



## Committee Meeting For 26<sup>th</sup> November 2020



### Venue:

Various - Meeting run over Skype

### Participants:

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

### Apologies:

Barbara Parker (BP) - Chief Tutor (Driving)

### Agenda:

Formal Approval of minutes for last Committee Meeting 24/08/20

Outstanding Actions

Formal agreement of email agreements for 2 new subsidies: -

- Tutors to be offered reimbursement, to a maximum of £18.99, for the purchase of the 2020 edition of Roadcraft
- On successful attainment of Advanced Tutor qualification, reimbursement of 50% of test cost

Financial Report

- Year End Summary
- Current position

Memb.Sec Report

Chief Tutors Reports

IoW

Next Meeting

AoB

### Meeting Details:

#### 1. Approval of Minutes

- The Minutes from 24/08/20 meeting formally agreed. Email agreement previously agreed to publish Minutes to website

**Actioned (EJ)**

2. **Outstanding Actions**

- None

3. **Financial Report**

Year End Summary

In light of the Covid-19 restrictions, no formal AGM meeting was organised. The following is a summary of the Finances for the Year ending 31<sup>st</sup> October 2020.

Opening Balance: **£5,235.94**

Income: **£1,550.00** (New Members and Renewals)

Expenses: **£799.83**

Closing Balance: **£5,986.11**

Yearend audit report produced and preliminary review has been completed by Peter Wright. Once latest lockdown has finished, report will be printed and sent to Peter for formal sign off. Again, thanks to Peter for volunteering for this annual event.

Current Position

Current Balance in the Account is: **£5,956.93**

Since last meeting, an expenditure of **£74.18** has been incurred: -

- Fasthost - Web Builder: Nov monthly payments
- Motorcycle tutor review
- 3 Subsidies towards purchase of Roadcraft

The above expenses were ratified by the Committee.

Jon Crabtree has completed all the hurdles and been eventually added to our Barclays Account as an authorised person. Bill Warburton is still an authorised person on this account and will remain as a backup.

4. **Membership Secretary Report**

Waiting List: -

- One each Riding and Driving
  - Tutor available - waiting for lifting pandemic restrictions
- See Addendum for Stats

5. **Chief Tutor (Driving) Report**

- Apologies given by Chief Tutor (driving)

6. **Chief Tutor (Riding) Report**

- Not a lot to report at the moment. Only been able to get out a few times this year.
- 7 tutors now on the mainland and 1 IoW.
- Couple of other instructors approach as they are keen to join a healthy club, no point bringing them on board as current tutor numbers are deemed sufficient to cater for expected demand at the moment.
- Thanks to Peter and his team for setting up the pathway and delivering a very successful training program.



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**7 IoW**

Gary Deadman is currently taking a break from tutoring due to personal circumstances and will make contact at a future date to confirm whether he is able to further tutor.

Any IoW riders want to come onboard then they will need a run down with mainland RoSPA riders to get them up to speed.

If IoW riders could come over then it would be feasible to take them on the mainland.

The IoW may have some operational work due to tier 1 but, this is subject to change.

**8 AOB**

**AGM** – Last week another local group (SAM) held an AGM via Zoom with about 25 participants and seems to be acceptable for IAM. Eirwyn has considered but there is an imposed time limit of 45 minutes with multiple participants on the free version of Zoom. Therefore, to overcome this restriction, a licensed version would need to be purchased which would probably not be a cost effective option for the group

**ACTION** – EJ to look into this.

**Group Rides** – Would the group consider paying refreshment expenses for these rides. Frequency every 2 months (how much a year). Could be rolled out to cars as well but unlikely as group rides is predominantly a motorcycle activity; these events allow tutors to ride naturally rather than having to assume some unnatural road positions while observing trainees. Propose trial sessions for 6 months and make a decision then. A cap of £10 per person to a maximum of the number of tutors we currently have registered. (7 on mainland & 1 IOW should they be available)

**ACTION** – PT to report back to group.

**9 Next Meeting**

Sort for end Jan / Feb.



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ADDENDUM

Member/Associate Activity Analysis

Member Activity		
Vehicle	ActivityStatus	Total
Bike	Training	14
Bike Total		14
Car	Retest	1
	Training	11
	Awaiting Test	2
	Wait Recont.	1
Car Total		15
Grand Total		29

New Associates: November 2020to Date

New Members		
DateJoinedF	Type	Total
2020	Bike	19
	Car	10
2020 Total		29
Grand Total		29

Grade Analysis for Financial Year 2020						
Grade Analysis for Group Financial Year						
Category	Fin Yr.	Grade	TestTypeDesc	Total		
Bike	2020	Bronze	Initial	1		
		Bronze Total			1	
		Diploma	Retest	1		
		Diploma Total			1	
		Gold	Initial	3		
			Retest	2		
		Gold Total			5	
		Silver	Initial	6		
		Silver Total			6	
		2020 Total			13	
Bike Total				13		
Car	2020	Gold	Initial	4		
			Retest	4		
		Gold Total			8	
		Silver	Initial	4		
			Silver Total			4
		2020 Total			12	
Car Total				12		
Grand Total				25		
Grade Analysis for Current Financial Year						
Grade Analysis for Group Financial Year						
Category	Fin Yr.	Grade	TestTypeDesc	Total		
Car	2021	Bronze	Retest	1		
		Bronze Total			1	
		Gold	Retest	1		
			Gold Total			1
		2021 Total			2	
Car Total				2		
Grand Total				2		