**Minutes of meeting held on 27 February 2019**

**Present**

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| John Wright (JW) | | Denise Rose(DR) | Andy Britten (AB) |
| Andy Trevor(AT) | | Jo Bowers (JB) | Dave Pattenden (DP) |
| Chris Hood(CH) | | Julian Taylor (JT) |  |
|  | **Apologies** All present | | |
|  | **To Approve the minutes of meeting of RoSPA Advanced Drivers & Riders East Yorkshire (E-YARD - East Yorkshire Advanced Riders & Drivers) held on**  Proposed DR  Seconded JW  Agreed by All | | |
| 3. | **1.Charitable Status - JW**  JW explained that there was no requirement to apply for charitable status to become a charity, due to the size of group.  JW explained that the main effect of becoming charity would be responsibility issues for the committee as trustees and supplied all present a copy of the implications in document form | | |
| 4. | **2.Comms for Bikes - DR**  A discussion about merits of bike-to-bike radios took place.  Budget of £200 agreed to purchase equipment once all aspects had been investigated by CH  CH expressed concern over radio discipline and agreed to prepare training program and 'rules' | | |
| 5 | **3.Item No. 12 & 13 Treasurer Matters/Update (2 February 2018) - AB**  AB explained that there was merit in remaining with HSBC due to the current situation with Santander (the considered alternative bank) closing branches and restructuring. The question of members paying monthly was rejected by all.  Membership would continue to be collected through PayPal as the small fee attached gave secure accounting process. Other alternatives were explored but rejected by all. (JW/AT)  Membership fees as part of the ongoing funding of the club would be raised to £35 for new members and £25 for existing, based on projected budget requirements made by AB. Agreed by all. | | |
|  | **4.Planned Events CH**  CH gave an update on planned season launch event at Wolds Way Cafe.  Other events were identified and all agreed that organisors should be approached to allow group exposure.  Car events were a priority to identify.  Staffing opportunities for events should be offered to all members and associates and chosen ad-hoc | | |
|  | **5.BikeSafe CH**  Dates will be circulated to all bike tutors who will be encouraged to become involved in delivering BikeSafe. This will benefit both individuals and group as well as the project. It will also offer independent assessment of tutors which will support the credibility of the group. CH | | |
|  | **6.ICE DR**  DR explained the ICE (In Case of Emergency) facility on cell phones and all agreed this should be encouraged by all tutors / group members / associates | | |
|  | **7.Item No. 24 Tutor Vests**  CH informed committee that two (2) new vests had been ordered along with 6 new panels for as there was economy in ordering for the future as the panels are special order - the vests are on stock at Urban Glow. This will bring inventory up to 13, 10 of which are currently issued, with one of the new order ear marked for a current trainee, leaving one medium and one large in stock (feb19) | | |
|  | **8.Item No. 26 Gazebo**  CH informed that a member of the group had offered use of their own gazebo for club use free of charge. Discussion over vinyl banner to adorn was discussed. AB to follow up. | | |
|  | **9.Tutor situation (Item 25) - CH**  One tutor is currently on books as tutor, but due to circumstances has been unable to fulfil any duties. CH to contact as a welfare and explore his current abiltiy to be involved  Another tutor is currently incapacitated through illness. Agreed to approach him and see if he would like to be involved in admin roles whilst he is incapacitated | | |
|  | **10.Car Tutor Garments - CH**  Suggetsed that car tutors should be supplied soft shell jackets. Discussion followed that as these were personal issue they should be offered half price to tutors (group would pay half cost) This was to balance the fact bike tutors were issued vest although these remain group property (vests are not in direct skin contact so can be re-issued from a H&S point).  Discussion also about club shirts which are supplied (one per tutor). Issued shirts will now be either crew necked T Shirt or Polo (choice of individual) and that the navy blue colour with white 'flash' adornment would be the standard club issue from now on. | | |
|  | **11-Ride-Outs - CH**  CH suggested that the Breakfast Club continue to be the primary monthly ride out but that further social or social/training rides should be encouraged.  These should be sanctioned as official only if two tutors or club officers were able to attend and run. This would be used to develop into a regular meeting for training to supplement the current system of one-to-one training. Agreed in principal by all. | | |
|  | **12-Item No. 27 Group Funding (discussed along with 12 & 13)**  JW announced that funding streams had been obtained from several Parish councils. It was agreed that a 'News Letter' would be sent to all contributors for their various publications. Use of the monies would be accounted for to them. JW is also following up support from a local PPE supplier and will update committee as appropriate once any news was received. | | |
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