



**Minutes of the Annual General Meeting, October 19, 2024, 10:00am
The Haven Centre, Hophurst Lane, Crawley Down**

Committee present: David Buttery (DB) Chairman
Andrew Jupp (AJ) Membership Secretary
Jonathan Baker (JB) Treasurer
Steve Tovee (ST) Group Chief Instructor
Dominic Gray (DG) Secretary

Members present: A full list of those attending is provided in Appendix 2 to these minutes

The meeting commenced at 10.00 am.

1.0 Welcome and Safety Message:

- DG welcomed everyone and provided details of the facilities and what to do in case of an emergency

2.0 Apologies for Absence:

- DG noted that apologies had been specifically received from:
 - Peter Walsh
 - Stuart Hill
 - Cathy Villiers
 - Colin Smith
 - Owen Evans
 - Paul Matchett
 - Hugo Trepant
 - Robin Brown
 - Alex Beattie
 - Tony Gillingwater
 - Dominic Green
 - Simon Thorp
 - Tim Benians
 - Steve Phillips
 - Jonathan Baker
 - Nick Golding

3.0 Agree Minutes of 2023 AGM:

- DG asked for a proposer and seconder for approval of the 2023 AGM minutes that have been available on the website for 11 months.
 - Proposer – Paul Ingleton
 - Seconder – Sue Manning
 - Vote – approved.

4.0 Introductory Remarks and Update from the Chairman:

- DB` welcomed everyone and thanked them for their support and attendance
- He thanked the instructors and senior instructors for their commitment
- He reminded everyone that the continued support of all members was key

5.0 Updates from Committee:

- Report by the Treasurer
 - DG provided a financial update for the year to end Sept 2024, in the absence of Jonathan Baker
 - He noted we have £14745 of cash in the bank (various accounts)
 - He noted our income was £6729 and our expenditure was £9450
 - He covered a few more details provided in his 1 page report (available in Appendix 1)
 - Including: an increase in costs of venue hire, an increase in cost of instructors (including an addition of 8 new instructors)
 - There was also a mention of funds raised through our partnership with the Met on BikeSafe – 40X £20 contribution, which, once venue costs were deducted, resulted in a £570 donation to Air Ambulance. It was noted that whilst we and the Met both wished to repeat this in 2025, currently this was under review due to funding.
- Report by the Membership Secretary
 - AJ reported that we had started the year (November 2023) with 325 members and ended the year (as of this day) at 332
 - The 332 is made up of 298 associates and 34 instructors
 - He noted that the movement in membership is the combination of 43 new members, 8 returnees and the loss of 52 existing members
 - He mentioned that so far, as a group, we have purchased 78 Helite vests – 7 in 2023/24. It was noted that these are at a significant discount to members, and that we neither stock these nor do we profit from their sales.
 - Jason White enquired regarding ‘activations’ – it was reported there have been 2 incidents where the vest have been deployed, with great effect.
 - Membership card – may go ‘online’, costs being considered.
 - He thanked everyone generally for their support
- Report by the Group Chief Instructor
 - ST began his comments by thanking all for their attendance. His report would be covering solely training, as of previous years.
 - He noted that in early February 2024 the first instructor meeting took place, which was to consolidate our approach to training and get everyone ‘on the same page’. A second meeting later in the year was planned, but

due to work commitments was unable to find a suitable day that worked for all.

- He then discussed Ride School 2024, which was attended by 72 people including instructors. 18 instructors provided practical training on the 2nd Sunday
 - He then covered a new initiative – Road School – held in April and hosted by JB and Andy Palmer. This was oversubscribed, with a waiting list. The response was extremely positive.
 - Sadly, during the weekend there was a fatal collision involving a trainee – Byron Vacacela – ST paid tribute to those who had to deal with the immediate aftermath, and discussed his attendance, along with other group members, at the funeral
 - ST then covered the monthly training on Sundays at Miceys and Tulleys, and the addition of the 3rd Wednesday of each month at Tulleys
 - ST then detailed the number of training sessions this year, the number of test passes (24) and the fact that since records began we have recorded over 330 RoSPA test passes
 - ST then talked about the slow riding day in September at the Hawth in Crawley, which was extremely well received
 - ST then mentioned the Instructor training being held between ST and Paul Ingleton, for those training as instructors. This year 5 new Instructors resulting.
 - ST finally thanked Paul Ingleton, Andrew Palmer, JB and DB as the Senior Instructors for their support at the training venues – and the committee for the time given up for the group behind the scenes
 - ST also noted that Ride School was on the calendar for March 2025 and that there was an open call for assistance and presenters – AJ would be sending out an email in November.
 - Chris Draper volunteered thanks to ST, Andy Palmer and Paul Ingleton for their work
- Report by the Chairman
 - EOM ride outs – 10 held, November and February being cancelled
 - 5 Tours this year
 - Fish and Chip runs (numerous) with thanks to: John Cowburn and Steve Wolton
 - ‘Older’ bike mini tour
 - DB thanked the organisers of the above, singling out the Tour organisers for thanks:
 - Andrew Jupp (Isle of Man), Andy Palmer (Northern Tour), Tim Benians/Roger Manning/Hugh Curran (Wales) and Steve Tovee/Andy Rehorn (Scotland)
 - DB asked for volunteers for EOM ride outs for the coming year

6.0 Election of Committee Officers:

- **Chairman**
 - DB thanked all the committee for the hard work on behalf of the organisation
 - DG announced DB would be standing for re-election as Chairman. After confirming no one else wanted to come forward, he asked for a vote
 - i. Proposer – Paul Ingleton
 - ii. Seconder – Andy Reohorn
 - iii. Vote – approved

- **Treasurer**
 - DB announced JB was standing for re-election, with no one else applying.
 - i. Proposer – Andy Palmer
 - ii. Seconder – Darren Stewart
 - iii. Vote – approved

- **Membership**
 - DB announced AJ was standing for re-election, with no one else applying.
 - i. Proposer – Roger Manning
 - ii. Seconder – Martin Smith
 - iii. Vote – approved

- **Secretary**
 - DB announced that Dominic Gray was standing for re-election, with no one else applying.
 - i. Proposer – Steve Tovee
 - ii. Seconder – Roger Manning
 - iii. Vote – approved

7.0 Nominees for Group Life Membership:

- DB confirmed the committee was putting forward Paul Ingleton for life membership
- A vote was taken:
 - Roger Manning - approved
 - Sue Manning - approved

8.0 Questions from the Floor:

- Tim Bergin asked about e-membership cards. AJ responded with saying that this was under investigation, with costs being a consideration – watch this space.

9.0 Close:

- DB brought the meeting to a close by thanking everyone for the attendance, and the committee for their continued hard work
- Roger Manning thanked the Committee
- Darren Stewart thanked the Instructors

< Minutes approved by email >

David Buttery

Dominic Gray

Jonathan Baker

Steve Tovee

Appendix 1 – Treasurer’s Report

Treasurer's Report Oct-24



Accounting Summary

Cash at Bank	14,432
HSBC Com	761
HSBC Res	12,448
Paypal	1,223

Gross Receipts	7,189
Subs	6,932
Bank interest	257
Dispute Resolutio	0

Other Assets	788
IT Hardware	391
PC Software	197
Equipment	200

Total Expenses	-10,222
Associates	-580
Marketing	-1,071
Instructor	-2,399
Committee	-1,649
VenueHire	-2,643
SystemCosts	-1,632
Website	-36
Paypal Fees	-213

(IT & Bank Fees)

Liabilities	0

Net Assets	15,220
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Net Income	-3,032
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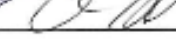
Treasurer's Comments

Appendix 2 – Members Attending


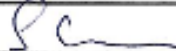


<i>Name:</i>	<i>Signature:</i>
Alan Stephenson	
Andrew Jupp	
Andy Muirhead	
Andy Palmer	
Andy Rehorn	
Bobby Thompson-O'Connor	
Brian Minnis	
Chris Draper	
Clive Wood	
Darren Stewart	
David Buttery	
Dermot Horan	
Giovanni Cacciaccaro	
Jenny Munn	
Jeremy Palmer	
Ken Sheath	
Len Grundy	
Luciano Nocita	
Mike Barrett	
Paul Ingleton	
Peter Marshall	
Peter Walsh	Apologies.
Ray Goodman	
Rob Purvis	
Rob Purvis	
Rory Lautenbach	
Sebastian Carro	
Simon Lucas	
Steve Gilbert	

STEVE ROYS

Sheet1

Name:	Signature:
Dominic Gray	
MARTIN SCOTT	
ROCK	
JASON WHITTO	
TIM BERSIN	
Mike Graddase	
MIKE BULLER	

Sheet1

Steve Tovee	
Steve Wolton	
Sue Manning	
Tom Muirhead	
Yeshwant Patel	

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