



Committee Meeting For 24th August 2020



Venue:

Various - Meeting run over Skype

Participants:

Daphne Slawson (DS) - Chair
Jon Crabtree (JC) - Secretary
Eirwyn John (EJ) - Membership Sec./Treasurer
Barbara Parker (BP) - Chief Tutor (Driving)
Peter Tesar - Chief Tutor (Riding)
Phil Dyer (IoW Representative)

Apologies:

None

Agenda:

Formal Approval of AGM minutes
Outstanding Actions
Financial Report
Memb.Sec Report
Chief Tutors Summary
AoB

- Contact Driving Tutors to determine current training intentions
- Discussion around Highway Code changes

Next Meeting

Meeting Details:

1. **Approval of Minutes**
 - The AGM Minutes from 11/02/20 to be circulated after this meeting
 - Committee email confirmation for interim website publication, formal approval to be minuted in next Meeting

Publish on website

Action(EJ)
2. **Outstanding Actions**
 - None
3. **Financial Report**

Current Balance in the Account is: **£5,833.09**
Since last meeting, an expenditure of **£275.92** has been incurred:-

 - Fasthost - Web Builder: Mar - Aug monthly payments + Annual Standard Package
 - Lunch Meeting - Peter Tesar/Eirwyn John re in house training for M/C tutors

- Additional Lanyards
- Venue and Refreshments for Motorcycle New Tutors Initiation Day 19/07/20

The above expenses were ratified by the Committee

4 **Membership Secretary Report**

Waiting List:-

- Riders - 2
 - Awaiting membership payments as tutors allocated
- Drivers - 3
 - 2 with Bank details emailed - Awaiting membership payment (Tutors : AG/PC)
 - Allocated Tutor Tim Slade (IoW) will not train while masks are necessary
- See Addendum for Stats

5 **Chief Tutor (Driving) Report**

- Due to current circumstances (COVID-19) the driving side have not been particularly active this year.

6 **Chief Tutor (Riding) Report**

- On the riding side it has been fairly busy. A recent shake up of tutors, has meant now 3 active on the mainland, with 1 on the IoW. Held tutor intake day on the 19th July. Currently have 5 trainee tutors on the training program. 2 with associates and 3 soon to have live associates. Hopeful all signed off by November / December time. Just need some more associates now!
- A training catalogue is now available to support trainee tutors. Hopeful to role this out into other sectors or groups to take working model forwards.

7 **AOB**

- Contact Driving Tutors to determine current training intentions **Action (EJ)**
- AGM – Not practical to have a physical meeting this year due to COVID-19. Possible to undertake remotely via Zoom but this could limit attendance if internet access was an issue. Eirwyn to consider options. **Action (EJ)**
- Contact made with RoSPA HQ (Amy Brant) in order to look at formal training for riding and driving. The cost is hugely prohibitive at present. **Action (EJ)**
- Discussion around changes to Highway Code consultation documents – <https://www.gov.uk/government/consultations/review-of-the-highway-code-to-improve-road-safety-for-cyclists-pedestrians-and-horse-riders>

8 **Next Meeting**

November time for next meeting.



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ADDENDUM

Member/Associate Activity Analysis

Member Activity		
Vehicle	ActivityStatus	Total
Bike	Training	8
	Tutor Training	6
	Awaiting Test	2
Bike Total		16
Car	Retest	1
	Training	10
	Awaiting Test	3
	Wait Recont.	1
Car Total		15
Grand Total		31

New Associates: November 2019 to Date

New Members	
Type	Total
Bike	12
Car	7
Grand Total	19

Grade Analysis for Current Financial Year

Category	Fin Yr.	Grade	TestTypeDesc	Total
Bike	2020	Diploma	Retest	1
		Diploma Total		1
		Gold	Initial	2
			Retest	1
		Gold Total		3
		Silver	Initial	6
			Silver Total	
		2020 Total		
Bike Total			10	
Car	2020	Gold	Initial	3
			Retest	3
		Gold Total		6
		Silver	Initial	3
			Silver Total	
2020 Total			9	
Car Total			9	
Grand Total			19	