



**Kent Group - Advance Drivers
Annual General Meeting**

**Held on Thursday 12th October 2023
At Aylesford Community Centre, Forstal Road, Aylesford ME20 7AU**

Welcome

The Chairman, John Corcoran opened the meeting at 19.45hrs and welcomed those present. He confirmed that the AGM Notice and Agenda had been distributed in accordance with the Policy. There was a total of 14 attendees at this year's Meeting.

Apologies for Absence

Ray Davies – Training Officer
Ravi Savur - Public Relations & Newsletters
Dave Harris
Ken Horn

Minutes of the 2022 AGM

The minutes of the previous AGM had been circulated. After a proposal for their approval, the minutes were agreed to be an accurate record.
Proposed by Richard Powell and seconded by Alan Rowe. All in favour, carried.

Matters Arising

Question – asking if we have had any new correspondence from HQ regarding Covid updates – none received.

Correspondence – Brigitte Ladd

Correspondence and communication from HQ were presented by Brigitte Ladd.

20.12.23	Christmas message from Andy Nixon at HQ
01.02.23	Notification of Jacqui Adams retirement from RoADAR HQ
01.03.23	From Andy Nixon at HQ regarding tiered membership
13.04.23	From Andy Nixon at HQ concerning an update to advanced tutor car manual.
04.05.23	From Andy Nixon at HQ regarding a correction/update to the advance tutor car manual
06.06.23	From Rebecca Evans at HQ regarding new insurance documents and guidelines
09.06.23	From Jacqui Adams at HQ regarding RoADAR imagery and digital assets.

Annual Reports from Group Officers

Events Co-Ordinator – John Corcoran

John has kindly been organising our events in the absence of an Events Officer. John reported as follows.

2022

10.11.22	Diamondbrite by Lawrence Joseph and Lance Bosley	11 attendees
08.12.22	HASTE by Chloe Ward and Tom Morton	23 attendees

2023

12.01.23	The System of Car Control by Tim Williamson	27 attendees
09.02.23	Alliance of British Drivers by Brian Macdowell and Ian Taylor	17 attendees
09.03.23	Hybrid, Electric and Hydrogen Vehicles by Stuart Masson	12 attendees
13.04.23	The Science of Being Seen by Kevin Williams	22 attendees
11.05.23	Alcohol, Drugs and Driving by Chris Wade	9 attendees
08.06.23	Meet the Examiner by Peter Reynolds	18 attendees

13.07.23	Bosch, ADAS and New Technology by Iain MacLeod	16 attendees
30.07.23	Skid Pan Training	6 attendees
10.08.23	No Meeting held in August - holidays	
14.09.23	Issues Affecting the Traffic by Graham Feest	16 attendees
12.10.23	AGM – Guest Speaker Auriel Wetherall	14 attendees

Unfortunately, attendance at a couple of our monthly meetings was a bit on the low side but the rest have been good, the average has been 15.1 where in the previous year it was 11. We have been inviting Kent IAM to help boost numbers which has worked quite well. Some speakers will not come if the numbers are below 15-20. As well as our monthly meetings we have organised 2 external Skid pan events. We hope to do more of this next year.

We now have full programme of speaker's right through to May 2024 including:

SERVE, the real blood runners, ANPR, The Highway Code, The Day in the Life of Car Mechanic, GEM Motoring Assist, Parking and NextBase Dash Cams. We are awaiting confirmation for June, July and September 2024.

We are hoping tonight to appoint a new Events organiser so at least he or she will have a good start. If you have a subject or topic you would like to hear about do let us know and we will see what we can arrange.

Thank you, John.

Membership Secretary Report – Ian Russell

Ian reported that the membership numbers do constantly change, but our present Membership number are as follows:

Examiners	3
Social Member	1
Advanced Tutors	4
Approved Tutors	10
Associates	27
Bronze	2
Silver	13
Gold	28

This gives us a total of 82.

As usual, we have some members sitting in the inactive category while I await their payments. Ian checked back to the figures for the pre-Covid AGM and our overall number of members has dropped by around 10. So, spread the word and let's see if we can get the number back up by next years' AGM.

Finally, I would like to remind our members that after 10 years without an increase, it was decided in 2021 to increase our fees by £5 across the range of membership types following the 2021 AGM. Ian is still receiving renewals at the old rate, which increases the amount of time and e mails spent on the task of being membership secretary. If you need to amend your direct debit to the Group, please do so.

Questions: Tutor Membership fee was queried, this is still £10.

It was asked if we know, as a group, what the pass rates are like for other groups? Ian is going to investigate/contact the groups to see if he can find out. Ian added that we are not sure of the numbers of Gold, Silver and Bronze, as there is currently not a reliable reminder/information system to keep track. This issue will be investigated by the training team.

Training Co-Ordinator Report – George Chandler

In Ray's absence, George, our Deputy Training Officer and Associate Co-Ordinator, presented his report as follows.

I am sorry that I am unable to be with you this evening.

This year has been another that we have struggled to attract new Associates, which is highlighted by

the low number of associates taking the test and it has meant we have had to change the Introduction Seminar. We currently have 21 associates.

Associate Passes This Year

1 Gold pass

3 Silver passes

1 Bronze pass

1 Associate waiting to attend an Introduction Session and to be assigned a Tutor.

Tutors

10 Approved Tutors

4 Advanced Tutors

Tutor Training

2 Trainee Tutors that are now undergoing practical training.

2 Members waiting to attend an Induction Session.

Associate Inductions

Prima facie there is nothing wrong with the present Induction Seminar, but due to the lack of new associates, it has become unsustainable. We found that we might only have 1 or 2 attendees, because some of the associates could not attend the given date of the meeting (and we were unable to give an alternative date). This resulted in some associates waiting for 2 years plus for an Induction Session that was convenient for them. We also had tutors waiting for associates. Last month we had 10 associates waiting to attend an induction. We now have a 3-4-hour introduction session, where the associate is invited to a 1-2-1 session with a trainer. The trainer covers the basic theory, then does a 2-hour demonstration drive, followed by a debrief. The new introduction has proven to be very successful; we have 2 sites, Tesco at Grove Green and Polhill in Orpington. Feedback relating to the introductory sessions has been very positive. We had 11 associates waiting for an introduction session and after our first contact 3 associates declined, 8 associates had their introduction and are now assigned to tutors. To date we have 1 associate waiting for an introduction – dates have been arranged and a tutor ready to start coaching them.

Once again, I would like to thank all our Tutors for all the hard work they have put in over the last 12 months. Although it is the associate that takes the final test, it is the tutors that prepare them for it, and we are still achieving a high pass standard.

Ordinarily I would invite you to ask any questions, but in my absence, George will be happy to answer any that you may have.

Questions: It was asked where most of the associates come from, George said that it is mostly West of Maidstone and Southeast London. We are picking up Essex associates as the Essex group has now folded.

Thank you, George.

Treasurers Report – Deepak Deshmukh

Good evening, all.

It has been a relatively quiet year, compared with last year's post-Covid activity. As you can see from the draft Financial Report, we have overall generated less income this year by some £300. However, our expenditure over the last 12 months has also been more modest than the previous year. Despite this, we have had some highly educational, entertaining, and informative talks from many recognized speakers in the field of safe driving.

Our members have also had the additional benefit of being able to share their knowledge and experience with our sister organization, IAM, since they have been invited to our monthly meetings and lectures. No doubt, this has been of mutual benefit as IAM have also reciprocated with an open invitation to their meetings and seminars.

Our Tutor and Training team have also been very busy and their hard work in Induction and Training has resulted in more drivers passing or preparing for their Advanced Driving Test.

This year we have also invested in a new web hosting contract, as well as producing updated leaflets for promotion of our membership and contributing to safe driving. To this end, we are tirelessly

exploring and promoting new avenues to spread the work for new and young recruits. We also plan to develop a more driver-friendly approach in our promotional work.

I am delighted to present our Draft Annual Financial Report for the year ending 31st August 2023. (copies circulated). Deepak looks forward to continuing to support the Group in his role as Treasurer and a member. The Final Report will be available to members following an independent audit, which will take place in due course. Deepak thanked everyone for their support over the last twelve months and looks forward to another successful year ahead.

Questions: It was asked how the Metro Bank was, with our account and Metro's current takeover. Deepak replied that we do have a new business manager, and our service/response to queries, is as good as always. We will need to set up a new mandate for our new Chairperson.

Thank you, Deepak.

Chairman's Report 2023 – John Corcoran

We have just heard from the various Group Officers' reports, and we have had a very interesting year. I trust that you are all well and have a managed to keep fit and safe.

Bike Section:

Progress had been a bit slow in setting up a bike section in the group. The serving Police officer and biker who is hopefully to be our bike tutor has had to delay it as his work commitments have increased. We hope to progress this in 2024, as we have at least three potential members waiting in the wings for bike training.

Membership:

The group membership is remaining reasonably stable, although it has been reducing slowly over the past few years and unfortunately it is down on the numbers, we had a few years ago.

However, as outlined in the events report, attendance at monthly meetings has seen an improvement. We need members to support us at the meetings so that we can network, socialise, and learn from our speakers and each other.

We are keeping up the good work and have a good cohort of tutors, who are able to respond to new and existing members more effectively.

The results that Ray and his training team have outlined have shown that they have been doing an excellent job. High standards have been maintained and examiners have noticed the maintenance of the high standards we have set. So, well done and congratulations to all in the training team.

Membership Classes and subscriptions:

We intend to keep our membership classes and subscriptions the same for next year. We put up our fees in 2021 after holding them for 10 years.

The membership classes and fees are as follows:

Member and Associate Member	£35
Member and Associate Member Renewal	£30
Young & Social Members	£20
Young & Social Members Renewal	£15

This is despite the national RoADAR membership and test fees rising year on year.

Group Publicity

We have printed some update publicity pamphlets which are available for you to take away and distribute in your local area. The committee will be looking at recruitment and retention in the coming months.

RoSPA & RoADAR Web site.

The links to the RoSPA web site, where you can access the RoADAR section have been updated on our web site links pages.

Refresher Drives:

As you will know if you keep up your national RoADA membership you get a free re-test every 3

years. If you keep up your group membership as well, you can have a free refresher drive before your re-test. We can allocate a tutor near you to go out with you to brush up before your test date, but we must know when you get notified of your re-test and when your test date is. Please do not leave it to the last minute.

Summary:

It is always a challenge for the group Chairman to try and keep things going when family circumstances and work get in the way of enjoying ourselves (and Golf!).

Now it is time for me to step aside as Group Chairman and let someone else take over. I will still be involved in the Group and on the committee, and I will continue to administer the web site and data base. We need more committee members to ensure we are progressing and not stagnating; the election of the committee follows so don't be afraid to get involved.

This year Brigitte Ladd is standing down as our general Secretary. Brigitte joined the group in April 2016 and has served the Group as a Committee member and General Secretary for 5 plus years. I wish to formally thank Brigitte for her dedication and service to the Group.

I have been fortunate once again to have had the support of a dedicated, enthusiastic, and willing committee members. I wish to formally thank them all for their efforts throughout the last year and previous years. They have done a sterling job. They are the ones who have been working away behind the scenes and made things happen. They have all played an important part.

On behalf of the Group, I would like to formally thank the Aylesford Village Community Centre Management Committee for allowing us to use their facilities.

Finally, I would like to formally thank all the members, old and new, for your continued support of the Kent Drivers Group.

Thank you for your report, John.

Election of Officers and Committee Members

Voting for the Committee and Officers took place:

Chairman	TBA
Deputy Chairman	TBA
General Secretary	TBA
Training Officer	Ray Davies
Deputy Training Officer	George Chandler
Associate Co-Ordinator	George Chandler
Treasurer	Deepak Deshmukh
Membership Secretary	Ian Russell
Events Co-Ordinator	John Corcoran
Refreshments	TBA
Public Relations	Ravi Savur
Newsletters	Ravi Savur
General Members	Harry Debling
Social Member	Richard Powell

All were voted on en block, proposed by Alan Rowe, and seconded by Debbie Palmer. A unanimous vote in favour, all these appointments were carried.

John, who is standing down as Chair, was voted to stay on the Committee as Events Co-Ordinator for the time being. Proposed by George Chandler, seconded by Ian Russell, all in favour, carried.

We have one nomination who is willing to stand as Chairwoman, and that is Debbie Palmer. Debbie was voted in as our Chairwoman, nominated by John Corcoran, seconded by Ray Davies, this was proposed by Alan Rowe, seconded by Pat Tilly, agreed by the group. Ken Horn was nominated as a General Committee Member, nominated by John Corcoran, seconded by Debbie Palmer, this was proposed by Ian Russell, seconded by Deepak Deshmukh, agreed by the group. All voted in favour, thank you.

Debbie, we welcome you as our new Chairwoman, and Ken as a new General Member, thank you.

Other members can now be co-opted onto our Committee as we see fit, so Debbie will circulate an e mail inviting new members soon. We currently need a Deputy Chairperson, and General Secretary.

Any Other Notified Business

Debbie extended her thanks to John for his dedication and hard work as our Chairman for many years, and is delighted that he will still be on the Committee as Events Co-Ordinator. Debbie also said thank you to Brigitte for her years as Group Secretary.

No other notified business.

Signed

A handwritten signature in black ink, appearing to read 'John Corcoran', is written over a horizontal line. The signature is cursive and stylized.

John Corcoran
Chairman

Minutes compiled by Brigitte Ladd – 14.10.23