



**Minutes of the Annual General Meeting, October 22, 2023, 10:00am
The Haven Centre, Hophurst Lane, Crawley Down**

Committee present: Rory Lautenbach (RL) Chairman
Andrew Jupp (AJ) Membership Secretary
Jonathan Baker (JB) Treasurer
Paul Ingleton (PI) Kent Branch Chief Instructor
Steve Tovee (ST) Group Chief Instructor
David Buttery (DB) Secretary
Andy Reohorn (AR) Social Secretary

Members present: A full list of those attending is provided in the appendix to these minutes

The meeting commenced at 10.00 am.

1.0 Welcome and Safety Message:

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

2.0 Apologies for Absence:

- DB noted that apologies had been specifically received from:
 - Michael Gallafent
 - Peter Burfiend
 - John Cowburn
 - Tom Muirhead
 - Simon Lucas
 - Godfrey Town
 - Tim Benians
 - Ben Goss

3.0 Agree Minutes of 2022 AGM:

- DB asked for a proposer and seconder for approval of the 2022 AGM minutes that have been available on the website for 11 months.
 - Proposer – Martin Smith
 - Seconder – Sue Manning
 - Vote – approved.

4.0 Introductory Remarks and Update from the Chairman:

- RL welcomed everyone
- He commented that we had had a good year as a group, investing in our infrastructure, our instructor development, training materials etc.
- He reminded everyone that the continued support of all members was key

5.0 Updates from Committee:

- **Report by the Treasurer**
 - JB provided a financial update for the year to end Sept 2023
 - He noted we have £17,537 of cash in the bank (various accounts)
 - He noted our income was £6,659 and our expenditure was £7,762
 - He covered a few more details provided in his 1 page report (available in appendix 2)
 - Robin Brown asked that the committee look again at further opportunities to invest in the group (and use some of the cash available)
 - There was further discussion around this topic, including the pros/cons of lowering the membership fee, and the loss of the RAPID training opportunity since they had been bought and adjusted their focus.
- **Report by the Membership Secretary**
 - AJ reported that we had started the year with 301 members and ended the year (at end Sept) at 326, and that we were at 332 now (at 22 Oct 2023).
 - This represented a growth of 8% on the year
 - The 326 is made up of 295 associates and 31 instructors
 - He noted that the growth of 25, net, is the combination of 60 new members, and the loss of 35 existing members
 - He reported that the two ride school events held earlier in the year were the best attended ever (with 74 and 83 people attendees Ride School 1 & 2).
 - He thanked everyone involved and presenting, particularly: Colin Smith, David Buttery, Hugo Trepant, John Cowburn, Jonathan Baker, Peter Burfiend, Steve Littler, Steve Tovee, Tim Bird, Andrew Jupp
 - AJ also explained that Ride School for 2024 was being planned, and likely to be across two Sundays in March. Volunteers from our Instructor base wishing to help present are very welcome and should make themselves known to AJ
 - He noted that safety equipment like Helite airvests and Taggisar ICE stickers are available through the group (at considerable discount), and available through the members portal
 - He also noted a successful photo competition earlier in the year – and thanked everyone for their involvement
 - He thanked everyone generally for their support
- **Report by the Group Chief Instructor**
 - ST began his comments by reflecting on the post COVID recovery
 - He noted that rebuilding the instructor base after COVID was a priority and that we have grown the ranks of senior instructor from 7 to 12 now, and have 8 instructors in training
 - He thanked all the instructors for their continued support
 - He also noted the successful addition of mid-week Tulleys and the continued strong attendance at Tulleys and Mickeys training sessions
 - ST reported on a successful slow riding day in June, noting that it was free and encouraged everyone to take part
 - Another success was the collaboration with the Met's BikeSafe team to enable the instructors to have an instructors specific session, which everyone involved found valuable, and received very positive feedback from the Met team

- ST also encouraged everyone to take advantage of Biker Down sessions being offered by most county Fire Brigades. He noted that the committee had tried to organise SMART specific sessions at a location of our choosing, but this didn't seem to be something the Fire Services were interested in doing.
- ST commented on the number of successful EOM rides we have held this year.
- Fabiano Soldati asked about start points for EOM rides (as he often found himself a long way from them), and ST commented this was largely driven by those volunteering to lead the rides, and we should look to engage more instructors and Gold riders to take on the role.
- ST commented on the success of Ride School, reiterating AJ's earlier remarks. And he also mentioned the 4 Tours (used to be called Wizzes !) held this year to the IOM, Scotland and Wales x 2. He thanked all those involved.
- ST noted that we had 5 Bronze, 27 Silver and 114 Gold passes this year that we know of, but both he and AJ encouraged people to let us know as we are not informed automatically by RoSPA. He emphasised the importance of all passes at an advanced level, noting that often the difference between them can sometimes just be a bit of polish.
- He reminded everyone of the opportunity to have a Pre Test Check Ride with a senior beforehand to help
- ST noted we had had a few "offs" this year – and that everyone was recovering well.
- He noted the fish and chip runs run by John Cowburn and the vintage bike run to Goodwood, run by Tim Bergin.
- He called out Paul Ingleton for particular thanks, as Area Chief Instructor for Kent, and he announced that Andy Palmer was being appointed Area Chief Instructor for Sussex. Congratulations Andy !
- Clare Thurgar asked whether a geographic distribution (a heatmap ?) of members was possible. The committee agreed to look at this.
- There was good discussion on what it takes to lead an EOM ride (brought up with a question from Ray Goodman)
- There was also some discussion about the timing of slow riding day clashing with school holidays, and ST agreed to look at the timing.

6.0 Election of Committee Officers:

- Chairman
 - RL thanked all the committee for the hard work on behalf of the organisation and he announced he would be stepping down
 - He noted that David Buttery had put himself forward for the role. After confirming no one else wanted to come forward, he asked for a vote
 - i. Proposer – Bobby Thomson-O'Conner
 - ii. Secunder – Simon Osborn
 - iii. Vote – approved (unanimously !)
- Treasurer
 - DB announced JB was standing for re-election, with no one else applying.
 - i. Proposer – Dominic Gray
 - ii. Secunder – Martin Smith
 - iii. Vote – approved
- Membership
 - DB announced AJ was standing for re-election, with no one else applying.
 - i. Proposer – Martin Smith
 - ii. Secunder – Adam Shand

- iii. Vote – approved
- Secretary
 - DB announced that he was standing down and that Dominic Gray had come forward interested in the role, with no one else applying.
 - i. Proposer – Andy Palmer
 - ii. Seconder – Simon Osborn
 - iii. Vote – approved
- Social Secretary
 - It was concluded we did not need to vote on this position at the AGM

7.0 Nominees for Group Life Membership:

- RL confirmed the committee was putting forward Alan Stephenson and Alex Beattie for life membership
- A vote was taken on each:
 - Alan Stephenson - approved
 - Alex Beattie - approved

8.0 Wizzes Tours for 2024:

- DB confirmed the currently planned tours for 2024, with their organisers:
 - Isle of Man (Andrew Jupp)
 - Scotland (Andy Reohorn and Steve Tovee)
 - Wales x 2 (Tim Benians, Hugh Curran and Roger Manning)
- DB and Andy Reohorn also confirmed that two others were under discussion:
 - North England (Andy Palmer / David Buttery)
 - Vosges Mountains (Steve Tovee)
- DB reminded everyone that we were trying to move away from the term “wizz” to “tour”, with “wizz” having too much connotation that going fast was the objective

9.0 Added Item:

- AJ brought in an added starter to reiterate the content available online through our website, together with the ability to update personal info through the members portal.
- He also asked people to check they were receiving club emails, and these weren't getting lost in junk boxes.

10.0 Questions from the Floor:

- Fabiano Soldati reminded the committee about the heatmap and asked how we about getting younger members to join
 - RL remarked that it continued to be work in progress
 - AJ noted we have had a good number of younger and female new members and that our strong instructor base was a positive item of note for new members
- Ray Goodman asked about another BikeSafe for instructors
 - JB confirmed that there was continued dialogue on this
 - Adam Shand noted that the BikeSafe resources were available online for free now
- Adam Shand and Sue Manning both asked about neck buffs and other items of clothing for members and for gold passes (gold badges etc).
 - The committee agreed to pick this up and discuss

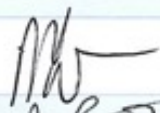


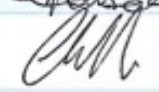
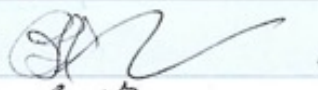


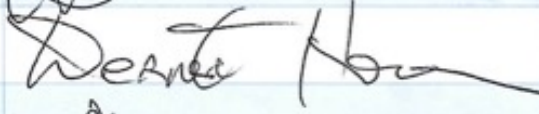

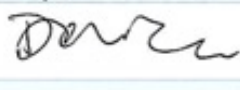
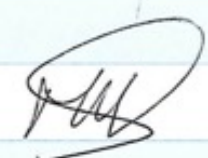

11.0 Close:

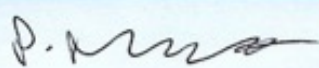
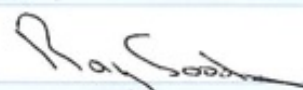

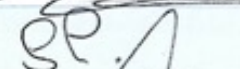
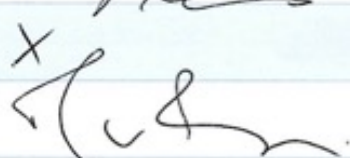


- RL brought the meeting to a close by thanking everyone for the attendance, and the committee for their continued hard work
- ST thanked RL for his time as Chairman, followed by strong applause.

< Minutes approved by email >



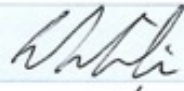

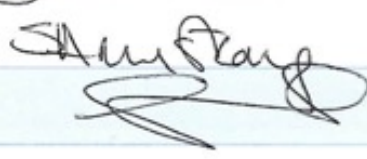

COMMITTEE	
NAME	SIGNATURE
ANDREW JUPP	
DAVID BUTTERY	
JONATHAN BAKER	
RORY LAUTENBACH	
STEVE TOVEE	

**AGM 2023
ATTENDANCE REGISTER**

NAME	SIGNATURE
ANDY FLEMING	
ANDY PALMER	
ANDY REOHORN	
BEN GOSS	
BOBBY THOMSON-O'CONNER	
CHRIS DRAPER	
CLARE THURGAR	
CLIVE FRIEND	
DARIO CZIRAKY	
DERMOT HORAN	
DOMINIC GRAY	
DOMINIC GREEN	
FABIANO SOLDATI	✓
JASON KINGDON	✓
KEN SHEATH	
MARTIN SMITH	
MIKE GRADDAGE	
NICK GOLDING	

NAME	SIGNATURE
PAUL MATCHETT	
RAY GOODMAN	
RISH RAI	X
ROB PURVIS	X
ROBIN BROWN	✓
ROGER MANNING	✓
SIMON OSBOURN	
SIMON ROYS	
STEVE PHILIPS	
STEVE WOLTON	
TIM BENIANS	X
TIM BERGIN	
TOM MUIRHEAD	APOLOGIES RECEIVED
YESH PATEL	
Paul Ingleton	

WALK-INS

NAME	SIGNATURE
ROBIN BROWN	
Fabiano Soldati	
JASON WHITE	
ADAM SHAW	
TONY	yes indeed!
SARA ARMSTRONG	
SUE M.	



**Southern Motorcycle Advanced Rider Training
(Southern Riders)**

**Treasurer's Report
Sep-23**

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**Treasurer's Report
Sep-23**



Accounting Summary

Cash at Bank	17,537
HSBC Com	1,293
HSBC Res	14,191
Paypal	2,053

Gross Receipts	6,659
Subs	6,479
Bank interest	180
Dispute Resolutio	0

Other Assets	788
IT Hardware	391
PC Software	197
Equipment	200

Total Expenses	7,762	
Website	106	
Marketing	1,250	(Inc. BMF Subs)
Instructor	1,158	
Committee	1,444	
VenueHire	2,077	
SystemCosts	1,728	(IT & Bank Fees)

Liabilities	0

Net Assets	18,324
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Net Income	-1,103
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Treasurer's Comments

Marketing = BMF affiliation & re-branding.
Small variances in most expenditure items. However, an increase in the marketing segment due to our new affiliation with the BMF and the re-branding exercise to Southern Riders. IT costs were down substantially year on year partly because we have just successfully migrated to a new 'charity-based' hosting platform which does away with historic MS Office costs but mostly due to the incorrect classification of some Instructor-related costs as systemic. Committee costs are up primarily due to the fact that the members hadn't claimed any of their expenses

Treasurer's Report Sep-20



Cost Analysis

	Sep-19	Sep-20	Sep-21	Sep-22	Sep-23	Variance
Venue Hire	858	620	0	2,259	2,077	-183
Ride School	575	0	0	0	0	0
PayPal	140	115	162	457	173	-284
Website	975	708	1,195	380	106	-274
System Costs	39	875	477	3,333	1,555	-1,778
Marketing	929	0	896	403	1,250	847
Instructor	574	125	577	1,019	1,158	138
Committee	723	188	0	163	1,444	1,281
Office	662	0	0	0	0	0
	5,475	2,630	3,306	8,015	7,762	-253
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