

ASSOCIATION OF LAND ROVER CLUBS

President: Mr Denis Bourne



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EXTRAORDINARY GENERAL MEETING
SATURDAY 7th JULY 2018
At
THE BRITISH MOTOR MUSEUM
BANBURY ROAD, GAYDON, WARCS, CV35 0BJ

AGENDA

10.00am

1. Reading of the notice convening the meeting.
2. Apologies for absence.
3. Accuracy of Minutes from 17th March 2018.
4. Matters arising from the above minutes.
5. Chairman's report.
6. Secretary's report.
7. Treasurer's report.
8. New Club Applications.
9. Rule Change Proposals
10. Section Reports.
 - a. Caravan Secretary
 - b. Overseas Liaison Officer
 - c. Non-competitive Clubs / Show Co-ordinator
 - d. Countryside Access Officer
 - e. National Rally Liaison Officer
 - f. Press & Publicity
 - g. MSA Liaison Officer
 - h. Scrutineering & Off Road Committee Chairman
 - i. CCMSA Coordinator
 - j. ALRC Handbook Editor
 - k. Web Master
 - l. Facebook
 - m. Membership Officer
 - n. Child Protection Officer
12. Any other business.
13. Date & time of next meeting.
14. Close of meeting.

You are reminded that items for inclusion on agendas should be submitted to the Chairman or the Secretary prior to the day of the meeting.

The Scrutineering and Off Road Committee Meeting will take place starting at 13.00.

CLUBS PRESENT – ALRC AGM 17.03.18

	Present	Apologies
ASSOCIATION OF LAND ROVER CLUBS	Simone Birch Derek Spooner	Denis & Sandra Bourne
ANGLIAN LRC		Andrew Flanders
AYLESBURY LRFC		
BLACKPOOL & FYLDE LRC		Sue Coe
BRECKLAND LRC	Geoff Cooper	
CHELTENHAM & COTSWOLD ROC		
CHILTERN VALE LRC	Tim Linney, Julian Carter Stuart Newton	
CORNWALL & DEVON LRC	Jayne & Peter Alexander	Fraser Parish, David Jeffrey
CUMBRIAN ROC	Alex Cowsill	
DISCOVERY OC	Janet & Michael New	
DORSET LRC		Andy Wilson
EAST NORTHANTS LROC		
ESSEX LRC	Mark Pycraft	
HANTS & BERKS LRO		Steve Kirby
LANCS & CHESHIRE LROC		
LAND ROVER REGISTER 1948 -53	Andrew Neaves	
LAND ROVER SERIES 1 CLUB	Andrew Cross	
LAND ROVER SERIES II CLUB		
LEICS & RUTLAND LRC	Tony & Andrew Sinclair	
LIGHTWEIGHT LRC	Sue Foster	
LINCS LRC		
MIDLAND ROC	Ruth & Richard Smith Stuart Vickers	Samantha Miller
NORFOLK LRC	Gary Wilton	
NORTH EASTERN ROC	Paul Walton, Andy Scarr	Mark Whaley
NORTH WALES LRC	David Mitchell	
NOTTINGHAM LRC	Wendy & Jim Simpson, Keith Bellwood	
PEAK & DUKERIES LRC	Dennis Wright	Allen Rowell
RED ROSE LRC	Roger Wright	
SCOTTISH LROC		
SOMERSET & WILTS LRC	Pete Lugg	
SOUTH COAST LROC		
SOUTHERN ROC	Debby & Charles Darby Sharon & Mark Baitup, Dave Canham, Jon Aldridge, Jen Campbell	
STAFFS & SHROPS LRC	John Walters, Adrian Neaves Martin Skidmore	Simon & Ann Cooper Andy Dennis
SURREY HILLS LRC	Paul Barton	
THE CAMEL CLUB		
WYE & WELSH LRC	Murray Wiltshire	
YORKSHIRE LROC		
TOTAL 37	22	4

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MINUTES OF THE AGM HELD ON THE 18th MARCH 2017 AT THE BRITISH MOTOR MUSEUM, BANBURY ROAD, GAYDON, CV35 0BJ

1. Paul Barton opened the meeting at 10.15am

Welcome and thank you to everyone for coming today, I know that some have battled snowy conditions and hopefully conditions will not worsen and we can get home. Details of the fire drill and toilet locations were given. Please wear a sticker for admission to the museum and discounted hot meals and coffee (20%) are available from the cafeteria.

2. Apologies for absence – see attendance table.

3. Minutes of previous meeting held on 18th November 2017

The minutes of the meeting held on the 18th November 2017 were proposed as being a true record by Dennis Wright, seconded by Roger Wright and agreed unanimously. Signed by Paul Barton.

4. Matters arising from previous minutes (*unless covered elsewhere*).

a. Q Class – see previous attachment issued in November for the types of modifications being presented in Q class. No change with regard to entries of vehicles – just a few more events entered by the same vehicles in NERO. More information is required from clubs so that an informed decision can be made as to the necessity of allowing Q class to continue.

Following discussion at the S&ORC meeting in November 2017 a Rule Change Proposal was made by the S&ORC regarding the fitting of wheel spacers for modified vehicles in RTVT only. The result of this will be given later in this meeting. See 10.

5. Chairman's Report –Paul Barton

It's my privilege and opportunity at each Association AGM, in my Chairman's report, to review the past year and to look forward into 2018 and beyond.

So in the big wide world, it's now been two years since the JLR Lode Lane factory produced the very last Defender on 29th January 2016 and we all thought that was it, the end of an era. The surprise announcement that the factory was to offer a heritage restoration service was a boost last year with early Series 1 Land Rovers and Classic Range Rovers now being remanufactured although the end product is not cheap with a Series 1 at £75k and a Range Rover at £135k however they are very impressive and then just when everyone thought that was it JLR have recently announced a 70th edition V8 Defender at a mere £150k. All this is good news if you have an early or late vehicle as values have been rising rapidly. If you have a late Defender in XS trim then get in touch with the factory as they are buying them to turn into 70th vehicles at a very attractive price. It's not all good news though as sadly the theft of Defenders is in my opinion out of control and with values rising the supply of 90s for trials vehicles is also drying up. The world is going to have to change and I was recently at Stainby sorting out some stuff for the National Rally and Leicestershire and Rutland LRC were holding an RTV Trial at the site. A Disco 2 and a Freelander V6 and a Series 3 LWB were all playing and doing well and that's where off road motorsport can now be had for less than a grand.

So turning the clock back twelve months to last Spring Bank Holiday we had the ALRC National Rally at Stainby organised by the ALRC Council with the support of several clubs who did us proud putting on a memorable National Rally and I have previously paid tribute to those involved but here lies the next trend as with no clubs coming forward to offer to host a National Rally we are returning to Stainby this year. There will be changes as there are different clubs running the events with P&DLRC doing the site organisation and camping. Look out for the extra-curricular entertainments for the children and some of us bigger children which should provide for more than the usual entertainment outside the beer tent. I hope that like 2014 and 2017 it will be a success hopefully without the mud run on the

Tuesday morning. If you haven't booked yet please do so. WE are still looking for offers for 2019 and onwards although Midland have bagged the 75th at Eastnor.

On the competition side of things we started a two year experiment with Q class and I know this has been received a mixed response from clubs. It is intended to primarily allow new club members or potential new club members with non-compliant RTV motors to compete to improve the viability of club events. Council is reviewing the impact of the changes allowed in Q class and we will be making decisions during the next year based on the information we receive from clubs. I must stress that we are dependent on clubs allowing Q class to feedback information about what is being achieved and allowed to play.

At the last Council Meeting held in February the Council agreed to changes to the Association's web site and that work is underway. Our thanks go to Ruth Smith who has undertaken this work with the new site going live this week. It is not finished and is still work in progress but good comment have already been received.

During the year Adrian Neaves very kindly stepped forward to act as our Social Media guru and we launched ALRC Official on Facebook which Adrian and to some extent Murray manage and it has proved very useful in dealing with if I can put this way rumours and fake news issues.

Finally, the Association doesn't run itself and I'm grateful to all the Council members for their time, efforts and dedication to ALRC. Everyone has an important role which is vital for the Association and our member clubs with a lot of working going on in the background which some may not appreciate.

This year we are losing Debby Darby from the Council who has undertaken the role of Caravan Secretary and in doing so has provided a degree of discipline for clubs and we have not had a single issue with caravan permits during her time as Caravan Secretary. Some club secretaries might have had to answer to her as to why permit applications are late or incomplete and she has done a fabulous job for us.

We do need someone to take over from Debby, it need not necessarily be a post that requires attendance at Council meetings but we would like someone as soon as possible.

As always, keeping us all in order and spending many hours of her free time supporting the Association, our Secretary Simone has tirelessly managed her way through the administration of the Association as well as playing a major role at the National Rally.

Flowers were presented to Debby and Simone as a token of thanks for their work.

6. Secretary's Report – Simone Birch

2017 was a busy year with the usual meetings to plan and the organisation of the National Rallies for 2017 and 2018. In the last quarter the following has been carried out.

a. The November ALRC EGM and S&ORC meeting minutes have been sent to all club secretaries, S&ORC, log book scrutineers and club delegates who attend the meetings. Included with these were also details of rule changes that had been ratified by the ALRC Council following voting at the November meetings. Details of some club events have also been circulated by email.

Hopefully club secretaries will then pass on the information to their club members

If you do not receive a copy of the minutes then please get in touch as the mailing lists have been checked and all should regularly receive them by mail and possible email as well. It is important that when there are secretary changes within a club that this is communicated back to the ALRC as soon as possible. Some clubs are taking several months to pass on any changes and it is known that information is going astray in this time.

b. MSA Seminar for Club / Event Officials and Safeguarding Officers booked for Paul Barton to attend on 10th February 2018 and Simone & Antony Birch on the 18th March 2018. Simone has also booked in for the Safeguarding Children in Motorsport in the afternoon session. Hopefully member clubs will also be attending these, especially the Safeguarding part of the seminars.

c. Letters sent to 101 Forward Control C&R and Toway LRC stating that their membership of the ALRC has now lapsed – 25th October 2018.

d. Renewal of ACCEO Registration for 2018 - £125

e. Cashback notice received from the MSA for insurance premiums paid in 2017 for the National Rally events - £147.25.

f. Details of the free MSA Public Liability available to MSA recognised clubs given to Blackpool & Fylde LRC. They have now become a MSA recognised club. This is a benefit to competitive clubs that can save quite a considerable amount of money.

g. Request from the Land Rover Register for a copy of our general process under the new European General Data Protection Regulation (GDPR). See 11a.

h. Data protection information received from ACCEO.

i. Information sent to the Surrey Hills LRC re competitive status within the ALRC. They will be having a discussion at their forthcoming AGM in April about whether to change to a non-competitive club within the ALRC as their members attend other competitive club events but they do not hold any themselves. I reminded them that to compete or passenger in events that the correct membership card must be presented at signing on i.e. one with the competitive declaration on which would mean their members would need to join a competitive club to enable them to take part in events.

Paul said they were now planning to hold a RTVT so would probably continue with their competitive status.

Club Secretary address details / Council member / Scrutineering Change of address:

Club Secretary details:

Midland ROC – Stuart Vickers, 3 Horton Close, Exhall, Warks, CV7 9GB. secretary@mroc.co.uk.

07970 459340 / 02476 361422

Chiltern Vale LRC – Julian Carter, 136 Toms Lane, Kings Langley, Herts, WD4 8NR, cvlrc@megatoad.co.uk

07884 066010

Breckland LRC – Wendy Chandler, Bradfield Hall Cottage, Hall Road, Bradfield, North Walsham, NR28 0QW.

wendychandler451@gmail.com. 07920 062927

Peak & Dukeries LRC – Ashley Armitage, 23 Beverley Close, Rainworth, Mansfield, NG21 0LW. ashley.armitage@sky.com. 07931 101313 / 01623 797292

Council Members:

Andrew Neaves – The Coach House, Cliff Hall Lane, Cliff, Tamworth, B78 2DR

Adrian Neaves – As above – please use full names to differentiate mail. Phone numbers and email addresses remain the same.

Privilege Event Permits applied for in 2018 from the following clubs (Maximum allowed 8):

Chiltern Vale LRC (1), Cornwall & Devon LRC (1), Essex LRC (4), Peak & Dukeries LRC (6), Staffs & Shrops LRC (7).

7. Treasurers Report – Derek Spooner

Unfortunately Derek has been unwell but has sent the following report.

Main general Income:-

Subscriptions £7111, Logbooks £ 50, PayPal £1437, MSA refund £147.

Main General Expenses:-

General Expenses £1767, Insurance £314, Meeting Rooms £220, Website £1674, Deposit on 2018 National facilities £2379 – toilets and showers.

2017 Accounts

In broad terms we have less in the bank than the previous year to the sum of £ 5770.

To put this in context it includes prepayments of £3225 for 2018 National leaving a £2556 overspend. We spent £5870 on the yearbook and incurred £1077 on meeting rooms Subs would have been up by circa £ 440 had it not been for the Discovery club becoming none competitive reducing income by £887. The work done on adverts raised £1300

All in all we are in a position I expected, the National Rally gave us a small working surplus, having shared the majority with the assisting clubs.

Looking at the accounts these show a deficit of £7331 for Audit purposes. This includes the prepayments of £5114 included in 2016 figures and £3000 in this. I understand the item for National in the Accounts includes these adjustments.

I suggested to Council that we will need to review both income, including subs and expenditure this coming year to get things back into balance.

There were no queries raised at the meeting

The acceptance of the accounts was proposed by Sue Foster, seconded by Janet Smart and accepted unanimously by the meeting.

It was proposed by Tim Linney, seconded by Murray Wiltshire that Four Oaks Taxation and Accounting Services Ltd were approved to prepare the 2017 accounts. This was agreed unanimously.

Derek said that although I am standing again for Treasurer I would like someone to take over during this coming year. It is time for someone else to pick up the reins. The majority of transactions are done by online banking now. Any volunteer can speak to Derek or Simone.

8. Election of ALRC Council & S&ORC

The following members of the Council are due for re-election under the one third rotation and are seeking re-election at this ALRC AGM: Derek Spooner, Murray Wiltshire, Tim Linney and Andrew Neaves. All are willing to stand again.

Debby Darby has decided not to stand again so the position of Caravan Secretary is now vacant. This is an important role within the ALRC as without someone to administer the caravan & camping permits

overnight events will not be able to take place. If someone could consider this role we would be grateful. Debby said it was an easy job with the majority carried out by email.

It was proposed by Andrew Cross; Land Rover Series I Club seconded by Julian Carter, Chiltern Vale LRC and agreed unanimously that they remain on the ALRC Council.

At present the ALRC Council is made up of members from the following clubs: Anglian LRC, Chiltern Vale LRC, Discovery LRC, Hants & Berks LROC, Land Rover Register 1948-53, Land Rover Series I Club, Leics & Rutland LRC, Lightweight LRC, Lincs LRC, Midlands ROC, North Eastern RO, Peak & Dukeries LRC, Red Rose LRC, Southern ROC, Staffs & Shrops LRC and Wye & Welsh ROC. (Some members do belong to more than one club).

Derek Spooner has said that he will carry on in the position of Treasurer for 2018 but would like someone else to take over after this year. He would remain in place as International Liaison Officer.

The role of President comes up for renewal this year and Denis Bourne has said that he is happy to continue in this position.

It was proposed by Simone Birch, seconded by Paul Barton and agreed unanimously that Denis Bourne remain as President.

The following members of The Scrutineering & Off Road Committee are also due to stand down under the three year rotation system: Mark Whaley, Frank Champion, Steve Kirby, Pete Lugg and Tim Linney. All are willing to stand again.

It was proposed by Sue Blackshaw, Lincs LRC, seconded by Richard Howard, Lincs LRC that Frank Champion remain on the S&ORC.

It was proposed by Adrian Neaves, Staffs & Shrops LRC, seconded by Paul Walton, NERO and agreed unanimously that Mark Whaley, Steve Kirby, Pete Lugg and Tim Linney remain on the S&ORC. All were agreed unanimously.

At present the S&ORC is made up of members from Anglian LRC, Cornwall & Devon LRC, Chiltern Vale LRC, Hants & Berks LRO, Leics & Rutland LRC, Lincs LRC, North Eastern RO, Peak & Dukeries LRC, Somerset & Wilts LRC and Southern ROC with some clubs having more than one representative (C&D, LLRC, P&D).

Mark Whaley has stated that he would wish to stand down as Chairman of the S&ORC at the end of 2018 although he would remain on the committee.

9. New Club Applications See 11b under Overseas Liaison.

10. Rule Change Proposals

For the following two rule change proposals only forms from fully paid up members on the 17th March 2018 have been counted. A minimum of 14 clubs need to vote for the outcome to be considered for ratification by the ALRC Council. At the beginning of this week there were not enough votes received and although some were expected at this meeting it would not meet the required number. An email was sent out to those clubs that had still to vote which did result in more being sent including one that came from someone completely unknown – story given at meeting about the lengths that Simone went to, to try and verify the voting form!

a. Part 1 General Vehicle Regulations

Section A - General

A.2 Source

Rover Company to 2001 – This was to allow car vehicles prior to that date.

Land Rover by whoever owned.

Vehicle specifications **are** limited to European countries only.

Engines may be transplanted from vehicles over 10 years old that are on the ALRC Permitted Engine List. All other engines and any hybrid / electric propulsion systems must stay in the vehicle model it was manufactured in.

Vehicle Classes may need to be adapted to suit adoption of new engines. The engine list will define which class.

Maximum capacity allowable for each family of engine is that when fitted to a Land Rover product.

For – 17, Against – 1, Abstain – 0.

b. Following discussion at the November S&ORC meeting on the modifications being highlighted under the Q Class entries the following rule change proposal was recommended by the S&ORC and agreed by the ALRC Council to go forward to the clubs for voting on at the ALRC AGM on the 17th March 2018

Part 2 - Event Specific Vehicle Regulations
Section E – Road Taxed Vehicle (RTV)
Tyres & Wheels

E.2.5. In modified classes wheel spacers are permitted up to current MSA Yearbook Regulation P.56.6

For – 14, Against – 3, Abstain – 1.

Both rules will now go to the ALRC Council for discussion at their meeting on 9th June. If ratified the rules will come in on the 1st January 2019.

There will be more discussion on the Engine proposal at the S&ORC meeting as the table to accompany the rule will need to be formulated.

The process for how an engine gets on the list has been proposed to be the following:

At meeting 1 the engine is announced with details to support the inclusion on the list. This then appears in the minutes of that meeting and at the following 2nd meeting any further comments can be discussed and a vote taken at the 3rd meeting to confirm acceptance or not.

This would be a rolling program completed within a year for each engine but the list could effectively be updated after every meeting should the need arise, depending on when an engine has been proposed – initially this could be done at any S&ORC meeting.

11. Section Reports

a. Caravan Secretary – Debby Darby

2017 - A total of 102 permits were issued during the year. This included 1 rally inside the boundary of a National Park and 2 extended rallies. There were no problems reported at any events.

2018 - I have issued 45 permits so far, (which is approximately half for the year) including 1 for an event inside the boundary of a National Park and 1 extended rally. The cut off for applications for a rally inside a National Park in 2019 is 1st June 2018.

Caravan Officer – Post Vacant

I have not stood for re-election to the ALRC Council this year so the Caravan Officer's position is now vacant. Anybody who is interested in the position should approach the Council. I am happy to answer any questions about what is involved. There are not usually any queries on applications.

b. Overseas Liaison – Derek Spooner

The Land Rover Clube de Sao Paulo have now paid their subscription and are members

I have sent the Overseas invoices a number already paid but will need to chase up some.

Within the last week we have received an application for membership from the Club Land Rover Uruguay. It was unusual as they included all the required information and a copy of their statutes (Rules) On my request a English copy was supplied and it does confirm it meets our requirement of a none profit organisation, and should the club be wound up the proceeds go to a charitable purpose, not the members. They have 43 members at the moment, a web site www.clublandroveruruguay.org, and a Facebook page <https://www.facebook.com/clublandroveruruguay/>. The logo is not the Land Rover one but it is in the green oval, I have only just received it and I am concerned about the Oval.

Given everything looks in order Derek Spooner proposed that, subject to a resolution of the Logo that Club Land Rover Uruguay be accepted as Overseas Members. This was seconded by Simone Birch and agreed unanimously.

Many overseas clubs are gearing up for 70th year of LR so I will keep my eye on that and put on web site. The Dutch LR Register is coming to UK for the event here at Gaydon and we are invited to the Norsk LR club event in July. Andrew Cross said he was planning to attend the event in July

c. Non Competitive Clubs & Shows Co-ordinator – Sue Foster

I have now received the booking forms for this year's shows which I will be sending off. These are for B.H.M.museum on the 12/13 May; Malvern 4x4 show 2/3 June; Kelmarsh 26 – 29 July and Peterborough 15/16 September.

The Heritage Museum has decided not to proceed with the Heritage Run this year as they wish to concentrate on consolidating the weekend as a show.

d. Countryside Access – Roger Wright

The most recent LARA Steering Group meeting took place on 23rd January 2018 in Cannock and what follows is a short report.

The LARA Chairman reported that careful financial management has led to more confident and secure finances with, currently, £2500 in the Fighting Fund and £10400 in the General Fund. He and Alan Kind attended the House of Lords Committee on the National Environment & Rural Communities (NERC) Act Review, LARA and the TRF had given evidence to the Select Committee, whose list of members is interesting, including a member of GLEAM and a Lancashire County Councillor who is passionate about bridleways (BHS and Pennine Bridleway).

The LARA byway Code has been withdrawn after the web version differed from the last paper version. TRF had raised concerns about numbers of motorcycles, but a revised edition will be circulated in the spring.

The Powys s.33 authorisations issue continues, taking up a significant proportion of LARA's finance. The MSA is now involved.

Voluntary restraint was discussed with a view to updating the advice.

At the last meeting of LARA, a new club, formed by several ex-GLASS officers, called "All-Terrain UK" gave a presentation. They subsequently formally applied for LARA Associate membership. This was voted on and rejected until their activities are considered to be compatible with other LARA members. This was mainly uploading videos of irresponsible behaviour on routes.

"Making the Best of Byways" is also overdue for revision, but is unlikely to happen until Brexit ceases to absorb the resources.

Roger Wright asked if it was possible, for clubs to make a voluntary contribution to LARA when they hold green lane runs. Essex LRC and Red Rose LRC (£75) have both done this and since the ALRC has changed its level of support for LARA these small amounts have been very well received.

e. National Rally Liaison Officer – Janet New

Thanks were given to everyone who had returned trophies today but there are still some outstanding which Janet will be chasing up.

It is possible to pre-order clothing for the 2018 event and a form is available today or on the website.

All the infra structure to run the event is in place with an additional entertainment package for children, of all ages included – bouncy castles, slides, dunk tanks, bronco horse etc..

Scrutineering times will be similar to last year with signing on to accommodate.

The bike trial has been moved to the Saturday and will take place after the CCVT has finished.

The Team Recovery will take place after the RTVT has finished on the Sunday before the comp safari course is open for walking.

A scrutineering tent is still required if any club could help by providing one.

Please encourage members to book in for the event.

f. Press & Publicity – Paul Barton

g. MSA Liaison – Andrew Flanders

The minutes have not been approved for publication yet, but I raised the fire extinguisher issue hence we now have permission to use 2kg dry powder hand held,

The costly bit!, will be the rule, under consultation is the mandatory from 1st Jan 2019 of the implementation of FHR at the same time as a change of helmet specification for Comp Safari, recommended type the waist coat style, like the "Simpson "version. This has still to go through various committees before a final decision is made.

I will post copies of these under consultation, although they will be on the MSA website in due course, The better news is the MSA will be implementing a dedicated separate training and grade for cross country scrutineers, time scale unknown yet. It would be useful to carry out a "straw poll" if you can at the afternoon meeting, if you can to gauge numbers of our interested scrutineers.

- Extinguishers require servicing within the manufacturers guidelines or every two years whichever is sooner – this takes immediate effect.
- If your vehicle is new, from 2019 it must comply with Section K, appendix 3 of the MSA Yearbook.
- The section K rules will apply to all vehicles from 2022.

So, to summarise where an extinguisher is required by the disciplined regulations, it must be serviced in accordance with K3".

Currently the ALRC, only recommend fire extinguishers for RTVT and Winch Recovery, but they must be carried for CCVT. This is in line with the MSA Regulation P 59.1 where it is a recommendation not a requirement to carry a fire extinguisher for trials. This will be discussed further at the S&ORC meeting this afternoon.

Additional tyres added to the Tyres for Cross Country Events, 5(a) All Terrain – General Grabber AT3 and MRF Wanderer A/T. Date of implementation – Immediate.

h. S&ORC – Mark Whaley

Unfortunately, I cannot attend this morning's meeting nor this afternoon's S&ORC meeting due to family commitments.

Future Plan

Having reached the half-way point in the Class Q trial period we have noted the number of vehicles entering Class Q it is clear that RTV Trials are the most popular. Following review of the available data positive steps have been taken to review the current RTV regulations, as can be seen from the addition of the wheel spacer proposal to modified classes. We will continue to review data over the coming year with a view to incorporating more changes if required.

Following discussion at November S&ORC it was agreed that the trial would continue into the second year, however a further extension would be likely at the end of that period for RTV vehicles only based on current data.

S&ORC Committee

Current discussion is centred around the rule change proposals and the future plan as noted above.

Since the last meeting a number of topics have been discussed within the ALRC and wider off-road community; the requirement to service hand fire extinguishers mandated by the MSA. This will be further discussed this afternoon.

I would like to finally add that it is my intention to stand down as the Chairman of the S&ORC at the end of this calendar year. I believe it is healthy for the committee to change this position regularly. I have been in Chair for seven enjoyable years and would remain as an active member of the committee.

Query received from Malcom Wilson regarding bumpers which will be discussed at this afternoon's S&ORC meeting.

i. CCMSA Coordinator – Andrew Neaves

7 applications have been processed for 2018.

j. Handbook – Steve Kirby

Steve hopes to be back attending meetings soon but does continue to have input via email when necessary. Planning for the next edition is already underway.

k. Webmaster – Murray Wiltshire

There have been significant changes to the web site since our last meeting. The ALRC Council made a decision in their council meeting in February 2018 to update the whole website to a new format and controlled by a new interface.

I took over the web master role in 2005 and by 1st January 2006 I had created a new site of www.alrc.co.uk that coincided with our change to ALRC from ARC. The old site was hosted on www.the-arc.co.uk

So as time is very tight for me currently due to family commitments and the updated site being a different format and through a new interface, I thought it was an appropriate time for me to stand down from this role, going into my 13th year - as I don't really have the time to devote to learning the new stuff, so I informed the council that I would step down once the new site was built, tested and ready for changeover. Well this has happened within the last month with the work completed by Ruth Smith and Andrew Neaves and as you probably all now know, that new site is now live.

I still 'own' the domain name (as this has to be an individual - or did have to be when I took the role on) and in the next couple of weeks when a replacement of webmaster is found, I will deal to progress a transfer to that new person.

Our hosting package has no usage limit so there is no issue with increasing pages for National events or for other reasons.

Currently I have provided access to areas of the web site back end (for want of a better phrase) to Dave & Archey Barrell (Wye & Welsh LRC members) and Andrew Neaves.

Dave & Archey have provided the fully rebuilt national rally on-line entry and payment facility.

This has enhancements not only for payment options and different sets of all event types to be managed but also a considerably increased security environment, and Andrew Neaves has been instrumental in the go-live of the site update.

Any changes to the website i.e. club details etc. should be sent to Simone to process through the correct channels.

Andrew Neaves said that the new site had been constructed from the information on the old server and then returned there. We now need to look for a web master that can look after the content but not actually manage the structure of it which will be controlled by the Council.

I. Facebook – Murray Wiltshire & Adrian Neaves

The ALRC National Rally group currently has 693 members and appears to grow regularly with old and new ALRC members and also friends of ALRC members. Requests for group membership increased over the National Rally period in 2017.

The new ALRC Official face book group continues to grow in membership, currently with 458 members and is linked to the NR group as a recommended group.

I believe that the council may wish to consolidate the ALRC presence on Face Book in the future as there are currently two groups, as mentioned, but this consolidation may move to an official page and a group rather than 2 groups – Adrian is in the process of organising this – the title will be the Official ALRC group and will incorporate the National Rally group.

Paul Barton proposed a vote of thanks for all the work that Murray had undertaken over the years in progressing the website to the position it was now. There is a lot of information via the website that was not available prior to Murray taking it over.

m. Membership Officer – Murray Wiltshire (Caretaker)

The membership enquiry letters were sent out toward the end of November 2017 requesting replies by end of December. I also sent the request out to all UK clubs via e-mail to the addresses we hold on the Member Clubs web page.

I have had no returns this year from a number of clubs, although a number of them have just paid the invoice I sent them using last year's membership numbers. These may be for too much or too little money!

To date (17th March 2018) the ALRC has not had payment to my knowledge from:-
Cumbrian ROC, Lancs & Cheshire ROC, LR SII Club, Lightweight LRC, Somerset & Wilts LRC, Surrey Hills LRC.

From checking previous membership returns I have had no number returns from 10 clubs:

Breckland LRC (C)	No update of numbers since 2014
Cumbrian ROC (C)	No update of numbers since 2014
G4 Owners Club	No update of numbers since 2014
LR Series 2 Club	
Red Rose LRC	
South Coast LROC	
Staffs & Shrops LRC	

Membership certificates are available today for all paid up member clubs.

n. Child Protection – Simone Birch.

No issues reported.

Paul Barton did say it would be helpful for Simone to know which member clubs had attended the MSA Safeguarding part of the seminars currently being run by the MSA. The MSA are trying to get some consistency across the different disciplines.

11. Any Other Business.

a. Data Protection

I'm sure you have all been inundated with information on this subject and indeed the MSA have just announced they plan to send out weekly bulletins covering this. This subject was discussed at the ALRC Council meeting where an ALRC Data Protection Policy was formulated.

General background:

Under the General Data Protection Regulation (GDPR) which is due to come in on the 25th May 2018 there is a requirement for the processing activities regarding members data to be documented in writing. This applies to all of the ALRC member clubs regardless of whether or not they are a company limited by guarantee or not.

This new European regulation requires that the UK government must apply all the parts that are in it without change. However the UK government has also decided to add certain things in as well but it is

unclear if these all come in on the 25th May 2018 as well as it was due to be introduced in a Bill that is going through parliament.

Previously an address has never been part of data protection as this is in the public domain already but the fact of being a member of a club is.

The GDPR offers six lawful bases for processing personal information. These are the only justifications for doing so. They are:

- necessary to enter into or to perform a contract
- necessary for compliance with a legal obligation
- necessary to protect 'vital interests'
- necessary for the public interest,
- necessary for a legitimate interest
- with the consent of the data subject

The GDPR applies to 'controllers' **and** 'processors'.

- A controller determines the purposes and means of processing personal data. This could be the club committee.
- A processor is responsible for processing personal data on behalf of a controller. This would generally be the membership officer.
- If you are a processor, the GDPR places specific legal obligations on you; for example, you are required to maintain records of personal data and processing activities. You will have legal liability if you are responsible for a breach.
- However, if you are a controller, you are not relieved of your obligations where a processor is involved – the GDPR places further obligations on you to ensure your contracts with processors comply with the GDPR.

The Controller for the ALRC will be the ALRC Council with the Processor being the current Membership Officer.

The Information Commissioners Office says that consent should generally be considered the last resort, if no other justification applies.

In good practice there should be a positive response from the club member that their information / data can be used. This can be done by a tick box which must be ticked as an acknowledgement, a signature on a form is not sufficient.

If a member does not agree to this then they cannot be a member of a club as their data does need to be used for club magazines, ALRC information etc.

Although as there is a legitimate interest to hold the information to enable the ALRC to operate this is not strictly necessary but could be classed as good practise.

As the ALRC requires the member clubs to give a register of their members to comply with Company law then it follows that we need a written policy to give to our member clubs as evidence that we will keep the data securely. See attached.

The ALRC have a stand-alone computer for the membership. This is looked after by one person only and needs to be password protected going forward. It is also backed up onto a separate hard drive. This will need to be data encrypted.

There is also an issue of children – under the terms of the GDPR the age of a child is 16 years. The UK government classes a child as under 18 years. This would give a child the right to request that all their data be removed.

As the ALRC is a Company Limited by Guarantee, as are some of our member clubs, then it is a legal requirement under the Companies Act 2006 that the name and address of a member be retained for 10 years after they cease to be a member. The Companies Act does take precedence over the GDPR.

At the ALRC Council meeting held on the 3rd February 2018 the ALRC Data Protection Privacy Policy and Notice was proposed and subsequently produced by the General Secretary for introduction at this AGM.

A copy will be sent to all clubs, put in the next ALRC Handbook and on the website.

When members are elected onto the ALRC Council / S&ORC and Log book Scrutineers they will now need to sign a form saying they are happy for their information to be distributed to others as the information appears in several places. This will stay with the ALRC General Secretary.

The ALRC Data Protection Privacy Policy was read out to the meeting. The ALRC are happy for its member clubs to use the policy as a template for their own use, making any specific amendments to their situation, if they so wish.

Age has not been stipulated on this document as we do not need to hold this information as general information.

The ages for the trophies for the National Rally would be covered on the event booking forms.

There is no need for clubs to register with the Information Commissioners Office as they are for recreational purposes.

The GDPR covers how the data is stored and the Companies Act is about what the data is that is required. It must be remembered that all members of the member clubs are a member in their own right of the ALRC – this is down to the 1p subscription part in the membership fee. Clubs should notify their members of this.

12. Date of Next Meeting – 7th July 2018

Future meetings are to combine the EGM and S&ORC on the same day. EGM – am, S&ORC – pm. Dates for 2018 booked at the British Motor Museum.

AGM / EGM / S&ORC – 7th July, 17th November.

Council – 9th June, 6th October. To be held at the Ibis Hotel, Crick, Rugby, NN6 7EX

Future meetings – the 2018 EGM meetings have been booked to take place at the British Motor Museum with Council meetings taking place at the Ibis Hotel, Crick.

Some of you may be aware that there have been several problems with the meeting venue here. We have turned up for Council meetings to find no room booked, no parking available near the site for some meetings and also gaining access for meetings delayed. Also the venue is expensive charging £10 per head.

The Ibis Hotel has a larger room available which will be checked in June for dates to be announced in July for 2019. There is also ample parking and food available if required although you are able to eat your own food in the meeting room. Free coffee is also available. Access from driving routes are also good.

13. Close of Meeting at 11.35