

Shropshire and Powys Advanced Riders
Minutes of Committee meeting 17th October 2018

	Item	Minutes	Actions
1	Attendance	Bill Croxon, Stuart McMillan, Sally McMillan, Helen Parker, Mike Kinna, Ken Swinton, Robin Padgett, David Rogers, Kevin Fletcher, Glyn Jones, Tina Kelly, Stuart Edwards (1945hrs)	
2	Apologies	Bryan Murphy.	
3	Minutes of previous meeting and matters arising.	<ul style="list-style-type: none"> a) Kevin had sent a draft of an article for Care on the Road. Bill to deal. b) Bill has sent a proposed letter head for the group to RoSPA head office. No reply at this time. c) Bill is also awaiting a response regarding the pop-up banner. d) Stuart had sent the Tutor Diary guide to Tutors. e) Bill has not yet received a reply from Paul Collier (IAM) re the karting evening. f) Tina is still to deal with the stock of hi-viz vests she holds. g) Forden show was cancelled due to anticipated weather conditions. h) Stuart has sent a request to the BMF regarding a jpg version of the BMF logo for use on our materials. No reply by date of meeting. i) Sally has sent out the nomination forms for the AGM. j) Kevin has sent the report to Bill and Forden show was cancelled. k) Ken now has ride leaders for November and December. l) Ken has emailed the link to the new web site to committee members. 	<p>Bill to read.</p> <p>Tina has sent an e-mail since the meeting with details. Image now received.</p>

4	Chairman	<p>Bill said he had co-presented a section of the Biker Down, on advanced motorcycling, course at Telford and Shrewsbury Fire Stations at the invitation of SAMM (IAM Group). Shrewsbury had mainly advanced riders and those at Telford were not, there was a good mix of male and female attendees. Whilst the agenda was the same at both venues the courses were different due to those attending. Bill said he felt it is worth members attending one of these courses each year as things change and new ideas are presented.</p> <p>Bill made the point that he will not always be available to attend these sessions, anyone can do it and Stuart McMillan has offered to do so if required. It was nice to be invited by the IAM to partake and he had received a very nice thank you e-mail.</p> <p>West Mercia and Warwickshire Police Forces are getting 'divorced' do he is not sure how this will impact on funding.</p> <p>Bill welcomed Stuart Edwards as a new committee member, following which Stuart introduced himself to the committee.</p> <p>Bill stated that he had received an email from Amy at RoSPA regarding three region workshops taking place between October and January. These are open to any member but they are not local to us.</p> <p>The regional co-ordinator was invited to our AGM but pulled out at the last minute for personal reasons.</p>	<p>Bill to forward to members. (Done 24/10)</p>
5	Secretary	<p>Sally said that we had been let down by The Four Crosses at the last minute for our AGM. They contacted Bill the week prior to he meeting and said that they would not be honouring the booking as their carvery did not finish until 6pm. Sally said she had spoken to the manager on duty prior to the meeting who said she could not understand this as the carvery finishes at 3pm. However they only had one chef on duty and it may have been due to concerns re food we had booked. Sally said that would not be the case as we only had tea, coffee and biscuits. Sally asked if the person responsible would call her and she left her details. Sally also asked if there is a problem with us using the venue and was told not as far as the manger was aware. The November meeting has been booked at The Four Crosses and all committee members are to research alternative venues. Bill is awaiting a reply from the Fire Station to see if we can use a room there.</p>	

6	Clothing	<p>Mike explained how clothing is ordered at present and said that this process needs to be streamlined. Mike had picked up the Tutot Hi Viz vests (which are two weeks late) and the printing is not as he had requested. Decostitch have printed the SaPAR logo on the back of the vests where we had agreed to have the words 'Shopshire and Powys Advanced Riders' below the word 'Tutor' Decostitch have agreed to correct this at no charge to the group as it is their mistake. The cloth SaPAR logo badges will be sewn onto the front pocket of the vests by Mike's wife.</p> <p>Associates pay for a Hi Viz vest when they join which is then issued when they successfully complete the RoSPA advanced motorcycle test. For the vest to be issued when must be informed by the Associate of their pass and grade as RoSPA will not divulge that information. Tim Moore as submitted an order for a Hi Viz vest, this should be at no charge as he has already paid for one as above.</p> <p>David stated that he and Mike had gone through the stock of clothing held, which is not huge. There is however a need to dispose of it so he proposed that we sell it at a reduced price to clear. This was agreed by all present.</p> <p>David and Mike have been working on a new system for ordering clothing and new paperwork has been developed.</p> <p>Mike said he still has his bag full of the new clothing samples that the group had purchased. He did not wish to keep them as they will only deteriorate, would the committee agree to them being sold if the appropriate sizes were ordered. Agreed by all present as a good idea.</p> <p>Bill thanked Mike and David for their hard work.</p>	<p>David and Mike to deal.</p>
7	Training Officer	<p>Figures as per the agenda.</p> <p>Stuart gave feedback on the Tutor evening that had been held. The main points were:</p> <ul style="list-style-type: none"> ➤ It was well attended and felt to be worthwhile by all present. ➤ Need to hold more of these meetings as a support system and information sharing exercise. ➤ New Roadcraft books were handed out to those present. ➤ 3 of the current Tutors (David Lawson, Kevin Fletcher and Simon Laithwaite) I wish to become 'Advanced Tutors' (RoSPA speak). 2 of these are progressing and one is committed with work at this time. ➤ Stuart said he felt it was good for the Tutors to meet and support each other. <p>Robin Padgett and Jon Hepburn are working towards becoming Tutors which needs to be progressed. Stuart said that the system is good but is taking a long time for people to complete. Is it 'too good enough?'</p>	<p>Bill, Howard and Stuart to meet and discuss.</p>

		<p>Ken has worked on the Tutor calendar and produced a working practice so that Senior / Advanced Tutors can gain the information they require in an efficient manner. This system needs to be used by all Tutors.</p> <p>Stuart said that he needs Tutors to inform him if they are having issues getting together with their Associates so that action can be taken to encourage the Associate or another Associate can be allocated. This need has been highlighted recently when a Tutor said they had not had a response from an Associate for some time, Stuart quickly identified that the person concerned had left the group some time previously.</p>	<p>Tina to inform Stuart when a member leaves the group.</p>
8	Publicity	<p>The Forden event was cancelled as previously mentioned.</p> <p>Care on the Road article sent to Bill for his approval.</p> <p>Kevin then asked do we want to have any adverts put out for new members, we would have to pay for these. Stuart said that he felt now was not the time of year to be advertising for new members due to weather constraints. We should consider starting again in the New Year. Kevin suggested a 'Loved Ones voucher' like we did last year as a possible Christmas present idea. Kevin to get costs for something similar to last year with the Shropshire Star.</p> <p>Dates for next year include:</p> <p>17th March – Wistanstow</p> <p>28th April – Bike4Life, stand at Cosford only.</p> <p>19th May – Meet and Greet event Montford Bridge picnic area. Bill to speak to previous participants and venue.</p> <p>15th September – Forden show</p> <p>Robin stated he would like to add Broseley to the list as it is a local show held on the 1st Sunday of August and one of our members, Chris Barnard is involved in the organisation. This was agreed.</p> <p>It was said during the discussion that the promotional material for the Meet and Greet needs to go out in advanced so that people can put it on their calendar.</p> <p>The Honda Centre have said they are happy for our Tutors to use their facilities to meet and debrief Associates.</p>	<p>Kevin to deal.</p> <p>Bill to action.</p> <p>Kevin to deal with press, committee to poster drop at appropriate venues.</p>
9	Treasurer	<p>David stated that the handover to Helen was not yet completed but they are working together to achieve this. David had the paper file with him to hand over and 36 pence in cash. David had</p>	

		<p>produced the report for October which had been circulated prior to the meeting. Helen Parker needs to be added to the bank mandate and also provided with a bank card for the group account. Bill Croxon will remain as a second signatory, as will David Rogers and Mike Kinna is to be removed. This was agreed by all present.</p> <p>The Safer Roads Partnership have not as yet paid the £500.00 sponsorship money for this year and Helen is to raise an invoice for next years sponsorship.</p> <p>Bill thanked Helen and David for their efforts.</p>	David and Helen to deal.
10	Membership secretary	<p>96 members</p> <p>56 Full</p> <p>28 Associate</p> <p>5 Honorary</p> <p>11 Pillion</p> <p>91.2% now pay via the GoCardless facility.</p> <p>Tina said she thought she had 10 Hi Viz vests but this was a guess.</p> <p>Bill thanked Tina for her efforts.</p>	
11	Monthly ride outs	<p>Ken now has ride leaders for November and December, John Tatton and John Roe respectively.</p> <p>Ken said that Bob Hayes was not happy with the number of photographs on the write up of his ride.</p> <p>Ken is collecting ride leader names for next year from March onwards</p>	Sally to put in newsletter
12	Social media	<p>Ken stated that the new web site is up and running, and he has taken the old one down. There have been a few problems but these now appear to be sorted.</p> <p>Ken is using new software which costs £40.00 this being significantly less that the old software. Slide shows and videos are now no problem.</p> <p>There appears to be an issue if an e-mail is sent via the system using a ****@saparweb.com address as the sender's address. These are forwarding e-mail addresses and when used for this purpose the system will block the e-mail.</p>	

		<p>Stuart said that Dave Thorp could not open the newsletter when it is sent via the SaPAR system but can open it when sent directly. The general thought is that there is probably a setting on his computer or e-mail provider that blocks the attachment.</p> <p>Bill thanked Ken for his efforts.</p> <p>Glyn said that there are a couple of things put up on Facebook. The one that got the most interest was a video about why motorcycles appear to disappear. He is always looking for suitable material to use.</p>	
13	AOB	<p>Ken asked if we could sell gift vouchers for clothing as well as training. A discussion took place and it was decided that this needed more consideration. To be carried forward to the new year.</p> <p>Christmas party. David felt Charles should plan it as he is the new Social Events co-ordinator.</p> <p>Bill said that Charles had offered to sponsor the group if we wished.</p> <p>Bill then asked what night suited those present best for committee meetings as the biker nights are no longer running at Montford Bridge picnic area. It was decided to remain with Wednesdays at the present time.</p>	Sally to contact Charles.

Meeting closed at 21.15hrs.

Next meeting **21st November 2018, Four Crosses, Holyhead Road, Bicton, Shrewsbury.**

Signed.....

Date:

Bill Croxon, Chairman.