



Wolverhampton Advanced Motorists

Registered Charity 1053330

Committee Meeting Minutes

Date: 5th September 2017.

Location: Holiday Inn
Gorsebrook Road
Wolverhampton
WV6 0PE

Time: 19:45

Present	Roy Richards Jonathan Hughes Paul Williamson (Chair)	Tony Robson Katheryn Ball Nigel Packer	Christine Westwood
Apologies	Geoff Davis Richard Dodd David Gallagher	Graham Foulkes	

1 Action Items

<u>Who</u>	<u>Target Date</u>	<u>Action</u>	<u>Status</u>
TR	8.9.2017	Provide details for the provision of the Polo Shirts as ordered. (3.0)	Closed
JH	8.9.2017	E-mail IAM RoadSmart to clarify the process associated with the "management" of Associates wishing to be Group Assessed. (4.3)	Closed
CW/GF	3.10.2017	Accounts to be passed to Christine from Graham Foulkes. (5.2)	Open
CW TR/PW/GF	3.10.2017	Arrangements to be made for Christine to become a signatory on Group bank account. (5.3)	Open
JH	8.9.2017	Group Committee responsibility details to be changed on the Contact-Us page of the Web-site.	Closed
PW	8.9.2017	Discussion with David Gallagher regarding his new role as Young Driver Ambassador for IAM RoadSmart current roles within WAMG. (6.2)	Open
JH	8.9.2017	Place the new LO and NO unified documents from IAM RoadSmart on the Group Web-site. (6.3)	Closed
TR/JH	8.9.2017	Remove the "Stopped" Associates who are no longer IAM RoadSmart and/or WAMG Members from the Associate Observer Allocation Document. (7.2)	Open
PW/JH	15.9.2017	Paul to provide "old" versions of the Associate Introduction Video to allow for possible updating and IAM RoadSmart branding. (7.4)	Open
RR	15.9.2017	Contact to be made with Sue Jordan with regard to her becoming an Observer. (6.1)	Open
TR	8.9.2017	Membership status of Francesca Hyett to be checked to ensure continuity of support from the Group. (7.3)	Open
KB	3.10.2017	Review possible locations for an early New Year Dinner for all Members. (11.0)	Open
KB	3.10.2017	Talk with local HGV Training companies to establish if they could accommodate a Group visit with hands-on involvement. (11.2)	Open
JH	11.9.2017	Details of Driver First Assist to be passed to Kathryn.	Closed
JH	11.9.2017	Contact to be made with IAM RoadSmart to establish if they had any "special rates" regarding mini-bus hire for the proposed trip to Cowley Mini Plant. (11.3)	Closed
KB	11.9.2017	An e-mail is to be drafted for circulation to WAMG to establish interest in the BMW Mini visit. (11.3)	Open
PW	3.10.2017	All show materials to be checked and identified to ensure that we have the right materials at any future events. (11.4)	Open
JH	3.10.2017	A chase regarding the CEWW accounts to be sent to Les McDowell. (13.0)	Open
PW/NP	11.9.2017	Finalization of the format for the Quiz Night is required. (14.0)	Open

Paul commenced by welcoming all present to the meeting.

2 Matters Arising

The minutes of the previous August meeting were not available at the time of this meeting.

3 Chairman's Report

Paul confirmed that the Polo Shirts for the Committee and other Active Group Members had been ordered. It understood from Tony that the invoice had been received ahead of the shipping of the goods and that IAM RoadSmart required clarification of the details to be on the shirts and the colour of the shirts required. (In this it was agreed that the shirts should be "Charcoal" and that the text should be "Wolverhampton Advanced Motorists". (References item 3.1 from July 2017 Minutes).

3.1

The two new Pull-up Posters have now been received by the Group and used recently at the Wolverhampton Marathon. One was shown at the meeting and it was agreed that they looked good however it was thought that perhaps the photographs should show more people rather than simply places.

Jonathan advised that now the "formats" had been established that any "new" posters could be readily generated as required. (Cost was understood to be around £60 per unit with a two-week delay to delivery).

3.2

Thanks were passed by Paul to the Group Members who supported our presence on 3rd September 2017 at both the Himley Classic Motor Show and the Wolverhampton Marathon. (See Section 11 of these Minutes for further details).

3.3

Congratulations were given by the Committee to Christine who, having taken her test successfully three times, at her last test in August 2017, achieved her sought after F1rst.

Christine requested that she be presented with her certificate at the October Group Meeting.

4 Group Secretary's Report

Following the changes of personnel responsibilities within WAMG Committee all necessary details have been updated on DTE.

4.1

The Group Scorecard has been received and circulated to Committee Members; principal detail is as follows:

Advanced Course Statistics

Allocations	Group	Region Avg
Last Month	6	2.4
3 month Average	3	2.2
Last 12 months	17	24.7

Advanced Course Allocated Sales

	Total	Region Avg
Last Month	5	2.2
3 month Avg	2	2.0
Last 12 months	17	24.5

Enrolments	Group	Average Days	Region Avg	Region Avg Days
Last Month	4	7	2.2	32
3 month Average	2	8	2.1	27
Last 12 months	15	16	23.0	23

Test Ready

Last Month	2	119	1.9	187
3 month Average	2	150	1.7	216
Last 12 months	16	174	16.6	199

The details reflect really well on Wolverhampton Group especially on the calibre and focus of the Group Observers.

4.2

There was some discussion as to whether the Group Secretary should continue to circulate copies of Inform as received from IAM RoadSmart as the majority of Committee Members already received the document direct. Because of concerns regarding the validity of detail held by IAM RoadSmart it was agreed that the copies should continue to be circulated as they had previously been.

4.3

A question was raised regarding our status as a Pilot Group for the Group Assessment Sign-off of Associates. Paul confirmed that he had received confirmation from IAM RoadSmart that we were now registered as a Pilot Group for the scheme.

Questions were raised as to how the process would work; in this there was no clear consensus and Jonathan agreed that he would e-mail IAM RoadSmart to gain some clarity.

4.4

Tony clarified the changes to personnel responsibilities within the Committee. Christine Westwood becoming Group Treasurer, Kathryn Ball taking over as Events Secretary and Dr. Jonathan Hughes taking over as Minutes Secretary.

5 Treasurers' Report

Current account status is as follows:

<u>Group Accounts Statement</u>	
Current Account:	£389.52
Social Account:	£162.03
Deposit Account:	£2052.49
Total:	<u>£2604.04</u>

5.1

The fairly substantial changes to the accounts of the Group reflect the recent purchases that have been made for an additional gazebo, pull-up posters and polo shirts as agreed at Committee in both July 2017 and August 2017. As of this date we have received the invoice for the Polo shirts to value £345, (see Section 3.0), and have one other invoice for £24 for room rental at The Friends Meeting House. Neither of these are due until later in September 2017.

5.2

Christine is to take over as Group Treasurer. She will liaise directly with Graham to get a full handover of the details as necessary.

5.3

Christine will additionally liaise with existing signatories of the Group bank account so as to become a signatory on that account. (Existing signatories are Paul, Graham and Tony as Officers of WAMG).

6 Chief Observer Report

A pre-test drive was completed for Craig Sterry who passed his test with a First. This was lauded not only for his efforts but also because he was Christine's first Associate.

A pre-test drive has also been undertaken with Sean Mullin. He has yet to take his test.

6.1

Peter Jordan has been assessed as a potential Observer and, following approval from the Committee, should now be shown as a Trainee Observer.

It is understood that Sue Jordan is also interested in becoming an Observer. Roy is to follow up with her in this as it would be good to have an additional female Observer within the Group.

6.2

Following Paul advising the Committee that David Gallagher had been appointed as the IAM RoadSmart Young Driver Ambassador Roy asked whether David was going to continue to be able to remain on the Committee, act as an Observer, (Trainee Observer), and also be active within the Group as Young Driver Ambassador. In this Paul agreed that he would discuss the matter with David and report back to the Committee within the next few days. (This is especially important as David currently has Chris Piper as an active Associate).

6.3

Roy introduced the updated LO and NO Documents that have been made available by IAM RoadSmart. Jonathan agreed that these would be placed on the Group web-site within the next few days.

6.4

Jonathan and Roy have been invited to support a further WI Event being run by IAM RoadSmart at Gaydon on 16th September 2107 ensuring continued visibility of the Wolverhampton Group.

7 Associate Controller's Report

All five new Group Associates have been allocated as shown on the currently circulated Associate Observer Allocation Document. This includes Edward Connett who will be allocated to Peter Jordan.

7.1

A decision will be made regarding Chris Piper will be made following the discussion between Paul and David per 6.2 above.

7.2

The Associate Observer Allocation Document now shows the "Active" Associates and also the "Stopped" Associates, that is, those who are not effectively progressing their training. It was agreed that there should be a pro-active approach to those who had stopped progressing their training and who were still Members of both IAM RoadSmart and also WAMG.

Tony agreed that he would review the Stopped Associates to confirm their continued Membership; any that were no longer Members should be removed from the Associate Observer Allocation Document.

7.3

Francesca Hyett has passed her first anniversary of Associate Membership with the IAM. As a result of circumstances beyond her control she has yet to take her test. It was understood from Tony that so long as she has renewed her membership with IAM RoadSmart and WAMG then her continuing to be supported would be no problem.

7.4

Further to the initial discussions at the June 2017 Committee meeting Jonathan suggested that WAMG generate a short "introduction to Advanced Driving" video. Paul mentioned that he was aware of and had access to various "previous" videos however they were clearly out of date both in terms of content and in terms of image and brand, they may present a format to modify which is a good deal easier than starting from scratch.

It was agreed that such a video would be useful when new Associates sign- up explaining process.

8 Membership

DTE details have all been updated and information regarding the Group held on DTE is now correct.

8.1

Current position of the Group is:

- 53 Members
- 12 Associates
- 2 National Observers (Both LOA's)
- 10 Local Observers
- 2 Observers under Instruction
- 2 Pending Induction

9 Newsletter Editors' Report

Autumn Newsletter is waiting final inputs from a few people but should be completed within the next few days and will be circulated to all Members as soon as completed.

9.1

It was agreed that the closing date for input for the Winter Newsletter should be 1st November 2017.

10 Web Administrators Report

Jonathan reported good response to our Facebook activity. Details were circulated to the Committee. (See Appendix 1 to these Minutes).

10.1

Jonathan advised that a You-Tube presence had been created for WAMG.

11 Publicity Officers Report. - Events Co-ordinator's Report

Kathryn believes that WAMG should make 2018 a special year as it is the Groups 40th Anniversary since their separation from Walsall Group. The initial thoughts are that we should start the year with a dinner sometime after Christmas 2017 and then follow this up with events through the year. The primary intention being to attract additional members and celebrate the existing Members support through the years.

Suggestions were made as to possible locations, (The Lodge in Dudley and The Goodyear Pavilion), which will be investigated by Kathryn, these to be presented at the next Committee Meeting in October at which time a decision needs to be made so that contact can be made with the Group Members to establish interest.

Kathryn has been in contact with various Universities and Colleges of Further Education within the Group Area but has found that they all require substantial, (£300+), payments for a presence at any of their events. This was seen as being beyond the means of the Group and as such unless the costs are waived as WAMG is a charity, then we will not be attending.

11.1

Kathryn raised her continuing concerns about Succession Planning within the Group Committee and sees that social events and enhanced Group Member participation is the only way to ensure that people are "available" to take on the various roles that are going to need to be filled within the forthcoming years.

11.2

A number of ideas regarding possible events were discussed though no decisions were made at this time. (Gas Street Basin, canal boats; Coventry Transport Museum; Cosford Museum; Collision Investigation Team Presentation, Driver First Assist ...).

Kathryn advised that St. John's Ambulance now asked £80/hour for attending and presenting their work and skills. This was seen as being "somewhat expensive". The Red Cross no longer support any external presentations of their work.

It was seen that there were two "Event" types, passive and active, passive being simply the Group making a Visit or having a Presentation whilst active was the Group being directly involved in an Activity such as go-karting or HGV driving.

In this latter matter Kathryn was asked to follow up with local HGV Training Companies to establish if they had facilities to provide some "hands-on" activity for a group of WAMG Members.

11.3

WAMG visit to the BMW Mini at Cowley in Oxford was discussed. It was seen that this may be beyond the distance that people were willing to travel however was still being seen as viable at this time pending feedback regarding interest from the wider Membership of the Group.

Numbers are limited to fifteen in total and it was thought that possibly a minibus could be hired though at the moment the indicated costs for that were >£150 for the day. It was understood that there may be some opportunity to reduce this by using IAM RoadSmart benefits.

11.4

The Group attended both the Himley Classic Car Show and also the Wolverhampton Marathon on 3rd September 2017. The weather at both events was fairly poor which resulted in their being a poor response to the WAMG presence.

At the Marathon Event, we had the benefit of being promoted on an ongoing basis by Signal 107, Richard Dodd. In this many thanks to him as people attending were reminded of the presence of the IAM and WAMG. Around 120 leaflets were passed out.

We had a prime location at Himley but despite this there was only modest interest and around 50 leaflets were passed out.

A point was raised by Christine that the "facilities" that were available at Himley were inadequate. (Missing boards, no table, no chairs being examples given). This was agreed as being unacceptable and a matter that needed to be addressed.

11.5

Himley Classic Car Show is scheduled for Sunday September 3rd 2017; at this time there are only two volunteers to support the stand. It was noted that the Wolverhampton Marathon is on the same day. Signal Radio 107 is sponsoring the Marathon and is willing to provide the Group a prominent position at the Finish Line. Further consideration needs to be given as to what support is required for both events.

11.6

Following Jonathan establishing, though IAM RoadSmart records held at WGC, that the Wolverhampton Advanced Motorists Group was formed in September 1988 it was agreed that the Group should capitalize on this in some way to enhance local standing and look to gain more Members. No decisions were made as to how this should be done however it was agreed that this should form a part of future Committee discussions.

12 Young Driver Ambassador Report.

No report was available. (In this see Section 6.2)

13 Region 4 CEWW Forum

No relevant additional comments over those presented at the June 2017 Committee Meeting. Jonathan to continue to progress the various open issues with Les McDowell following the feedback received and presented at the August 2017 Committee Meeting.

14 A.O.B.

Nigel raised his concerns regarding the Quiz Night scheduled for 13th September 2017. No support for the night has been forthcoming.

15 Date of Next Meeting

The next meeting is scheduled for 3rd October 2017 at the Holiday Inn, Gorsebrook Road to start at 19:45

This meeting adjourned at 10.10.

Proposed as a true copy of the above meeting:

Seconded as a true copy of the above meeting:

Date:

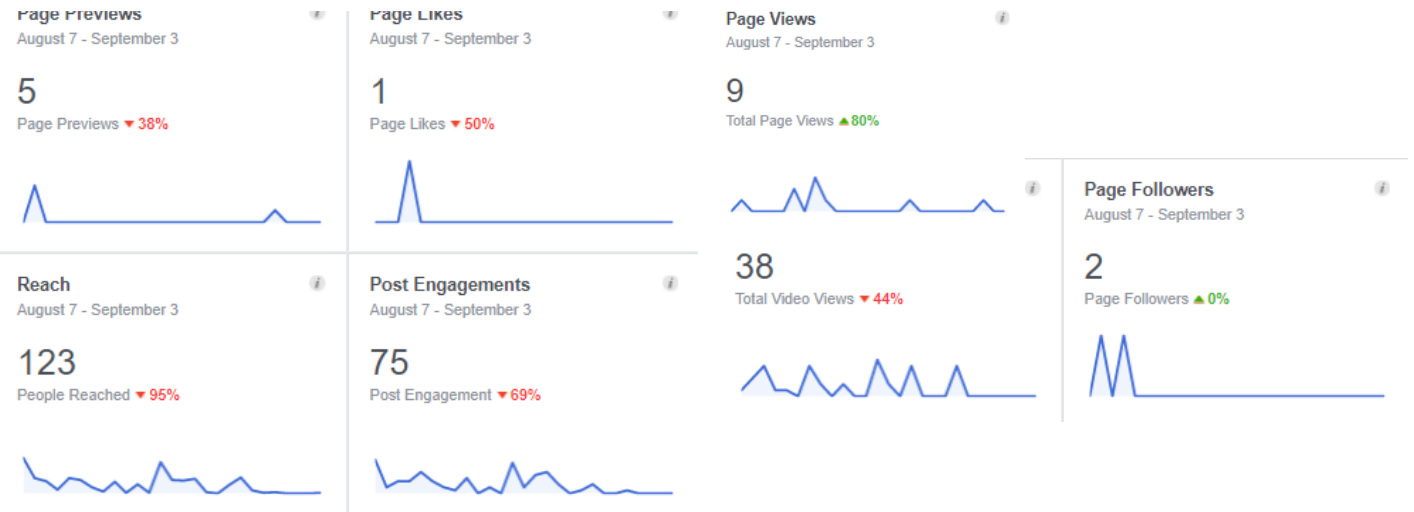
Appendix 1

Facebook Details for August 2017

Overview

Results from Aug 08, 2017 - Sep 04, 2017

Note: Does not include today's data. Insights activity is reported in the Pacific time zone. Ads activity is reported in the time zone of your ad account.



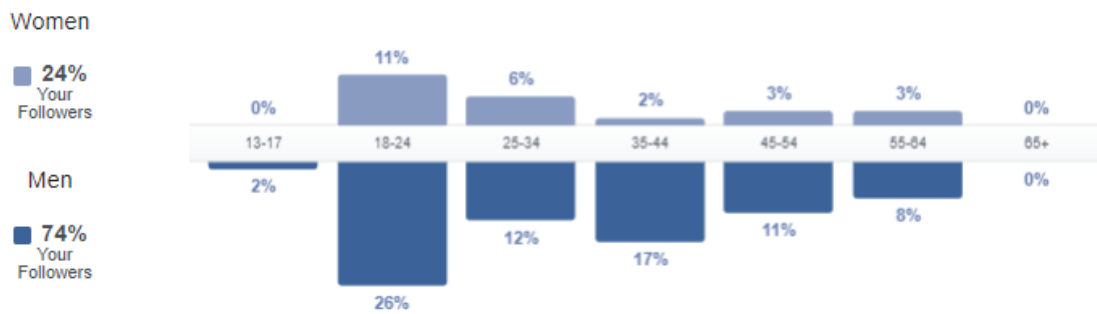
Videos

Top Videos > HIGHEST PERFORMING VIDEOS BY MINUTES VIEWED FROM 8/8 - 9/4

Video	Published	Minutes Vie...	Video Views
<p>A new way for the police to deal with lane hoggers? 🤖🤖</p>	08/10/17 5:12AM	3	7
<p>Know anyone who makes you feel like this? Refer them on to us!</p>	08/23/17 4:22AM	2	5
<p>PASSENGER HERE! YOU COULD BE YOU!</p>	08/08/17 3:47PM	2	5
<p>When someone else is in charge of your safety, you want it done...Why not when i...</p>	04/06/17 3:49AM	2	7
<p>Advanced motoring..... Where you plan ahead</p>	08/20/17 3:23AM	2	6

Who We Contacted

The people who follow your Page



Top Posts Through the Month

Published	Post	Type	Targeting	Reach	Engagement
09/04/2017 10:08 pm	Where do you stand on this?	Link	Public	14	0 0
09/04/2017 6:46 pm	Anyone fancy having a crack at th is??	Image	Public	30	5 0
08/27/2017 6:40 pm	Wolverhampton Advanced Motori sts shared Bespoke Driver Trainin	Image	Public	18	2 0
08/27/2017 10:49 am	Wolverhampton Advanced Motori sts shared Classic Car Daily's vid	Video	Public	26	0 0
08/26/2017 7:32 pm	Some helpful advice for motorway traveling with your pup....	Image	Public	16	0 0
08/23/2017 12:22 pm	Know anyone who makes you feel like this? Refer them on to us!	Image	Public	24	3 0
08/22/2017 10:21 am	Wolverhampton Advanced Motori sts shared Back Off's post.	Image	Public	20	1 0
08/21/2017 1:19 pm	Wolverhampton Advanced Motori sts shared Car Throttle's post.	Image	Public	18	2 0
08/20/2017 1:21 pm	Wolverhampton Advanced Motori sts shared Shared: Animals's vide	Image	Public	29	0 1
08/20/2017 11:24 am	Wolverhampton Advanced Motori sts shared Euro Car Parts's phot	Image	Public	47	5 1
08/20/2017 11:23 am	Advanced motoring..... Where you plan ahead	Image	Public	21	1 0
08/18/2017 5:43 pm	Been a victim of increased insura nce prices? Take your advanced t	Image	Public	16	1 0
08/16/2017 2:52 pm	Tires and tarmac....	Image	Public	18	1 0
08/13/2017 9:34 am	What are your thoughts on this? Maybe chicanes could replace the	Image	Public	21	1 1
08/12/2017 12:31 pm	Wolverhampton Advanced Motori sts shared Bright Side's post.	Image	Public	28	5 0