

Shropshire and Powys Advanced Riders
Minutes of Committee meeting 20th June 2018

	Item	Minutes	Actions
1	Attendance	Glyn Jones, Ken Swinton, Mike Kinna, Bill Croxon, Stuart McMillan, Sally McMillan	
2	Apologies	David Rogers, Michelle Jennings, Helen Parker, Robin Padgett. Absent: Kevin Fletcher, Tina Kelly, Nigel Davies	
3	Minutes of previous meeting and matters arising.	Dealt with prior to arrival of secretary and signed by Chairman.	
4	Chairman	Bill read from an e-mail sent by Catherine Hunt of the Advanced Drivers East Midlands group stating that they are now an independent group. Copy of e-mail on file. Bill has replied to Catherine wishing them every success. Bill produced our certificate of accreditation to RoSPA.	
5	Secretary	Nothing to add to the above.	

6	Clothing	<p>Mike had with him a baseball cap that he had had embroidered with the SaPAR logo. Bill pointed out that he wanted the first letter 'A' to be in lower case not upper (SaPAR rather than SAPAR). All present agreed that there would be only one colour of cap, navy blue, retailing at £9.00 each.</p> <p>The web site still shows clothing with the old logo and will need updating.</p> <p>Mike asked if he should buy a set of one of each item of clothing as samples for members to see (one each of polo shirt, rugby short, tee shirt, fleece and cap). This was agreed and large sizes will be ordered. These items will be sold to members only, not on general sale at events.</p> <p>Ken asked about colours as there are four at present? This was discussed and it was decided that as a corporate image we would go with the blue of the cap.</p> <p>Up to date prices were given to Ken for the web site.</p> <p>Tutor Hi Viz vests:</p> <p>Mike produced his old Blood Bikes vest which currently retails at £25.00, then there would be the cost of having them printed which is estimated at £10.00 per item. Bill modelled this over his bike jacket, stunning look(!). Stuart then produced a Rev It jacket from the Honda Centre which they would sell at £44.00 per item (10% discount), plus printing. On quality and price Mike's jacket was considered the better buy. The third jacket, ICON Mil Spec cost £50.00, had not been delivered so we were unable to compare. Mike was asked to get a price for 20 jackets and to check what the chest measurement sizes are for the stated sizes (S, M, L etc). Also to enquire with Deco Stitch if we could have the SaPAR logo on the front and 'SaPAR' and 'Tutor' on the back.</p> <p>Bill then asked should we update the members Hi Viz? The question was how many members actually wear their SaPAR HI Viz jackets on ride outs, the answer was not many. The logo will have to be updated to have a corporate image, so Mike to price up the same style as at present but with the new logo. As currently, no stocks to be kept, jackets ordered as required.</p>	
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7	Training Officer	<p>Numbers as per the agenda.</p> <p>Most active Tutors have two Associates at present. Rob Hall is to be allocated one.</p> <p>Stuart said that the Tutor training packs need to be updated, the questions in the current pack relate to the old book and not the new one. Stuart asked for views on using the questions prepared for the Tutor examinations? This was agreed on the grounds of expediency. It was also agreed to include the crib sheet that Stuart had prepared to help Associates with reading Roadcraft.</p> <p>Stuart Wall is waiting for his shoulder to mend fully before he re-commences tutoring.</p> <p>Glyn said that his Associate is yet to get his bike road legal.</p> <p>Bill asked for an entry in the Newsletter on commitment of Associates and not wasting Tutors time.</p> <p>Robin is to go out with Bill and his new Associate.</p> <p>A discussion then took place regarding do we send out an e-mail to members asking for expressions of interest in becoming a Tutor, or do we look at the membership list and see who we think would be good candidates? Stuart expressed concern that if we e-mail all members we may get applications from people who are considered clearly unsuitable. Tutors to consider if their Associates may have the potential to become a Tutor in the future.</p> <p>Stuart thanked all the Tutors for their hard work. The question was asked how are we going to get the new Roadcraft books to the Tutors, call a meeting, post, at committee meetings or ride outs?</p>	<p>Stuart to chase up Glyn's Associate. (Done too busy with new work.)</p>
8	Data Protection	<p>Some members have not returned the e-mail regarding keeping in contact. It was agreed that those who have not done so will no longer receive general e-mails or the newsletter.</p>	

		<p>Ken says he receives requests for passwords for access to the restricted areas of the web site. He has not had any issues with this so far.</p> <p>There is an issue with the Microsoft Edge web browser in that there is a box missing in relation to the Go Cardless payment system. This needs to be identified to users.</p>	<p>Ken to put web site, Sally to put in Newsletter.</p>
9	Publicity	<p>Kevin to do a write up on Bike4life and Meet and Greet for Care on The Road.</p>	<p>Kevin to action.</p>
10	Treasurer	<p>David had asked for the Annual Accounts to be approved. This was not achieved as neither David or Helen were at the meeting. Bill asked for it to carried forward to the next meeting.</p>	<p>Item for July agenda.</p>
11	Membership secretary	<p>No report. Need to obtain figures from database for minutes.</p> <p>Figures as of 7th July 2018 at 23.07.</p> <p>97 – Total</p> <p>49 – Full</p> <p>31 – Associate</p> <p>5 – Honorary</p> <p>11 – Pillion</p> <p>1 – Payment pending.</p>	
12	Social events	<p>Non planned at present. Could do with a curry, fish and chip, pub meal ride out.</p>	<p>Newsletter item.</p>
13	Monthly ride outs	<p>July – Bill</p> <p>August – Kevin</p> <p>September – Bob</p>	

		<p>October – Martin (short ride due to AGM)</p> <p>November / December – no leaders at present, weather dependent.</p>	
14	Social media	<p>Ken said that the web site is going okay. DreamWeaver (software) working at present.</p> <p>Database, Ken said there were a number of people showing as overdue their RoSPA test. Stuart said that he had updated some of them but the database had not saved the updates.</p> <p>The question was asked if a member is no longer a RoSPA member i.e. they have not taken their three-year re-test, should they be marked down as an Associate and pay the £50.00 renewal fee? Stuart said he felt that if the member had booked or applied for their test then they should remain on the list as a Full member. The committee agreed as it is believed it is in our SaPAR constitution.</p> <p>Bill said that he is informed by Dropbox if David or Tina have changed files but not is Stuart has. Is Dropbox updating correctly.</p> <p>Glyn said that there had been a number of comments regarding a video he posted of a car overtaking the ride out. Glyn said that he likes receiving videos etc as they generate comments.</p>	<p>Ken and Stuart to check (Done)</p> <p>Bill to check constitution, Newsletter entry.</p> <p>Database users to monitor.</p>
15	AOB	<p>Mike said he needed to obtain an external microphone for his bike camera (not a group item).</p> <p>Bill said should he look into purchasing a RoSPA flag and pin badges with the new logo. This was agreed.</p> <p>Bill asked for committee members who know they are not going to be at a committee meeting to please submit a report to himself or the secretary prior to the meeting.</p> <p>Ken asked for his apologies for the July meeting to be noted as he will be on holiday.</p>	<p>Bill to cost and deal.</p> <p>All to note.</p>

Meeting closed at 21.35hrs.

Next meeting **18th July 2018, Four Crosses, Holyhead Road, Bicton, Shrewsbury.**

Signed.....

Date:

Bill Croxon, Chairman.