



## Committee Meeting Minutes 11<sup>th</sup> April 2023



### Venue:

Meeting run over Zoom

### Participants:

Greg Evans – Chair/ Chief Tutor (Riding)  
Eirwyn John (EJ) - Membership Sec./Treasurer  
Richard Taylor (RT) - Chief Tutor (Driving)  
Phil Dyer (PD) - IoW Representative  
Tim Slade(TS) - (Secretary Designate)

### Apologies:

None

### Meeting Details: (Red text denotes action required)

#### Start: 19:30

#### 1. Approval of Minutes

The Minutes from 16/01/23 meeting formally agreed. Email agreement previously agreed to publish Minutes to website

**Actioned: (EJ)**

#### 2. Treasurer's Report

Current Balance: **£7,391.05**

Since last meeting, an expenditure of £21.57 has been incurred:-

- Fasthosts: Web Builder (Feb - Apr)

Above expenditure has been ratified by Chair and Hon Sec.

#### 3. Membership Secretary Report

Waiting List:-

- Driving: 1
- Riding : 1
- Dual: 1

See Addendum for further report details with regard to Training Status, New Associates and Grade Analysis

4 **Chief Tutor (Driving) Report**

RT informed the Committee that owing to other commitments, he felt unable to provide the focus on the Chief Tutor role that he felt the role deserved. However, he will remain in role until another volunteer comes forward. (A recent communication directed to the driving tutors asked to contact the Memb Sec (EJ) if anyone had an interest in the role. To date there have been no volunteers). RT plans to remain as a group tutor.

RT has been in contact with Andy Nixon (AN), RoSPA Area Group Co-ordinator, with regard to assistance in training Advanced Tutors on the IoW. Andy has subsequently been in contact with PD (Further details in IoW Report)

Currently 2 members being trained to Approved Tutor status. Feedback indicates that one is not responding to emails or texts and may be dropped and no information about 2<sup>nd</sup> trainee at time of writing

5 **Chief Tutor (Riding) Report**

GE has purchased 2 banners (Motorcycle specific) for use to advertise group presence at events. Graphics organised by Gemma Allen. First use will be at Sammy Millers Motorcycle Museum

GE gave more information on m/c tutors Tiverton weekend:-

- Objectives for w/end – knowledge sharing, test practical tutoring, review and discuss procedures, tutor delivery expectations to members
- Participants have been informed that they are representing RoSPA so are expected to ride appropriately at all times
- 9 tutors in total (group subsidy previously agreed for £120 pp)
- Ride to Tiverton will be grouped in to 3 groups of 3 on the Friday
- Saturday will involve riding technical routes around North Devon area
- Sunday return home

6 **Isle of Wight Report**

PD has spoken to AN with following agreements:-

- Richard Leedham, RoSPA examiner based on the IoW, will offer his services to train IoW based members to Advanced level
- When required, RoSPA will send over independent examiner to test candidates. All costs for this will be covered by RoSPA. The implication is that the test charge will be covered also; if this not the case, the group will reimburse members the “basic” Advanced Test cost (currently £50)

PD is looking for branded clothing/labels which can be used to advertise links to RoSPA. RoSPA does not appear to have anything in this line. Following discussions, PD to contact RoSPA South Wales as they supply branded clothing for information regarding sourcing.

**Action: (PD)**



**Committee Meeting  
Minutes  
11<sup>th</sup> April 2023**



**7 AGM**

Agreed to the date of 24<sup>th</sup> April with 19:30 start over Zoom. Will need to agree protocol for running meeting.

**Action: (GE/EJ/TS)**

EJ to contact those Members + Committee members who have registered an interest in attending. To date, 13 attendees from 16 replies including only 2 committee members (PD & TS). Committee attendance confirmation in addition to the 2 above – EJ, RT, GE.

Note: 2 Attendees have indicated an interest in a non specific committee role and are **NOT** the 2 named in section 8 who responded to the “Group Needs You” email. Coincidentally, neither of the individual in section 8 has indicated an intention of attending the AGM. EJ will follow up

**Action: (EJ)**

**8 Committee Changes**

John Gravez informed the Committee on 31/03 that he was unable to continue in the role of Secretary; John took on the role in March 2022. The Committee thanked John for his services.

Tim Slade had kindly volunteered to take over role of Secretary. The offer was accepted by the Committee and issues its thanks for volunteering to take on the role.

A further 2 members offered services as General Committee Members:

- Glynn Jones
- Gordon Bowden

The above 2 members to be invited to the next meeting where we can determine if there are any areas of specific interest for these members.

**Action: (EJ)**

**9 AOB**

None

**10 Next Meeting**

To be scheduled after AGM. TS to canvas on dates somewhere around mid to end June.

**Action: (TS)**

**Close: 20:35**



Committee Meeting  
Minutes  
11<sup>th</sup> April 2023



ADDENDUM

<u>Member/Associate Activity Analysis</u>			<u>New Associates: FY 2022 to Date</u>			
Member Activity			Date Joined	Type	Total	
Vehicle	Activity Status	Total	2022	Bike	14	
Bike	Grade Retry	1		Car	9	
	Retest	1	2022 Total		23	
	Training	14	2023	Bike	4	
	Tutor Training	2		Car	2	
Bike Total		18	2023 Total		6	
Car	Retest	1	Grand Total			29
	Training	7				
	Tutor Training	2				
	New Tutor Req.	1				
Car Total		11				
Grand Total		29				

**Grade Analysis for Financial Year 2022/23**

Category	Fin Yr.	Grade	Test Type	Total
Car	2022	Gold	Initial	6
			Retest	1
		Gold Total		7
		Silver	Initial	1
			Retest	1
		Silver Total		2
		Adv. Tutor	Retest	1
	Adv. Tutor Total		1	
	2022 Total			10
	2023	Gold	Initial	1
			Gold Total	
		Adv. Tutor	Retest	1
		Adv. Tutor Total		1
	2023 Total			2
Car Total				12
Grand Total				12

Category	Fin Yr.	Grade	Test Type	Total
Bike	2022	Gold	Initial	6
			Gold Total	
		Silver	Initial	3
			Silver Total	
		Adv. Tutor	Retest	1
		Adv. Tutor Total		1
		2022 Total		
	2023	Gold	Retest	1
			Gold Total	
		Silver	Initial	2
			Silver Total	
		Adv. Tutor	Retest	1
	Adv. Tutor Total		1	
	2023 Total			4
Bike Total				14
Grand Total				14