

Minutes of the 86th Meeting of the CLUB COUNCIL

Date/Time: Thursday 24th January 2023, commencing at 10.00am, via Zoom

Attendees: Club Council Members:

Madeleine Grubb, Club Leader - MG
 Pete Gregory, Deputy Club Leader - PG
 Ian Jarrett, Motoring Leader – IJ
 Mike Biss, Motoring Groups Deputy Leader - MB
 Graham Davis, Camping and Caravanning Leader - GD
 Janice Stace, Local Groups Representative - JS
 Bob Thomas, Local Groups Representative - BT
 Martin Fearn, Independent Council Member – MF
 Alan Thurbon, Independent Council Member – AT

By Invitation:

Nick Hoath, Head of Member Communities & Events – NH
 Kadie Crichton, Member Communities Marketing Manager – KC
 Pete Worster, Chief Operating Officer – PW

1. Apologies for absence

Jeff Kenyon, Local Groups Representative
 Geoff Gaunt, Club Treasurer
 PG also noted that PW will join the meeting late, due to other previous commitments.

PG welcomed AT to the Club Council as a newly co-opted ICM

2. Minutes from the 24th November 2022

The Minutes were accepted as a true and accurate record of the meeting

2.1 Matters Arising

There were no matters arising from the previous meeting minutes not covered elsewhere in this meeting's Agenda

2.2 Action Points

Action No.	Description of Action	Who responsible?
1	CMG to consider options for encouraging more volunteers to put themselves forward for governance roles. COMPLETE: This subject will be covered in the Networking Meetings during 2023	Club Management Group

2	<p>MG to contact the Local Groups who did not respond to the request from the LGRs for a report to the Club Council</p> <p>COMPLETE: MG has spoken with NH regarding prompting the groups local to Tunbridge Wells to attend.</p>	Madeleine Grubb
3	<p>CMG to report back to the 24th January 2023 Club Council meeting regarding the suggestions made in the ICM Communication report.</p> <p>COMPLETE: To be taken under Agenda item 6</p>	Club Management Group
4	<p>NH to circulate the Action Plan drawn up from the 3-Year Club Leaders Plan to all Groups (following CMG meeting in December)</p> <p>COMPLETE: To be taken under Agenda item 4</p>	Nick Hoath
5	<p>NH to add Alan Thurbon to the Club Council circulation list.</p> <p>COMPLETE</p>	Nick Hoath
6	<p>NH to contact the proposed individual for consideration as a Governor.</p> <p>COMPLETE: To be taken under Agenda item 8</p>	Nick Hoath

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

3.1 Motoring Groups Report

IJ circulated the Motoring Groups report, noting this has already previously been circulated to all Motoring Groups for their information. IJ added that most Groups are healthy, although the 4x4 activity is limited due to ground access, MB added that the problem of land access also effects off-road Motorsports events. IJ noted that the Karting Group would appear to have aligned their events with North London Karting. MG thanked IJ for his comprehensive report.

MG added that the Curtis Bennett celebration event would benefit from promotion within all the Motoring Groups.

NH enquired whether all Groups are holding 50% meetings online? IJ responded to note that Motorsports and Motorcycling are currently 50/50 online/in-person, CVG are entirely in-person and that Karting only meet infrequently.

3.2 Camping and Caravanning Report

GD circulated the Camping and Caravanning Group report. GD updated that he has spoken with NH regarding the Public Liability Insurance issues at rallies held on non-commercial sites. GD also noted some of the issues regarding the Facebook Group and the unpleasant nature of some posts, adding that the rules for this page will be updated.

NH enquired whether C&C are holding 50% meetings online? GD noted that the Committee always meet in-person due to several individuals' absence of internet capability. GD added the committee meet 4 times a year and meet at Whitemead to save on costs.

3.3 Local Groups Report

The LGRs circulated the Local Groups report. BT added that there have been some good events held during 2022 and hopes this will continue in 2023. NH noted that Oxford Group have become LOG, Martin Brook will be organiser. BT enquired whether LOGs should provide a report for the overall Local Groups report, NH confirmed they should. BT noted that the Groups have been checking the membership status of their attendees – this is not throwing up many issues with only the occasional attendee showing up as being a non-member.

BT outlined the 4 nominated members for Club Awards, these were agreed by the Club Council.

ACTION: NH to sort the 4 x Club Awards by 22nd March

MG will be speaking with the Thames Valley Group Chair as they have not responded to the LGR's request for a report. MF added that the email request from the LGRs is a good prompt for Local Group Secretaries.

4. Update from CMG/Club Leadership

MG updated from the December CMG Meeting.

Social Breaks: MG indicated a generally positive recent meeting with the current Social Break hosts, focusing on agreeing the 'hosts' requirements at a Break and finalising the 2023 programme. MG updated that an email will be circulated in the next few days to invite members to volunteer to host Breaks during 2023 and 2024.

Networking Meetings: MG outlined the revised dates agreed for the Leeds and Bournemouth meetings and established the topics to be covered, plus the format/design of the meetings aimed at encouraging engagement from all attendees.

Encouraging Volunteers: MG explained that the CMG are looking at new ideas to encourage members to take up governance positions, adding that this topic will also be covered at the Networking Meetings

ICM Communications report: MG referred to the circulated Club Leadership responses document prepared in the last 2 CMG Meetings. The results of this report will also be discussed at the Networking Meetings.

Club Leader's 3-Year Plan: MG indicated this is a high-level document and reflects the Club Leadership's principles for the next 3 years and requested feedback from Club Council members.

PG concluded the CMG update by reminding Club Council members that anyone can request to attend a CMG meeting as appropriate.

5. Club Treasurer's Update

NH reported that Geoff Gaunt had held a very positive online update in early December, with 19 Treasurers attending, covering issues such as the QBA and the increased mileage rates. In the main Treasurers appear happy with the existing processes and procedures and are aware where to gain support/help should they need it.

6. Independent Council Member Update

MG outlined the ICM Communications Report will form part of the Networking Meetings agenda. AT added his view that the report was both comprehensive and relevant to improving communications going forward.

7. Member Communities Update

NH circulated the Groups attendance report, noting that whilst overall attendances have increased from last year, we're still not at the same levels of the pre-pandemic participation. NH also noted that the average attendance number at events has dropped, whereas it was previously increasing.

NH added that some of the Groups have been inactive during 2022, (Oxford and North Somerset) whilst others (North London Karting) did not have any SENs submitted or attendance returns, even though the Group have stated they are running events.

NH confirmed Farnborough Group have become Farnborough and Guildford Group and a promotional email is planned for mid-March.

NH also confirmed a new Group is being established in Milton Keynes with a launch email scheduled for mid-February.

PW updated regarding the Sustainability/Carbon Offsetting Project and reported that this will now form part of the overall CSMA Board Scorecard. As part of this project, and according to regulatory requirements, the Association is currently going through a company-wide audit. PW indicated that the objective is to review how we can reduce our carbon output, before we consider how to offset the carbon used. PW indicated that the CVG/Tree-V initiative may need to be delayed until after the audit has been completed. IJ responded to say that CVG have already looked at the carbon offsetting and welcomed the principle of reducing the carbon output as a first initiative. PG added his understanding that the motoring groups need to conform within the wider Association strategy and agreed that the CVG/Tree-V initiative should be delayed allowing the company-wide audit to be completed in the first instance.

ACTION: PW to prepare a communication regarding the Association's Sustainability/Carbon Offsetting, NH to include this communication in the next Communique when prepared.

MB indicated that most of the Member Communities activities involve the output of carbon, and hence need to be considered within the company-wide audit. PW explained that the audit will highlight where the biggest issues are, including the leisure properties. IJ indicated that Motorsports events are completed under the auspices of the MSUK, who also have a Carbon Reduction strategy.

ACTION: PW to discuss with IJ regarding the Motorsport impact on the Association's carbon usage.

8. Association Governor Nominations

PG introduced the nomination received for Association Governor, Club Council approved the nomination and requested it is put forward to the CSMA Board for consideration.

NH clarified the process for the appointment of a Governor, the Club Council can propose an individual, this is then forwarded to the Association Chair who in consultation with the CSMA Board, appoints a Governor for a tenure determined by the Association Chair. IJ enquired whether the existing Governors are involved in the appointment process, NH confirmed they are not.

ACTION: NH to put forward the proposed Governor nomination to Heather Glanville, Association Chair

9. Health and Safety Incidents at Groups Activities

NH noted there were not any accident or incidents to report.

NH added that the C&C Rallies held in a field without Public Liability Insurance are causing our company insurers some concern, NH/PW are liaising with the Head of H&S regarding this to work on a resolution.

10. Any other urgent business

MG requested Club Council members consider any additional items for the Club Council Agenda, whether these are standing points or periodic agenda items.

MG noted that long standing members are being recognised in the March/April magazine. NH added he has seen a draft of the magazine and noted it's a really positive member focused piece.

GD enquired whether long standing members are recognised with long member awards – NH confirmed that whilst current and recent member data is accurate, the confidence in the member data stretching back several decades is considerably reduced, hence this idea is not currently being considered.

NH outlined the 7 in-person Member events planned for 2023.

Alton Towers – 3rd June
 Edwardian Shuttleworth Collection, Old Warden – 2nd July
 RHS Harlow Carr – *date to be confirmed*
 RHS Hyde Hall – 16th Sept
 Beaulieu Motor Museum – 7th October – *provisional date*
 British Aerospace Museum, Bristol – 14th October
 Wakehurst Glow Wild – 7th December

NH added that as part of the 100th Anniversary celebrations, Members will be able to go to these events for free, with their guests paying £10 each (limited to 3 guests). Tickets for all events will be available from March. Online Events continue during January-April.

MB enquired about the uploading of documents to the One Trust SEN, NH responded to note that this issue only affects certain individuals and is being resolved. In the meantime, NH requested any documents to be attached to an event should be emailed directly to Member Communities.

Next Meeting: Friday 21st April 2023, 10.00am, Crowne Plaza Hotel, Stratford-upon-Avon.

ACTIONS FROM THE 24TH JANUARY 2023 CLUB COUNCIL MEETING

Action No.	Description of Action	Who responsible?
1	NH to sort the 4 x Club Awards by 22 nd March	Nick Hoath
2	PW to prepare a communication regarding the Association's Sustainability/Carbon Offsetting, NH to include this communication in the next Communique when prepared.	Pete Worster Nick Hoath
3	PW to discuss with IJ regarding the Motorsport impact on the Association's carbon usage.	Pete Worster Ian Jarrett
4	NH to put forward the proposed Governor nomination to Heather Glanville, Association Chair	Nick Hoath