

TVR Car Club

COMMITTEE MINUTES (adopted) 3RD APRIL 2004 HERITAGE MOTOR MUSEUM GAYDON, WARWICKS

COMMITTEE PRESENT

Simon Lacey (Chairman)
Laura Hadley (Secretary)
Laurence Sayer (Treasurer)
Pietro Abate (Advertising)
Jane Payne (National Events)
Colin Last (Deputy Events)
Ralph Dodds (Marketing & PR)
Alison Folkard (Club Office)
Derek Smith (Editor)
Richard Sails (Archivist)
Grant Crouch (Data Administrator)

APOLOGIES

Paul Shrimpton (RO Co-ordinator)
Stewart McQuillan (Competition Sec)
Bernie Hartnett (Track Day Co-ordinator)

Start: 10am (EGM between 2-2.35pm)
Finish: 4pm

ACTION

SIMON welcomed and thanked everyone for attending today's meeting.

LAURA read out apologies for those not able to attend today.

MINUTES OF COMMITTEE MEETING 24th January 2004 were approved by the committee. Ralph proposed adoption of minutes. Pietro seconded.

CLUB UPDATE: Simon informed the committee that the TVRCC have now moved into the new office, and thanked Carol, Alison, Roger and Laurence. Also interviews are in hand by the office to employ a further part time employee for 2-5 days per week. Contracts of employment for Carol and Linda are in place and are currently working on contracts for Laurence and Jon Lowry (Online Design).

Simon also thanked Derek and the editorial team and Jon for the continuing excellent work with Sprint. He thanked Colin and Jane for the work they have been doing on events, and thanked Pietro for his continued work in managing the advertising. He also thanked Richard and Grant with the progress they have been making in their roles.

Simon also commented that membership is slightly down at about 6800, and that a close eye is being kept on the club budget.

ACTION

LAURENCE informed the committee of the current financial status of the TVRCC. The deposit account stands at £91769 and the current account at £35488. He also informed the committee that the club has a new Euro account which stands at 8880 Euro\$ (£6000 @ 1.48). This will enable the club to manage European member and third party payment activities. Current members from the USA will continue to settle in sterling at the then prevailing rate of exchange.

VAT: Laurence informed the committee of the club VAT liabilities and proposed that the new auditors for the club look into our bookkeeping procedures. He advised the committee the club have paid £1900 in VAT to bring the club up to date with the postage element owing on regalia.

Laurence also informed the committee that the method of handling VAT in connection with payments made by the club and those made by members funds will be managed as two separate columns on the accounts. Further investigation is still required to establish the club liabilities in respect of Charities and Sponsorship. Laurence

BUDGETS: Simon reminded the committee that the club is a non-profit making organisation and that our activities are managed so that we try to break even in order to avoid tax liabilities. We are currently meeting our budgets. The club has sufficient cash funds to meet expenditures, and that we have the option (as voted at the last AGM) to increase subscriptions if necessary.

It was agreed that the committee should also receive a copy of the budgets from Laurence when sending out details to the Directors. Laurence

BANKING: Laurence also confirmed that the club bank accounts have been moved to his location (Chichester) to enable more efficient management of the clubs banking.

DIRECT DEBIT: Laurence informed the committee that he has looked into the feasibility of the club using the Direct Debit method for payments in particular to renewal of memberships. He explained there were benefits for taking this route and that entry to this means is by invitation from the Banks. The fact that the club has been invited to join this scheme is worthy of note and further consideration. It was proposed by Pietro that we progress this route. This was seconded by Richard and Colin.

It was also agreed that a working party be set up and to enlist the services of Tony Vile (member) who has good knowledge of direct debiting and comes from a banking background. Simon
Laurence
Laura

DEBT: Laurence advised the committee that he is chasing up an outstanding debt from TVR in respect of Christmas cards. Laurence

ACTION

BACK HOME: Jane informed the committee that the factory tour has been booked and at this time two thirds of the hotel rooms have been sold. The buffet requires a minimum of 80 persons to avoid financial loss to the club. Details have been sent for inclusion on the TVRCC website and Sprint. Details of the program to be distributed and confirmation of support from TVRCC office. Also the feasibility of obtaining mugs for 24th April to be looked into.

Jane
Alison

LE MANS: Ralph informed the committee that the factory have offered a pit crew and pit pass with team, regalia and raffle, however this has not been confirmed and remains provisional pending confirmation. Ralph also confirmed that the Trailer will be on site at Le Mans.

Simon confirmed that tickets are now available and that the Trailer will be located centrally between Dorset, East Midlands and East Sussex.

SPONSORSHIP: Simon advised that there is now only one car in the event. After much discussion it was agreed that the club would reduce the amount of sponsorship to £6000 with a view that if all goes well that this would be increased. Awaiting confirmation details from the factory.

POLO EVENT: Colin provided the committee with an information leaflet on the scheduled Polo Event at Windsor and all agreed the price per car for entry will be £5.

POWER & PASSION: Colin informed the committee that the contract for the stadium consisted of 30 pages and has been signed in principle by the directors pending confirmation of amendments. Colin showed a model related plan / map of the stadium and explained the parking arena, traders and refreshment areas. Also proposed activities for the adults. Something for children is under review. Also included will be food and entertainment for the evening. Colin also advised that he has been sourcing hotels and seeking reasonable rates for members. Pietro has been providing support with the program event. The P & P team to consist of Colin, Jane, Pietro and Ralph. The committee expressed their appreciation of the work that Colin has done in bringing this event together.

Clarification of public liability for this event needs to be pursued if the Public are allowed entrance to the event.

Laurence,
Colin, &
Pietro

REGALIA: Discussion arose on clarification of mutual trading status and the impact with Inland Revenue. It was agreed that contact should be made with another club e.g. Porsche, MG etc to see how they deal with regalia. Regalia sales to be behind member log in on TVRCC website.

Simon
Alison

ACTION

- SPRINT: It was agreed that a back issue of Sprint and details of changes be given as a one off to dealers. Alison
- DATA PROTECTION: Grant explained to the committee that in order to maintain an active data base of cars, then the club should consider compliance with the Data Protection Act. There were no objections (and indeed little choice other than to comply) and it was agreed that Grant and Richard work towards this objective. Grant
Richard
- AREA CODES: Grant to liaise with Jane and Paul to establish area codes as a service for RO's. Grant
- VALUATIONS: Richard advised the committee that the investigations of liability insurance with insurance companies are ongoing. He is not doing any valuations until they are concluded. Richard
- MEMBERS ADVERTS: Pietro advised the committee of no more photo adverts in Sprint. Pietro also commented that the new TVRCC website will enable free upload for member adverts, so no need for emails to be sent to him anymore.
- WEBSITE: Ralph advised that Paul Calland wants to sign off the new TVRCC website and needs feedback from the committee. The consensus of opinion was that the site is much more user friendly and the functionality around the site was good. It was agreed that those that had not visited the new website will do so and provide feedback to Paul. Ralph will act as web administrator and liaise with Paul. All to
note
- MARQUEE KIT: It was agreed that Colin would continue to source a second kit and that he would be left to him to purchase at the best price. Colin to liaise with Ray Frost. Colin

Meeting concluded at 4pm.

Next committee meeting 31st July 2004.

End>