



PETERBOROUGH AND DISTRICT ADVANCED MOTORISTS.

Reg. Charity No. 1067966

Affiliated to the Institute of Advanced Motorists

Minutes of the Group Committee meeting no 1901 held on Thursday 17th January 2019 at the Peterborough Milton Golf Club, Milton Ferry, Peterborough, PE6 7AG.

The meeting commenced at 19.30 hrs.

	<u>Action</u>
In attendance were the Hon. Secretary Leon King (LK), Training Co-ordinator Brian Sharman (BS), Treasurer Bill Peck (BP), Membership Secretary Dave Fennell (DF), President, Trevor Dickenson (TD), Kim Best (KB), Website Administrator Robin Sutton (RS).	
1. <u>Apologies for Absence;</u> Chairman Stuart Earle (SE), Prue Lester (PL), Dave Atkinson (DA), Sandy Reid (SR),	None
2. <u>Minutes of the previous meeting</u> 2.1. The minutes were agreed as a true record and signed by TD who chaired the meeting in SE's absence.	None
3. <u>Matters arising from minutes</u> 3.1. KB and LK gave feedback on their visit to Corby Group's event on 16/1/19 at which the IAM's Young Driver Ambassador David Gallagher gave a presentation. It was agreed that he be invited to speak to our group at either the April or October meeting. 3.2. Corby Group are keen to work on a joint event. This could be a driving event meeting on common ground in the Oundle area.	None LK/SE
4. <u>Correspondence</u> 4.1. Nothing new. All correspondence has been already circulated to the committee.	None
5. <u>Finance Report</u> 5.1. Balance at 17/1/19 is £1995.95 (BP). Accounts attached. 5.2. The committee felt that we need to reduce the amount of funds held and discussed ways in which we could use finds to promote the aims of the group as follows. 5.3. BS asked if we would like to purchase the almost new projector being sold by the driving instructors group which is being disbanded. They have offered it at £200 in stead of the £250 they were going to sell it for elsewhere. It was agreed that since our group's projector is more than ten years old it and does not connect to HDMI ports, it would be a good idea to upgrade this item. Purchase was agreed. 5.4. DF mentioned that on renewal, IAM are offering a 10% discount to new associates with a promotional code. We could pass this on to those taking free tasters as a way of encouraging them to sign up as associates. 5.5. LK mentioned that we could continue to offer a £30 discount on driving events such as Speed Skills that he had been on at an event organised by Milton Keynes group. LK to contact Louise at Milton Keynes group to see what events she has coming up that we might be able to join in with (e.g. Silverstone or Speed Skills). 5.6. Other suggestions were to offer a £50 discount to under 25's who pass within twelve months. 5.7. LK to organise name badges for observers and officials. 5.8. LK noted that Corby group offer refreshments at meetings (tea, coffee, biscuits) which we could also do. How much would the Golf Club charge us to provide this.	None All BS/BP All LK All LK BP
6. <u>Membership Secretary's Report</u> 6.1. DF reported 74 members, 57 full and 17 associates. BS reported that his list tallies with this.	None

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<p>7. Training co-ordinator's report</p> <p>7.1. BS reports 17 associates of which 13 are currently active. This tallies with DF's records.</p> <p>7.2. There have been three passes since November and three new associates.</p> <p>7.3. From January to December 2018 there have been 22 new associates and 19 passes.(BS). Our pas rate is currently 94% (LK).</p> <p>7.4. Some associates are still waiting several weeks for their logbooks. LK has distributed the pdf of the associate logbook to observers by email and will follow up with Welwyn.</p>	<p>None</p> <p>None</p> <p>None</p> <p>LK/All</p>
<p>8. Observer Training 2019</p> <p>8.1. Suggestions for areas to cover included on/off dual carriageways in a low powered car (DF).</p> <p>8.2. Spoken thoughts (LK). It was suggested that we work on this at a group driving meeting. DF suggested showing one of the new Hazard Perception tests and discussing before going out on the drive. BS to order a copy of the new test DVD for the group's use.</p>	
<p>9. Website</p> <p>9.1. MailChimp discussed as an alternative way to deal with contacting members by email instead of the hotmail currently used by PL who reports that some member email addresses regularly reject our emails. RS explained reasons why this may happen. MailChimp may be better as it complies with GDPR and has an unsubscribe button on each email giving members more control if they no longer wish to receive our communications.</p> <p>9.2. It was proposed that we trial MailChimp before the next meeting to see how well it works for us. RS to contact PL regarding this.</p> <p>9.3. LK to bring projector to March meeting so that RS can demonstrate Facebook and MailChimp.</p> <p>9.4. KB suggested the use of Survey Monkey to elicit better feedback from associates.</p>	<p>RS</p> <p>RS/PL</p> <p>LK/RS</p>
<p>10. Events Report</p> <p>10.1. 2019 meetings</p> <ul style="list-style-type: none"> February 7th 8pm, Group meeting – Lew Whittaker, "Meet the examiner" Q and A. LK to contact him again to confirm. March 7th 7.30 AGM followed by Robin Sutton on electric vehicles at 8pm. March 21st 7.30pm, committee/observers meeting April 4th 8pm, speaker TBC, LK to contact possible speakers (see below). May 16th 7.30pm, committee/observers meeting June 6th (6pm?) time TBC. Driving meeting. Possible collaboration with Corby Group. SE to contact them. Or Spoken thoughts. July 18th 7.30pm, committee/observers meeting August 1st, (6pm?) time TBC. Driving meeting Driving meeting. Possible collaboration with Corby Group. SE to contact them. Or Spoken thoughts. September 19th 7.30pm, committee/observers October 3rd 8pm, speaker TBC, LK to contact possible speakers (see below). November 21st, 7.30pm committee/observers December 5th 8pm, Annual Buffet and Quiz <p>10.2. Options for April or October meetings</p> <ul style="list-style-type: none"> Mick Croome of www.speedskills.co.uk Dave Gallagher, Young Driver Ambassador <p>10.3. A joint meeting with another group (Corby, Northampton etc.) SE to Liaise.</p>	<p>LK</p> <p>RS/all</p> <p>All</p> <p>LK</p> <p>All</p> <p>SE</p> <p>All</p> <p>SE</p> <p>All</p> <p>LK</p> <p>SE</p>

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11. Any Other Business

- 11.1. LK voiced concerns that due to work he feels he is not keeping up with secretary duties because of increased hours at work and asked if anyone would be willing to stand as secretary at the AGM. There were no offers but TD suggested he could reduce the workload by delegating more to other members of the committee. RS kindly offered to contact PL regarding trialling MailChimp. It was suggested that BS could receive the new associate emails but it was thought that this would mean he would have to become the group contact and would get all the incoming emails. DF pointed out that LK can set up a direct forwarding of emails with a particular header. LK to try this.

LK/All

12. Date of Next combined committee/observers Meeting

- 12.1. **Thursday March 21st 2019 at 7.30pm.** Venue as usual, Milton Golf Club, Milton Ferry, Peterborough, PE6 7AG.

All

There being no other business, the meeting closed at 21.10 hrs.

Leon King, Hon. Secretary. (tel. 01733 319921 / 07727 073064)

Signed as a true record.....(Chairman)

Date.....