



Wolverhampton Advanced Motorists

Registered Charity 1053330

Committee Meeting Minutes

Date: 6th March 2018

Location: Holiday Inn
Gorsebrook Road
Wolverhampton
WV6 0PE

Time: 19:45

Present Jonathan Hughes Tony Robson Roy Richards
 Paul Williamson (Chair) Graham Foulkes Christine Westwood

Apologies Geoff Davis Nigel Packer
 Richard Dodd David Gallagher

1 **Action Items**

<u>Who</u>	<u>Target Date</u>	<u>Action</u>	<u>Status</u>
PW	16.3.2018	E-mail to be sent to Robbie Downing requesting clarification of the complaint received. (3.1)	Open
PW	2.4.2018	Establish possible venues and costs for a Group Dinner to be held during the next six months.	Open
CW TR/PW/GF	2.4.2018	Arrangements to be made for Christine to become a signatory on Group bank account. (5.1)	Open
TR	16.3.2018	A card to be sent to Dave Shenton on his retirement from IAM RoadSmart (4.1)	Open
PW	2.4.2018	Discussion to be had with Dave Shenton to see if he would be willing to sit on the Group Committee (4.2)	Open
TR	16.3.2018	Renewal notices to be sent to all Group Members (4.4)	Open
RR	2.4.2018	Chris Piper to be contacted regarding his interest in becoming an Observer (6.6)	Open
PW/JH	2.4.2018	Paul to provide "old" versions of the Associate Introduction Video to allow for possible updating and IAM RoadSmart branding. (7.3)	Open
PW/JH	2.4.2018	Dates for all events throughout 2018 to be passed by Paul to Jonathan for inclusion within the Events Diary of the web site. (11.0)	Open
PW/DG	2.4.2018	Paul to talk with David to obtain more details as to the way in which a Treasure Hunt might be organized (12.0)	Open
JH/PW	2.4.2018	Establish if Nigel Mansell would be available at some stage to attend as a Guest Speaker at a Group Event along the lines of the Paddy Hopkirk and David Gallagher Event held in January. (11.1)	Open

Paul commenced by welcoming all present to the meeting. It was noted that there was no meeting in February 2018.

2 **Matters Arising**

The minutes of 2nd January 2018 were agreed as a true record, proposed by Tony Robson and seconded by Paul Williamson.

3 Chairman's Report

Paul advised that the required annual Charity Commission Report had been completed and submitted as was required.

3.1

Paul advised that a complaint had been received by IAM RoadSmart in respect of his "control" of the Group Committee. This information was received from Robbie Downing, (Region 4 Area Service Delivery Manager), and did not contain much clear detail as to the nature of the issue.

Following discussion, it was agreed by the Committee that we were unable to react unless detail was provided and that as such Paul was tasked with e-mailing Robbie Downing to ask for specifics so that these could be properly addressed.

3.2

Paul suggested that consideration be given to a Group Dinner. This was discussed and agreed to be a positive suggestion. So as to be able to progress this Paul was tasked with finding possible venues and costs associated with such a dinner so that the opportunity could be presented to the Group Membership.

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4 Group Secretary's Report

The Group Scorecard has been received and circulated to Committee Members; principal detail for February 2018 is as follows:

Advanced Course Statistics

Allocations	Group	Region Avg
Last Month	1	1.5
3 month Average	1	1.6
Last 12 months	17	23.6

Advanced Course Allocated Sales

	Total	Region Avg
Last Month	1	1.4
3 month Avg	1	1.5
Last 12 months	17	23.4

Enrolments	Group	Average Days	Region Avg	Region Avg Days
Last Month	2	12	2.5	84
3 month Average	1	16	1.8	46
Last 12 months	17	12	22.4	32

Test Statistics

	12 months	Region Avg
First	7	3.5
Pass	9	11.3
Fail	0	2.2

Test Ready

Last Month	1	198	1.1	196
3 month Average	1	143	1.0	182
Last 12 months	16	162	15.7	202

% Pass	100	87
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Details continue to reflect really well on Wolverhampton Group especially on the calibre and focus of the Group Observers. It is especially pleasing to note the 100% Pass figure being repeated again in this month's figures.

4.1

The Committee was advised that Dave Shenton was to stand down from responsibilities at IAM RoadSmart. Dave has been associated with Wolverhampton Group for a long time and as such it was seen fit that a card should be sent to him from the Group on his retirement.

4.2

It was discussed and decided that an approach should be made to Dave to see whether he would be willing to sit on the Group Committee. To this end Paul agreed that he would have a "chat" with him at some stage and report back.

4.3

The forthcoming changes to the laws regarding data protection were discussed, (GDPR), though not in any great detail it being agreed that fundamentally we should, as a Group, wait for clear direction from IAM RoadSmart prior to taking any definitive actions.

The above said it was generally accepted that with the changes that Member data would likely now be in the purview of IAM RoadSmart and not within the Groups. (Detail held being maintained by

IAM RoadSmart on DTE and accessed and used as necessary by the Groups from that single data source.

4.4

Tony agreed that he would send out the “normal” reminder and details regarding Group Membership renewal.

4.5

Tony raised an issue of concern regarding insurance coverage for Associates. It was clarified, following a number of exchanges with Robbie Downing and an exchange with Paul Woozley, that, for an Associate to be insured, (within the context of IAM RoadSmart), that an Associate of necessity had to be registered as being a Member of an IAM RoadSmart Affiliated Group by that Group Membership.

Within the same context it was additionally clarified that a Trainee Observer had to be registered with IMI before such time as they could act in any capacity as an Observer.

5 Treasurers’ Report

Current account status is as below:

<u>Group Accounts Statement</u>	
Current Account:	£1,126.17
Social Account:	£162.03
Deposit Account:	<u>£1,552.49</u>
Total:	<u>£2,840.69</u>

No accurate figures were available for the accounts as a result of the changeover of active Treasurer. Though the details are above are not wholly accurate as of the date of this meeting it was accepted that with the payments that had been made and the receipts that the accounts were still in good order.

5.1

The transfer of the accounts from Graham Foulkes to Christine Westwood is yet to be completed though it is nearing finalization. (There had been delays as a result of the complexity of the on-line documents required by Lloyd’s Bank). It was agreed by all that this matter must be resolved as a matter of urgency as the transition had already taken longer than anticipated.

Paul has had a number of discussions with Lloyds Branch in Dudley. There seems to be some “issues” with the Group Accounts held by Lloyds in that the registered details are not in accord with the mandates in place. The matter is being investigated and we have been assured that this will be resolved shortly. (It is believed that this “confusion” of detail arose because of the transition of the account from being originally TSB to being Lloyds TSB and now becoming Lloyds.

6 Chief Observer Report

A Taster Drive is scheduled to be taken with Paul Berry within the next few days.

6.1

Elaine Wheeler made an enquiry regarding her joining IAM RoadSmart. This is yet to be followed up.

6.2

John Skelding took his test and obtained a F1rst. (It was understood that he had in the past been an ADT Rider).

6.3

It was confirmed that Alan Bates passed his National Observer Test on 25th January 2018. Congratulations have been passed to him in this.

6.4

Roy Richards took his National Observer Local Observer Assessor re-test on 25th January and passed.

6.5

An Observer Meeting is scheduled for 20th March 2018 to be held at The Holiday Inn. Full details will be posted on the Group web site.

6.6

Chris Piper has indicated interest in becoming an Observer. Roy to follow up on this.

7 Associate Controller's Report

The Observer Associate Status Report maintained by Nigel and Jonathan was circulated reflecting the current actual state of the Associates within the Group.

7.1

No further discussions have taken place with Stephen Hare. It is uncertain whether he has gone directly to IAM RoadSmart to take his Masters.

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7.3

Associate Presentation Attendance

Associate	Observer	Part I	Part II
Deborah Perrens	Alan Bates	x	x
Akiff Janjua	Roger Denley		x
Edward Connett	Mike Leadbeater		
Francesca Hyett	Barry Sadler	x	x
Luana Mazzetta	Nigel Packer		
Sandra Ingram	Paul Williamson		x
Sheila Barnfather	Tony Robson	x	xx
Pam Dawson	Tony Robson		
Robert Harbon	Peter Spillan		
Mark Jozst	Christine Westwood		

On Hold
Active

Associates Evening Part II is scheduled for 24th April 2018

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 the process of progressing from an Associate to a Full IAM RoadSmart Member.

8 Membership Secretary’s Report

Current position of the Group is:

- 60 Full Members
- 12 Associates
- 3 National Observers (Two of which are LOA’s)
- 9 Local Observers
- 1 Observers under Instruction

9 Newsletter Editors' Report

The Spring Newsletter is to be issued shortly following input from Paul as Chair.

9.1

Tony advised that the closing date for the Summer Newsletter would be 1st May 2018.

10 Web Administrators Report

Jonathan reported that because of the interest being generated by the Paddy Hopkirk and David Gallagher Event as well as the contributions and input from David Gallagher, Facebook activity has increased. Details shown in Appendix 1 to these Minutes.

10.1

As with Facebook our Group Twitter activity has been increasing.

11 Publicity and Events Co-ordinator's Report

Following some previous concerns about access to venues for various meetings throughout the course of 2018 it was understood from Paul that we now had continuing free access to room space at The Holiday Inn and at The Friends Meeting House. With this in mind it was agreed that Paul should "book" all future Committee, Observer and Associate Meetings at The Holiday Inn with all Monthly Group Meetings being booked for The Friends Meeting House. Dates are to be provided by Paul for addition to the Events Diary on the web site.

11.1

Following the success of our Paddy Hopkirk evening it was considered worthwhile our seeing if we could get Nigel Mansell to a future event. Jonathan agreed to see if this could be arranged with IAM RoadSmart.

11.2

Paul advised that Martin Doran was to attend our June Meeting. Martin is an Examiner for IAM RoadSmart however he is not ex police and as such has a different perspective on the ADT.

12 Young Driver Ambassador Report.

David Gallagher was unable to attend the meeting however did submit comments and thoughts for consideration to Paul; amongst his thoughts was that we should perhaps organize a "Treasure Hunt" for some time in the next few months.

Following discussion, it was agreed that this might be a good idea and Paul was asked to go back to David to get more details as to how he thought that the event might be organized and managed. (It being possible that another Group with whom, David has had contact has been successful in running such an event!).

13 A.O.B.

There were no matters discussed here.

15 Date of Next Meeting

The next meeting is scheduled for 3rd April 2018 at the Holiday Inn, Gorsebrook Road to start at 19:45.

This meeting adjourned at 10.15

Proposed as a true copy of the above meeting:

Seconded as a true copy of the above meeting:

Date:

Appendix 1

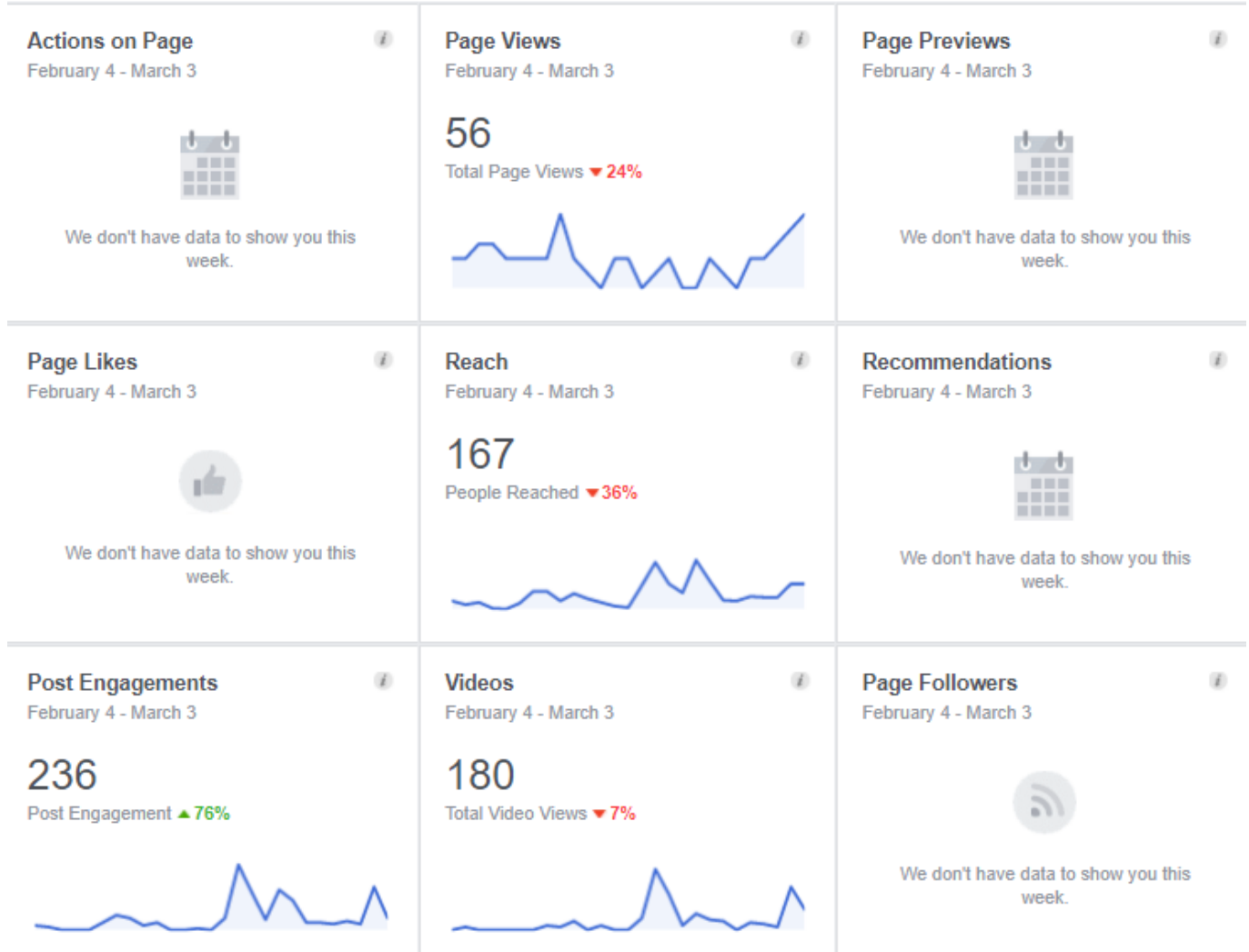
Facebook Details for February 2018

Overview

Results from Feb 05, 2018 - Mar 04, 2018

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.

Organic Paid



Who Saw Us and Followed Us

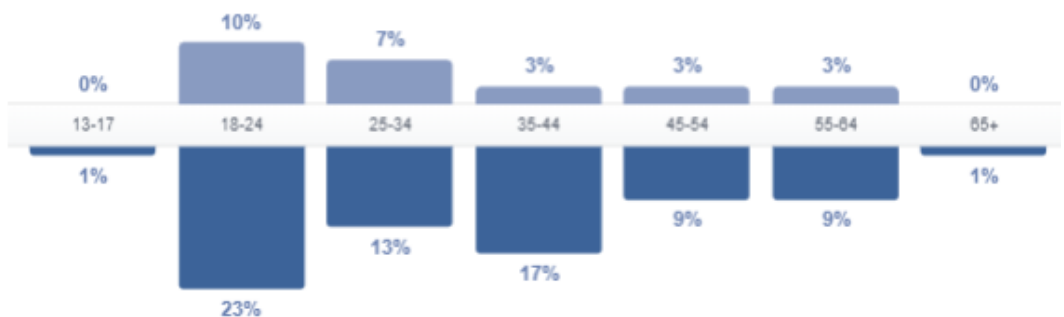
The people who follow your Page

Women

26%
Your Followers

Men

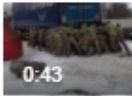



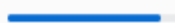

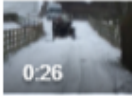



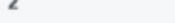




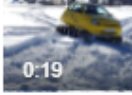

73%
Your Followers



Top Posts Through the Month

Published ▾	Post	Type	Targeting	Reach ⁱ	Engagement
03/05/2018 11:41 am	 Wolverhampton Advanced Motorists shared GRIP - Das Motomagaz			11 	2 1 
03/05/2018 11:40 am	 Wolverhampton Advanced Motorists shared BRAND GB's post.			7 	0 0
03/04/2018 9:56 pm	 Very important point about HGV's Remember what they do for us!			20 	6 0 
03/04/2018 2:40 pm	 Wolverhampton Advanced Motorists shared Michael Jones's post.			19 	19 1 
03/03/2018 4:38 pm	 Wolverhampton Advanced Motorists shared Tuckett Brothers's video.			21 	2 0 
03/03/2018 2:59 pm	 Wolverhampton Advanced Motorists shared Emergency Services Hu			14 	1 0 
03/03/2018 12:53 am	 Wolverhampton Advanced Motorists shared Dave's post.			21 	3 1 
03/02/2018 8:45 pm	 Whilst the roads are in such a state it's probably better to stick to mo			36 	12 1 
03/02/2018 7:28 pm	 Greggs driver stranded on motorway starts handing out free pasties			21 	1 0 
03/02/2018 7:26 pm	 Wolverhampton Advanced Motorists shared Owens Group's video.			27 	6 0 
03/02/2018 1:37 am	 Food for thought!?			24 	0 1 
02/28/2018 8:20 pm	 Wolverhampton Advanced Motorists shared BBC Radio Norfolk's vid			22 	5 0 
02/28/2018 8:16 pm	 Its a hot topic recently and cars are always a target. Keep yourself b			10 	2 0 
02/27/2018 4:16 pm	 Wolverhampton Advanced Motorists shared a memory.			14 	5 0 
02/27/2018 11:55 am	 Appeal to 4x4 drivers to help doctors and nurses get to work			7 	0 0

Top Videos Through the Month

Video	Published	Minutes Vie... ^	Video Views
 0:43	● 03/02/18 11:26AM	2 	8 
 0:10	● 02/28/18 12:20PM	2 	9 
 0:26	● 03/03/18 8:38AM	2 	9 
 0:49	● 02/27/18 8:16AM	2 	8 
 0:28	● 12/06/17 2:48PM	0 	0 
 0:19	● 03/05/18 3:41AM	0 	0 