

Shropshire and Powys Advanced Riders
Minutes of Committee meeting 16th October 2019

	Item	Minutes	Actions
1	Attendance	Robert Hall, Ken Swinton, Helen Parker, Kevin Fletcher, Robin Padgett, David Rogers	
2	Apologies	Charles Bridgeman, Tina Kelly, Simon Plevin	
3	Minutes of previous meeting and matters arising.	<p><u>From Minutes of 21st August Meeting</u></p> <p>Kevin has sent a reminder to the IAM group for payment regarding advertisement for the Meet and Greet event and this is still outstanding</p> <p>Theory test for prospective tutors, Stuart has sent an email and is awaiting replies</p> <p>HiViz to be returned, still need Simons and Martins</p> <p>We need a new gazebo, Kevin looking for a new one</p> <p><u>From Minutes of 18th September Meeting</u></p> <p>The SAPAR trailer needs to be retained by a committee member so that it is easily available when required. Charles said that he would look into if he had somewhere he could store it.</p> <p>Gareth Evans the new Road Safety officer for Powys contacted Stuart as he wishes to re-instate the ride-on days but initially wants to setup some days for a new Blood Bike group. Gareth said that in principle the group could arrange some one day Ride On sessions at the same rate as previously £100 for the day plus £100 for each Tutor who attended. Stuart said he could not give a number of people who could be accommodated on any session until dates were known and the number of Tutors available confirmed.</p>	<p>Kevin has texted, if no reply Bob will speak to Paul</p> <p>Stuart to deal</p> <p>Robin to contact Simon and Martin</p> <p>Kevin to continue</p> <p>Charles to update the committee</p>

		Following a conversation with Bill, Howard and Kevin, Stuart left a voicemail for Gareth confirming the previous conversation and adding that if the Blood Bikers wanted to take the training any further they would be welcome to join SaPAR but would not be rushed up the waiting list. Stuart has not received a response and will contact Gareth to progress	Stuart to contact Gareth Evans
4	Chairman's Report	<p><u>4 Chairmans Report</u></p> <p>Bob thanked everyone for being on the committee, he will need our support and help in his new role. Moving forward we need more tutors as we have associates sitting waiting.</p> <p>He would like to increase the members for example through Bike Safe when we could meet at the end of a group ride to recruit new members. Bob said that he will look into Bike Safe nationally.</p> <p>Robin will ask Bike Safe when he visits the show at the NEC.</p> <p>Bob said that he would welcome more ideas for growing the membership.</p>	<p>Bob to look at</p> <p>Robin to speak to Bikesafe</p>
5	Secretary	Nothing to report	
6	Clothing	<p>Robin is up straight with the Hi Viz and errors on the database have been cleared up. He has had a microfleece done with our logo for £25 and showed this to the committee.</p> <p>Ken will put the fleece on the website at the same mark up as the other items.</p> <p>Robin will hand the clothing over to Ken, he has several Hi Viz and the microfleece but David has not yet had an invoice from Decostitch</p>	Robin to chase Decostitch
7	Training Officer	<p>Robin provided figures as follows:</p> <p>Total Number of Tutors - 10</p>	

		<p>Associates in Training -11</p> <p>Associates not training - 23</p> <p>Associates on Holding List - 16</p> <p>Associates on Waiting List - 7</p> <p>He has had three on line queries, all the tutors have one associate, some have two.</p> <p>Robin is looking at the holding list with a view to cutting it down. He suggested that when they come up for renewal they should be asked if they intend training, if not they would not be renewed. Currently the holding list pay £20 and it was discussed that they could stay on the list but at the price of £50 renewal fee. This was debated and it was decided that at renewal they should be increased to £50 if they are not training. Tina would need to be informed by Robin</p> <p>Robin still felt they should be struck off but the overall committee felt they should be able to stay but at the £50 fee.</p>	<p>Robin will keep Tina informed</p>
8	Publicity	Nothing to report, advertising will start after Christmas	
9	Treasurer	<p>The cash balance stands around the same as usual. He paid £204 for the Glyn Jones award</p> <p>The bank mandate was discussed, it is currently David Rogers and Helen Parker and Bill Croxon</p> <p>As Bill Croxon is no longer a Committee member he should be removed from the Bank Mandate. In addition the Operating address and the Correspondence address of the group should be changed from Rhiewport Hall in Berriew, Powys to The Old Malthouse, Broseley. David Rogers, the Treasurer was asked to deal with these changes in the bank mandate.</p> <p>David keeps records in Dropbox and felt the Chairman should have access to this. Bob agreed to be added to the Dropbox</p>	<p>David to remove Bill Croxon from the bank mandate and change the operating and correspondence address</p> <p>David to add Bob to Dropbox</p>

10	Membership secretary	<p>Tina was not present but provided the following figures:</p> <table border="0"> <tr> <td>Full Members</td> <td>53</td> </tr> <tr> <td>Associates</td> <td>34</td> </tr> <tr> <td>Honorary Members</td> <td>4</td> </tr> <tr> <td>Pillions</td> <td>10</td> </tr> <tr> <td>Payments Pending</td> <td>2</td> </tr> <tr> <td>Total</td> <td><u>103</u></td> </tr> <tr> <td>Leavers this FY</td> <td>5</td> </tr> <tr> <td>Joiners this FY</td> <td>13</td> </tr> </table>	Full Members	53	Associates	34	Honorary Members	4	Pillions	10	Payments Pending	2	Total	<u>103</u>	Leavers this FY	5	Joiners this FY	13	
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11	Monthly ride outs	<p>Duty of care was discussed if somebody has an accident. If Tail End Charlie (TEC) doesn't do as he should we could have liability if there is an incident.</p> <p>TEC to be spoken to with regard to keeping up with riders following issues raised on the TEC role.</p> <p>We should also ensure that any riders leaving the ride inform TEC so he is aware, in case he thinks they have had an accident as we have a duty of care.</p> <p>BMF membership for events needs to be looked at</p> <p>Ride out rules, appropriate clothing to be added to the rules</p>	<p>Bob to look at Helen to look in Sally's files</p> <p>Ken to add to the rules COMPLETED</p>																
12	Social media	<p>Website – Ken said website is ok, there have been changes to the email addresses, he has given everyone their own email address eg secretary@saparweb.com</p>																	

		<p>He advised us to use the form and this will be the email address he recipient sees. To reply you have to go back into a new form. He has also put in a box to add another recipient.</p> <p>Glyn has been removed from Facebook – now moved to Simon, now admin for Facebook are Ken, Simon and Michelle.</p> <p>David is learning from Ken as the back up. David suggested we change the passwords</p>	<p>Ken to change passwords COMPLETED</p>
13	Social events	<p>Christmas on 13th December, we have 8 signed up, 6 have paid. End of November is the deadline for this.</p> <p>Curry night, only four going, agreed to cancel it</p>	<p>Ken to put on website that curry night is cancelled Ken to email Charles COMPLETED</p>
14	AOB	<p>Kevin – After the AGM Stuart is still the training officer, we need to change the constitution. This was agreed at the AGM</p> <p>BMF magazine, Bob needs to go on the list for this</p> <p>Next meeting November 27th</p>	<p>Bob to change the constitution and send to the committee members</p> <p>Bob to speak to Stuart</p> <p>Ken to put on website COMPLETED</p>

Meeting closed at 21.35hrs.

Next meeting **27th November 2019, Riversway Conference Centre, Elim Church, Lancaster Road, Harlescott, Shrewsbury. SY1 3LE.**

Signed.....

Date:

Chairman.