

Shropshire and Powys Advanced Riders
Minutes of Committee meeting 22nd November 2017

	Item	Minutes	Actions
1	Attendance	Bill Croxon, Robin Padgett, David Rogers, Kevin Fletcher, Mike Kinna, Helen Parker, Ken Swinton, Sally McMillan, Stuart McMillan.	
2	Apologises	Tina Kelly, Nigel Davies, Michelle Jennings, Glyn Jones.	
3	Minutes of previous meeting / matters arising	<p>Stuart to continue with Roadcraft comparison as a winter project and update when done.</p> <p>Bill will update re RoSPA in his report.</p> <p>Bike4Life, Bill asked the size of the gazebos, Stuart informed him they are 3m x 3m and 6m x 3m. Bill has not received any feedback from the Bike4Life committee meeting despite being promise some.</p> <p>Bill has received a verbal agreement from the people at Montford Bridge picnic area re our meet and greet on Sunday 13th May but has yet to receive it in writing.</p> <p>Bill has spoken to Paul Collier re the SaPAR logo re the proposed Shropshire leaflet as the version Bill has is not high enough resolution. Bill has spoken to Tom Davis to see if he could find the original but he has not been able to.</p>	<p>Committee members to see what they have got.</p>

		<p>Stuart said he had sent an e-mail to Simon regarding requesting Police and Safer Roads Partnership presence at the meet and greet but to date has not received a reply.</p> <p>Stuart has sent an e-mail to the Tutors re a Tutor evening and a date has been set of 30th January 2018.</p> <p>Bill asked Sally to record thanks for arranging the curry night.</p> <p>Stuart had included the screen shot of the database as mentioned.</p> <p>No update from Shelly regarding her having access rights to the Facebook page.</p> <p>Ken has been looking at the database to sort an issue re the recording of test results and issuing of high viz vests as it appears a couple of people have not received the vests having passed their RoSPA test.</p> <p>Membership fee increases. A discussion took place regarding whether it is relevant and necessary to increase the annual membership subscription by £5.00 due to the cost of the BMF affiliation. The fee has not been increased in over 10 years and we need to promote the benefits of BMF affiliation to all the members. One of the negative issues with doing so would be additional work for Tina as she has recently set up the Go-Cardless accounts, David did not really feel it was necessary at this time to increase the subs and Robin said that we really need to sort out the RoSPA issues before we make a decision. This was voted on and it was agreed to look at this again after April.</p>	
4	Chairman	<p>Bill said that Stuart had circulated the minutes of the extraordinary committee meeting.</p> <p>Bill read a draft of an e-mail he had written to send to Amy in reply to her recent communication with him. This was discussed and it was agreed that Bill would re-word it.</p> <p>Bill then stated that Mike Jones, who now rides a CanAm trike, who was originally told in May that he would not be able to take his test on a trike, has now received another e-mail from</p>	Bill to continue.

		<p>RoSPA saying the he can.</p> <p>Bill produced a copy of the IAM Associates work book which he said having read it he did not think it was as good as he expected. Bill gave a copy to Stuart to look at and see if we could produce something along the same lines for SaPAR. It was agreed this was something to get the Tutors involved with. Following a question Stuart said that the normal IAM test is not based on Roadcraft it is based on their own books. However the IAM Masters test is based on Roadcraft.</p>	
5	Secretary	<p>RoSPA Head Office have sent a survey to members which needs to be completed by the 27th November. Not all the committee members had received this e-mail. Ken was asked to circulate a link to all SaPAR full members.</p> <p>Sally said that we have been told the Four Crosses have stated that room rental from January 2018 is likely to £25.00 for the small room but this may be negotiable if the majority of us have a meal. Sally suggested that we again look for another venue and that Tesco in Shrewsbury have a community room that we may be able to use. Another suggestion was the Shrewsbury Fire Station as the Blood Bikes meet there, it was also suggested that we may be able to use the Ambulance station if they have a room. Perhaps Nigel could let us know / ask?</p>	<p>Ken to send an email with an link to the survey to all members.</p> <p>Sally to mention in newsletter.</p> <p>All to consider.</p>
6	RoSPA	<p>This was discussed in the Chairman's report.</p>	
7	BMF Affiliation	<p>Stuart had spoken to Helen, the BMF Membership Administrator, regarding the accreditation required by our Tutors for them to be covered by the BMF insurance. She said that she did not think it would be a problem if they were accredited internally rather than by RoSPA but she would contact the insurers and get back to Stuart. They also agreed that Helen could pass on Stuart's contact details so they could liaise direct.</p> <p>We have received the BMF affiliation renewal papers as it is due at the end of December. For a</p>	<p>Stuart to follow up.</p>

		<p>group our size the renewal is £380.00. The question was asked if both the RoSPA and BMF insurances provide the same cover. Bill said that the BMF cover was more comprehensive but that the RoSPA insurance had been improved since our comments and questions to RoSPA. A vote was taken on renewing the BMF affiliation at £380.00 for the year. This was agreed by all present.</p> <p>Robin has been asked to sort out a risk assessment form we could use as required by the BMF as he has previous experience of doing them. Bill agreed to send him examples of risk assessments that he has.</p>	Bill and Robin to deal.
8	Publicity	Nothing to report.	
9	Training	<p>Stuart gave his training figures as:</p> <p>Associates in training - 18</p> <p>Associates awaiting allocation – 3</p> <p>Holding list – 5</p> <p>Active Tutors – 11 (Stuart Wall taking a short break)</p> <p>As previously mentioned a Tutor evening has been set for 30th January and Stuart will be asking the Tutors to bring the copy of Roadcraft that they are using to ensure it is the latest version.</p> <p>The BikerDown course at Newtown on 18th November was attended by 14 members. General feedback suggests that it was found to be useful and that somethings had changed since members had done previous courses, tourniquets for instance. Stuart had requested feedback from those who attended so that he could send feedback to Geoff Wilkes at Powys Council and a thank you e-mail / letter.</p> <p>Stuart made the point that he feels all Tutors should attend this type of course on an annual basis. Nigel Davis has previously run a similar course and Rob Hall has offered to run a certificated course for us.</p> <p>It was also discussed that we could look to set up another course for other members.</p>	<p>Stuart to deal and mention at Tutor meeting.</p> <p>Sally to put in newsletter</p>

10	Obtaining test pass results	<p>Ken has again been playing(!) with the database and some members who have passed their RoSPA test had still been recorded as Associates. This has a number of pitfalls:</p> <ol style="list-style-type: none"> 1. It shows the Associate still being trained 2. It shows the allocated Tutor as busy 3. The member may be asked to pay the higher subscription charge of £50.00. 4. The group stats will be wrong. 5. No hi viz will be issued. <p>Associate members need to be asked by their Tutor to inform the Tutor and or the Training Officer when they pass their test so the records can be updated.</p> <p>It was asked if Tina could send out an e-mail once a year asking members to check if the information held about them was correct?</p>	
11	Treasurer	Accounts had been posted on the web site.	
12	Membership	<p>Figures were supplied by Tina from the database:</p> <p>Full members – 51</p> <p>Associate – 26</p> <p>Honorary – 5</p> <p>Pillion – 9</p> <p>On hold – 1</p> <p>Payments pending – 0</p> <p>Total members – 92</p> <p>Leavers 2017/18 - 9</p> <p>Joiners 2017/18 – 21</p>	

13	Social events	Shelly states there are 26 booked in for the Christmas meal. Social events discussed for 2018 included: A curry night in Telford (Tina) King of Thai, Broseley (Shelly)	
14	Monthly rideouts	Ken says he has leaders booked up to September 2018, but he would like to keep a couple of ride leaders spare in case someone drops out at short notice.	
15	Social media	Ken reports no problems with the web site. He has tidied up and tries to keep it up to date. No report from Glyn on Facebook. Reminder re Glyn's request to send things to him.	
16	Clothing	Tina had asked Mike for 17 Hi Viz vests so that she could send some out and hold some on stock. Mike asked for clarification about what logo we are going to use and stated that he was happy to order them individually and have them sent to the member direct from the supplier, which he has arranged with the supplier. All that he needs is the size required and to be informed when a person has passed their RoSPA test. It was felt that we did not want to be hold clothing in stock and the above was the best solution. It was also agreed that we would continue using the current logo.	
17	AOB	Nil. Date of next meeting: Wednesday 17 th January 2018 at the Four Crosses.	

Meeting closed at 21.03hrs.

Signed.....

Date:

Bill Croxon, Chairman.