



**Committee Meeting**  
**9 September 2025, 19:00**  
 via **MS Teams**

**Agenda**

**Apologies**

- 1 Previous Minutes ~ Adoption & Matters Arising**
  - a. Committee Mtg: 5-August-25
  - b. Matters Arising
- 2 Committee Matters**
  - a. Strategy Review update, (MB) Revised RO Handbook to complete and forward to Paul Calland (CM)
  - b. Safeguarding: Ongoing Discussion (All)
  - c. TVRCC Build Sheets Proposal: Ongoing Discussion (MB) (ALL)
- 3 Financial & Membership Update (PB)**
  - a. 2024~25 Finances update
  - b. Membership report
- 4 Events Calendar & Updates (KT/NW)**
  - a. 2025 Track Days: Cadwell Park subscription update (JE)
  - b. November NEC Show 2025
  - c. Millbrook Feedback (ST) (KT) (ALL)
- 5 Marketing Report**
  - a. e-Newsletters (KT)
  - b. New Business Manager Monthly Report (to discuss at the October Committee Meeting)
- 6 AOB/Members Reports (ALL)**
  - a. Mark Mendoza: Sponsorship (MM)
  - b. Season Opener 2026
- 7 Dates of Future Meetings**  
 Committee: 19:00, 7 October 2025, via Teams.

**Minutes**

<b>Present:</b>	Steve Thomsit (ST), Mervyn Larnar (ML), Nick Warner (NW), Bob Young (BY) Martin Blackwell (MB), Chris Mitchell (CM), Jo Edwards (JE), Mark Mendoza (MM)	
<b>Apologies:</b>	Mark Hickery (MH), Karen Thomsit (KT), Tyler Harrop (TH), Graham Walden (GW), Paul Blackwell (PB)	
<b>1</b>	<b>Previous Minutes &amp; Matters Arising</b>	<b>Action(s)</b>
	<b>a. Committee Mtg: 5-August-25</b> The draft minutes were agreed (All)	<b>CM</b>

2	<b>Committee Matters</b>	
	<p><b>a. Strategy Review update (CM)</b> RO Handbook will need completing; (MB) to assist with final draft and required links. Handbook to be presented at October meeting if possible. MB to bring MM up to date with strategy Review details offline.</p> <p><b>b. Safeguarding.</b> Nothing to report.</p> <p><b>c. TVRCC Build Sheets Proposal (MB)</b>The build sheets that formed the discussion contain a lot of information. It was suggested that we should get to a point to “go live” in 3 months. Training would be required should a designated body/ person be required. No one else has Mervyns knowledge of the data. All the information is shared on the TVRCC server. The last attempt at scanning the data was unsuccessful last time it was attempted (8-10 years ago) but technology has since moved on. It was discussed what information would be required from the vehicle owner to generate a “certificate” (VIN, Reg etc). It was suggested that the “Heritage Certificate” purchase process be investigated. The certificates could be promoted via Sprint, eNews and the Forum. (ML) voiced concerns regarding getting swamped should the uptake be popular; this would need managing very well.</p>	<p><b>CM/ MB</b></p> <p><b>MB/ All</b></p>
3	<b>Financial &amp; Membership Update (PB)</b>	
	<p><b>a.</b> 2024-2025 Finance report is good overall and in line with approved budget. Merchandise sales continue to be strong. Sponsorship is a challenge.</p> <p><b>b.</b> Membership numbers continue to look positive and will be continually monitored.</p>	
4	<b>Events &amp; Calendar Update (JE) (KT) (ST)</b>	
	<p><b>a. 2025 Track Days:</b> Cadwell Park is 24<sup>th</sup> September and has about 60 subscribers, 65 is the target. 2026 would probably include Cadwell and (JE) has reached out to Brands Hatch. Anglesey also generated some interest after a Social Media post.</p> <p><b>b. November NEC Show 2025:</b> New stand design was presented; this would be a new fabric wall design. There would a free-standing Merchandise area after the success last year. The refreshments area to be revamped to include “stand up to” tables to encourage a flow of people though the area. Large TV with video on loop of cars and promotions including an announcement that all editions of Sprint are now digitised. (ML) mentioned the prototype Tuscan owned by a Lancashire member to feature on the stand, information to be passed to David Hothersall. Mark Henry to update on Sponsorship. It was noted that TVRCC are approaching a situation where it needs to invest an amount of money to stay current as a top tier club.</p> <p><b>c. Millbrook Feedback:</b> Feedback was very positive overall. All costs need to be finalised before year end of 30th September 2025.</p>	<p><b>JE</b></p> <p><b>ST/ ALL</b></p>
5	<b>Marketing Report</b>	
	<p><b>a. e-Newsletter (KT)</b></p> <p><b>b. New Business Development Manager Monthly Report July 2025 (PB)</b> This is the appendix attached to the finance report, to be revised by the committee and discussed at the next meeting.</p>	<p><b>All</b></p>
6	<b>AOB/Members Reports</b>	
	<p><b>a. Mark Mendoza (MM)</b> Mark joined the meeting; he spoke about sponsorship and tasking RO’s to generate some sponsorship. Mark will send a template of a sponsorship strategy he has used successfully to (CM) who will circulate to the committee.</p> <p><b>b. Season Opener 2026:</b> Belvoir Historic Castle &amp; Gardens in Leicestershire was visited by (ST) (KT) (MM) in the summer and agreed it was a great venue.</p>	<p><b>MM</b></p> <p><b>ST</b></p>

7	<b>Next Meeting:</b> Committee: 19:00, 7th October 2025, via MS Teams	

**Meeting Closed 20:35**

**Chris Mitchell  
Club Secretary**

DRAFT