



Committee Meeting Minutes For 30th April 2019



Venue:

Various - Meeting run over Skype

Participants:

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

Apologies:

Clair Taberner (CT) - Secretary

Agenda:

- 1 Formal Approval of AGM minutes
Link: http://www.roadar-hants.org.uk/webdocs/AGM_2018_Minutes.pdf
- 2 Outstanding Actions
- 3 Financial Report
- 4 Membership Secretary Report
- 5 Chief Tutor (Driving) Report
- 6 Chief Tutor (Riding) Report
- 7 RoSPA Isle of Wight
- 8 Tutor get together for discussions
- 9 Retest Due Communication
- 10 Refreshments at Group Meetings - Self Service ?
- 11 Subsidies for member driving or riding activities
- 12 Stu Bullock's retirement - Group thank you for services ?
- 13 AOB
- 14 Next Meeting

Meeting Details:

1. **Approval of Minutes**
 - The AGM Minutes were read and agreed by all committee members
 - Minutes of the above already published on web site
2. **Outstanding Actions**
 - None
3. **Financial Report**

Current Balance in the Account is: **£5235.82**
Since last meeting, an expenditure of **£314.67** has been incurred:-

 - Fasthost Web Builder (Nov – Apr monthly payments) + Domain Renewals
 - AGM Venue Hire
 - Printing/Posting Year End Accounts
 - AGM Presentation - Group donation to SERV Wessex in lieu of fee to Guest Speaker

- Purchase of Radio Equipment
- A credit of £40 from Barclays for "inconvenience" caused by deleting all previously set up payees on the Group Account

The above expenses were ratified by the Committee

Thank you to Peter Wright for reviewing and signing off group account for FY 2018

Committee Members to email ratification of expenses since last meeting to EJ

Action: DS/CT

Group Account Disputes

- 4 unauthorised DD actioned on account this period (3 previous disputes raised and refunded)
 - 27/03/18 BT Group (£20) - Refunded 08/04/19
 - 09/04/19 Tonik (Utility) (£60.85) - Refunded 17/04/19
 - 15/04/19 Hudson Energy Supplier (£240.14) - Refunded 15/04/19
 - 15/04/19 British Gas Serv (£20.50) - Refunded 15/04/19
- All reported to fraud department but no feedback from Barclays re action
- LH suggested changing bank accounts. Agreed to let it run for few months and review again

4 Membership Secretary Report

Waiting List:-

- Riders: 4
 - 1 (Waterlooville) since 10/17 but turned down offer to transfer to Dorset group 03/19
 - 1 (Cowplain): Tutor available at end of May. Bank details will be emailed after further confirmation from Tutor
 - 1 (Eastleigh) allocated to Tutor but awaiting payment of subscription. Details emailed 23/04 but previous email (17/04) to check if Stockbridge meet up ok ignored
 - 1 (old Alresford): Application 28/04/19 and details circulated to Tutors
- Drivers: 2 (+2)
 - 2 - potential Tutor identified for both as they are partners; awaiting some further clarification
 - Plus: 2 allocated but Tutors awaiting contact as agreed with Associate (New) and Member (Retest)
- See Addendum for Stats
- 15 under training on bike
- 15 under training in car
- Since Nov 2018
 - Riders: 5 Passes
 - Drivers: 5 Passes, 1 Fail

5 Chief Tutor (Driving) Report

- Eight Active Tutors.
- Two Associates waiting for an available tutor. Check with tutor

Action: BP

- One enquiry from a member for tutor training

6 Chief Tutor (Riding) Report

- Jon Hurst back on tutor

7 RoSPA Isle of Wight

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- Meeting of representatives from our Group and IOW took place On 07/01/19
 - Meeting Summary document circulated to committee on 08/01/19. Discussion should this be included in minutes
 - IOW Chair emailed on 09/04/19 for progress; final decision to be taken at Groups EGM 29/05/19 . Email response to be circulated to Committee ?
- Action: EJ**
- 8 **Tutor get together for discussions**
Contact tutors set up calendar on Doodle Poll - Chandler's Ford or Eastleigh location
- Action: EJ**
- 9 **Retest Due Communication**
Members emailed when Renewal due and this renewal letter details next due test. Renewals reviewed on a monthly basis whereas individual renewals would need to be reviewed on a daily basis. Decision to not send out individual retest due communications
- 10 **Refreshments at Group Meetings**
Tea, coffee supplies will be made available but self service and encouragement to wash cups at the end will be the order of the day
- 11 **Subsidies for member driving or riding activities**
£1500 30 x £50 Skid pan or IAM skills day Doodle pole
Draft document to be raised and one agreed communicated to all Members
- Action: EJ**
- 12 **Stu Bullock's retirement - Group thank you for services ?**
Stu has now retired so too late to send out specific group email
- 13 **AOB**
Insight into Advanced Motor cycling. Expenditure of £100 for purchase of 30 agreed by Committee.
Books to be purchased and distributed
- Action: LH**
- 14 **Next Meeting**
Aim for July via Doodle Poll Calendar
- Action: EJ**
- Meeting closed 20:30.

ADDENDUM

Member/Associate Activity Analysis

Member Activity		
VehicleTypeDesc	ActivityStatus	Total
Bike	Grade Retry	1
	Training	10
	Training Actv.	4
Bike Total		15
Car	Retest	3
	Training	12
	Wait Recont.	1
	Wait Tutor OK	2
Car Total		18
Grand Total		33

New Associates: November 2017to Date

Joined This Year			
MemTypeDesc	Years	DateJoined	Total
Bike	2019	Jan	1
		Feb	1
		Apr	1
Bike Total			3
Car	2018	Nov	3
		Dec	1
	2019	Jan	4
		Feb	2
		Mar	1
Car Total			11
Grand Total			14

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Grade Analysis for 2017 to Date

Category	Grade	Year	Mth	Total					
Bike	Diploma	2017	Mar	1	Diploma Total	Car	Bronze	2017 Nov	1
			Oct	1				2018 Apr	1
			Nov	1				2018 Sep	1
		2018	Oct	1			Bronze Total		3
							Fail	2019 Feb	1
	Gold	2017	Apr	1	Fail Total		1		
			May	1	Gold		2017	Feb	1
			Sep	1				Mar	2
			Nov	1				Apr	1
		2018	Jun	1			May	2	
			Jul	1			Sep	2	
			Sep	1			2018	Apr	1
		Nov	1	May	2				
		Dec	1	Jul	2				
		2019	Feb	1	Aug	1			
	Gold Total				10	Sep	2		
	Silver	2017	Apr	1	Silver Total	Nov	1		
			May	1		2019	Feb	1	
			Nov	1			Apr	1	
		2018	Jun	2			Gold Total		19
			Aug	2		Silver	2017	Apr	2
			Sep	1				Jun	1
			Oct	1				Sep	1
Nov		1	2018	Apr			1		
Dec		1		Jun		1			
2019		Apr	1	2019		Feb	1		
					Mar	1			
					Apr	1			
Silver Total				12	Silver Total		10		