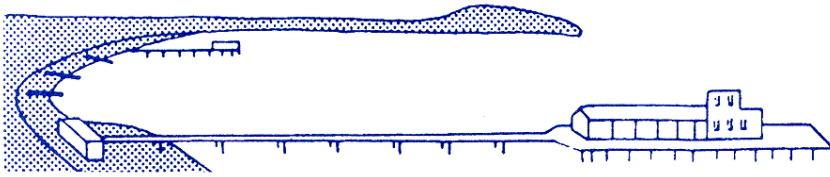




BOURNEMOUTH AND DISTRICT GROUP



MINUTES OF THE 40TH ANNUAL GENERAL MEETING HELD ON THURSDAY, 5TH OCTOBER 2017

Present: 19 Members Meeting commenced 7.45 p.m. promptly

Apologies for Absence

Received from: Alison Shelton, Mike Staton, Pauline Williamson & Sue Witcher.

Minutes of Annual General Meeting 6th October 2016

The minutes of the 39th AGM were adopted as a true and accurate record of that meeting which was proposed by Ken Tingey & seconded by David Hodges.

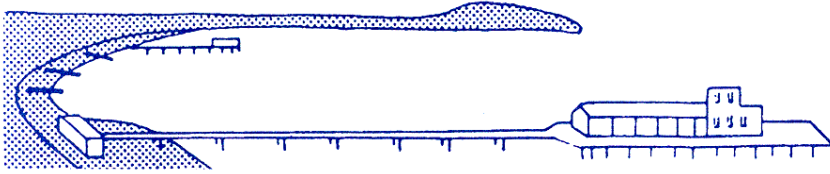
Matters arising from the 2016 AGM *None*

Chairman's Report

Chris Dale presented his first report as Chairman of the Bournemouth & District Group of Advanced Motorists, starting with some notable achievements:

- All Observers are now Institute of the Motor Industry (IMI) qualified to at least Local Observer level, with the majority at the higher National level ahead of the IAM deadline. The Group is now one of a minority to have achieved this objective.
- Several National Observers are now preparing for the IAM Masters test, which some consider to be the highest civilian driving standard in the country.
- The Group recently achieved a 100% pass rate for three months in a row against the national average of 88%. Whilst it is unrealistic to expect this to be maintained indefinitely, we hope to continue to keep above the national average pass rate.
- We have designated one of our National Observers as Quality Standards Manager. As well as coaching Observers to Local and National Levels, he will now be embarking on a rolling programme to ensure that Observing standards are being maintained.
- Bournemouth Observers have represented the Group at Regional IAM and other events either by volunteering or at the request of the Area Service Delivery Manager.
- We had a younger driver success with Haydn Garwood attaining a FIRST pass.

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- Haydn subsequently volunteered to update the Group's website and introduce a Group Twitter feed. In view of his involvement in these areas he was co-opted onto the Committee in 2017 and is standing for formal election to the Committee this evening.
- Following the closure of the Salisbury Group, the Bournemouth Group agreed to extend its geographical area to include the area south of Salisbury and in doing so we gained a former Salisbury Observer.

Chris said he would like to thank all the members of the Committee and Observers for their continued enthusiasm and support. Each of them plays their respective role in the Group. It is because of their tireless efforts that the achievements mentioned above have happened this last year.

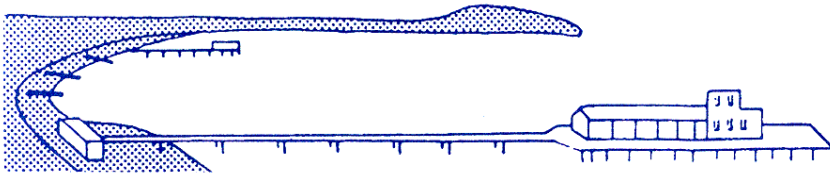
Challenges ahead for the next year:

- 1) Group Funds. As a legacy from earlier years we are currently carrying a greater level of reserves than desirable. Consequently, we do not propose any increase in the Group membership fee for this coming year.

To achieve a significant reduction in reserves the Committee proposes to:

- a) replace outdated IT equipment,
 - b) provide all Observers with IAM branded clothing and equipment to promote a corporate and professional image,
 - c) consider the feasibility of encouraging younger driver take up of the IAM Test by discounting or possibly refunding their course fee on successful completion,
 - d) ensure that Observers are properly reimbursed for reasonable expenses incurred. The Committee endorse the principle that as Committee Members and Observers are giving up their time freely, they should not be "out of pocket" as regards other reasonable expenses.
 - e) purchase IAM marketing and display equipment for use when attending events, again to give a professional image.
- 2) Succession planning. The current Committee are content to continue in their roles for at least another year. However, it is unreasonable to expect all Officers and Committee members to continue fulfilling their roles indefinitely. Therefore, the Committee needs to put steps in place for the rotation of roles and to encourage progression by other Group members into those roles.

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- 3) Capacity. We need to ensure that the Group has the capacity to resource initiatives by IAM HQ and other road safety organisations such as Mature Driver Assessments and “taster” sessions.
- 4) Public Awareness. To keep the Group in the public’s awareness without generating demand which is beyond our capabilities to resource.
- 5) Younger Driver Take-Up. To find ways to encourage younger driver take up of the IAM course and Test. This is likely to involve working with the IAM’s Younger Driver Ambassador.
- 6) Membership retention. To find ways to keep the local membership of those who have taken the IAM Test with the Bournemouth Group.

Chris concluded by saying he was confident that based on the achievements of the last year, with the dedication of the Committee, Observers and Members, the Group is in a good position to meet the challenges ahead.

Chief Observer’s Report

Richard Jolly presented the Chief Observer's Report for 2017:

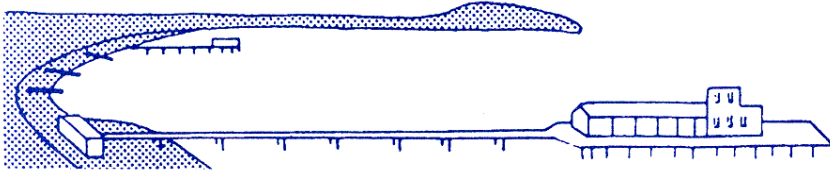
Once again Richard thanked all the Observers for their continued hard work for the Bournemouth Group and for their support and enthusiasm. We now have 17 observers and one trainee Local Observer who is not yet qualified.

The position at the end of the last reporting year i.e. 30th June 2017 was:

18 Observers	12 National Observers IMI qualified (Institute of Motoring Industries)
	4 Local Observers IMI qualified
	1 Trainee National Observer
	1 Trainee Local Observer

Since 1st July 17 Observers are now IMI qualified, i.e. 13 National Observers and 4 Local Observers, a higher percentage of National Observers than most of the Groups in our Region. Hopefully the Trainee Local Observer will resume his training and qualify in 2018. I would like to thank David May our Group Trainer and David Hodges for their help in preparing the last six National Observers to qualify during 2017 and I congratulate them.

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The position with Associates is as follows for the reporting year:

Associate passes: 5 Firsts, 18 Standard passes, 1 Fail.

These figures represent a pass rate for the preceding 12 months of 96%, 21% of which are Firsts. The Regional average for the same period was 87%. At the beginning of every month HQ publish a Group Score Card and since 1st July 2017 the Group has maintained a pass rate of 100%, the regional average between 85 and 87% and the National Average 88%. The Group has every right to be very proud of these results.

As always, we have a small number of associates awaiting allocation to an observer. The Group also has 4 observers who wish to train for the Masters test and another who started early this year but suspended her course for personal reasons and will restart soon. As I am currently the only qualified Masters Mentor in the Group I am kept busy, but look forward to seeing all these Masters candidates qualify, probably next year, plus another from outside our area who I have signed off but is waiting to take his test in November.

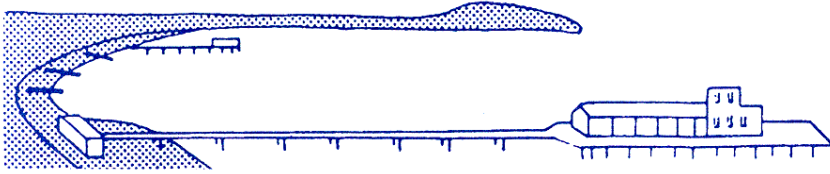
IAM RoadSmart is running a group sign off pilot scheme where members will be given the choice at the start of their Advanced Driving Course as to whether they wish to be examined the current way or whether they would prefer to be signed off within the group as competent. The latter would involve evidence based progress run sheets and the content of the course would be to the same standard as now. I understand Masters qualified observers will be preferred for the sign off procedure. The Group should be well prepared for these new procedures should they be introduced.

Richard closed by saying that the Group is in a good place, with better qualified observers than many groups, obtaining better results and with ongoing preparation for future changes. He looked forward to an exciting year ahead.

Treasurers Report & Adoption of Accounts *Chris read Pauline's report in her absence.*

A copy of the Group's Financial Statement for the year ending 30th June 2017 was circulated to all attendees. Their adoption was proposed by Nigel Bailey and seconded by Nick Hanham. These accounts were approved by Members and signed by the Chairman. Our spending this year on Insurance, Room Hire & Accountancy have risen broadly in line with inflation. The cost of our stationery, postage and phone calls has almost halved thanks to the advent of email. We now have only 5 members to whom we post newsletters etc.

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Our monthly speakers have also been generous this past year; many of them have not asked for a fee resulting in a considerable reduction in our costs.

Observers were given the opportunity to attend an “Observer Development Day” in Bristol last year and Richard and David H subsequently attended a Regional Meeting at Haynes Motor Museum. The Committee agreed to cover the cost of entries and travelling expenses.

Our Computer/Software expenses reflected the changes to our website but now that Haydn has taken on the task of Webmaster these fees will be substantially reduced in future. Many thanks to Haydn for his excellent work on this.

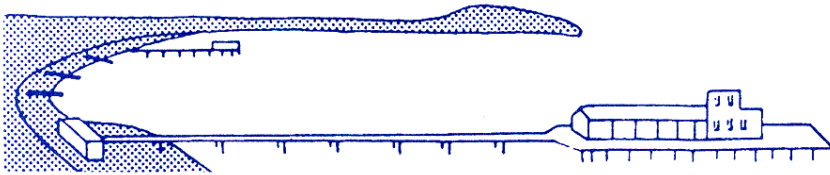
Election of Group Officers & Committee

<u>Post</u>	<u>Holder</u>	<u>Standing for Re-election</u>	<u>Nominated by</u>	<u>Seconded by</u>	<u>Elected Y/N</u>
Chairman	Chris Dale	Yes	Mike Staton	David Hodges	Yes
Secretary	David Baker	Yes	Richard Jolly	Roger Brigham	Yes
Treasurer	Pauline Williamson	Yes	David Hodges	Roger Brigham	Yes
Committee Member	Roger Brigham	Yes	David Hodges	Mike Staton	Yes
Committee Member	Nick Hanham	Yes	David Baker	Roger Brigham	Yes
Committee Member	David Hodges	Yes	Roger Brigham	Mike Staton	Yes
Committee Member	Richard Jolly	Yes	David Hodges	Roger Brigham	Yes
Committee Member	Mike Staton	Yes	Roger Brigham	David Hodges	Yes
Committee Member	Sue Whitcher	Yes	David Baker	Mike Staton	Yes
Committee Member	Haydn Garwood	Yes	Sue Whitcher	Richard Jolly	Yes

The current Officers and Committee resigned prior to the above nominations being agreed by a unanimous show of hands by meeting attendees.



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Any Other Business/Open Forum

Membership Issues – Pauline’s report shows Group membership as at 30th June at 76 which included 2 couples. Although our income from membership shows £815, several payments of £10 were from associates renewing their membership with some payments in advance.

Sadly, two of our long-standing members have resigned during the year: Nigel Burden & Mike Heybourne and we have been advised by HQ that two other long-standing members, Wesley James & Terry Malsom, have passed away.

There are several members who despite being sent reminders have still not renewed. To date our current membership stands at 73.

Social Meetings – one member raised the 1945 hours start time as being too early but was prepared to accept the majority verdict that it should stay as is. David H reminded everyone that next month’s meeting would be held at Protyre’s premises in Creekmoor at the earlier start time of 1900 hours.

Possible speakers at future meetings include Heidi Moxam WPC and representatives from Boots Optometrists, the Stroke Association and a potential visit to the Police Helicopter at Hurn airport. Chris mentioned how hard it is to get suitable speakers each month and congratulated Mike on the excellent job he does.

Other issues - The IAM’s Mature Driver’s Assessment offer was mentioned relating to a recent local event (attended by Chris, Richard & David H) run in conjunction with Dorset Police and Dorset Driver Gold who provide similar assessments, as does the national Older Drivers Forum.

Richard reported on a driving event run by IAM RoadSmart in conjunction with the Women’s Institute (WI) which was held at Haynes Motor Museum in September in which 5 of our Observers participated. The seminar talks and individual driving assessments for which the WI members had paid £55 were very successful and at least 20 of them signed up for subsequent SFL training. Nigel mentioned that many of them had travelled a long way and some of their initial attitudes to the Observers had to be handled carefully!

Haydn reported on our Website and Twitter activity explaining about ‘followers’ and ‘shout outs’. Our Twitter site has had 80 followers since it was established in June.

There being no other business the Annual General Meeting was formally closed at 8.45 pm.