



Committee Meeting Minutes 29th August 2023



Venue:

Meeting run over Zoom starting at 7.15 pm

Participants:

Greg Evans – Chair/ Chief Tutor (Riding)
Eirwyn John (EJ) - Membership Sec./Treasurer
Phil Dyer (PD) - IoW Representative
Tim Slade (TS) - Secretary
Glynn Jones (GS) – Events & Associate Co-ordinator

Apologies:

Richard Taylor (RT) - Chief Tutor (Driving)

Meeting Details:

Red text denotes action required

Start:

1. Approval of Minutes

The Minutes from 13/06/23 meeting formally agreed. Email agreement previously agreed to publish Minutes to website

Actioned: (EJ)

2. Treasurer's Report

Current Balance: **£6,529.30**

Since last meeting, an expenditure of £256.19 has been incurred:-

- Fasthosts: Web Builder (Jul- Aug)
- Tutor Training W/End Tiverton

Above expenditure has been ratified by Chair and Hon Sec

3. Membership Secretary Report

Waiting List:-

- Driving: 1 (tutor allocated and awaiting membership payment)
- Riding : 0

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

4. Chief Tutor (Driving) Report

Richard sent his apologies and requested that the Group seek a replacement as he is unable to fulfil the role owing to family and work commitments. Membership Secretary confirmed that the Group's constitution allows for any tutor to fulfil the role.

Prepare a brief job description for committee approval.

Action: (GE)

Circulate approved job description to all tutors seeking expressions of interest.

Action: (EJ)

5 **Chief Tutor (Riding) Report**

Two passes, both gold, since last meeting.

Following the success of this year's tutor development event it was agreed that this should be repeated in 2024.

Begin planning 2024 tutor development event.

Action: (GE)

PD to discuss with IW tutors a separate development event to be held on the Island.

Action: (PD)

Following discussion about a parallel event for car tutors it was agreed to hold this in abeyance pending the appointment of a new Chief Tutor.

6 **Associate and event co-ordinator report**

Open group Facebook page now in place with 30 participants. GJ continuing to develop this facility including social discussion and with a view to informing business development.

Social event in place for next Thursday 31 August with 8-10 members planning to attend. GJ continuing with social event development.

7 **Isle of Wight Report**

Two drivers under tuition and two Tutors undergoing Advanced Tutor training.

Agreed to support Tutors' polo shirt funding (Groupwide) in accordance with the logo circulated by PD. Tutors to pay for garment themselves and reclaim from Group funds (to avoid holding a stock of goods).

Circulate details to all Tutors.

Action: (PD)

8 **AOB**

1. **Christmas Social.** Owing to limited uptake for next week's social event it was agreed to hold over this idea until 2024.



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2. **Business strategy 2024.** Agreed to build on review of 2023 at year end. Member Paul Cook who is interested in joining the Committee may have a role here.
3. **Driving session for EVs.** Hendy's may be interested in facilitating this. May assist tutors with, for example, understanding range of regenerative braking in EVs.

Contact and discuss with Hendy's and if fruitful circulate Car Tutors.

Action: (EJ)

Open an EV driving discussion on Facebook page.

Action: (GE)

Next Meeting

5th December at 7.15 pm

Close: 8.35 pm



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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	9
Bike Total		16		Car	7
Car	Retest	2	2023 Total		16
	Training	8	Grand Total		39
Car Total		10			
Grand Total		26			

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	2
			Retest	2
		Gold Total		4
		Silver	Initial	1
		Silver Total		1
		Adv. Tutor	Retest	1
		Adv. Tutor Total		1
	2023 Total			6
Car Total			16	

Category	Fin Yr.	Grade	TestTypeDesc	Total	
Bike	2022	Gold	Initial	6	
			Gold Total		6
		Silver	Initial	3	
			Silver Total		3
		Adv. Tutor	Retest	1	
		Adv. Tutor Total		1	
		2022 Total			10
		2023	Gold	Initial	2
	Retest			1	
	Gold Total		3		
	Silver		Initial	3	
			Silver Total		3
	Adv. Tutor		Initial	1	
	Adv. Tutor Total		4		
	2023 Total			10	
	Bike Total			20	