put signs at the foot of the slope indicating access to the appropriate location.

9. There is also a need for the acquisition of a further wheelchair to supplement the very aged and worn current model.

Peter Biggs

A handwritten signature in black ink, appearing to read 'Peter Biggs', with a large, sweeping flourish at the end.