



RoSPA Advanced Drivers & Riders Bedford Group (Accredited)

Minutes of the Annual General Meeting 2024 on Tuesday 12 November 2024 @ 8:00pm via ZOOM

Present: David Chamberlian, Jenny Holiday, Dougie Palmer, Michael Hitchcock, David Brealey, Nikki Brealey, John Mower, David Worgan

David Worgan in the Chair welcomed all to the meeting

1. Apologies

Apologies were received from Judith Slaymaker and Rosemary Whittington

2. Minutes of 2023 AGM

The minutes of the AGM held on 6 June 2023 had been publicised prior to the meeting, including via the invitation to the meeting and the Group's website. There were no matters arising and the minutes were then unanimously agreed and signed as a correct record.

3. Treasurer's Report

The Account Summary and Audited Accounts for the year ending 29 February 2024 were distributed prior to the AGM to all members of the Group. It was proposed by David Chamberlain that the audited accounts presented be accepted by the meeting, seconded by Jenny Holiday and this was agreed unanimously. David Worgan presented the following summary:

I am pleased to say that most of the membership supported the Group by renewing their membership this year. Tutoring has continued with Jenny Holiday and John Mower both taking their tests and passing with Gold. We welcomed three new members, John Mower, Alastair Hoge and Douglas Palmer and 5 people decided not to renew. I attribute the success in keeping the membership to the sterling work that Val Jones has put in to producing a Newsletter of quality throughout the year to keep the membership engaged.

After many years, Alan Freeman decided that he would resign from the committee and his help and advice would be missed by the Group.

The Group had difficulty in finding help from local Groups to train tutors to advanced level therefore we were forced to engage with RoSPA Training at a cost which although it was at a discount it reduced the funds of the Group considerably.



RoSPA Advanced Drivers & Riders Bedford Group (Accredited)

However, Martin Kidds passed therefore the Group has now an Advance Tutor and we can start training new tutors again and ensure our current tutors are up to date.

The opening balance for the Group was £6278.41. Three people joined and with their joining fees totalling £50, 46 people renewed and with a kind donation of £10 from Paul giving the total income for the year of £500.00.

The outgoings this year are Stationery £35.29, Website Security Licence came to £64.79, gifts for Alan Freeman of £22.99 and Level 3 Advanced Training of £660.00 giving a total expenditure of £800.33.

The actual closing balance at the end of the financial year amounts to £5978.08 resulting in a loss on the year of £300.33.

4. Election of Officers for 2024/25

The unusual circumstances of the last year has led to the committee to advertise to the Group for the positions of Chairman, Secretary, Newsletter Editor and Training Officer due to the resignations of Martin Kidds and Val Jones,

Chairman Michael Hitchcock nominated by Dougie Palmer and seconded by David Chamberlian. No other nominations and agreed unanimously that Michael Hitchcock be elected Chairman.

Secretary David Brealey nominated by David Worgan and seconded by Michael Hitchcock. No other nominations and agreed unanimously that David Brealey be elected Secretary.

Treasurer David Worgan nominated by Dougie Palmer and seconded by David Brealey. No other nominations and agreed unanimously that David Worgan be elected Treasurer.

Training Officer No nominations, therefore position remains vacant. However Michael Hitchcock expressed an interest in taking the test towards Advance Tutor.

5. Election of Committee Members for 2024/25

Existing Committee Members: David Chamberlain, Jenny Holliday, Rosemary Whittington and John Mower were nominated by David Worgan and seconded by David Brealey, so were duly re-elected.

David Chamberlain has accepted to continue as Training Coordinator.



RoSPA Advanced Drivers & Riders Bedford Group (Accredited)

The position of Newsletter Editor remains open as there were no nominations

No other nominations were received but we will always welcome any members interested in joining the committee – please contact the Secretary.

David Worgan thanked the committee for agreeing to stand again and for their support.

6. Future Direction of the Group

6.1 Inclusion of Riders

It has been discussed over the last year that the Group should expand to include Riders. To accommodate this the constitution was amended and circulated to the members for their recommendation. There were no objections received.

However, it was felt that item 9.3 describing how many members should be present was too restrictive therefore it was proposed that it be amended to read 'The quorum for AGMs shall be ten Members or 10 % of the total Membership, whichever is the **lesser**, of which one must be the Chairman, Secretary or Treasurer'. This was proposed by David Brearley and seconded by Dougie Palmer and agreed by the attendees.

As there was an agreement on the position of Riders, David Worgan proposed that Dougie Palmer be the **Training Officer for Riders** and that David Chamberlain will act as coordinator in the same manner as Drivers.

David Worgan will circulate the new Application form.

6.2. Moving forward

Mike Hitchcock's view for the Group is to drive the Group forward, to raise the profile of the Group to attract more members and attend events in the area. The committee will meet to discuss a way forward.

7. Support to Members for retest.

This was an information item. On behalf of the committee Martin wished to remind full members that they can seek support ahead of their free retest, for example an observed drive with a Tutor. Please contact any member of the committee in good time and we can arrange for the support that is needed. This reminder is now regularly included in the group's newsletter.



RoSPA Advanced Drivers & Riders Bedford Group (Accredited)

There was also a request to let the committee know of any successful retests and, if the member was comfortable for us to do so, this could be publicised via the newsletter. We again thank those members who have shared news of their success with us through the year

8. Any Other Business

David Worgan raised the issue of the AGM being very late after the end of the financial year (end of February) therefore the Treasurers Report is out of date to the current financial position, the report is based on the Account summary at that time. It was agreed that the next AGM should be within a reasonable period after the end of the financial year allowing for a suitable time for the accounts to be audited.

David Worgan raised the issue of what should the position of the Group be in relation to charging new members if the applicate wants both Driver and Rider training. It was agreed that only ONE payment would be due and not one each.

Date of next AGM: To be confirmed –May or June 2025