



Meeting Minutes: 41st AGM 2025

Minutes of CWCAM AGM meeting held on 28/2/2025 at 19:00
Venue: . Greenhill Hotel, Red Dial, Wigton, Cumbria, CA7 8LS

Agenda:

1. Chairperson welcome
2. Apologies for absence
3. Resolution that the minutes from 40th AGM were a true record
4. Matters arising from 40th AGM
5. Amendments or Adjustments to this agenda
6. Chairman's Report
7. Secretary's Report
8. Treasurer's Report
9. Resolution that the Annual Report and Accounts for the year ending (date) be approved.
10. Election of Officers (must retire each year)
11. Election of Committee Members (One third of Committee Members must retire annually by rotation)
12. Address by the Chair (Closing of the Business Part of the meeting)
13. Presentation by Nigel MacDonald on his recent Riding trip to Southern Africa

Meeting Notes:

Agenda item 1. Chair welcome

The interim Chairman : Dave Rothery , Welcomed all in attendance, to also reflect on the unplanned loss of the Chairperson and Secretary since the last AGM contributing to the longer than ideal duration between AGM's.

Agenda item 2: Apologies for absence

The interim Secretary: Mick McKerrow made the attendees aware of the Attendance sheet that was being sent around the meeting for signature. A list of those attending and those having sent their apologies, will be added to the minutes . See **Appendix A**.

Presentation by Inspector Jack Stabler - Road Policing Unit

The inspector gave a presentation on the work his department undertake, and what he is responsible for. Jack conveyed how the unit has moved into becoming a proactive unit, opposed to historically reacting to events, an example being how RTC (Road Traffic Collision) data, is now being used intelligently to predict trends, to be able to put measures in place before it happens.

The presentation was well received, and the group indicated supporting the idea to work collaboratively with the Unit and other agencies to initially support the launch of the replacement for Bike Safe this year.

Agenda item 3: Resolution that the minutes from 40th AGM were a true record

The interim Secretary reminded attendees that the notification of the 41st AGM also provided an Agenda with Item 3 identified, reminding attendees that all AGM minutes are available to the general public off the CWCAM website.

Resolution 1: that the minutes from 40th AGM were a true record

Proposed by: Jim Mitchell

Seconded by: Nigel MacDonald

Carried unanimously

Agenda item 4: Matters arising from 40th AGM

The interim Secretary stated all matters had been addressed over the period since the previous AGM, listed below as reflected in the meeting:

- Action 1 - The Committee will consider the issue of advertising and publicity with a view to raising awareness and promoting the Group.
- Action 2 - The Committee will investigate obtaining personalised business cards for each Member of the Committee and each Observer in the Group.
- Action 3 - The Committee will consider raising the Annual Membership Fee to take effect from 1st April 2024..
- Action 4 - The Committee will consider co-opting Graham Norman and Richard Platt onto the Committee.

Agenda item 5: Amendments or Adjustments to this agenda

The only change to the agenda was having the inspector for Road Policing Unit added before Agenda item 4.

Agenda Item 6: Chairperson's Report

The interim Chair; Dave Rothery, thanked Dave Cox (Area Service Delivery Manager - North Wales and North West England) for his personal attendance.

Mr Rothery reflected on the previous periods of change in Secretary and Chairperson, and the unsettling effect this had, both changes being unplanned, and how committee members swiftly stepped up to the challenge, getting the group into a good position for the upcoming period.

Dave ran through his report, for which more detail is contained within **Appendix B**, finishing off by thanking all for their attendance , and wishing everyone a safe journey home after these proceedings. .

Agenda Item 7: Secretary's Report

Mick the interim secretary read out as follows a summary of the Membership Report that had been provided by Stephen Parr (Membership coordinator) who sent his apologies, recognising membership forms a part of the Secretary's report:

Currently CWCAM has 153 members this includes 27 Associates; we also have 12 Sponsors making the total 163 members. From 1st January 2025 we've had 8 new Associates 4 Car and 4 Bike, only 1 bike pass so far this year.

The intent was to provide at this meeting a fuller picture of membership together with Pass / Fail rate and new Observers etc over an extended period, however difficulty with both recently picking up the role of interim Secretary and to become familiar with DARTS, obtaining this information in time for the AGM has proven difficult, the information not available for the meeting. See **Appendix C** for this subsequently compiled detail.

The reminder that the membership fee for CWCAM has been increased to £15 and should be paid on or before the 1st April each year. It is expected that due to some members having Direct Debits

Agenda Item 8: Treasurer's Report

The Treasurer distributed and summarised the report which is available in **Appendix D**. The highlights being that money in the bank is ample, with expenses being covered by incoming funds.

Conclusion of the AGM: The newly elected Chairperson closed the meeting, a date for the next AGM will be agreed at a future committee meeting.

Appendix A - Attendees / Apologies

Attendees:

Name	Title / Role
Mick McKerrow	interim Secretary
John Murchison	Committee Member - Quartermaster
Terry Milligan	Committee Member
Peter Forsyth	Committee Member - Chief of Bikes
Graham Norman	Committee Member
Dave Rothery	Chairman
Nigel MacDonald	Committee Member - Events Coordinator
Neil Foley	Treasurer
Jim Mitchell	Vice Chair - Chief of Cars
Richard Shimmin	Member
Ian Wright	Member
Rob Sim	Member
George Cairns	Guest

Apologies

Name	Title / Role
Steve Lambert	Technical Advisor
Stephen Parr	Committee Member -Membership Coordinator
Richard Platt	Committee Member
Stephen Carr	Member
Martin Stoheart	Observer Bikes
Graham Warrior	Member
Frank McGurty	Member
Ken Wright	Member
George West	Member
Ray Bancroft	Member
Philip Hetherington	Member

Richard Wilkinson	Member
Julian Thursz	Member
Richard McKenna	Member
Chris Marsh	Member
Peter Priestley	Member
Andy Ramsden	Member
Thomas McStay	Member
Richard Souk	Member
Gary Fawcett	Member
Brian cuthbertson	Member
Emma-Louise Robertson	Member
Paul Cheshire	Member
Michael Williams	Member
Kevin Stuart	Member
Leah Lister	Observer Cars
Eric Bowe	Member
Ian Johnstone	Member
Terry Portlock	Member
Tony Rutherford	Committee Member

Appendix B - Chairpersons Report

Additional detail from the Chairpersons report:

The Website has been updated, and rationalised after a major crash over 12 months ago, with further work ongoing.

The Dashboard remains functional, with some refinement to be done to ease operator use.

Observer training continues satisfactorily, to keep the group in a good position to cater for expected demand.

The succession plan has been briefly reviewed, and will be the platform for current and new team members to progress within the next 1-3 and 3-5 years.

Our group policy is still to train our Observers to Masters Standard.

The Chair is pleased to continue the CWCAM support to Blood Bikes Cumbria (BBC), with not only training of BBC through IAM Roadsmart, but also the regular reassessment rides of their team members.

CWCAM have approached Cumbria Constabulary in relation to the Honorary President position for CWCAM, with Rob Cardin subsequently confirming he's pleased to have been considered, and accepts the position. This comes as an excellent opportunity to foster the relationship, and hopefully be at the forefront of upcoming road safety initiatives, i.e things like what was Bike Safe.

Appendix C - Secretaries Report

Membership - Details from DARTS (the IAM Roadsmart corporate group Dashboard)

Local Group Details

30012555 - Carlisle and West Cumbria Advanced Motorists (5172) (CWCAM)

[Profile](#) [Address](#) [Vehicles](#) [Postcodes](#)

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30012555

Group Name

Carlisle and West Cumbria Advanced Motorists (5172) (CWCAM)

Group Code

10005172

Region

Region 6

Registered Charity Number

1051291

Year Formed

1982

Web Site

<http://www.iamcumbria.org.uk>

IAM Membership

Full Members

116

Associate Members

28

Fellow Members

5

Observers

Trainee

1

Local

2

National

17

OBSERVERS STATUS

Postal Name	Subs Status	Expires	Relationship	Test Classifications
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Mr A Balcombe	Current	30/04/2025	Member ; National Observer Bike	Commercial;Motorcycle
Mr. N Foley	Current	30/06/2025	Member ; Radio Level 1 2 and 3 ; Treasurer ; National Observer Bike	Motorcycle
Mr P Forsyth	Current	30/09/2025	Group Official Web Access ; Member ; Official ; Radio Level 1 2 and 3 ; Chief Observer Bike ; National Observer Car ; National Observer Bike	Car;Motorcycle
Dr D Holmes	Current	30/09/2025	Member ; National Observer Bike	Car;Motorcycle
Mr M Howell	Current	30/06/2025	Member ; Radio Level 1 2 and 3 ; National Observer Bike	Motorcycle;Car
Mrs L Lister	Current	31/01/2026	Member ; National Observer Car	Car
Mr N Macdonald	Current	31/07/2025	Group Official Web Access ; Masters Mentor Bike ; Member ; Official ; Radio Level 1 2 and 3 ; Chief Observer Bike ; National Observer Bike	Motorcycle
Mr M Mckerrow	Current	31/03/2026	Member ; Official ; Radio Level 1 2 and 3 ; Group Secretary ; National Observer Bike	Motorcycle
Mr. T Milligan	Current	30/09/2025	Member ; Radio Level 1 2 and 3 ; National Observer Bike	Motorcycle
Mr J Mitchell	Current	30/11/2025	Member ; Official ; Chief Observer Car ; National Observer Car	Car
Mr J Murchison	Current	30/04/2025	Member ; Official ; Radio Level 1 2 and 3 ; Local Observer Bike ; Trainee Observer Bike	Motorcycle
Mr G Norman	Current	31/01/2026	Member ; National Observer Car ; National Observer Bike	Motorcycle;Car
Mr. S Parr	Current	30/09/2025	Member ; Official ; Radio Level 1 2 and 3 ; National Observer Car ; National Observer Bike ; Booking Admin	Motorcycle;Car
Mr S Quigley	Current	31/03/2026	Member ; Radio Level 1 2 and 3 ; National Observer Car ; National Observer Bike	Motorcycle;Car
Mr D Rothery	Current	30/06/2025	Chairperson ; Main Contact ; Member ; Official ; Radio Level 1 2 and 3 ; Group Secretary ; Local Observer Car ; National Observer Bike	Motorcycle;Car
Mr A Rutherford	Current	31/10/2025	Member ; Official ; Radio Level 1 2 and 3 ; National Observer Car ; National Observer Bike	Motorcycle;Car
Mr M Stothart	Current	28/02/2026	Member ; National Observer Bike	Motorcycle

Mr I Wildgoose	Current	31/05/2025	Member ; Radio Level 1 2 and 3 ; National Observer Car ; National Observer Bike	Motorcycle;Car
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Group Assessments since 1st Jan 2024

candidate Id	Course Name	Order Date	Allocated	Course Status	Result
MC0193105	Advanced Driver (Existing Motorcycle Member)	05/01/2024	13/02/2024	Completed	First
MC0193722	Advanced Rider	24/01/2024		Pending Test Ready	
MC0194356	Advanced Rider	11/02/2024	11/09/2024	Completed	First
MC0194357	Advanced Driver	12/02/2024		Pending Test Ready	
MC0195144	Advanced Driver	29/02/2024	23/06/2024	Completed	Pass
OR0195456	IMI National Observer Programme (Car)	06/03/2024	11/04/2024	Completed	Pass
OR0195457	IMI National Observer Programme (Car)	06/03/2024	13/03/2024	Completed	Pass
OR0195460	IMI National Observer Programme (Car)	06/03/2024	09/05/2024	Completed	Pass
OR0195461	IMI National Observer Programme (Motorcycle)	06/03/2024	09/05/2024	Completed	Pass
OR0195552	IMI National Observer Programme (Motorcycle)	08/03/2024	06/03/2025	In Progress	
MC0195607	Advanced Rider	08/03/2024	18/07/2024	Completed	First
MC0196398	Advanced Driver	25/03/2024	30/10/2024	Completed	First
MC0196499	Advanced Rider	26/03/2024		On Hold	
MC0196751	Advanced Rider	02/04/2024		Pending Test Ready	
MC0196839	Advanced Driver (Existing Motorcycle Member)	05/04/2024	18/07/2024	Completed	Pass
MC0196845	Advanced Driver	05/04/2024		Pending Test Ready	
MC0196916	Advanced Rider	08/04/2024		Pending Test Ready	
OR0196993	IMI National Observer Programme (Motorcycle)	09/04/2024	16/04/2024	Completed	Pass
MC0197524	Advanced Driver	24/04/2024		Pending Test Ready	

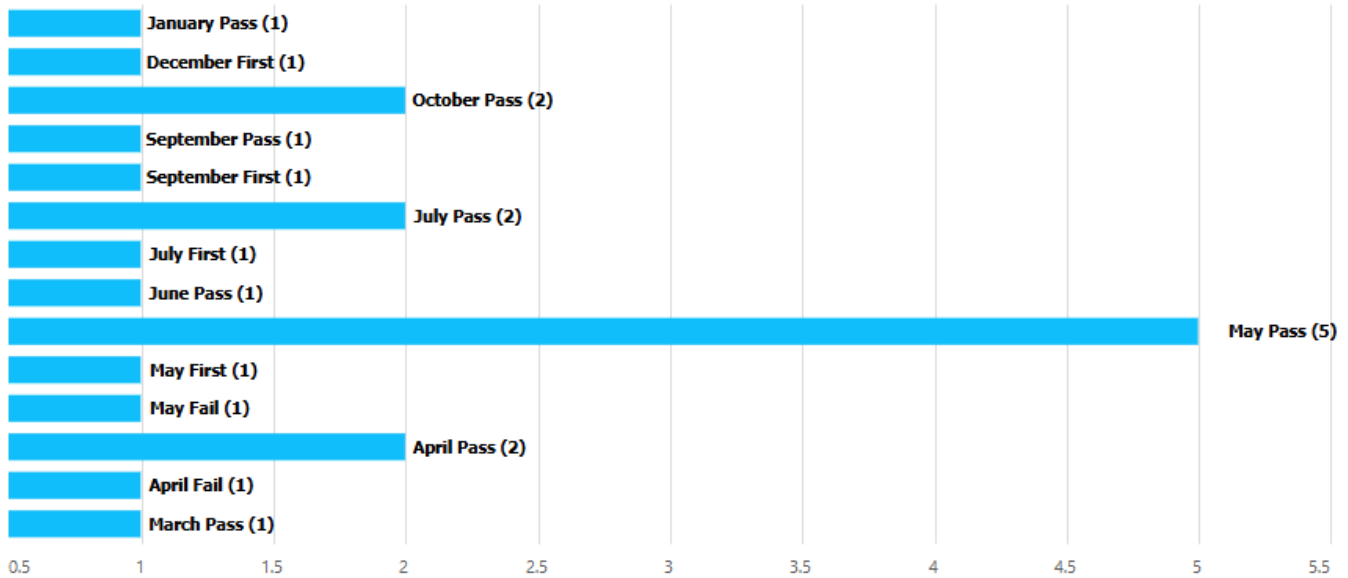
OR0198262	Advanced Driver Retest	16/05/2024	18/05/2024	Completed	Pass
MC0198481	Advanced Rider (Existing Car Member)	22/05/2024	10/10/2024	Completed	Pass
MC0199219	Advanced Rider	14/06/2024		Pending Test Ready	
MC0199688	Advanced Rider	30/06/2024		Pending Test Ready	
MC0200082	Advanced Driver (Existing Motorcycle Member)	15/07/2024	15/10/2024	Completed	Pass
MC0200717	Advanced Rider	02/08/2024	20/12/2024	Completed	Pass
MC0202070	Advanced Driver	11/09/2024		Pending Test Ready	
MC0204085	Advanced Rider	15/11/2024		Pending Test Ready	
MC0204191	Advanced Driver	19/11/2024		Pending Test Ready	
MC0204280	Advanced Rider	22/11/2024		Pending Test Ready	
MC0204519	Advanced Rider	30/11/2024		Pending Test Ready	
MC0204737	Advanced Rider	04/12/2024		Pending Test Ready	
MC0204806	Advanced Driver	07/12/2024		Pending Test Ready	
MC0205377	Advanced Rider	03/01/2025		Pending Test Ready	
MC0205867	Advanced Driver (Existing Motorcycle Member)	16/01/2025		Pending Test Ready	
MC0205953	Advanced Driver	20/01/2025		Pending Test Ready	
MC0205973	Advanced Rider	21/01/2025		Pending Test Ready	
MC0206026	Advanced Driver	22/01/2025		Pending Test Ready	
MC0206178	Advanced Driver	28/01/2025		Pending Test Ready	
MC0206367	Advanced Rider	03/02/2025		Pending Test Ready	
MC0206458	Advanced Rider	05/02/2025		Pending Test Ready	
MC0207027	Advanced Driver	25/02/2025		Pending Test Ready	

MC0207261	Advanced Rider	05/03/2025		Pending Test Ready	
MC0207384	Advanced Rider	07/03/2025		Pending Test Ready	

Test Statistics



Car/Bike Results - Last 12 Months



Other Secretarial detail to include in this report:

New email addresses have been issued from the back of 2024 as follows, these reflected on the Website:

1. info@iamcumbria.org.uk - used by Secretary and Chairperson
2. treasurer@iamcumbria.org.uk - used and accessed by only the Treasurer
3. membership@iamcumbria.org.uk - used by Membership coordinator

PW's for the above managed by the Webmaster (Mick McKerrow)

Appendix D - Treasurer's Report

Bank Balance as at 23-02-2025 – £6349.20

Year on year comparison Accounts are attached. In line with the previous AGM.

It should be noted that the groups funds currently include £1,910 which was responsible for the extraordinary income level quoted in the period ending 2023. This was provided to engage with younger people. A lot of effort has gone into this area and despite various attempts and pledges events have yet to materialise. It is effectively ring fenced and not considered part of our available funds for general activities, until we have confirmation we can use the funds for other or can claim the payment in full to recognise the efforts and expenses incurred in delivering the mandate.

Extraordinary costs this year. Reimbursement to one particular member who had being paying monthly rather than annually to the sum of £312.

Increase in meeting costs reflect the return to face to face meetings such as this alongside Online meetings post Covid and the difficulty in finding suitable venues. The committee continues to use online meetings to keep costs in check.

Sundry Items in the year to date figure are higher than previously, but I believe this to be cheques issued to cover previous AGM expenses that has been recorded as Sundry items rather than a meeting expense. Confirmation would eliminate this issue and put the meeting expenses in focus as noted above.

Handover

This first period in reporting has not been helped by the delays experienced with Barclays in gaining access to the accounts, and I'd like to acknowledge the efforts put in by Bob Goodman on helping resolve these. These are currently being repeated as we take the current steps forward.

Collation of evidence is required to submit a Gift Aid Claim, and as we come to this point I'd like to thank those people who took the time to complete and return the forms when requested. With the revised wording and a consolidated PDF file I'm confident I won't be asking for a duplication of effort going forward.

Gift Aid Claims

Item	YE_April 2021	YE_April 2022	YE_April 2023	YE_April 2024
Gift Aid Claim	288	324	360	594
GSADS (Max 10x Gift Aid)	1464	1560	1656	
Reimbursement	348	376	403	450
Submitted	Y	Y		

Submission of the first 2 years to address any issues raised by HMRC without prejudicing later claims and with due dates in mind to alleviate time pressures not helped by the banking issues.

The figures on claims reflect adjustment of the membership reimbursement so that we aren't claiming for funds not received.

If there are any questions I'm happy to answer them. We now have specific email addresses of which treasurer@iamcumbria.org.uk is one. Given events this year it's been one of the steps taken to reduce reliance on individuals and make future transitions between post holders more efficient.

Neil Foley
Treasurer