

**Shropshire and Powys Advanced Riders**  
**Minutes of Committee meeting 21<sup>st</sup> November 2018**

	Item	Minutes	Actions
1	Attendance	Bill Croxon, Ken Swinton, Helen Parker, Charles Bridgeman, Stuart Edwards, Mike Kinna, Kevin Fletcher, Robin Padgett, Stuart McMillan (arrived 19.50hrs), Sally McMillan (arrived 19.50hrs).	
2	Apologies	David Rogers, Tina Kelly, Glyn Jones, Bryan Murphy.	
3	Minutes of previous meeting and matters arising.	Actions discussed nothing noted.	
4	Chairman	<p>The letter head has been approved and the banner image received from RoSPA.</p> <p>Bill will attend the regional meeting in York on 26<sup>th</sup> January 2019.</p>	
5	Secretary	<p>The BMF renewal paperwork has been received and the renewal is due on 31<sup>st</sup> December 2018. A short discussion took place followed by a vote, all in favour of continuing the affiliation.</p> <p>A discussion took place around potential venues for future committee meetings. Bill has looked at the Fire Station but believes it will be too difficult to work with, re access etc. He will continue to look at this.</p>	<p><b>Stuart to complete forms and request David / Helen make payment.</b></p>

		The Riversway Conference Centre, Elim Church, Lancaster Road, Harlescott, Shrewsbury, SY1 3LE, was discussed. This is an old office building and Stuart said that Phil the Minister is on site on the first and third Wednesday evening of the month. The initial cost has been quoted at £12.00 per hour but this may be negotiable. There is a kitchen on site for tea and coffee. It was agreed to try this venue for the meeting in January. They would not be able to accommodate our AGM on a Sunday.	<b>Bill to speak with Phil and arrange. Done.</b>
6	Clothing	<p>Mike produced the new Tutor vests and issued them to the Tutors present. Mile stated he needed the addresses for the other Tutors so he could post out the vests.</p> <p>A discussion took place and Charles said he had been on a GDPR course and said he felt there was no problem with how we manage our information.</p> <p>Ken then stated that Tim Moore had asked about a better quality Hi Viz vest for members. A discussion took place regarding this and it was decided that we would be making life difficult and to stay with the existing Hi Viz for members.</p> <p>Bill stated that people could buy their own if they wanted a better quality Hi Viz and we could sell the cloth badge. A discussion took place and it was agreed to sell the patch for £10.00.</p>	<p><b>Ken and Mike to deal.</b></p> <p><b>Ken to place badge on web site.</b></p>
7	Training Officer	<p>Stuart said that there was a discrepancy in Associate numbers between the Training information and Membership. He said he would look into this and the figures were discussed.</p> <p>The Tutor diary seems to be being used more.</p> <p>The meeting with Bill and Howard re Tutor training still needs to be arranged.</p>	<p><b>Stuart to deal.</b></p> <p><b>Stuart to arrange.</b></p>
8	Publicity	<p>Kevin produced the advert for last years voucher, he did not have prices available for the advert and would need to price up the different sizes. The question was asked how many vouchers did we sell last year, this could not be answered with any certainty but it was thought it was three. Kevin stated it was not just about selling the vouchers it was about getting our name out in the public eye.</p> <p>Charles asked if we could get some flyers or posters to him as he could put some out where he sells the Christmas trees.</p>	<p><b>Ken to amend the web site and send previous posters to Bill.</b></p> <p><b>Kevin to deal with advert prices.</b></p> <p><b>Stuart to check trailer for flyers.</b></p>

9	Treasurer	Helen stated that the bank account has not yet been sorted for her to take over completely and she did not have any figures available.	
10	Membership secretary	<p>Tina had sent her figures in:</p> <p>Full – 55</p> <p>Associate – 28</p> <p>Honorary – 5</p> <p>Pillion – 12</p> <p>Making 100 in total.</p> <p>There have been 11 leavers so far this year and 17 joiners.</p> <p>Bill asked if Tina had confirmed the number of Hi Viz vests she holds. Not yet.</p> <p>Bill said he had read through the notes prepared by David re the ordering process for clothing. David had suggested a spread sheet to make the process easier. Ken and Mike had worked on a flow chart and they were going to send it out for the committee to look at but not amend.</p>	
11	Monthly ride outs	<p>John Roe is leading the December ride. There is no ride in January or February and Ken is leading March.</p> <p>Ken brought up a point made by Tim Moore, would it be an idea to use arm bands on ride outs so that everyone knows who is on the ride out, for marking junctions etc. Bill stated that a problem would be getting the arm bands back at the end of a ride out and giving them out in the morning. It was a good idea in principle but the practicalities would out way the benefits. Bill stated that we should reaffirm the correct procedure of marking junctions. It was also discussed about getting a better quality Hi Viz vest for Tail End Charlie and marking it up. This was agreed.</p> <p>Charles then offered ideas for some social events, a speed trial at Weston Park and an adventure bike off road event on his land at Leaton Park. Bill suggested a Saturday but for Charles to check the diary so that any dates do not clash. When Charles has come up with a date / dates, these to be circulated to the committee before any arrangements are made.</p>	<p><b>Mike to deal.</b></p> <p><b>Charles to deal.</b></p>

12	Social media	<p>Ken stated the web problems appear to have settled down after the issues with the spam e-mails. He has installed a Captchi to prevent a reoccurrence. He believes Facebook is fine but Glyn would still like pictures and videos.</p> <p>The Christmas dinner is booked for 30<sup>th</sup> November, only 14 are currently booked. Thanks were recorded to Shelly for her efforts.</p>	
13	AOB	<p>Stuart asked if any committee members have problems opening the newsletter Sally sends out as he is aware of two members who do. No one present has any issues and it was suggested that the issue is with the member not the newsletter. Bill asked if we get any feedback from newsletter, Sally said sometimes but infrequent. Ken said that he puts the newsletter on the web site so people can access it from there if they wish / need to.</p>	

Meeting closed at 21.15hrs.

Next meeting **16<sup>th</sup> January 2019, Riversway Conference Centre, Elim Church, Lancaster Road, Harlescott, Shrewsbury. SY1 3LE.**

Signed.....

Date: .....

Bill Croxon, Chairman.