

Shropshire and Powys Advanced Riders
Minutes of Committee meeting 18th April 2017

	Item	Minutes	Actions
1	Attendance	Bill Croxon, Simon Laithwaite, Robin Padgett, Kevin Fletcher, Helen Parker, Ken Swinton, Tina Kelly, Stuart McMillan, Sally McMillan.	
2	Apologises	David Rogers, Shelly Jennings, Mike Kinna, Glyn Jones, Bob Hayes.	
3	Minutes of previous meeting / matters arising	<ul style="list-style-type: none"> a) Stuart has spoken with Steve at the Honda Centre and they are happy for us to have a group tutoring session from there and a date is to be set. b) Bill is sorting the old cameras. c) Bill and David have sorted access to the bank account. d) Glyn to continue monitoring Facebook re Bike4Life. e) Ken has checked the Bike4Life web site and SaPAR are mentioned. f) Sally and Stuart have checked, the builders huts are still in situ in the Park and Ride car park but should not cause us a problem. g) Bill to get copy of the Bike4Life insurance but they have stated that we are covered on their insurance as staff. A copy of the risk assessment will be needed once they have completed it. h) Vicki Bristow has had our invoice for the £500.00 sponsorship. i) Helen has had the gazebo fixed. Thanks recorded to Helen for sorting this. j) BlueFin insurance. Bill has been passed around the country trying to locate the office / person responsible for this and is awaiting a written reply confirming the level of cover. k) Robin has forwarded details of the BMF insurance to Stuart who is going to follow up. 	<p>Stuart to arrange Bill to complete</p> <p>Stuart to contact BMF</p>

		<p>l) Responses to committee phone calls to be covered later.</p> <p>m) Kevin has contacted the names we obtained at the Honda Centre and Wistanstow show re assessed rides. There are seven interested to date, consideration to be given to arranging a group session.</p>	
4	Chairman	<p>Bill has now received a copy of the new RoSPA leaflet. Ken has had a play with it and put it on the web site. The question was raised are we having many if any of these printed? A discussion took place and it was decided to stay with our own leaflet and posters at this time rather than mix and match.</p> <p>Simon to keep on his layout for a leaflet and Stuart to contact IAM and Blood Bikes to see if we are going to share a leaflet or do individual ones.</p> <p>We have received an e-mail from the organisers of a transport event in Llangollen on the 1st and 2nd July asking if we would like a free stand at the event. Following discussion it was agreed that Bill would reply with a negative at this time but thanking them for the offer and to consider us for the future.</p> <p>The invoice has been sent to the Safer Roads Partnership and Vicki has stated that she is unable to attend our Meet and Greet event but she has forwarded this to her Telford colleagues to see if they can attend. She has offered to let us have a box of motorcycle stand puks free of charge.</p>	<p>Stuart to speak to Paul Collyer.</p> <p>Bill to action.</p> <p>Bill to liaise with Vicki regarding free puks!</p>
5	RoSPA insurance	<p>This is still ongoing and it does not appear to be fit for purpose as it stands. What has changed in the insurance? We need a full copy not just the certificate and confirmation from BlueFin as to the exact cover that is provided.</p>	<p>Bill to continue dealing with this matter.</p>
6	Bike4Life	<p>Bill and Stuart attended a meeting on 9th April at Meole Brace Park and Ride with Angela and Jo from the Midlands Air Ambulance.</p>	

		<p>The risk assessment will be written up by them, they have agreed to 200 cones and sufficient tape to be made available the evening before so that we can set them out, Mike Kinna will be the fire marshal.</p> <p>They wish to control the exit of the bikes, releasing sections at a time to avoid the congestion at the pinch point that was experienced last year.</p> <p>The builders cabins are still at the top end. We could try and park the trikes there.</p> <p>Toilets are going to be placed by the exit where we are also going to park our vehicles and this will also be coned off to prevent bikes using this section on exit.</p> <p>Three security people will be employed on the day, one will be dedicated to VIP parking, one to the entrance and one other. Angela from Air Ambulance is coming on Saturday evening to assist with the setting up and also on the Sunday.</p> <p>Stuart has sent an e-mail to committee members allocating names of group members who have not replied to previous e-mail for telephone contact. Not all phones calls have been accomplished to date, these need to be finalised ASAP. Details to Stuart.</p> <p>We need a minimum of six people at Cosford on the Saturday afternoon to set the large gazebo up and then people in the evening to set out at Meole Brace. Times to be confirmed by organisers. <i>(Details have now been received. 3pm at Cosford, 6.30pm Meole Brace. Removal of gazebo from Cosford on Sunday 4.30pm.)</i></p> <p>Stuart said they needed vounteers to assist with checking the large gazebo at their home as it has not been out for 12 months. A minimum of six people are required to erect this. Robin and Helen said they could assist. <i>(Gazebo checked on Friday 21st by Helen, Robin, Sally, Stuart, Sarah (their Daughter) and a friendly neighbour. Frame required one bolt replacing but otherwise seemed okay.)</i></p> <p>Equipment to go to Cosford:</p> <ul style="list-style-type: none">Large gazebo with sidesTwo fold up tablesStand up display	
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		<p>Leaflets / poster</p> <p>Advert for Meet and Greet</p> <p>No generator being taken</p>	
7	Montford meet and greet	<p>21st May 2017.</p> <p>Posters / flyers. Stuart to speak to Paul Collyer and send a copy of Simon's leaflet. There are some reservations regarding the background picture.</p> <p>Bill to check for contact details for Paul Collyer and forward what he has to Stuart.</p> <p>Are the three organisations, SaPAR, SAMM, SSBB working together on advertising or producing separate materials. Blood Bikes are already advertising on their Facebook page and promoting it as a meet the Blood Bikes event.</p> <p>Stuart to speak to Paul Collyer re a possible photograph with one each of SaPAR, SAMM and SSBB member and their bikes for use in promoting the meet and greet in local press etc.</p>	Stuart to speak to Paul Collyer
8	Powys Ride on Days	<p>Stuart stated the Ride on Day on 22nd April had been cancelled by Powys due to there being no takers. The next date is the 14th May. Stuart and Sally are away the week prior to this so another committee member will need to deal.</p>	Bill, can you deal with this?
9	Secretary	<p>The article that Sally had prepared has been published in the Snailbeach and District News. If anyone else wants to use it for their area they can adapt it as appropriate and out their name to it if they wish. Tina and Ken requested a copy, Kevin has already had one that he can use if he wishes.</p>	Stuart to email Tina and Ken (Done)
10	Publicity	<p>Kevin has followed up the names obtained re assessment rides. Details have now been passed to Stuart to allocate.</p>	Stuart to deal
11	Training Officer	<p>Number had been circulated prior to the meeting.</p> <p>Honda Centre group tutoring session, date to be fixed.</p>	

12	Treasurer	<p>David had sent out the accounts but only Bill and Ken appear to have received them.</p> <p>There is £5500 in the bank but we are not earning any money at the moment.</p> <p>A discussion took place on clothing and branding. It was agreed to stay as we are at the moment, remaining with our current logo and ordering as required.</p> <p>David requested any outstanding expense forms to be submitted ASAP. Any expenses for Bike4Life need to be submitted at the start of May.</p>	
13	Membership Secretary	<p>80 members.</p> <p>John Walsh has said he does not intend renewing and Tina is going to ask him if he would mind telling her why.</p> <p>One new member waiting.</p> <p>Direct Debits are still slow on the uptake. There are eight people due to renew in May, and all renewal dates have been moved to the first of the month.</p> <p>The membership database is still a work in progress.</p>	
14	Monthly Ride Outs	<p>April's ride out was well attended. Lead by Jan James over some very interesting roads. A question was asked if there was a pre ride brief. This was done at the Ponderosa but it was not a good place as there were so many other riders in the vicinity and not all participants were aware it was happening.</p> <p>May's ride is being lead by Tina and Mark.</p> <p>June, Stuart and Sally</p>	
15	Social media	<p>Ken stated that the web site is fine. He then mentioned progress on the membership database.</p>	

16	Clothing	Nothing to report.	
17	AOB	Robin mentioned an event in Bridgnorth which we will not now be attending.	
18	Date of next meeting	16 th May 2017	

Meeting closed at 21.50hrs.

Signed.....

Date:

Bill Croxon, Chairman.