

Shropshire and Powys Advanced Riders
Minutes of Committee meeting 19th June 2019

	Item	Minutes	Actions
1	Attendance	Bill Croxon, Helen Parker, Robin Padgett, Ken Swinton, Mike Kinna, Charles Bridgeman, Kevin Fletcher, David Rogers, Sally McMillan	
2	Apologies	Tina Kelly, Stuart McMillan, Glyn Jones, Brian Murphy, Stuart Edwards	
3	Minutes of previous meeting and matters arising.	<p>BMF – Stuart has spoken to James and explained that we will consider advertising later in the year.</p> <p>Charles has not yet obtained prices for the parish newsletter(s).</p> <p>Stuart had emailed the Tutors re the Meet and Greet.</p> <p>Decided not bothering with membership cards.</p> <p>Charles had to leave the meeting early so his section was brought forward. Charles said he was disappointed with the turn out of SaPAR members for the visit at Weston Park as only five SaPAR members attended plus two from his church.</p> <p>Regarding the trail bike event at Leaton Woods, Martin will be able to bring two bikes and Charles also has some which could be made available. However, Charles said he was not prepared to put it on unless it was going to be supported. Bill asked for a show of hands around the table to see if any of the committee would be interested and most said yes. It was agreed that a Saturday would be the preferred day of the week to hold this event.</p> <p>Charles then asked if there was any interest in a social night, i.e a curry? It was decided a Friday evening after September.</p> <p>Regarding a Christmas party, David stated that Shelly has offered to arrange it.</p> <p>Charles then left the meeting.</p> <p>The Big Breakfast – Kevin has not looked at this yet but it is not until next April.</p>	<p>Bring to next meeting</p> <p>Charles to speak to Martin re dates and to e-mail the date(s) around the committee.</p> <p>Charles and Shelly to liaise.</p>

		<p>RoSPA banner art work – Amy has stated to Bill that the shadow effect is correct.</p> <p>Card payment machine – David has not yet sorted this.</p> <p>Bill has not yet spoken to Paul Collier regarding the talk at Bike4Life.</p> <p>David and Ken have been doing a lot of work on the database and hope to make it clearer to Tina regarding who should be charged the £50.00 renewal fee. If Tina is unsure about anyone then she is to contact Stuart.</p> <p>Kevin needs to finalise arrangements regarding the advert he sponsored in the local press.</p>	Kevin to deal.
4	Chairman	<p>Bill stated that Martin Powell is the new Regional Co-ordinator for our area which the South West. Hopefully we should get more feedback now than previously. Martin has sent out a newsletter, however, only Bill has seen this.</p> <p>Bill offered congratulations to Stuart McMillan on his recent Diploma re-test.</p> <p>RoSPA have sent out the insurance to groups and had to send a second copy as the first one was incorrect.</p> <p>Bill said he felt the group had benefitted from Bike4Life and the Meet and Greet, we have had seven new members join since these events.</p> <p>Bill then stated that he will stand down as Chairman at the AGM in October. It is his intention to remain as an Advanced Tutor but not as a committee member.</p> <p>Bill mentioned that Mike is moving to Lincolnshire to be closer to family. Bill offered thanks to Mike for all he has done for the group and wished him well. Time frame for the move is likely to August. Mike stated that he had enjoyed his time in the group and hoped to keep in touch and could he remain on the mailing list.</p>	Bill to forward newsletter to committee
5	Secretary	Points already covered by Chairman	
6	Bike4Life / Meet and Greet	<p>Helen said that she felt it went well but that it was not as busy as previous years. There were only six assessed rides but we did sign some new Associates on the day.</p> <p>For future events it would be preferable to have a computer to enable people to sign up.</p>	

		<p>The question was asked could we use that system at Cosford, Bill said we could by using a mobile phone as 'mobile hot spot'.</p> <p>Bill stated that some of the Tutors who attended did not get to do an assessed ride but not all had confirmed they were coming. The same with some of the helpers who attended to help. Bill said that the event would have benefitted from improved communication.</p> <p>SAMM did about the same number of assessed rides.</p> <p>No one from the Safer Roads Partnership, Blood Bikes, BikeSafe or the Police attended.</p> <p>Sally asked is it worth doing a joint event with the IAM?</p> <p>Sally also suggested could we change the venue? This was discussed but it was felt that Montford Bridge offers the best facilities for what we need.</p> <p>Our next event is Broseley in August followed by Forden in September.</p> <p>Robin is going to speak to Chris Barnard for details</p>	<p>Robin to deal</p>
7	Training Officer	<p>Bill read out the figures Stuart had supplied.</p> <p>Associates in training – 13</p> <p>Associates awaiting allocation – 6</p> <p>Holding list – 13</p> <p>Active Tutors – 12</p> <p>Tutor evening arranged for 22nd July at the Riversway Conference Centre.</p> <hr/> <p>Updates from Stuart on actions from previous minutes:</p> <p>Geoff Fitchett – Stuart has contacted Geoff and allocated Geoff to himself. Four sessions are currently arranged.</p> <p>Colin Hall – Colin has indicated that he will be available most Sundays.</p> <p>Paul Salisbury – Paul was allocated to Stuart Wall on 8th May 2019.</p> <p>Communication and use of Tutor calendar – these are on the list for the Tutor evening.</p> <p>Stuart to re-send details of Mark Williams to Glyn – this was done on 23rd April 2019.</p> <p>Eby Chacko – Eby is only available some weekends as he is working away. Stuart to continue trying to make arrangements.</p> <hr/>	

		<p>Bill mentioned an electronic version of the assessment report that has been developed by Dave Hunt. Bill thanked Dave for his efforts and this to be placed on the agenda for the Tutor evening.</p> <p>Advanced Tutors. Simon Laithwaite, David Lawson and Kevin Fletcher had stated an interest and were to liaise with each other and progress. Simon and David are now injured but Kevin would still like to proceed with becoming an Advanced Tutor.</p> <p>Robin has amended the pre tutoring check list and previously sent it to Stuart. He will now send it to Bill for forwarding to Howard. This to be added to the list for the Tutor training evening. <i>(These documents were forwarded to Bill and Howard on 24th April. Awaiting reply from Howard. Stuart)</i></p>	<p>Stuart to add.</p> <p>Stuart to liaise with Kevin.</p> <p>Stuart to add.</p>
8	Publicity	<p>Kevin will look at The Big Breakfast nearer the time.</p> <p>Kevin will liaise with the organisers of the Forden show re a spot on the tarmac.</p> <p>Broseley show is on the 4th August, Robin is the main contact point for this with Kevin assisting. There is a ride for older machines which starts at the Woodbridge pub with the bikes being sent off in groups according to age of machine, this must be pre-booked. The High Street will be closed but motorcycles are allowed. Robin to check the timings and let the committee know. Ken is leading the August ride which is going to Broseley. Details to be added to Facebook, web site and newsletter when available plus e-mail to members and Tutors re help.</p>	<p>Kevin to deal.</p> <p>Glyn, Ken and Sally to action as appropriate.</p>
9	Treasurer	<p>Financial figures were circulated prior to the meeting, no questions have been asked.</p> <p>David asked for any outstanding claims to be submitted as soon as possible.</p>	
10	Membership secretary	<p>Figures supplied:</p> <p>Full members – 53</p> <p>Associate members – 32</p> <p>Honorary – 6</p> <p>Pillion – 10</p> <p>Total – 101</p> <p>2 leavers and 7 seven joiners.</p> <p>No payments pending.</p>	

11	Clothing	<p>Mike is handing the reins over to Robin. There is a little stock made up of the samples he purchased with the new logo on, spare Tutor vests, old style vests. This makes up two boxes. The old vests are to be put in the trailer to be used at functions. It was agreed that there is no reason to hold samples so if anyone orders something and we have the size, sell it to them.</p> <p>Cost of postage. Deco Stitch charge £4.50 to post out a hi viz vest which means that they cost just over the £15.0 we allocate from membership subscriptions. Mike says he feels this is still the most cost-effective manner to deal with these. This was agreed and will continue. Thanks were given to Mike for his work with the clothing.</p>	
12	Monthly ride outs	<p>Stuart Mc - July. Ken - August. Stuart Edwards – September Alan Fowles – October. Sally asked if Alan is aware that this is a shorter ride and needs to finish at Snailbeach Village Hall for the AGM? November and December have no ride leaders</p>	<p>Ken to speak to Alan. Ken to send email (done and leaders have come forward).</p>
12	Social media	<p>David and Ken have done a lot of work on the database which is now on line and all working well.</p> <p>The web site is working but can be slow to load the pages. The front page has been tidied up and now has a footer to links.</p> <p>Mike said that he orders Hi Viz vests for those who pass their test. Robin will need to know when someone passes their initial test and there is a button on the web page to order.</p> <p>Facebook – Glyn has put some DVSA videos up which are getting hits.</p>	
13	Social events	See previous.	
14	AOB	<p>Robin – stated that a risk assessment form should be done for all events. He holds a folder with the forms in and he will keep the hard copies. The risk assessment forms are a requirement of the BMF insurance, he will do the one for Broseley, but Forden will need one doing.</p>	<p>Helen to complete.</p>

	<p>David – stated that we need to look for a new Chair now and not leave it to the AGM. No one around the table was willing to stand, Robin as Vice Chair said he would not take it on as he is Chair of another committee but he will take clothing. Bill stated that he had done five years but felt there should be a tenure of three years. It was said that the Vice Chair is normally the person who takes on the role when the Chair stands down.</p> <p>Ken (The Rain Bringer) has now struck again. His new Associate Andy Cobbin has been made redundant and may have to forgo training for the foreseeable future due to the cost implications. Ken hoped to be taking him out on the 22nd but he feels he needs a new Associate.</p> <p>Sally – Due to his work commitments, it is highly likely that Stuart will be standing down as Training Officer and that she will be standing down as Secretary.</p> <p>Sally offered apologies for herself and Stuart for the next meeting as it is Stuart’s birthday and they are away.</p>	<p>Sally to put in newsletter.</p> <p>Bill to send e-mail to members</p> <p>Ken to contact Stuart (done).</p>
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Meeting closed at 21.30hrs.

Next meeting **17th July 2019, Riversway Conference Centre, Elim Church, Lancaster Road, Harlescott, Shrewsbury. SY1 3LE.**

Signed.....

Date:

Bill Croxon, Chairman.