



MINUTES FOR THE AUK BOARD MEETING
HELD AT THE IBIS HOTEL, BIRMINGHAM
on 9 October 2019 STARTING AT 0900.

PRESENT:

Chris Crossland (“CC”) (Chairman)
John Sabine (“JS”)
Graeme Provan (“GP”)
Peter Lewis (“PL”)
John Ward (“JW”)
Rob McIvor (“RM”)
Ian Hennessey (“IM”)
Martin Stefan (“MS”)
Nigel Armstrong (“NA”)

IN ATTENDANCE:

Kevin Lake (“KL”) (in part)

APOLOGIES

Caroline Fenton (CF”)

1. Opening

The Chairman reported that due notice of the meeting had been given and that a quorum was present. Accordingly, the Chairman declared the meeting open.

The Chairman welcomed IH to the board.

2. Declarations of interest

None.

3. Minutes of previous meetings

Board Meeting – 10 July 2019

Teleconference – 12 August 2019

Approved

4. Matters arising from minutes of previous meetings

4.1 NGB

No update. The application rests with Sport England.

4.2 Reunion

There will be the usual open forum for attending members to ask questions of the board members present.

Action Point GP to ask for questions in advance where possible.

It was hoped to make the following presentations as part of the forum:

KL – IT Update

RM – Arrivee

CC – Regulations, with PL providing the wherewithal.

However, RM was unable to attend the Reunion because of a prior engagement, so the ARRIVEE presentation would not take place.

It was noted that this year's venue and accommodation did not seem to meet our requirements on accessibility.

4.3 AUK Strategy

CC noted the paper submitted with the board papers. The current strategy had given rise to specific actions, some of which had been completed, e.g. the adoption of modernised articles of association, were still ongoing including the NGB application and the IT Refresh project. In the circumstances, it was agreed that there was no need to adopt any changes to the current strategy. However, the board needs to start developing the objectives for the next strategic plan.

The main challenge is likely to be the continued growth of AUK and the potential need for paid staff. GP, MS, NA and JS to form a working party to consider the issues arising and make recommendations.

Action Point GP to set up working group and suggest terms of reference.

4.4 Dispute with organiser

GP reported that his had now been resolved.

The dispute had highlighted the need to update the Organisers' Handbook. This had proved difficult, as only a pdf copy was available. PL offered to create a soft copy using his software.

Action Point GP to suggest wording for fees.

5. Business

5.1 Management Accounts

NA reported that income had risen by £23k compared to the same period last year.

The timing of Arrivee and the IT expenditure meant that cash flow was more positive than anticipated but this would reverse as those expenses were realised.

AUK had made a loss of £12k for the full year. This reflected the ongoing IT costs and the payment of the deposit for Phase 2. Without that deposit payment there would have been a surplus of around £40k.

The outturn of NA's budget forecast was within £1k so he was satisfied that the budgeting process was sufficiently robust.

There is currently £210k in the bank.

NA believes the increases made to fees and memberships last year were at the correct level and did not see any need to increase these again this year.

He proposed to talk about the Finances to members at the Reunion as part of the Open Forum

5.2 LEL

GP reported that LEL were investigating the possibility of self-insuring. This had been looked at for the 2017 edition but it had not been possible to obtain cover at that time.

If LEL was successful, there were a number of consequences that would need to be reviewed including how to exclude LEL from AUK's policy.

In any event, the board needed to come to a view on the fees and insurance costs payable by LEL.

CC reminded the meeting that the LRM homologation fees had been reduced to £2.

The LEL endorsement on the AUK insurance policy had cost almost £2.5k in 2017. This had been paid by LEL. One of the issues had been that the AUK policy renews in August so the cost had come late in LEL's budgeting process.

LEL had not been charged temporary membership fees or AUK homologation fees in 2017. In that respect and in respect of insurance costs, LEL was a special case.

The LEL charges were discussed at length. During the discussion it was noted that:

- AUK had seen a budget for the 2017 edition but no actual outcome figures.
- LEL had made a surplus in 2017 which had been distributed internally.
- LEL's "event turnover" was likely to be more than double the amount of AUK's annual turnover.
- LEL intended to make their foreign rider insurance policy compulsory for 2021.
- LEL anticipated approximately 1000 riders who were not AUK members.
- AUK wanted to support LEL as its flagship event and to contribute to the successful running of the event.
- AUK's primary duty was to its members.

A number of proposals were considered and by majority vote the following was to be put to LEL as AUK's position:

- AUK will pay the cost of any LEL insurance endorsement (Note: this was subject to two caveats; 1. That cover is obtainable on normal rates and 2. That LEL makes its foreign rider insurance compulsory.)
- LEL will pay temporary membership fees and homologation fees (Note: these will be frozen at today's rates to assist LEL with its budget)
- LEL will pay LRM homologation fees

CC further reported that there were ongoing issues between LEL and LRM with respect to the route.

CC and GP were mandated to open discussions with LEL on the above points and, if possible and/or necessary, to arrange a meeting with the directors of LEL.

5.3 AGM

GP reported that the venue had now been booked and would be the Ibis as last year.

The draft AGM notice was approved subject to correcting the title for Events Services Director.

It was agreed that the position of Recorder should be dealt with by separate appointment.

The draft reports for the Annual Report are to be submitted by the 13th December.

Resolutions should have Yes, No and Abstain as options.

The only board resolutions would relate to the proposed changes to the Regulations and would be interdependent.

5.4 Awards

Paul Castle Cup – Colin Norcup

Female Merit – Rose Price

Organiser – Andy Berne

Helpers' trophy – Edwin Hargraves

Norman Booth – Richard Jennings

5.5 IT

KL joined the meeting.

KL believes that Phase II is on track.

A meeting between key members of the Project Board and IIP was held to discuss the management and control of the Phase. The action points arising from the meeting have all been dealt with and work should begin on Phase II within the next few weeks.

Francis Cooke continues to work hard on maintaining the existing site whilst Dave Allison and Caroline Fenton are making constant improvements to the new site. A number of bugs have been fixed by IIP under the support contract.

GoCardless have been chosen as the provider for AUK's direct debit process and this has been incorporated into the membership renewals for next year.

6. Reports

6.1 Chair

CC had volunteered at PBP for the duration of the event. He noted that it appeared generally a popular venue, and it seemed likely that the event would return here in 2023. ACP was aware of the rough edges this time around and seemed keen to sort them out.

He had attended the quadrennial LRM meeting in Rambouillet after PBP and drew the Board's attention to the final version of the new LRM constitution which had been approved at the meeting. It was also noted that following the meeting, the new LRM President Mark Thomas (USA) had decided that the LRM homologation fee would be reduced from 3.00€ to 2.00€.

6.2 General Secretary

GP referred to his report.

He noted that our annual insurance policy was renewed in August. The premium rose in line with the market.

6.3 Finance Director

NA referred to his report.

6.4 Calendar Events Secretary

IH noted that there was a good spread of events for the coming season both for BRM and generally.

The regional delegates are working well. IH is in the process of appointing a replacement regional delegate to fill the position he vacated when he became Secretary.

6.5 Permanent Events Secretary

JW reported that he was working hard on closing down the previous season.

6.6 Events Services

PL reported that he was also working hard on closing down the previous season.

The season is particularly challenging because of the effect of the PBP qualifying event results and the delays in their validation. PL will undertake a manual input of the interim PBP results for the purposes of ascertaining the annual awards and trophies.

6.7 Membership

It was noted that membership had just passed 8360 which was already higher than the figure at the end of 2018.

The direct debit system is in operation for the upcoming annual renewals and CF will be emailing the renewal notices shortly.

CF has published a list on the website setting out those members who were members at the LEL eligibility cut off point. Hopefully this would save some volunteer time by not having to deal with queries.

6.8 Communications

RM reported that the AUK banners were now being held centrally and were available to organisers to borrow for events.

7. Meeting Dates

Teleconference – December TBA

8 January 2020

AGM – 9 February 2020

22 April 2020

9 July 2020

7 October 2020

8. Any other business

- 8.1. MS reported that the member survey was ready for publication. It was agreed to defer this until after the AGM.

9. Closure

There being no further business the Chairman declared the meeting closed at 15.20

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Chair

..... 2019