

**Shropshire and Powys Advanced Riders**  
**Minutes of Committee meeting 17<sup>th</sup> January 2018**

	Item	Minutes	Actions
1	Attendance	Glyn Jones, Ken Swinton, Tina Kelly, Nigel Davies, Helen Parker, Bill Croxon, Kevin Fletcher, Mike Kinna, Robin Padgett, Sally McMillan, Stuart McMillan.	
2	Apologies	David Rogers, Michelle Jennings	
3	Minutes of previous meeting / matters arising	<ol style="list-style-type: none"> <li>1. The Bike4Life application form has arrived (for a stand), intend the large gazebo for Cosford and small gazebo for Meole Brace.</li> <li>2. Montford Bridge picnic area, Meet and Greet date (Sunday 13<sup>th</sup> May) is fine with the café people.</li> <li>3. Ken had to re-draw our logo for the SRP leaflet after we were not able to supply a suitable version.</li> <li>4. Bill has not as yet continued with the letter to Amy Brant but he has received e-mails from her and out new GAP rep. He will update in Chairman's report.</li> <li>5. Ken and Sally actioned as appropriately the e-mail re the RoSPA survey.</li> <li>6. Meeting room – Sally has spoken to Tesco's, their meeting room is only open until 9pm and does get booked up. (Since the meeting Sally has spoken with Rachel at Tesco and the room is already booked on Wednesday evenings.) Stuart and Sally also suggested the Cock at Hanwood as it has a meeting room at the rear. Nigel is still trying to chase up the meeting room at the Shrewsbury Ambulance Station, but there will be no access available if Nigel is not there. Mike stated that the Blood Bikes use Shrewsbury Fire Station.</li> </ol>	<p><b>All to continue search for possible alternative venues (re possible rise in hire charges at Four Crosses).</b></p>

		<p>7. Stuart completed and submitted the BMF Affiliation form and the fee was paid by David via BACS transfer. Mike stated that he had used the BMF insurers (BlkeSafe), saved himself £66.00 and there was no question regarding his Tutoring.</p> <p>8. Bill and Robin are continuing with the risk assessment forms.</p> <p>9. Stuart said he had received replies from most of those who attended the Biker Down Course at Newtown. Stuart will collate feedback for Geoff Wilks (Powys Council). Taking First Aid forward Stuart said he wished to support Geoff and felt that attending a Biker Down course on alternate years would be a good idea. In the intervening years we have people qualified who can run an in house version to ensure at least the Tutors are up to date. Stuart feels that all Tutors should be trained, particularly in scene management, as their safety and that of the Associates is paramount. Robin stated that some Tutors may not want to do it, Stuart replied the intention was more Biker Down style than St John's / Red Cross style. Bill said he wished for this to go on the agenda for the Tutor training evening and then to be put back on the main committee agenda for February.</p>	<p><b>Stuart to give feedback to Geoff and place on Tutor evening agenda.</b></p> <p><b>Sally to place on February agenda.</b></p>
4	Chairman	<p>Bill updated the meeting on his views for the future. He wishes to move forward positively in the new year with a new outlook. We have a new GAP rep, there is a new RoSPA Facebook page for members and that without RoSPA we are just another bike group. He would like to get the group's focus back onto Advanced Motorcycle training and he feels the social side does not get the support to justify the worked we put into it. We need to look at our branding to reflect the new RoSPA logo and image, too much time over the last two years has been spent on this problem. He feels that we need to move forward with RoSPA as the alternatives are not as good as we thought they may be. We will not win the fight so a cease fire and play the game attitude is, he feels, the way forward.</p> <p>Bill asked that all committee members look at the new RoSPA Facebook page, Glyn if he could link it in to our Facebook page and Sally to put a reference to it in the Newsletter.</p> <p>An e-mail from the new GAP rep was read out to the committee. Bill stated that trust needs to be re-built. Richard Howes (new GAP Rep) was asking for positive news and an overview of what the group intends to do this year. Bill is going to contact him and ask that Richard calls a meeting of the Chairman for the groups that he is responsible for. There is lots going on and we</p>	<p><b>Glyn and Sally to action</b></p>

		<p>need to be on board as a group and not looking backwards.</p> <p>There is an April dead line for the Accreditation Scheme and Richard has offered to help any groups that need it.</p> <p>Any queries are now to be e-mail to Richard and not direct to Amy Brant.</p> <p>Bill then handed out a number of copies of an annual calendar he had produced showing potential group activities for the next 12 months. We need the new logo / branding for events that are coming up.</p> <p>Bill has a meeting planned with Paul Collyer and Vicki (Safer Roads Partnership) regarding the leaflets that SRP are funding. Bill showed the group the draft leaflet drawn up by an IAM member. Suggestions were made by members to make it more balanced, those comments will be taken to the meeting. The idea of the leaflet is that Shropshire Advanced Motorists and Motorcyclist (SAMM),(IAM), and Shropshire and Powys Advanced Riders (RoSPA) hand them out at events, thereby gaining more coverage for both groups. It was raised that we need to know what events each group are attending.</p> <p>Bill has received a pleasant e-mail from the organisers of Bike4Life re a stand at this year's event. No mention was made of us withdrawing from the parking at Meole Brace and a stand application was included (22/04/18). Mike tendered his apologies as he is away. Bill asked if any other committee members were not available to let him know.</p>	<p><b>All to check diaries. Helen not available. Sally to place in newsletter.</b></p>
5	Secretary	All points discussed above.	
6	RoSPA	All points discussed above.	
7	SRP Leaflet	All points discussed above.	

8	Publicity	<p>A list of events was agreed as per the calendar prepared by Bill; Wistanstow, Bike4Life, Meet and Greet, Forden.</p> <p>Robin suggested that we could attend the motorcycle event in Broseley as it is on our area on the first Sunday of August and said he would be happy to run the stand depending on his availability. This was agreed.</p> <p>Bill to check the Llangollen Bike show at the museum as we turned it down last year.</p> <p>Agenda item for the next meeting, how are we going to record names of prospective members at these events and what are we going to do if all the Tutors are busy?</p> <p>We need to be aware of numbers in case publicity needs pushing but at present we do not need any promotional activities. Stuart said we currently have 5 on the waiting list and it appears that some Associates are messing their Tutors about, repeatedly cancelling at short notice etc.</p> <p>The question was raised what do we do if new members are waiting a long time to be allocated to a Tutor. Bill said that you should be able to get an Associate through training in at most 20 weeks (10 sessions, 1 a fortnight).</p> <p>Any photographs of ride outs events etc to be passed to Glyn and Ken for the website and Facebook.</p>	<p><b>Robin to sort.</b></p> <p><b>Bill to liaise.</b></p> <p><b>Sally to place on agenda.</b></p>
9	Training Officer	<p>Associates in training – 17</p> <p>Associates awaiting allocation – 5</p> <p>Holding list – 5</p> <p>Active Tutors – 12</p> <p>Non active – 2 (Glyn and Richard Bailey).</p> <p>Tutor meeting planned for 30<sup>th</sup> January 2018 at the Four Crosses. Stuart is going to ask all Tutors to bring their current copy of Roadcraft so he can see who has what version.</p> <p>Robin, Rob and Jon need progressing as potential Tutors. Stuart is aware of this and will be looking at it over the next week.</p>	<p><b>Stuart to deal.</b></p> <p><b>Stuart to deal.</b></p>

		Stuart said that he will speak with the Tutors and if they are being messed around by their Associates he is minded to take a three strikes and you are out route.	
10	Treasurer	David was not present at the meeting, sunning himself.  Accounts are on the web page, no questions raised.	
11	Membership Secretary	We have 2 new members, one via a voucher. Most people are now paying by direct debit. Tina has received 2 cancellations and will chase up why these people have left. 95 members in total. 53 – Full 26 – Associate 1 – on hold 9 – Pillion 5 – Honorary 1 - pending	
12	Social events	Tina is arranging a curry night for February Shelly (when she has finished sunning herself with the Treasurer) to arrange a Thai night in March.	<b>Tina and Shelly to action.</b>
13	Monthly ride outs	Ken stated he was doing well with ride leaders up to August. However Nigel has had to withdraw from March ride due to work commitments.	

14	Social media	<p>Ken said the web site is doing okay.</p> <p>He has updated the members profile page and has continued working on the membership database. He feels there may be nine members overdue their re-test, one as far back as 2014. We need to chase these people up to see if they have taken a re-test but not let us know. Tina offered to send an e-mail to the above and Stuart will check re the two Tutors. Sally asked if we have a group policy regarding members who do not re-test? Ken wanted to know if we charge them the Associate fee of £50.00 as they are no longer full members? The Tutors have to be up to date with their test to comply with the RoSPA insurance.</p> <p>Glyn said Facebook is very quiet at the moment, he needs more material. Shelly and Ken are now on as editors so can make changes.</p>	<p><b>Tina to send e-mail.</b></p> <p><b>Stuart to check on 2 Tutors mentioned.</b></p> <p><b>Bill to check group constitution.</b></p>
15	Clothing	<p>Mike said the Hi-Viz problem has been sorted. Tina will be updating the sheet and the Hi-Viz are posted out directly from the supplier which costs an additional £3.00. However this is considerably less than it would cost to collect it and then send it ourselves.</p> <p>Mike has not progressed any other clothing items as he has been awaiting the outcome of the logo issue.</p>	
16	AOB	<p>Robin stated that the Data Protection Law is changing and he said we should consider using BCC (blind copying) when sending e-mails to the group. He will continue looking at the risk assessment (BMF form) and he will draw up a form suitable for all our needs. Any comments on the form he has sent out to be sent to him ASAP.</p> <p>The issue of ride leader being held responsible for speeding by ride members was raised as it appears to have happened again. Stuart said he feels our initial briefing which states there is no need to exceed speed limits and the use of the drop off and tail end charlies systems should protect our ride leaders.</p> <p>Nigel stated he will be late for the next meeting due to work commitments.</p>	<p><b>All to look at risk assessments from Robin.</b></p>

Meeting closed at 21.30hrs.

Next meeting **21<sup>st</sup> February 2018, Four Crosses, Holyhead Road, Bicton, Shrewsbury.**

Signed.....

Date: .....

Bill Croxon, Chairman.