

Venue:

Various - Meeting run over Skype

Participants:

Daphne Slawson (DS) - Chair
Tom Kenvin (TK) - Secretary
Eirwyn John (EJ) - Membership Sec./Treasurer
Barbara Parker (BP) - Chief Tutor (Driving)
Lilian Hobbs (LH) - Chief Tutor (Riding)

Apologies:

None

Agenda:

- 1 Formal Approval of minutes from 06/06/2018
- 2 Outstanding Actions
- 3 Financial Report
- 4 Memb.Sec Report
- 5 Chief Tutor (Driving) Report
- 6 Chief Tutor (Riding) Report
- 7 Streetsense Sign Cards
- 8 AGM
- 9 AOB
- 10 Next Meeting

Meeting Details:

1. **Approval of Minutes**
 - The minutes from the 06/06/2018 meeting were read and agreed
 - Minutes of the above meeting to be published on the website **Action (EJ)**

2. **Outstanding Actions**

- None

3. **Financial Report**

Current Balance in the Account is: **£4798.98**

Since last meeting, an expenditure of **£23.96** has been incurred:-

- Fasthost Web Builder (Jun - Sep monthly payments)

The above expenses are to be ratified by the Committee

The Treasurer informed the group another unauthorised DD of £141.17 had been debited from the group account; this time for RAC Breakdown Membership. A complaint was raised with Barclays but they maintain that DD guarantee covers this type of issue. I did stress that if the bank spoke to the relevant organisations the individual providing our account information could be followed up and this "lack of further investigation" was recorded as a complaint.

The DD was credited back to the account and the RAC were also contacted and informed of the "incorrect" account details for their records

- 4 **Membership Secretary Report**
See addendum for stats
- 5 **Chief Tutor (Driving) Report**
 - All running smoothly
 - 13 associates under training
 - 1 due for 3 year
 - 7 car tutors
 - 1 due to start tutor training
- 6 **Chief Tutor (Riding) Report**
 - 1 tutor resigned
 - 1 tutor is taking a short break
 - Usual waiting list
 - Problem with tutor-blocking by associates. A change of policy might be required to reduce the time before the associate is “pooled” if there is a waiting list to 6 weeks. Clause 4.3.10 unanimous support
- 7 **Streetsense sign card**
 - Had an email from the supplier
 - EJ sent to tutors an email to gauge interest and got 10 positive responses
 - Some mixed information about quality but BP says that the quality is good and well worth getting
 - EJ has confirmed that the group will now go ahead and order packs for the interested tutors
 - EJ will check with the tutors to confirm their postal addresses
 - TK has done some checking to make sure that they represent value etc
- 8 **AGM**
 - Provisionally booked for the 14th of November at the same venue as last year from 7 till 10
 - Problem with the speaker for the event who is no longer responding
 - Both BP and LH both know a SERV biker who could come and do a talk **Action (LH)**
 - If LH doesn't get a response then EJ could email tutors for suggestions
- 9 **AOB**
 - BP booked to go to Castle Coombe on the RoSPA roadshow in November the 24th
 - EJ has raised that we need another person to be an authoriser for the Barclays account.
 - TK is resigning as Secretary EJ to send a mass email to the membership for a replacement **Action (EJ)**
- 10 **Next Meeting**
 - Next meeting is the AGM
 - EJ will send out the accounts to have them checked **Action (EJ)**
 - Meeting closed 20:00

ADDENDUM

Member/Associate Activity Analysis

Member Activity		
VehicleTypeDesc	ActivityStatus	Total
Bike	Grade Retry	1
	Training	8
	Training Actv.	13
	New Tutor Reqd.	1
Bike Total		23
Car	Grade Retry	1
	Training	11
	Awaiting Test	1
	New Tutor Reqd.	1
Car Total		14
Grand Total		37

Notes:

New Tutor Reqd (Car) refers to current member who is due a retest and will contact us when ready. BP has volunteered to take on .

New Tutor Reqd (Bike) refers to current member who has completed his car test (Silver) and is on the Waiting List for training for his first bike test

New Associates: November 2017to Date

MemTypeDesc	Years	DateJoined	Total
Bike	2017	Nov	2
		2018	Jan
		Feb	3
		Mar	1
		Apr	2
		May	2
		Jun	1
		Jul	2
		Aug	2
	Sep	1	
Bike Total			18
Car	2017	Nov	1
		Dec	1
	2018	Jan	2
		Feb	2
		Mar	3
		Jun	2
		Jul	1
		Sep	1
Car Total			13
Grand Total			31

Waiting List

MembType	Vehicle	App. Date	Location	Travel Dist.	Availability		
					Weekend Any	See Notes	Mon - Fri Any
Prospect	Bike	05/10/17	Waterlooville	20	1		
		12/09/17	Andover	40	1		
		17/04/18	Eastleigh	40	1		
		24/08/18	Bramshaw	40		1	
		06/08/18	Southampton	25		1	
	Car	19/09/18	Botley	25			1
	Car	03/08/18	Southampton	30			1
Member	Car		Hedge End		1		
	Car/Bike		Southampton	20	1		

Grade Analysis for 2017 to Date

Vehicle Category	Grade	Year	Mth	Total	
Bike	Diploma	2017	Mar	1	
			Oct	1	
			Nov	1	
	Diploma Total				3
	Gold	2017	Apr	1	
			May	1	
			Sep	1	
			Nov	1	
		2018	Apr	1	
			Jun	1	
			Jul	1	
			Sep	1	
	Gold Total				8
	Silver	2017	Apr	1	
			May	1	
			Nov	1	
2018		Jun	2		
		Aug	2		
		Sep	1		
Silver Total				8	
Car	Bronze	2017	Nov	1	
			2018	Apr	1
				Sep	1
	Bronze Total				3
	Gold	2017	Feb	1	
			Mar	2	
			Apr	1	
			May	2	
			Sep	2	
		2018	Apr	1	
			May	2	
			Jul	2	
			Aug	1	
			Sep	2	
	Gold Total				16
	Silver	2017	Apr	2	
			Jun	1	
			Sep	1	
			Dec	1	
2018		Apr	1		
Jun	1				
Silver Total				7	