

**The Norton Owners Club
Executive Committee Meeting
Saturday 8th September 2018
Hastings House, Castle Donington**

Attending: Tim Harrison (Chair), Barry Owen (Vice Chair), Marcia Ripley (Secretary), Neil Shoosmith (Spares Officer), Ian and Rose Somerville (Merchandise Officer), Peter White (Int. Liaison Officer), Chris and Jill Streather (Library and Records Officer (Twins)), Tony Ripley (Technical Admin), Dave Kington (Web and Data Manager), Brian Harriss (Advertising Officer)

1. Welcome and apologies:

Tim Harrison opened the meeting at 11:02am; apologies were received from Dom Loram (Publicity), Mark Woodward (RDH Editor), Peter Scatchard (BLO), Dave Catton (Records Officer (Singles)), Joan Catton (Membership Secretary) and Nicole Hill (Treasurer).

2. Minutes from the last Meeting of Executive Committee (EC):

Minutes from the last meeting held 15th July 2018 at The Chase Hotel have been circulated and read. There is one amendment to item 6, the last line should read, 'Joan stressed the importance of this issue'.

With the above amendment the minutes were duly approved; the committee extended their thanks to Peter White and Nicole Hill for the recording and production of minutes in the absence of a secretary.

3. Matters arising not on the agenda:

The printer for the Membership Secretary is still outstanding; Peter White reported that it's part of a wider issue and is ongoing.

The chair asked the status of the article for RDH on road tax and MOT exemption, it was confirmed that this is still outstanding.

Action: Chris Streather agreed to look into producing the article.

4. ANIL (Drawings)

Tim Harrison summed up the current situation in respect of the factory drawings held by the club and previous EC discussions on the matter and stated that he had a proposal to put before the EC. Before making the proposal Tim offered to stand aside as chair if the EC thought appropriate; the EC discussed and agreed this was not necessary and requested to hear the proposal from Tim. Copies of the proposal were handed out, read and discussed at length (approximately 45 minutes). The EC thanked Tim for his input and agreed on the following:

'Since its last meeting held on 15th July 2018 a decision to sell the factory drawings was not agreed and the meeting concluded that further discussion was required.

The Executive Committee noted the following:

1. The drawings which have been held by the Club since 1991 are owned by the members.

2. The Club is entitled to make parts as required by members of the NOC.
3. The Club has a duty to ensure that parts are made from a variety of sources to ensure that Nortons are kept on the road.

The Executive Committee recognises that it holds the drawings but that limited use is currently made of them; the Executive Committee agrees to consider the future of the spares scheme and use of drawings at future meetings.

In the meantime the Executive Committee agrees to meet the request of ANIL to provide a copy of the drawing for the 600cc barrel; to do so ensures that the part is available. It is understood that another company plans to make this part and therefore the EC concludes that it is not necessary for the Club to commission the manufacture of the 600cc barrel.'

Proposed by Tim Harrison; seconded by Peter White. The proposal was carried by 7 for, 3 against and 1 abstention.

Action: Tony Ripley to contact Ashley Cutler (ANIL) advising of the agreement to provide a copy of the drawing should they still require it.

5. Merchandise Manager

Ian Somerville reported sales for August have been slower than the previous year but is now picking up.

The forks DVD, editing has been completed and the master copy has been received and sent to the supplier and should be ready for sale soon. Ian advises badges are not selling, and in respect of Diamond Jubilee badges, questioned whether these are viable to produce; Ian asked about alternative ideas and suggested fridge magnets, as these would not damage rider's expensive riding gear and could make posting as a freebie within RDH easier to organize.

Peter White commented on the NOC Shop merchandise photographs and suggested that they should be updated.

Action: Merchandise manager to arrange update of merchandise photos on NOC Shop.

6. Spares Administrator

Neil Shoosmith reported sales are on par with last year. Rear mud guard stays and torque arms are being made for stock; the executive were advised the supplier has been injured which will affect production for a while.

Tim raised the question of pricing for spares. Neil confirmed prices of spares are checked regularly in an attempt to get best offer for members confirming that he uses a range of suppliers which includes (but not exclusive) garage sales and eBay. It was further confirmed the spare scheme supplies are only available for purchase by club members, thereby ensuring that members only benefit from the scheme.

Neil confirmed all profits from spares sales are used to purchase, or manufacture, new stock for sale to club members.

It was confirmed the Spares Administrator can claim mileage for attending official events if using his own vehicle.

Items recently purchased or manufactured are:

Battery retaining straps
Rear brake torque arms
Girder fork bump stops
Deluxe tickler arms
Speedo drive gears
Rocker oil feed pipes
Reynolds 531 tubing decals
Petrol tank seals
Centre and side stands

Fork nut spanners
Voltage regulator clips
Front engine plate covers
Petrol tank mounting platforms
Girder fork damper knobs
Lightweight rear brake adjusters
Rear mudguard model decals
Battery carriers

Action: Tim to include in his foreword for RDH the clubs interest in receiving spares from its members when they are giving up riding.

7. RDH Editor (electronic via secretary)

No issues with RDH to report at present.

The archive project is toot ling along nicely, with thanks to Jill and Chris Streather, it's proposed that the archived editions will go onto the NOC website as and when the new website goes 'live' (hopefully next year). Peter White has kindly offered to give me 'driving lessons' on how to make the archived RDH 'visible' on the site; many editions are already archived and loaded onto the web server and are 'ready to go'. To date I'm back to 2001-2002, each edition takes circa three hours to 'process'. I'm also updating the RDH archive index as I plough through them.

With regard to the current RDH, it may be noticed that some recent editions have been 52 or 56 pages, this may settle back down to 48 pages now that 'events' are thinning out.

The committee extended its thanks to Mark for his report, and send their best wishes for a speedy recovery.

8. Records Officer (Singles)

Chris Streather reported he is still very busy, dealing with NOC2 forms, NOC3 forms and NOC4 which require inspections.

Chris reported on valuations provided to auction houses and some problems which can arise; this also applies to Dave Catton (Twins) who has more volume in this area. Tim raised the question, does the club insurance cover for negligence if the club gets a valuation wrong. This issue was discussed and decided that it was not a problem.

9. Web & Data

Dave Kington provided a report detailing the numbers of membership and the demographic areas; this was of much interest to the EC and thought to be useful for the location of future AGMs and potential areas for new branches.

Dave reported that the club need to purchase a new SSL certificate for the web site, the cost to the club would be £69. This purchase was agreed by the executive.

Dave raised concerns that minutes from the last 3 meetings have not been available for display on the website. It was agreed by the EC that this needed to be rectified.

Action: Dave to arrange renewal of SSL certificate.

Action: Secretary to supply approved minutes for web site.

10. Publicity Officer (electronic via secretary)

Email Text received from Dom Loram

Nothing exciting to report, our adverts are now bi monthly to allow for a bigger advert for the same cost; as the high majority of readers subscribe to the magazine and will inevitably get every issue. It makes sense to have a bigger advert to hopefully stand out more. Other than that there's nothing else to add.

Tim raised the question of Face Book (FB) monitoring and Dave confirmed that Dom looks after this; Peter suggested a feed to the clubs FB page might be appropriate.

Action: Dave and Peter to speak with Dom and to look at the possibility of a feed onto the clubs FB page.

11. Technical Administrator

Nothing too report, other than all running smoothly including the web-site forum. Tony commented the club is still short of a flat tanker expert and although not a major issue would be desirable. Tim suggested a position for a hybrid expert could be created and some names were mentioned as possible contacts.

Action: Tony to contact possible technical advisors for hybrids and potentially create new forum and post.

12. EC Vacancies

Chris Streather reported that he has had interest from a member in taking on the role of Records Officer (Singles) and discussions have been quite positive. The confidentiality and security of all the records held by the Records Officer was stressed. Barry Owen suggested the candidate be co-opted onto the committee which would serve to introduce him and assist in a smooth handover ensuring continuity of post. Chris suggested that his replacement takes over as Records Officer (Singles) in stages; Peter suggested a probationary period might be appropriate. It was confirmed the position was still open for candidates at the time of this meeting.

The EC agreed to consider the candidate.

Chris confirmed that he would be continuing as Librarian.

Tim pointed out that no interest in the Membership Secretary or Records Officer (Twins) vacancies have been received. Tony asked the question, could the Membership Secretaries role be out-sourced; this was discussed and the question of the number of hours this role required was raised. The issue of the Club becoming employees was discussed and rejected due to the high costs and legal difficulties involved. Outsourcing this vital work was discussed and whilst this is a possibility a suitable company dealing with this type of work would need to be identified.

13. Wi-Fi Connection for Club Room

The need or requirement for Wi-Fi connection was raised by Marcia and Peter. Peter voiced concern that anyone not able to attend (for what ever reason) were being excluding from being an active member of the committee. Marcia reported that the Norton Factory were unable to assist with this matter as they do not have guest facilities on their system. It was suggested that we enquire with Norton Motorcycles if they would allow the club to install a separate line to the club room, at the clubs expense, so that Wi-Fi might be available to assist the EC in its meetings. Peter stated the equipment required would be minimal, a lap top, router and phone line (broad band line).

Action: Marcia to enquire if the appropriate broad band is available in the area and if so to approach Norton Motorcycles and seek there agreement to a phone line being put in for the exclusive use of the club.

14. Rally Team – update

Tony as chair of Rally Team reported.

Weeting Rally (National Rally). This event was organized with the assistance of Norfolk Branch and went well. The committee extended its thanks to Norfolk Branch for their efforts.

International Rally. A successful event very well organized by Austrian Sulzbach branch. The committee extended its thanks to Roland Großbischler and the Austrian Sulzbach branch for their efforts.

Rievers Rally (National Rally). This event also went well. A survey form was handed out on the last evening to all attending, the information has been collated and will be studied and made available for the next meeting. The committee extended its thanks to Dougie Muir and the Edinburgh Branch for their efforts in assisting with this event.

Rally Dates for 2019

International Rally (Holland) 20th – 24th June

Under Canvas Rally (Morpeth Rugby club) weekend of 26th to 28th July 2019

Under Cover Rally (St Audries Bay) weekend of 27th -29th September 2019.

Rallies 2020

Undercover Rally Rob Roy Hotel 18th – 21st September

International Rally provisionally Portugal dates tba

Action: Tony to provide analysis from survey results.

15. Diamond Jubilee Co-Ordinator

Diamond Jubilee of the club was briefly discussed and it was agreed that Dave Harris and Tony Ripley should liaise with Neil Stafford (Diamond Jubilee Co-Ordinator) regarding celebrations during 2019.

Action: Tony to speak to Neil with reference to combined celebrations at St Audries Bay Rally.

16. Direct Debits

Tim reported that a problem with GoCardless (GC) had occurred, which resulted in a number of Direct Debits (DD) not being taken. Peter confirmed that those members have now been contacted and outstanding monies have been recovered; renewal dates for membership have not been affected. Peter also confirmed the problem with GC has now been resolved.

17. Any other Business

The committee extends its sympathy to Nicole (Treasurer) at this time.

Neil reported the van awning requires replacing, due to damage incurred on route for the International Rally; it was pointed out that some rust was appearing elsewhere due to normal wear and tear which also required repair work. Neil suggested the awning be upgraded rather than repaired, providing a little more shelter. After some discussion approval was given.

Action: Neil to arrange quotes for the awning and work.

The Secretaries post requires a new laptop, the previous one having been purchased approximately 8 years previously. This purchase was agreed with a budget of £500+/- 10%.

Action: Tony to source and arrange purchase of laptop for Secretary position.

Confirmation of next the EC and Admin Sub Committee meetings.

| Proposed Meetings | Proposed Dates | Location | | Other events |
|-------------------|-------------------------------|-----------------|--|---|
| Admin Sub Com | 10 th November | Hastings House | | |
| Admin Sub Com | 13 th January 2019 | The Chase Hotel | | |
| EC | 9 th March 2019 | Hastings House | | |
| AGM/EC | ???April 2019 | TBC North West | | Prescott Hill? April Easter 22 nd April Stafford 27 th 28 th April |

AGM 2019. After discussion and consultation with the Web and Data managers demographic report, and consideration of previous discussions and agreements it was agreed to look for a possible location in the North West (Chester/Manchester) to hold the next AGM. Preferably with some kind of interest which would benefit the members and entice them to attend.

Action: Barry Owen to investigate possible location for AGM which includes some form of interest for members to visit.

There being no other business, the meeting closed at 15:25.