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Minutes of the AGM of the ACTC Council held at the Portcullis Inn, Tormarton, on 1st October 2006

PRESENT:

Robin Moore	President
Simon Woodall	Chairman / VW OC
Chris Phillips	Championship Secretary
Adrian Tucker-Peake	Secretary
Pete Hart	Cl.7 Co-ordinator
Keith Johnston	Motorcycle Co-ordinator
Pat Toulmin	Restart Editor
John Blakeley	Series Scrutineer
June Blakeley	Assistant to Series Scrutineer
Mark Tooth	Bristol Motor Club
Sheila Pompad	Crash Box & Classic Car Club
Roger Ugalde	"
Martin Willis	Fell Side Auto Club
Brian Alexander	Holworthy Motor Club
Don Dalton	Ilkley & District Motor Club
John Harris	"
Colin Valentine	"
Jonathan Toulmin	Midland Automobile Club
Dudley Sterry	Motor Cycling Club
Barrie Kirton	"
Ian Thompson	"
Gregor Dixon-Smith	Morgan Sports Car Club
Richard Andrews	Ross & District Motorsports Club
Neil Forrest	"
Terry Coventry	Stroud & District Motor Club
Barry Clarke	Vintage Sports Car Club

The meeting followed the agenda circulated on 27th August 06

Reports circulated prior to the meeting are not attached to these minutes, but are listed at the end and numbered as 'AA' agenda attachments.

06/20 INAUGURATION OF OFFICERS

All officers continue to serve, and were approved *nem con*.

Adrian Tucker-Peake notified that he wishes to stand down from the position of Secretary as of the '07 AGM.

06/21 APOLOGIES FOR ABSENCE

Received from: J. Barthram, A. Brown, A. Foster, D. Haizelden, M. Hayward, K. Hole, D. Hutchings, S. Knight, A. Martin, N. Moss, B. Selkirk, G. Warren, J. West, T. Whellock, J. Wood

06/22 MINUTES OF COUNCIL MEETING 7th May 2006

Approved and signed.

06/23 MATTERS ARISING

All covered in following items

06/24 ACTC CLUB MEMBERSHIP

No changes.

06/25 FINANCIAL REPORT

06/25/1 2005 Accounts:

Approval proposed: R. Moore

Seconded: M.A.C.

Approved *nem con*

06/25/2 2007 Budget: B. Selkirk was unable to be present, but the document is attached (Att 06/25/2A). Chairman advised that no changes in championship registration or club fees will occur.

06/26 THE MSA TRIALS COMMITTEE

Owing to an MSA scheduling blunder, S. Woodall did not attend the committee meeting. However, he reported to Council on progress with the following:

06/26/1 (Ref 05/26/1) Classic Trials Championship: MSA would expect an annual payment of approx. £1200 to cover their costs, including two trophies and a guest attendance at the Night of Champions. J. Toulmin retorted that if ACTC were

running the championship for MSA, the payment ought to be reversed. B.Osborne asked if the Sporting Trials and PCT groups paid such fees: chairman replied that their fees were paid by sponsors. In view of the above, plus the stricter recovery of authorisation fees and increases in permit fees by MSA, Council had no enthusiasm for such a championship at this time.

06/27 TECHNICAL MATTERS

06/27/1 (Ref. 02/9/2) Cl.7 Certification: P.Hart reported on updates to all spec sheets as follows:

Liege: Inclusion of 15" wheel option
Address panel added to return slip

Marlin, Vincent, Melos, Phaeton:
Address panel added to return slip

Dellow, Jago, Midge, Buckler:
Converted to new format
Now available for self certification

A petition supplied from all Liege owners observed that just one tyre was available for the 16" rim, whereas considerable choice would result from approval of a 15" rim. Technical Panel had agreed.

Action: PH to publicise the change via summary sheet on website and Liege owners

06/27/2 (Ref 06/9/1) Approval method: Hitherto, there had been no procedure for advising of any approval changes to spec sheets: in future, the method adopted for the Liege wheel change will be applied.

06/27/3 (Ref. 04/18/3) Testing of differentials: Chairman reported that the comprehensive differential testing machine being built by Ross Norman is in progress, though over-weight and over-budget. It was noted that once in the field, its reputation should serve as effectively as its actual function.

06/27/3 (Ref 05/9/4) Fire Extinguishers: Chairman reminded all organisers that event regs must mandate use of a 1.75 litre AFFF extinguisher from '07. D.Sterry noted that a relevant correction will be applied to the recently issued MCC '07 SSR's.

06/27/4 Scrutineering: J.Blakeley added that some saloon car competitors had their extinguishers buried in the boot, so chairman stated that scrutineers were empowered to require an improvement in extinguisher access if deemed necessary.

Action: SW to confirm installation and access wording with MSA

06/27/5 M&S Tyres: P.Hart reported that a growing number of budget tyres using a normal tread were nevertheless being sidewall marked as M&S: this was to increase sales opportunities in Nordic markets. Some competitors allege that the

current M&S ban precludes their purchase of tyres in particular sizes. C.Valentine noted that M&S properties can come from both tread pattern and rubber compound, so it may be that some budget M&S tyres have a softer winter compound.

Council discussion focussed on the White List (make, type, photo) and changing the MSA wording in the 2007 Blue Book M6.7.3 from 'M&S' to 'M&S pattern'.

Action: SW to define timescale for problem resolution

06/28 RIGHTS OF WAY REPORT

06/28/1 A.Brown apologised that no written report was available to Council: a subsequent document is attached. (Att 06/28/1A). His reminder to all clubs to keep him informed directly of any access problems caused by the NERC bill was relayed to Council.

R. Moore advised that Cornwall County Council use an application form for authorising vehicular use of footpaths: B.Osborne requested that this be distributed for supply to other councils.

Action: RM to copy form for distribution by ATP

06/28/2 (Ref. 06/10/2) Unofficial signage: T.Whellock supplied a reply to T.White's question. He had successfully applied to use a highway signed 'Access for Agricultural Vehicles Only' on the Exeter Trail. Devon CC RoW Office were not aware of any such restriction, and that the sign appeared to be unofficial. R.Ugalde reported on 2/3 unofficial signs he had also encountered, though in some cases the Definitive Map was not reliable and solicitors might have to be engaged. R.Moore recommended that in such cases, an approach to the Countryside Access Forum could be beneficial.

06/29 PUBLIC RELATIONS

06/29/1 A.Brown had nothing to report.

06/29/2 Exhibitions / Shows: As previously noted, ACTC are keen to support with material, but on the proviso that I.Williamson can maintain his favourable terms. All clubs were reminded that they can borrow ACTC's stock of PR materials for country shows, and funding is budgeted.

Action: clubs to send their show/demo ideas to AT-P

06/30 RESTART / WEBSITE

06/30/1 Restart: P.Toulmin was pleased to report that the recently revised national postage rates well suited Restart's A5 postal distribution.

06/30/2 Web Site: PT advised that she is compiling a log to record who uses which medium.

06/30/3 (Ref 06/12/2) Electronic mailing: C.Phillips reported on his recently conducted e-mail survey of members, ie:

questionnaires issued	142
received by members	136
replies to CP	76

42 of the 76 said 'definitely not electronic', citing (a) they spend much time already in front of a screen, (b) it is not as portable as hard copy.

30 respondents said 'yes please'.

Reducing from 250 by 30 printed copies would save £40, so chairman asked if such a move was worth the trouble, though PT recommended that a pilot be tried.

Action: PT to publish an earlier issue of Restart on website, and invite comments

B.Osborne & J.Toulmin raised the issue of archiving material, particularly if more use of electronic media was to be made in future

Action: PT/ATP to develop process for Restart / ACTC archiving

06/30/4 (Ref 06/12/3) Complimentary copies: No club has requested an alternative recipient.

Action: PT to send complimentary copies of Restart to all club nominees defined on the web site

06/31 CHAMPIONSHIP CALENDAR

06/31/1 2006: C Phillips referred to Issue 3 (Att 06/31/1AA), in which SDMC's Mechanics Trial switched from Sunday 12th Nov to Saturday 11th, avoiding Remembrance Sunday. The Saturday will always apply in future.

06/31/2 2007: Draft 2 has switched the Exe Valley and Taw & Torridge events, but R.Ugalde stated that Dartmoor National Park do not like early September Events, so may set a cut off date which permits the event on 16th September.

Action: RU to confirm date for Exe Valley with CP

CP to generate 2007 Issue 1 (Att. 06/31/2A)

RU proposed the following method to help manage this dilemma in future:-

- use the Edinburgh Trial date as a reference
- run T&T 2 weeks prior, irrespective of week number
- run Exe V 1 week prior to T&T
- in years when Exe V clashes with National Park cut off date, swap date with T&T

Action: CP/RU to review proposal and implement if agreed.

The Hardy Trial will run without M/Cycles unless an additional organiser can join A Young's team: taking on this role would not preclude competing in the trial.

Action: SW to identify M/Cycle organiser

The Ilkley Trial will be officially observed to enable consideration for 2008 Championship status.

06/32 CHAMPIONSHIP REPORTS

06/32/1 Championship Quality: No report was submitted by the monitor.

06/32/2 Cars: C.Phillips reported that the Crackington Cup featured a pleasingly wide range of cars. The Wheelspin Trophy was led by A.Martin with an 18 point lead over C.Talbot.

The team league had just 3 contenders, and the '4 competitor' pilot was working "to a point" – it will continue through the season.

06/32/3 Motorcycle: K.Johnston reported that 26 Solo riders and 5 sidecar crews were contesting their championships with substantial leads occurring in both.

06/33 OTHER CHAMPIONSHIP BUSINESS

06/33/1 (Ref 06/14/4) Two events per club. Discussion covered the following points for the car championship:

Pros

- Holsworthy & CVMC keen to promote their respective pairs of classic trials
- it could offer a more balanced calendar

Cons

- we already a full championship: if one club drops out we can easily top up with a reserve event
- consider the requirements of amateur competitors and the modest number of rounds needed to attract them
- official view to date has been one round per club

No clear outcome arose, so a precise ruling will be avoided and the current arrangement retained to allow future flexibility.

Action: effected clubs to consider rotating their events within the championship.

06/33/2 Special Test Harmonisation. Discussion covered a) the need for harmonisation for penalty marking of special tests b) good practise in the definition in such tests.

It was agreed that variety of requirements in different events was more demanding, but also more enjoyable. Consequently, the following points were made for guidance to organisers:

- special test details and marking should be described clearly in the route card, in addition to the event regs
- finish timing should be to front wheels crossing the line, not to the vehicle stopping

- flying finishes should be discouraged, except where used to hasten progress up an observed section
- tests of speed are prohibited on the public highway so should be termed 'Observed Test' and subject to a target time.

06/33/3 Safety Policy and monitoring: MSA had issued its Child Protection Policy guidelines to all clubs: each club must appoint a C.P. Officer by end-07, and this individual must have passed a background check. It was pointed out that the club will be responsible, not the event organisers. R.Andrews noted that co-opting a member of St John Ambulance may prove expedient, otherwise members who are for instance teachers, will already have been approved.

Further to discussion at the May meeting, it was agreed that ACTC should maintain a log of reportable incidents and how they were managed, in order to upkeep and disseminate evidence of H&S best practise. CBCCC and Fell Side for example, both issue chief officials with a pro forma to record such information, and this should be applied throughout ACTC, according to MCC policy # 4.

Action: Incident pro formas to be supplied by RU & MW to AT-P for distribution

06/34 TROPHIES

Nothing to report

06/35 NON CHAMPIONSHIP BUSINESS

06/35/1 Motorcycle co-ordinator: K.Johnston will step down from his role and progressively hand over to Ian Thompson through end '06.

06/35/2 Dinner and Awards: R.Moore offered thanks on behalf of Council to G.Greenslade and his team for staging another successful event. B.Osborne asked if an alternative date might be available, but acknowledged that clashes with trials would always be a problem.

06/35/3 P.Toulmin presented examples of ACTC featured office calendars that may be of interest to members, at £4 & £4.75 for a batch of 50. Ordering of one batch was approved as a pilot.

06/36 DATE, TIME & PLACE OF NEXT MEETING

Sunday 6th May 2007, venue "Majors Retreat" previously the Portcullis Inn, Tormarton.

Signed

Dated ...6-5-07...

Approved at Council

Dated ...6 May 07

The AGM of the Council of ACTC will be held:

Sunday 1st October 2006 at 2.00 pm.

At the Portcullis Inn, Tormarton (nr. M4 jn. 18)

NB: delegates will be able to purchase lunch from approximately 12.30 pm, and tea will be provided at the meeting

AGENDA

1. Inauguration of Officers continuing to serve
2. Apologies for absence
3. Minutes of Previous Meeting (Council Meeting held 7th May)
4. Matters arising therefrom (any not covered in items below)
5. ACTC Club membership
6. Financial report – Barbara Selkirk
 - 6.1 To approve accounts for the period to December 2005
 - 6.2 Update on financial status and budget for 2007
7. MSA Trials Committee report – Simon Woodall
8. Technical matters
 - 8.1 Cl. 7 Spec sheets – Pete Hart
 - 8.2 Cl. 7 Specification approval method
 - 8.3 Extinguisher fitments – Simon Woodall
 - 8.4 M&S tyres
9. Rights of Way report – Andrew Brown
10. Public Relations report – Andrew Brown
 - 10.1 PR – Andrew Brown
 - 10.2 Exhibitions / shows – All clubs
11. Restart / website report – Pat Toulmin
 - 11.1 Electronic mailing survey – C.Phillips

- 11.2 Complimentary copies – C.Phillips
- 12. Championship calendar – Chris Phillips
 - 12.1 Remaining 2006
 - 12.2 Draft 2007
- 13. Championship reports
 - 13.1 Championship monitor – Dave Haizelden
 - 13.2 2006 Car championships – Chris Phillips
 - 13.3 2006 Motorcycle championships – Keith Johnston
 - 13.4 Sidecar eligibility – Keith Johnston
- 14. Any Other Championship Business
 - 14.1 Two events per club
 - 14.2 Special test harmonisation
 - 14.3 Safety policy & monitoring
- 15. Championship Trophies
- 16. Any Other Non-Championship Business
 - 16.1 Reclassification proposals – Roger Ugalde
 - 16.2 Motorcycle co-ordinator
 - 16.3 Dinner & Awards event – Giles Greenslade
- 17. Date, time & place of 2007 Council Meeting.