

## ANNUAL GENERAL MEETING 2013 AGENDA

The AGM of the High Wycombe Group of Advanced Motorists will be held on Tuesday 5<sup>th</sup> March 2013 at 1930hrs at The White Hart Public House BEACONSFIELD Bucks.

1. Apologies for Absence
2. Minutes of Last AGM
3. Matters Arising
4. Chairman's Report
5. Treasurers Report & Adoption of the Accounts
6. Election of Officers (Chairman Treasurer & Secretary)
7. Election of Committee (One Third or 33% Must Retire Annually)
8. Any Other Business
- 9 Date of Next Meeting.

The group was established in 1984 and has helped many people become safer drivers and wishes to continue this work, as well as exploring new ways to promote Road Safety. In order for us to achieve these aims, we must expand our Committee. If you would like to assist us, please contact me or come along to the AGM and we will tell you what joining the Committee involves.

The only requirements are that you must be a member of the IAM and the Group, as well as qualifying for membership as a trustee.

Robin JF Thomas  
Secretary  
High Wycombe Group of Advanced Motorists  
24 Ferndale Close  
STOKENCHURCH  
HIGH WYCOMBE  
HP14 3NT  
0845 345 2943  
07<sup>th</sup> February 2013

## ANNUAL GENERAL MEETING 2013

Minutes of the Annual General Meeting of the High Wycombe Group of Advanced Motorists on Tuesday 5<sup>th</sup> March 2013 at The White Hart Beaconsfield Bucks HP9 1LW

Present – Robin Thomas (Chairman/Secretary) Peter Gunn (Treasurer), Graeme Booker, Jan Caddie, Keith Chanter, Roy Craig Robert Frost, Eric Hambling, Sean Pearce, and Peter Woolley. Full Members.

Terry Calcutt, Elaine Hewett, and Barry Smith, Associate Members.

Guests Tony Clarke Regional Group Co-coordinator Region 7 and Steve George IAM Regional Quality Manager.

### Agenda

1 Apologies for Absence were received from;

Matti Alderson, Juliet Auld, Alan Baker, Ashley Fraser, Marianna Hawkins, Ian Munro, Emer Shivan, Andrew True and John Wiles,

2. Minutes of the Last Meeting.

The Minutes of the last meeting were agreed unanimously as a true record and were then signed by the Chairman.

3. Matters Arising

None.

4. Chairman's Report

The Chairman reported that over the year 2012/2013 the group has and still is going through various changes.

We regrettably only attended one event last year and that was the KOP HILL Climb. This was a 2 day event at Princes Risborough and, apart from the weather on the Sunday, found to be most enjoyable and we plan to return this year. Please watch for news as we will be looking for volunteers to assist. If anyone has any ideas for other events please let us know.

Some of us have also spent a day at TRRL driving performance cars and a report with pictures can be found on the Group Website.

The Group is also restarting meetings which will be held here at The White Hart on **25.04.13**, **27.06.13** and **26.09.13**. These meetings will start at 19.00 and end at 22.00. We intend to have speakers from various Transport specialties such as Highways, Motorway Policing, Parking Policies as well as talks by the Emergency Services and Volunteer Organizations. If any of you have ideas for speakers please let the Committee know.

The Group has also been supporting charities and last year gave a donation to the Heathrow Charity Ball of a Skill for Life Package and the winner will shortly be starting his Observed Drives. The Charity Ball raises money for Macmillan Cancer Support and Whizz Kids which provides young disabled people with Wheelchairs and Mobility Support.

The Group also suffered the Sad Loss of Terry Castledine who was both an Observer and Committee Member. Terry had recently completed the revision of the Group Risk Assessment programme and his work brought a new air of professionalism to this area. The Committee and Observers were grateful for his contribution and his presence will be missed.

The result of this is that the Group requires additional Committee Members and if anyone feels that they can offer support in this vital area please let us know. The task is not onerous and expenses will be paid.

#### 5. Treasurer's Report.

The Report is to be found in Appendix A and was agreed without division as a true record.

The groups fund now stood at £11,294.55 and it was agreed by all that we need to do something or other to promote the IAM and Road Safety.

#### 6. Election of Officers

The election of Officers was then determined

The Chairman Robin Thomas advised that currently he was holding both this position and that of Secretary and whilst he would prefer that the responsibilities be divided if the meeting wished he would continue in both roles. The meeting was informed that this was not a new move and had its precedence back in the 1990's when Essex Group had found that they had to do the same.

The Treasurer (Peter Gunn) also stood down and offered himself for re-election.

The Secretary (Robin Thomas) also stood down and offered himself for re-election.

The meeting agreed the following:

Chairman	Robin Thomas	Proposed by Graeme Booker	Seconded by Jan Caddie
Treasurer	Peter Gunn	Proposed by Robin Thomas	Seconded by Eric Hambling
Secretary	Robin Thomas	Proposed by Graeme Booker	Seconded by Jan Caddie

#### 7. Election of Committee

The remainder of the Committee was elected as follows;

Graeme Booker	Proposed by Jan Caddie	Seconded by Peter Woolley
Sean Pearce	Proposed by Robin Thomas	Seconded by Graeme Booker
Jan Caddie	Proposed by Robin Thomas	Seconded by Graeme Booker
Barry Smith	Proposed by Jan Caddie	Seconded by Robin Thomas

The new Committee therefore as from 5<sup>th</sup> March 2013 is

Robin Thomas	- CHAIRMAN and GROUP SECRETARY
Peter Gunn	- TREASURER

Jan Caddie - MEMBERSHIP SECRETARY  
Graeme Booker - OBSERVER Co-ORDINATOR CHIEF OBSERVER  
Sean Pearce - WEBMASTER  
Barry Smith \*\*\*

Note \*\*\* Barry Smith is currently an Associate Member but the group felt it useful to have an Associate come onto the Committee as his view on items from an Associates view may be invaluable to the Committee. Barry is also without Portfolio

#### 8. Any other Business

The Chairman thanked the meeting for their endorsements and asked the Chief Observer to give a report. Graeme Booker advised the meeting that since the last AGM, one Observer had resigned and one (Terry Castledine ) had died and that currently the Group had;-

4 Senior Observers

7 Observers

The new training processes would be introduced later in the year and this was confirmed by both Tony Clarke and Steve George.

The Group had over the year had 16 Candidates for the Advanced Driving Test of which 13 had passed giving an average pass mark of 81.3%. Of these 13 successes ONE had achieved a FIRST CLASS Pass.

The group has recently (since 14<sup>th</sup> November 2012) had 3 failures and investigations are under way to determine whether or not the methods that we are using to prepare Associates for the Advanced Test are deficient in any way.

The Group currently has 22 Associates under preparation of which 10 are Female and 12 Male

Graeme also announced the Winner of the Observers Shield which is awarded to the Observer who has done the most to promote the Group and the Winner was Terry Castledine and the shield would be engraved accordingly.

Graeme told the meeting that Terry had been very proactive in the Group and had recently carried out the Risk Assessment for the Group and his contributions had been invaluable and his presence will be missed.

Sean Pearce who is the Website Master also gave a brief report that the website had been refreshed and updated during 2012; with the Jaguar event report added (thanks Peter). It will continue to be updated - including posting details of the planned events this year.

#### 9. Date of Next Annual General Meeting.

The date of the next AGM will be Tuesday 4th March 2014 at the White Hart Beaconsfield and any items for the agenda to be with the Secretary by 25<sup>th</sup> February 2014.

10 The meeting started at 19.50 and ended at 20.25. After this there was a very informative talk by our guests Tony Clarke and Steve George on the Common Confusions about the Advanced Driving Test. and the room was vacated at 21.50

**IAM HIGH WYCOMBE GROUP  
INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDING 31ST DECEMBER 2012**

	2011 £	2012 £
<b><u>Income</u></b>		
Opening balance	10,287.21	11,248.30
Renewals	812.00	812.00
Joiners	465.00	711.00
Gift Aid	0.00	212.12
IAM support	36.48	0.00
Events	105.00	665.00
Interest Income	0.00	518.25
	11,705.69	14,166.67
<b><u>Expenditure</u></b>		
Insurance	0.00	180.00
Hall hire	82.20	360.00
Events	40.00	1,640.00
Activity costs:		
Secretarial	62.88	308.47
Member admin.	242.31	177.00
Treasurer	0.00	40.80
Observers	30.00	68.20
Website	0.00	97.65
Closing balance	11,248.30	11,294.55
	11,705.69	14,166.67
Bank account	4,202.91	3,730.91
Deposit account	7,045.39	7,563.64
	11,248.30	11,294.55