



Minutes of an

Annual General Meeting

of

RoSPA Southern Motorcycle Advanced Rider Training.
(RoSPA SMART)

at

Southgate West Community Centre
Ditchling Hill
Southgate
Crawley
West Sussex

on

Thursday 27th October 2005 at 7.30pm

Agenda.

1. Apologies for absence.
2. Report by the Chairman.
3. Vote on constitution change.
4. Vote for officers of the club.
5. Report by the Treasurer and presentation of the accounts.
6. Refreshment break.
7. Result of election of officers of the club.
8. Any other business.
9. Close of meeting.

Meeting opened by the Secretary at 8.05pm

Apologies for absence

Apologies were received from the following members:

Ken Foster, Dominic Gray, Ted Etherington, Ashley Gane, Duncan Hughes, Trevor Shearsmith, Simon Eddleston, Dave Kenway, Chris Horton, Elaine Sinclair, Adam Wallace-Scott, Graham Hibbs, Chris Albone, Chriss Albone and David O'Mahony.

Thirty members were in attendance on the evening.

Report by the Chairman (Geoff Parker)

GP said when he took over as Chairman last year he said the club was well established as a bike club with a very good training record. There was not much to improve but he hoped the Committee had made some improvements over the year.

One of the first things the Committee did was to ask for someone to promote the social side of the club as they felt this was something they could not take on. Karen O'Gorman and Marion Barnes stepped up and have done an excellent job. They have organised excellent speakers every 2 months and the committee are very pleased with the results.

The club's website has been improved and there is now more information on it with contact details for all those running and helping the club. GP said he had very favourable comments from those that had come to the club via the website and he thanked Andrew Adams for the work he had put into this.

GP said the Ride School every year was well attended and weekends at Pease Pottage were still well used by both new and existing members. GP then asked Paul Farmer to give a report on the training courses carried out during the year.

Report by the Chief Instructor (Paul Farmer)

Paul Farmer said the Ride School was going from strength to strength but had been limited by the number of instructors. He said he felt it was still the best way of training and benefits people that may have had other training and it is also far better than trying to read a copy of Roadcraft.

The Instructor Training Course that took place prior to the Spring Ride School this year was a success. The course was run with help from Derek Stewart on the training methods and the costs of the Course were met in full by club funds. Out of the 16 on the course 12 passed and are now instructors, one passed the course but has a silver grade pass so needs to retest at Gold before becoming an instructor and 3 have yet to take their instructor test. It is planned that another Instructor Training Course would be run again next year prior to the Spring Ride School to train those that had passed this year at Gold.

It was noted that the Spring Ride School this year was well attended and that there were already 28 signed up for the Spring Ride School in 2006.

PF went on to say that over the year we had lost some of our diploma holders. Hugh Curran had not returned to biking, Mark Baker was spending more time with his family and Mark Jones will be going to New Zealand. Some other members were not active so that only left 2 active current diploma holders, himself and Tony Clark. With the need to recruit more diploma holders it had been decided by the Committee to subsidise up to 2 Senior Instructors each year to take the diploma course. The cost of the one week course is about £700 + vat. The club will pay this and the candidate will pay their accommodation, travel and fuel costs. Currently the only course being run is in Birmingham but there may be plans to run more in other locations, possibly in Bromley. At this very moment 3 club members are on the course in Birmingham, Trevor Shearsmith (funded by RoSPA SMART), Simon Eddleston (who has funded himself) and Ken Foster (who was funded by his employers, East Sussex County Council). Next year it is hoped George Minns and Robin Brown will attend.

In his report Paul Farmer noted the following statistics:

Instructors

Senior Instructors	9
Instructors	20
Trainee instructors	4

Year to date test passes

Gold (New passes)	5
Silver	4
Retests from Silver to Gold	2
Gold retest	3
Diploma	1

PF went onto to thank the instructors and senior instructors for their commitment and efforts throughout the year.

GP thanked PF for his report. He went on to say how up until now most of the promotion of the club was by word of mouth but we cannot rely on this

indefinitely. The club had had quite a few articles in the press. The first was after the First Aid Course run by St Johns Ambulance, which they put on their website and in their newsletter. This was picked up by the BMF Rider magazine in May/June 2005 and then by the RoSPA Care on the Road newsletter in June 2005. GP rang the editor of the BMF magazine who was happy to have more about RoSPA SMART in the magazine. The committee felt that it would be good to have someone act as a press spokesperson and approached Paul Baker who agreed to take on the role. Paul arranged for an article about Ride School to appear in the BMF Rider magazine in July/August. He also appeared with Paul Farmer on Radio Kent and Marion and Karen appeared on Splash FM. It is reported that these have been recorded and are available if anyone is interested.

After the speaker evening when Patsy Quick from Team Desert Rose came to talk to us the committee decided to sponsor her attempt at the Dakar Rally next year to the tune of £250. In return for this they have RoSPA SMART stickers on her bike and support vehicle and we can use Patsy's and Team Desert Rose's names in any way we wish.

GP said these things seemed to have helped as we have had a lot of new members recently. GP then asked Mark Kennedy to give a report on the current membership statistics.

Report by the Membership Secretary (Mark Kennedy)

Mark Kennedy reported that currently the club had 189 members, which is about 15 or 20 up on last year.

Ordinary members	111
Instructors	29
Trainee Instructors	4
Full members (passed RoSPA test)	41
Diploma	7
Gold passes	47
Silver	12

Vote on constitution change.

The change to constitution proposed by Andrew Adams was voted on by a show of hands. All in the room were in favour. Taking into account the proxy votes this change was passed.

Vote for officers of the club.

Andrew Adams reminded all present that they could stand for any of the positions, other than Chief Instructor. No one wished to stand in opposition to any of the committee members.

The re election of Chairman was voted for by a show of hands. All in the room were in favour.

The re election of Treasurer was voted for by a show of hands. All in the room were in favour.

The re election of Secretary was voted for by a show of hands. All in the room were in favour.

Following the vote on the constitution change Mark Kennedy was proposed as Membership Secretary by Tony Clark and seconded by Robert Sansom. This was voted for by a show of hands. All in the room were in favour.

Financial report by the Treasurer (Robert Sansom)

Robert issued printed handouts showing the accounts and annual report for the year ended 31st October 2005. He explained that the cash funds showed a slight increase but overall expenditure is almost equal to our income. This is the situation we should be in. He drew particular attention to income from Gift Aid which is approximately £1,000 and is a third of our income. He urged all members sign up for Gift Aid if they had not already done so.

There were no questions on the accounts.

With the accounts and annual report submitted to the members present they were formally accepted by George Minns and seconded by Sue Manning.

GP thanked RS for his efforts as Treasurer a position he has held since the club was formed.

Following a refreshment break GP reconvened the meeting.

Following collation of the proxy votes cast Andrew Adams announced that both he and GP had been re-elected to their positions as Secretary and Chairman respectively.

Phil Howard had been elected to the position of Treasurer and Mark Kennedy had been elected to the position of Membership Secretary.

All votes were unanimous and unopposed.

AOB

AA thanked Jackie Howard and Angela Jaymes both of whom are non-members who have contributed a lot to the club. They were both presented with flowers for all their efforts.

AA requested that all those with the capability to do so receive AGM notifications via email in future. All members on email (about 180) had been contacted asking them to accept the notifications by email, but only just over 70 had replied. RS asked if it was possible to send out notifications by email unless the member requested otherwise. AA said we could not do so by omission as it has to be by express consent, as laid down by the Charity Commission. Robin Brown suggested we increase the membership fee to cover cost of printing and posting and give a discount to those that have it by email.

Joe Galea queried the £857.88 under "Other" and £634.16 under "Miscellaneous" in the expenses on the accounts asking why there was not more specific detail, when for instance stationery, telephone and postage has an entry of £73.00. RS explained that there are full accounts that can be viewed on request which list every individual transaction and the end of year accounts are just a summary of these, but it may be worthwhile adding more categories in the future.

Robin Brown raised that in the last AGM minutes there was no mention of the suggestion that Hugh Curran be given honorary life membership. The committee confirmed that this was raised at the first committee meeting following the AGM and that Hugh had been given this in recognition of all he had done for the club.

George Minns asked if anyone had thought of attending the BMF show in Peterborough on 20th - 21st May 2006 with a stand promoting RoSPA SMART, especially as we would get a discount entry as BMF members. AA asked if he would be prepared to organise this, he said he would if he had time.

MK reported on statistics he was asked for earlier in the evening and stated that the club has 19 lady members, 2 of whom are instructors. Roger Manning asked how many members were active, PF said it varied between 30 to 50%.

Karen asked what the thoughts were with regard to continuing the training from Southgate West as Crawley Borough Council need to know if we want the use of the hall on Sunday mornings. GP said the committee would discuss the matter and give her a decision. Peter Hayes suggested carrying on using this venue during the winter months. This then led to a general discussion on training and the merits of using this venue on Sundays.

Richard Strommer raised the issue that he was aware some trainees had had trouble contacting some instructors and suggested instructors had contacts on the website. Max Harris commented he felt it was difficult receiving different and sometimes conflicting information from different instructors.

There was some general discussion regarding instructors and trainee allocations.

- Karen O’Gorman asked if it was possible for the current ad hoc training to be more structured.
- On whether the trainee should chase the Instructor or vice versa, Tony Clark commented the initiative needs to come from the trainee.
- Robert Sansom stated that we had tried many different ways and what we do currently has been fine tuned and does work.
- Robert also commented that training needs to be co-ordinated by someone who can also sort out any conflicts, PF confirmed that as Chief Instructor that was his role, he said he wanted to know of any problems and would do his best to resolve them.

Robin thanked the committee and all those that helped over the year. George thanked all the wizz organisers. Sue Manning thanked everyone for both the training she and Roger had received and commented they had been made most welcome and made many friends.

AA mentioned the garage sale on web site is going to be changed. Any items put up for sale will only be on the site for 2 months unless the seller requests an extension. This page will also be expanded to include services from any individuals or companies that will offer members a discount, these will be reviewed on an annual basis.

AA reported that there were a number of problems with the Yahoo clubs email system. So far this had not yet been resolved with Yahoo and suggested anyone with continuing problems create a Yahoo email account and use that instead of their current email address for the RoSPA SMART email as this should solve any problems. He is willing to help anyone with problems setting this up.

With no other business to discuss the meeting was formally adjourned at 10.28pm

Minutes adopted by:

Seconded by: