

Minutes of the 82nd Meeting of the CLUB COUNCIL

Thursday 23rd June 2022, commencing at 10.30am, held via Zoom

Attendees: Club Council Members:

Madeleine Grubb, Club Leader - MG
 Pete Gregory, Deputy Club Leader - PG
 Gerard O'Sullivan, Club Treasurer - GS
 Ian Jarrett, Motoring Leader – IJ
 Bernard Ward, Motoring Groups Deputy Leader – BW
 Trevor Rudderham, Social Breaks and Holidays Leader - TR
 Janice Stace, Local Groups Representative - JS
 Bob Thomas, Local Groups Representative - BT
 Jeff Kenyon, Local Groups Representative - JK
 Martin Fearn, Independent Council Member – MF

By Invitation:

Nick Hoath, Head of Member Communities & Events – NH
 Pete Worster, Chief Operating Officer – PW

1. Apologies for absence

Graham Davis, Camping and Caravanning Leader - GD
 Geoff Gaunt, Independent Council Member (elect) – GG
 Kadie Crichton, Member Communities Marketing Manager – KC
 Richard Ashcroft, Independent Council Member – RA

2. Minutes from the 81st Meeting held on 7th April 2022

The Minutes of the previous meeting were accepted as true record.

2.1 Matters Arising

There were no matters arising

2.2 Action Points

Action No.	Description of Action	Who responsible?
1	CMG to develop an appropriate proposal to widen the Club Leadership election process/field and circulate to Club Council members prior to the February Council meeting. ONGOING: CMG to consider options for encouraging more volunteers to put themselves forward for governance roles.	Club Management Group
2	NH to send out a message to all Groups regarding the requirements for a Member/Non-Member pricing or value structure for all events. COMPLETE: MG will address in Agenda item 4	Nick Hoath

3	NH to circulate the 100 th Anniversary branding. COMPLETE: NH emailed them out on 7 th April	Nick Hoath
4	GS to reconvene the Expenses Committee to discuss the Tree-V proposals and Recognising Volunteers survey findings. COMPLETE: GS will address under Agenda item 5	Gerard O'Sullivan
5	NH to contact all C&C Rally Marshalls and Social Break hosts to indicate the need for members to contact Member Services to request a printed Handbook/Brochure. COMPLETE: NH emailed everyone on 9 th May	Nick Hoath
6	CMG to consider options for addressing this reduction in postal requests COMPLETE: to be addressed under Agenda item 4	Club Management Group

3. Matters Arising from the Interest Group Leaders and Local Groups

3.1 Motoring Groups Report

IJ had previously submitted a report to the meeting. IJ added that fuel costs are appearing to affect some events attendees. IJ added that Allan Goddard has taken over the Motorcycle Group leadership. Karting are seeing good attendances, although their programme closely matches the North London Karting schedule. IJ noted BW's contribution as Motoring Groups Deputy Leader and thanked him for his support during his tenure in the role.

BW noted that Allan Goddard is proposing a Curtis Bennett reunion event in 2023 – adding this should prove popular with many members, however there were no further details. MG will be in contact with Allan to establish further details and which Group will be responsible/funding.

BW indicated that Motorsports Group still do not have a Secretary and enquired whether Member Communities could take on this task. NH will look into this, although would rather the role is filled by a volunteer.

3.2 Camping and Caravanning Report

GD had previously submitted a report to the meeting, there were no further updates or queries raised.

3.3 Social Breaks & Holidays Report

TR had previously submitted a report to the meeting. TR added that the new SEN system does not appear to suit the Social Committee very well. TR noted that he had 2 new volunteers (a couple) who were keen to join the Social Breaks as hosts.

MG enquired as to whether the committee elections were held – TR confirmed these were held via email, although NH confirmed these elections were not minuted.

TR noted there was a mistake on the website regarding the Winchester Break showing £255 but without the per person. NH confirmed that this has now been sorted and the error has now been updated.

3.4 Local Groups Report

JK/JS/BT had previously submitted a report to the meeting.

JK highlighted that the new SEN is causing some issues regarding the Lead Organiser needing to complete the SEN. NH confirmed he has spoken with the H&S team who have now agreed the Secretary is now permitted to complete the SEN but doesn't need to attend the event. The SEN will be amended to show that the Secretary is completing the SEN on behalf of the Lead Organiser.

ACTION: NH to communicate the SEN changes to all Local Groups regarding the Secretary being allowed to complete the SEN on behalf of the Lead Organiser (but doesn't need to attend the event). NH added that his team will be conducting some online training sessions for using One Trust and (subject to demand) some in-person sessions

JS enquired whether NW Motorsports position as a Local Group might be better reporting to the Motorsports Group? IJ responded to indicate that Motorsports Group do receive updates. NH confirmed that the Club Council would need to authorise any changes in reporting structures. IJ indicated he would like to speak with the Groups concerned prior to any decisions being made.

ACTION: IJ to contact both NW Motorsports and Motorsports Group to discuss the reporting lines for NW Motorsports.

JS enquired as to whether the Local Groups Report be sent out to all Local Group Secretaries? All agreed this would be beneficial.

ACTION: NH to circulate the Local Groups Report to all Local Group Secretaries

4. Update from CMG/Club Leadership

MG outlined that in order to try and reduce paper usage and printing costs, the existing C&C Handbook, Social Brochures and Motoring Ahead printed booklets are to be replaced with printed events listings. MG explained that examples are available.

MG proposed to conduct the annual Volunteers Survey during July/August

ACTION: NH to liaise with CMG regarding the next Volunteer Survey

MG confirmed that the Club Council 'on-the-road' is confirmed for November. Club Council members are invited to attend the Chester and Wirral Club meeting at 1.00pm, on Wednesday 2nd November at The Whitby Sports & Social Club Dunkirk Ln, Chester Rd, Whitby, Ellesmere Port CH65 6QF. Dinner will then be at the Hilton Double-Tree Chester, Warrington Road, Hoole Chester, CH2 3PD at 7pm where Council Members are booked to stay. The Club Council meeting will commence on Thursday 3rd November at 10.30am with invitations being sent to Shropshire, Chester and Wirral, Lunch Bunch and NW Motorsports Groups to attend.

MG proposed to hold the next Networking meetings in February/March 2023, based around the 3 local meetings model.

MG added that the Motoring Groups Deputy Leader and a Local Group Representative are up for election in the coming months. NH will advertise the roles, with full details of the roles in the next Communique, and then conduct the voting (Motoring Groups vote for Motoring Groups Deputy Leader and Local Group Committees vote for the LGR).

ACTION: NH to advertise the Motoring Groups Deputy Leader and a Local Group Representative roles, for election by September.

MG outlined that following a considerable review by the Club Leadership of the Social Breaks model and the working practice of the Social Breaks Committee may benefit from a restructuring to allow for expansion of the model.

- All existing 2022 Breaks and those already agreed for 2023 will go ahead under the current operating model. Social Committee to send Kadie the 2023 agreed list of Breaks to date – no further 2023 Breaks to be added for the time being.
- Club Council will be requested to consider the re-structuring of the Social Breaks Committee to reflect a Partnerships led, volunteer supported, operating panel from a date to be confirmed. The working model will be developed through a consultation process between volunteers and Britannia House.
- Social Breaks budget to be removed from the 2023 Member Communities budgeting and committee formally disbanded at a date to be confirmed
- Current Social Committee members to be invited to engage with the Partnerships team for an initial set up a planning workshop to establish the transitional working model
- Volunteer hosts to be retained for all Breaks

ACTION: NH to circulate the Social Breaks discussion paper with the Club Council regarding the background to the proposals to disband the Social Committee following the planning workshop.

GS outlined the background to the member value opportunities Social Breaks offer. NH confirmed that following the workshop, the Club Council will be formally requested to disband the Social Breaks Committee.

BW enquired as to whether the Partnerships team will be able to source Breaks from our relationships with providers. NH confirmed the transitional model will look to develop Breaks that offer members good value. BW enquired whether there will be discounts available outside of Social Breaks with hotel chains. PW confirmed that hotel discounts for individuals will not form part of this initiative at the present time.

PW updated that new member recruitment is 8% above target, Retention is also above target at 92%. PW added that member usage of the new products is considerably above expectations, reflecting the desire from members to utilise their membership to make more of their spare time. PW also added that Leisure properties usage is also up on previous years. PW concluded by indicating a project is being looked at to assess the value of the Volunteering aspects across the whole organisation.

MG outlined that a Member vs Non-Member pricing differential should be introduced for 2023. MG proposed all paid for events have a 10% differential in pricing for events? Any excess payments would be as a benefit for the supplier.

Local events - Members (inc. members partners) would get free tea/coffee at Club Nights, non-members invited to make a contribution (agreed by the Local Group). MG suggested that Members could show their membership card to gain the benefit.

MG indicated that all Members now have a membership card and this can be utilised to access the Member benefit.

ACTION: NH to circulate the Member vs Non-Member pricing differentials to all Groups to introduce the model from January 2023.

MG informed the Council that there will be an additional Club Council meeting (Update) – 24th November 2022, 11.00am, Clermont Charing Cross, The Strand, London – followed by the AGM

5. Club Treasurer's Update

GS outlined the Volunteer Recognition Scheme survey findings. GS indicated that he has seen the best practice from other volunteer organisations is to hold recognition events rather than individual awards.

ACTION: NH to include the revised guidelines for the Volunteer Recognition Scheme in September 2022 when he invites Groups to apply for funds.

GS outlined the Carbon Offsetting project progress. GS proposed meeting with Motoring Groups representatives to establish an appropriate working model for Boundless. GS also added that this project is now part of a Strategic Change Programme looking at the whole organisation's environmental responsibilities. PW added that the Strategic Change Programme project will look into the details of where we cause harm and what we can do about it. MG added that the Cotswold Motor Museum already have a display regarding CSMA's impact on the environment. PG thanked GS for his work on progressing the Carbon Offsetting project. IJ has now circulated the proposed ideas to the Motoring Groups for comment/feedback, adding that many Motorsports events are asking for contributions from competitors, and that we need to be considerate of how other organisations are operating. GS indicated that the proposals ideally need to be finalised prior to the budgeting process for 2023.

6. Independent Council Member Update Report

PG indicated that following a conversation with RA he understood his wish is to step down as an ICM. PG proposed that Geoff Gaunt be co-opted as an ICM ahead of November when he will be formally elected.

ACTION: NH to contact Geoff Gaunt to inform him of his co-option until November (when he will be formally elected) NH also confirm with RA whether he wishes to step down as an ICM.

7. Member Communities Update

NH outlined that due to the delay in the Association AGM, the election of the Club Treasurer will also be delayed until a later date.

NH confirmed that Ally Grant, Member Communities Executive, will be replacing Zuzana who left Boundless in April. Ally will be taking on the support for Motorsports, 4x4, Karting, Motorcycling and Social Breaks Groups.

8. Health and Safety Incidents at Groups Activities

Nothing to report

9. Any other urgent business

IJ thanked Member Communities for the Event Support kit. IJ did however report that the waterproof jackets are not waterproof due to the embroidery on the back.

Next Meeting: 10.00am, Wednesday 14th September 2022 via Zoom

ACTIONS FROM 23RD JUNE CLUB COUNCIL MEETING

Action No.	Description of Action	Who responsible?
1	CMG to consider options for encouraging more volunteers to put themselves forward for governance roles.	Club Management Group
2	NH to communicate the SEN changes to all Local Groups regarding the Secretary being allowed to complete the SEN on behalf of the Lead Organiser (but doesn't need to attend the event). NH added that his team will conducting some online training sessions for using One Trust and (subject to demand) some in-person sessions	Nick Hoath
3	IJ to contact both NW Motorsports and Motorsports Group to discuss the reporting lines for NW Motorsports.	Ian Jarrett
4	NH to circulate the Local Groups Report to all Local Group Secretaries	Nick Hoath
5	NH to liaise with CMG regarding the next Volunteer Survey	Nick Hoath Club Management Group
6	NH to advertise the Motoring Groups Deputy Leader and a Local Group Representative role, for election by September.	Nick Hoath
7	NH to circulate the Social Breaks discussion paper with the Club Council regarding the background to the proposals to disband the Social Committee following the planning workshop.	Nick Hoath
8	NH to circulate the Member vs Non-Member pricing differentials to all Groups to introduce the model from January 2023.	Nick Hoath
9	NH to include the revised guidelines for the Volunteer Recognition Scheme in September 2022 when he invites Groups to apply for funds.	Nick Hoath
10	NH to contact Geoff Gaunt to inform him of his co-option until November (when he will be formally elected) NH also confirm with RA whether he wishes to step down as an ICM.	Nick Hoath