



Patron:  
H.R.H.  
The Prince Philip  
Duke of Edinburgh  
K.G., K.T.

# **NOTICE & AGENDA**

**NATIONAL COUNCIL MEETING**  
**Saturday, 22nd June, 2002**

TO TABLE CHAIRMAN, SECRETARY, VICE CHAIRMAN

PLEASE NOTE THAT THIS AGENDA IS SENT TO YOU BY E-MAIL WHERE YOUR ADDRESS IS RECORDED, TO ALLOW YOU TO PASS IT AROUND YOUR MEMBERS. NO OTHER SETS ARE SENT OUT TO INDIVIDUAL TABLERS.

**Fun, Friends and Fund-raising**



I hereby give notice that the National Council will meet at 9.30am on Saturday, 22nd June 2002 at The Council House, Victoria Square, Birmingham, to transact the business as shown on the Agenda. Subject to accommodation, any Active Member may attend the meeting as an observer.

MARK NEWBY  
National Honorary Secretary

Marchesi House,  
4 Embassy Drive,  
Edgbaston,  
Birmingham  
B15 1TP

Saturday  
1st June 2002

## **AGENDA**

### **1. Preliminaries**

- (a) Approve notice convening the meeting.
- (b) Confirm the minutes of the meetings held on 10th and 11th May 2002.
- (c) Matters arising.
- (d) Apologies and communications.

### **2. Reports Presented by Officers (Appendix A)**

- (a) President – Ken Donald (page 5)
- (b) Vice-President – Chris Horsfall (page 6)
- (c) Immediate Past President – Nick Lawton (page 6)
- (d) Honorary Secretary – Mark Newby (page 7)
- (e) Honorary Treasurer – Adrian Gibbons (page 9)
- (f) Media and PR Officer – Fraser Skells (page 10)
- (g) International Officer – Arawn Johnson (page 11)
- (h) Membership and Development Officer – Andrew Hornby (page 14)
- (i) Community Service Officer – Mark Gray (page 17)
- (j) Conference Officer – Paul Jay (page 18)
- (k) Marketing and Sponsorship Officer – Mark Tipping (page 20)
- (l) Sales Officer – Dave Ellis (page 21)
- (m) Sports and Social Officer – Shaun Redman (page 23)

### **3. Appointments.**

### **4. Transact Any Other Business permissible under National Rules and Standing Orders.**

## Appendix A – Officers’ Reports

### (a) President – Ken Donald

Firstly, in the immediate aftermath of Conference, some thanks are merited

- To the Plymouth Conference team for an excellent event that got better and better as the week went on
- To the quality of the debate at the AGM
- To my Presidential Liaison Committee
- To the multitude of people who wished me well
- To everyone who worked in front of and behind the scenes

I was extremely heartened by the enthusiasm evident in the new National Executive at our first meeting in Plymouth, and feel positive that we as a group will strive to deliver some progressive change to this organisation. Adopting, adapting and indeed improving it. If there was one message that came out from the floor of the AGM, it is that some change is necessary, to deliver added value. Naturally it would help enormously if membership started to increase and we must therefore also **Focus on Fundamentals**.

Fundamentally we are a collection of individual clubs and it is the strength of each and every club that matters. We can encourage these clubs by providing a rich and varied range of opportunities that members can take part in and a number of benefits. However, it is an essential part of the bargain that each and every club works to make itself the best it can be. We will help by inviting your Table Vice-Chairmen to a forum, where I guarantee they will benefit. Please ensure they attend.

We need to build and maintain bridges with other organisations. I urge you all to work together with your 41 Clubs and Ladies Circles to help make this movement stronger. The involvement in Volunteers in Action also gives us the opportunity to forge links with local Lions, Rotary, Inner Wheel and Soroptimists clubs for mutual benefit. Already around the country a number of clubs are working together to put on Queen’s Golden Jubilee parties, as well as other events.

We were delighted to be able to induct Sir Steve Redgrave into Honorary membership of Round Table and with this symbol of confidence we can **Face our Future** with pride in our past 75 years and optimism for the future.

There were a number of good debates at the AGM, not least about the budget and the membership can rest assured that the National Executive were listening and will strive to deliver its best to the movement.

Visit the Website frequently to read our updates.

Enjoy your Tabling to the utmost this year, and help us make this superb movement better and stronger. I look forward to seeing you on my travels.

## **(b) Vice- President – Chris Horsfall**

I am delighted to be serving as National Vice President this year. The Presidential Liaison Committee is up and running under the Chairmanship of Howard Whiteley of Elland RT 658 and bookings are already being taken for Presidential visits. My wife Lynne is acting as my Diary Convenor so please keep us busy with your dates.

Our first Forward Planning meeting will take place on 30<sup>th</sup> May and hopefully things will be moving from then on in. We are looking forward to continue the good work done by President Ken and last years Committee and we will be working hard with *Volunteers in Action*. There are several new ideas that I am considering continuing the theme of Team building to further membership and fellowship and I will tell you about these in June.

Looking forward to see you all at the National Council / Joint Liaison Meeting in Birmingham.

## **(c) Immediate Past President – Nick Lawton**

### **General Matters**

I must firstly extend my thanks to Jeremy Saunders and the Plymouth Conference Team for putting together an excellent weekend. A great mix of business and pleasure, in a fantastic venue.

### **Marchesi House**

I have been asked by the President to continue the work the Forward Planning Committee commenced in 2000/2001 and to review the options available in connection with the possible relocation of Marchesi House, given the decision by the Embassy Group Ltd., the leaseholder, not to allow us to sub-let a floor of the existing premises.

In addition, again at the request of the President, I am actively reviewing the staff and resources currently at Marchesi House and will report further on this at the meeting.

### **75<sup>th</sup> Anniversary Appeal: Supporting Choice For Children**

The Appeal Fund was closed after the Plymouth AGM and I will be meeting with the Society of Stars in the next few weeks to organise the allocation of the funds raised and I hope to be in a position to issue cheques to the recipient children centred charities at the meeting.

#### **(d) Honorary Secretary – Mark Newby**

I would firstly like to thank you for your support and put on record that I am greatly looking forward to serving as your Honorary Secretary this year. This year will be a year of change for Administration as we continue to strive to be responsive to the membership and seek to increase the efficiency of the Administration of our Association on a cost effective basis.

#### **Presidential Representations**

Tables are entitled to a National Representative for the 5<sup>th</sup>, 10<sup>th</sup>, 21<sup>st</sup>, 25<sup>th</sup>, 30<sup>th</sup>, 40<sup>th</sup>, 50<sup>th</sup>, 60<sup>th</sup>, 70<sup>th</sup> and 75<sup>th</sup> Charter Anniversaries. Please direct all requests to me and not Marchesi House. I am sure you will appreciate representations require careful planning and it would help to receive as much notice as possible.

#### **National Council Meetings**

The dates and venues for 2002/3 National Council Meetings where observers are welcome and encouraged to attend are:

Saturday	22 <sup>nd</sup> June 2002	Birmingham
Saturday	26 <sup>th</sup> October 2002	Sheffield
Saturday	1 <sup>st</sup> March 2003	Edinburgh
Friday	9 <sup>th</sup> May 2003	Newcastle
Saturday	10 <sup>th</sup> May 2003	Newcastle

#### **Rule Book and interpretation**

A copy of the Rule Book is available for download from the Website in PDF format. Any changes necessitated by Plymouth AGM will have been uploaded by the date of this National Council Meeting. Any queries concerning interpretation of National Rules should be directed to myself.

#### **Rule Changes**

There will be a final batch of rule changes presented by the Administration Committee at the October National Council Meeting dealing with Standing Orders. If any Table feels the rule changes we have introduced over the last twelve months could be enhanced by any further amendments they should contact myself or a member of the Administration Committee.

#### **Charities Act Registration**

All Tables in England and Wales whose Gross Charity Income exceeds £1,000 per annum are reminded that by law they must register with the Charity Commission. Last year the Administration Committee prepared a Guidance pack and this will be updated this year. If you require any assistance the committee will be glad to help.

### **Fireworks Regulations**

As Tables start to look at their programme for the winter and plan Bonfire Events you are reminded to comply with the Firework Regulations. The Committee will review these this year and you will be provided with up-to-date guidance. It is your responsibility however to ensure you comply fully with the regulations

### **Marchesi House**

Developments in relation to Marchesi House continue. I do not deal with the ongoing question of Marchesi House re-organisation within my report, as this is within the brief of the Immediate Past President.

I can report however that the upgrades to the computer systems and introduction of the new Opera II accounting package has progressed well and we shall look to continue the IT development this year to bring with it beneficial increases in efficiency and delivery. Ostensibly we shall be revisiting the Membership Database system as the next step in the process.

The Committee will also be carrying out a full review of all supplier contracts with the Association with a view to achieving maximum benefit.

As for the internal operation of Marchesi House we will be introducing a number of new systems including set down office Procedures and Staff Appraisal systems to monitor performance.

We are also looking at setting up systems for National Event Management and will work in association with the Conference and Sports & Social Committee to achieve this.

### **Website**

A review of the Website and what is provided within the Members section will be undertaken, whilst the Press & Media Committee will concentrate on the front end.

This should give you a flavour of the area's of change the Administration Committee will be working on. We remain committed to being responsive to the membership and if you have any constructive issues you feel we should be addressing then I look forward to hearing from you.

## **(e) Honorary Treasurer – Adrian Gibbons**

### **Budget 2002/03**

The Capitation of £43.20 was approved at the AGM in Plymouth and therefore the Budget as set out in the AGM Agenda and Notice has also been adopted. The debate surrounding the Budget and the Capitation highlighted a number of important issues. These can be summarised as change, value for money and membership.

### **Change**

It is important that you as National Councillors and we as the National Executive talk up the changes that are currently being reviewed and investigated. It became very clear from the debate at the AGM that many Tablers are not aware of the reviews and changes that are currently taking place. We need to recognise that the organisation no longer has 16,000 plus members and review the way we approach our activities. The discussion on change should be on going so we can identify the things that work and change the things that do not work. All areas of activity should be considered and the question asked “Why do we do this in this way?”

### **Value for Money**

The rise in Capitation is a big increase on the previous year and we need to tell the members that they are getting value for money from the Capitation. Asking, “What does National do for us?” is a bit like the section in the Life of Brian when they ask, “What have the Romans ever done for us?”

We need to communicate effectively with the membership so they are aware of the support from Marchesi House. This support covers membership, sales, conference, sporting weekend as well as Public Liability insurance and death benefit. Many members are not aware of the help that can be obtained from Marchesi House - we need to tell them.

### **Membership**

The budget for 2002/03 is based on 10,000 members and 1,000 new members during the year. We need to try and exceed this figure. Can we buck the trend and show an increasing membership over the current Table year? At the end of the day it does not matter how cost effective we are if numbers continue to fall then Capitation must continue to rise. Getting new members in makes the cost of Table cheaper for all of us.

Each member of the National Executive is responsible for their own area of the budget. I will be ensuring that improved management information is made available to them to ensure that we do not over spend.

### **Accounts for the Year ended 31 May 2002**

I currently have the latest figures from Irene (Full time Accounts Administrator at Marchesi House) for this year. I hope to be able to up date the National Council meeting on the current position at the June JLM meeting.

## **National Events**

I will be arranging meetings with the Treasurers for NSW 2002 and Newcastle Conference 2003 to ensure that the information they receive from Marchesi House is adequate for them to be able to control the events they are in charge of.

I am looking forward to what promises to be a challenging year for RTBI

## **(f) Media and Public Relations Officer – Fraser Skells**

The first few weeks of the year has proved to be extremely hectic for the Media & PR Team. The new committee met at Marchesi House in May, and many thoughts and ideas were discussed. The team consists of;

### **James Day, NC Area 12.**

James will be responsible for collation of *Tabler* reports from the following Areas and constituent Tables; 1,3,4,12,19,23,31,35,37,43,48,50,and 53. James will be continuing the work that he started last year, and is currently developing software programmes which any Areas and Tables can use to set up their own Websites in a standard format with links to Area and National sites.

James will also be working closely with the Administration Committee to redevelop the National Website.

### **Ross Woodall, NC Area 5.**

Ross will be responsible for collation of *Tabler* reports from the following Areas and constituent Tables; 5,6,7,8,14,21,22,34,36,40,45,46,and 54.

As NSW 2002 Secretary, Ross will be our close liaison with the NSW Team, and will be ensuring that it gets full coverage in *Tabler*, both support before the event and coverage afterwards. Ross has experience in printing, which will be a great asset.

### **Stephen Ault, NC Area 15.**

Stephen will be responsible for collation of *Tabler* reports from the following Areas and constituent Tables; 9,10,13,15,20,30,32,38,39,44,47,49,and 51. Stephen also has a background in publishing, which again will be of tremendous help to me and currently publishes three other Area Magazines. He will also be playing a roll in the production of the Conference Edition of *Tabler* in Newcastle 2003.

### **Tim Hanton NC Area 25**

Stephen will be responsible for collation of *Tabler* reports from the following Areas and constituent Tables; 2,11,16,17,18,24,25,26,29,33,41, and 52. Tim will be our liaison with the Thames Walk, by Sir Steven Redgrave, Ken Donald and

Area 25 Tablers to ensure we get maximum exposure on the day. He will also be covering the future features on The City of London Plaque.

**Peter Walker NC Area 30.**

Peter will be filling in the gaps whenever and wherever necessary. His wealth of contacts and experience nationally will be drawn upon to make things happen when things won't happen, and he will be a great asset to us all.

***Tabler***

At our meeting on 21<sup>st</sup> May, it was the view of the Committee that *Tabler* should be used both as a membership tool, and as a newspiece for the current membership. We felt that the current format is correct but should aim to have more "Grass Roots" articles. The present mix of 50/50 Editorial/Advertising was about right but feature led advertisements and the increased revenue from more copies being printed should increase advertising income. These extra copies can then be used by the Membership Committee as one of their tools. Publication costs will also be reduced this year by an agreement to submit more than 75% of photographs in a jpeg format.

**Website**

More coverage of News will be posted on the National Website this year. After each edition of *Tabler* has been delivered the Media & PR section will be updated with many of the contents from the Magazine together with articles that couldn't be included due to lack of space or where it was deemed not suitable for public reading e.g. Membership statistics etc. The Media & PR Committee will be responsible for the front page of the Website and it's own section in the Members Area. We strive to prepare ourselves for the day when enough use of the Website allows us to cease production of the Magazine, as we know it, but we have a long way to go.

**(g) International Officer – Arawn Johnson**

**Round Table International (RTI)**

Following the adoption of the Unity Motion at our own AGM in May, we are now a full member of the RTI family. We can now look forward to working with them on the real issues of promoting fellowship and understanding between Round Table Associations, the formation of new Associations and Joint Service Projects worldwide.

**Travel Bingo**

We intend to run an IRO's forum at the Joint Liaison Meeting (JLM) in Birmingham after the National Council meeting. It will be the first one for many years if we get enough support for it. I would like to encourage all Area IRO's, or their deputy, to come along and find out what is happening on the RTI front, and to take that information back to their Areas.

To encourage attendance at that forum and also to help play a part in the growth of smaller Associations we propose to carry out a travel bingo. One of the represented Areas will win a contribution towards expenses for a Tabler from their Area (to be drawn at an Area Meeting) to attend one of the smaller Associations' AGM. These Associations need our support and it is my intention to ensure that RTBI is seen to be doing its part for the future of RTI.

### **Overseas AGM's**

In order to monitor the attendance by Tablers from RTBI at overseas AGM's, we would ask you to put us in touch with any one you know of who is planning to go. Please contact Andrew Wayth (NC Area 39) so we can provide banners and greetings and also monitor those Associations where no attendance is likely. It is unlikely that RTBI will be represented at all overseas AGM's, but we would like to see how many we do get to and steer interested Tablers to visit those smaller Associations we believe will not otherwise have anyone from RTBI.

To the best of my knowledge, by the time of the JLM we will have already attended the French, Finnish, Norwegian and German AGM's. Our international relationships continue to flourish thanks to the efforts of those that travel, so please keep up the good work.

### **Charters**

This is a very exciting year for RTI as we celebrate the extension of the Round Table movement in two new countries, Russia (Charter RT1 Moscow 5-7 July 2002) and Turkey (Charter RT1 Istanbul 20-22 September 2002). Details and links are on the Website, but any one wanting more information should contact Hitesh Pandya (NC Area 16). We hope to see as many of you as possible at these events. Let's show the rest of our RTI family that we really do care about them.

### **Mass Tours**

As with the Charters, these too will appear on the Website. Mass Tours are usually extremely good value for money due to the hospitality of local Tablers and their willingness to home host. We would encourage you to join one before you lose the opportunity once you leave Table. Esa Pirttijarvi (NC Area 34) is very happy to be approached for further information on Mass Tours.

### **Hosting Register/Twinning**

Without the willingness of people to home host, things like Mass Tours would lose much of their value. It is only right therefore that we continue to encourage Tablers from RTBI to offer home hosting to visiting Tablers from overseas. Hitesh has taken over the upkeep of the register and will be looking for new names at any time, but more importantly for feedback of successful hosting (with pictures please). This is as much a part of International Tabling as attending overseas AGM's and can be achieved at a fraction of the price. He can also be contacted

on twinning matters. So, if you are looking to get in touch with a particular Table he will have an International Directory and would be more than pleased to help.

### **RTBI Welcome Tour**

Staying on the theme of tours and hosting and building on the success of this year's Welcome Tour, Andrew will be looking for support from Tablers in the North of England and South of Scotland so that we can run a similar event next year in the week before the Newcastle Conference. We will be taking booking forms with us to the EMATM where we will have the opportunity to promote it in front of National Executive members of all (hopefully) National Associations within EM&A

### **Newcastle Conference**

The time has come to offer the same package to our Tabler friends from overseas as we offer our own Tablers. This should smooth the booking in process and ensure that everyone is treated in the same way. They, like us, should be allowed to choose, for example, how much they want to spend on hotel accommodation. We hope this will encourage greater participation, as the package price would be more in line with the guidelines for international events. Bookings will be co-ordinated by Hitesh.

### **European, Mediterranean, Americas Tablers Meeting (EMATM)**

This will be held in Verona, Italy (26-30 June 2002). It is the Annual Regional Meeting of the European, Mediterranean, Americas Region (EMA) of RTI. There are always some interesting forums to attend at the EMATM especially the Community Service Market, where we will be promoting RTCW.

### **Danish Axe Award**

The lucky winner of this award will receive reimbursement of flights, accommodation and the package price for attendance at next years EMATM. The award is for the Tabler, Table or Area that does the most to further international Tabling during the coming year. All applications should be made in writing to Esa.

### **John Watts Travel Fund**

The purpose of the fund is detailed in the RTBI Directory and further guidance can be found on the Website. Applications for this also need to be made in writing with as much detail as possible to Esa.

### **World Council of Service Clubs (WOCO)**

For any one who has not yet heard, this will be held in Mauritius this year (31 August – 7 September 2002). Amongst the forums and parties this is where the RTI AGM will be held. As in previous years we anticipate a reasonably large attendance from RTBI. It is traditional for RTBI to get together as team for one night and to co-ordinate outfits at certain events where there is a dress code. If

you are going, please make contact with Neil Dashfield (NC Area 37) as soon as you have registered to discuss outfits and sizes.

### **Website/E-mail/Tabler Magazine Liaison**

Finally, Neil is also responsible for keeping the Website updated in respect of the above. He has also been trying to put together an e-mail distribution list. Please help him out if you know that an Area doesn't have an IRO, or the IRO does not have an e-mail address, by providing Neil with an e-mail address of a deputy. We intend to supplement the Website with e-mails to Areas, so that they can in turn be passed on to Table IRO's. Content for Tabler magazine should come from all Committee members, but Andrew will maintain contact with the Media and PR Officer to monitor copy received and/or still needed.

### **(h) Membership and Development Officer –Andrew Hornby**

#### **Onward & Upward**

Two-way communications between Round Tables and the M&D Committee have been established through our network Area M&D Officers. The Joint Liaison Meeting will be used to receive comments and ideas from Area M&D Officers, as well as to brief them on their role for the year, and a further forum is scheduled for the autumn. The committee is working to identify the most successful Tables in RTBI (not necessarily the biggest), find out what they do best and how, and then share the secrets with the rest of the Association. Information and experience about effective management of Round Table clubs, programme ideas, fundraising/ community service projects, successful membership initiatives etc will be assimilated from all available sources, and the best will be presented on the M&D pages of the RTBI Website. This information will also be proactively disseminated throughout the Association via the committee's network of Area M&D Officers and Table Vice Chairmen etc. Every Table will this year be given the tools with which they can shape their future so that local young men will aspire to join.

#### **New Members**

We have already inducted 128 Tablers since the beginning of this Table year, and no doubt significantly more by the time you read this. Our new members are publicly welcomed in the current issue of *Tabler* magazine. Over 10% of our new members start as enquiries received from the RTBI Website or FreePhone Number. Recent research has shown that the follow-up procedure is not as effective as it could be and supplementary controls are now being implemented so that further opportunities are not lost. The current system of offering a free RT polo shirt to each new member is under review.

#### **VC Forums**

As usual every Table Vice Chairman is expected to attend a VC Forum. 40 of these forums have so far been booked for this Table year, to run between April and December 2002. Subject to demand more forums may be set up during this

period. Once again bookings are being taken predominantly by email, with confirmation sent back usually within 48 hours. The system has proved idiot-proof and bookings continue to come in on a daily basis. The overwhelmingly positive feedback from last year's forums is being used to develop and improve the forums even more. I would urge every Tabler who reads this report to ensure that every Table Vice Chairman he knows is booked into one of these forums.

### **Membership & Development Plans/Initiatives**

Tables are still being encouraged to focus on their future and plan ahead by devising a suitable M&D Plan; the best of these will again be competing for the Acton Trophy, which will be awarded at the AGM in Newcastle. The Membership Initiative Funding scheme is currently under review and National Council will be given a full update at the June meeting. In the meantime, past submissions of Membership Initiatives and Membership & Development Plans are being assessed and the best examples made available to Tables via the Website and other media.

### **Promotional Materials**

Following the last edition of *Tabler*, there has been a huge increase in demand for the electronic version of the current RTBI Poster. This is to be converted to a .pdf file and will shortly be available directly from the Website. The current stocks of promotional leaflets and beermats will be reviewed and more supplies ordered if necessary. During the course of the year the committee will assess whether any of the current designs need to be updated. There are no more 'penguin' stands in stock although the sale of these items may be promoted during the course of the year dependant upon the feedback from existing users.

### **Tabler Magazine**

The committee is now liaising closely with the Media & PR Committee and is specifically looking to Area Membership & Development Officers to provide copy for *Tabler* relating to membership success stories in their respective Areas. The magazine itself, in its modern outward-looking style, will this year be used more as a direct marketing tool. Tablers may request extra copies for distribution to suitable targets in their Area (by handout or direct mail), while the M&D committee itself will establish a distribution network for the magazine to help create awareness of RTBI to specific audiences.

### **Guidance**

The Vice Chairman's Handbook is currently available on the RTBI Website. By the time of the JLM, related booklets such as the Membership Officer's Handbook, Table Officers' Guidelines and Area Officers' Guidelines will also be available online. The other guidance documents developed last year will also remain in the Membership Updates pages in the Members' Area of the Website under Current News.

### **Marchesi House**

Shemin and Vivienne in the Membership Department at Marchesi House (0121 456 4402) continue to provide an excellent service to Tablers requesting practical resources such as leaflets and beer mats, as well as being able to provide up to the minute statistical membership data for any Table or Area. Some of the systems employed have now been updated and their activities will be reviewed throughout the year to ensure that an effective service is maintained.

### **Community Service/Volunteering**

We must not forget that a significant proportion of our members joined the Association for altruistic reasons, and that the ideals of service are what we are known for more than anything else. Our community service and fundraising activities are some of the most high profile aspects of Tabling in the local community, and Tables will be encouraged to make the most of these in terms of capitalising on the PR opportunities and generating interest from the public.

### **The Round Table Family**

Discussions with 41 Club and Ladies Circle have found common ground between our organisations. Each has something to give and something to gain on the membership front, and great emphasis will be placed this year upon Tables establishing better relationships with their local 41 Clubs and Circles for the good of all concerned.

### **Awards**

Bronze, silver, gold, and diamond badges continue to be awarded this year to those Tablers who personally introduce 1,2,3 and 9 members respectively. The winner of the first of this year's Quarterly Membership Trophies is to be announced at June's National Council Meeting, where the presentation will be made. The Barrow Bell award will hopefully be presented at the Newcastle AGM to the most recently chartered Round Table club – where will it be?

### **(i) Community Service Liaison – Mark Gray**

Firstly can I say it is an honour to be your National CSLO and I hope you will be able to support one of the causes below as part of my OMOC initiative "One Member, One Cause."

Our theme this year is "Community Service, the Heart of Table" and CS Gas will be renamed *Heartbeat*.

I have reduced Round Table's commitment to a small number of National Charities to ensure that they get maximum support from our movement during the year and we don't overstretch ourselves trying to support too many causes. You as Tablers can support as many as you like but I would ask you to consider doing your bit for just one whether it's a marathon, a sponsored swim, an abseil, a sponsored meal or rattling tins. Please complete the OMOC form in Tabler or contact a

member of the CSLO Committee and we can put the heart, back into your Tabling.

### **Anthony Nolan Trust**

The CSLO team literally hit the ground cycling! The first event organised by my predecessor Mark Bonham starts on 1<sup>st</sup> June 2002 and this is the "Save a Life" Big Bike tour from John O' Groats to Lands End. Tablers the length of Scotland and England are supporting this by hosting our team of riders, organising donation clinics and generally ensuring we get maximum publicity for both organisations as the riders pass through to their finish on 11th June. An update of how the event went will be provided at the National Council meeting.

The Trust will also be the beneficiary of our involvement in the Golden Jubilee 10K Race in London on the 21<sup>st</sup> July. Entry forms are available from myself and we are now actively recruiting 30 runners so if you think you can run six miles in around two hours or know someone who can, we would love to hear from you.

### **Whizz Kidz**

On the 7<sup>th</sup> June the Round Table China trekkers will be on their way raising serious money for the charity. My team will be continuing to work with Whizz Kidz for a third challenge in 2003 again an updated report will be given to the National Council on how we got on.

### **Sir Steven Redgrave Charitable Trust**

The first of what will be the start of our links with Sir Steven's charity is the Thames River walk from Cirencester to London on the 31<sup>st</sup> May to 8<sup>th</sup> June. Ten Tablers from Marlow and District RT 575 will be walking with him on parts of the route. I am hoping to organise at least one more event for the Trust giving a bit more notice later in my term of office.

### **RTCW**

With more wishes than ever being granted each year Round Table Children's Wish is in just as much need of our help as before. The first thing you can all do is refer to the charity by its full title or as RTCW to avoid confusion with an American Charity now located in the UK called Children's Wish Inc.

We are looking for a team of intrepid cyclists to cycle the Sahara for the RTCW Challenge in February 2003. Round Table Children's Wish have already put this in *Tabler* Magazine and details can be found on their Website.

As usual we need runners for all the big races like the London Marathon and the Great North Run so if you fancy a challenge we can offer you plenty.

My own area, Area 14 are again going to undertake another Fire Walk "Walk of Fire II" they enjoyed it so much and we'd welcome more Tables to get hot feet for a terminally ill child.

We will also draw attention to a selected list of additional charities.

### **RNIB**

Their National & Local fundraising teams have a range of big and small events for Round Tablers to get involved in either as hosts or participants in aid of Blind and partially sighted adults and children throughout the UK. They want Tablers to abseil tall buildings, run Marathon's, do a Jail & Bail, bungee jump or Look Loud for a day on 14<sup>th</sup> June by going to work in your most outrageous clothes. The team of national fundraisers are looking to us doing a Joint Challenge in Mid 2003. I am particularly interested in Tables from Northern Ireland, Scotland and Wales getting involved with their RNIB National teams to raise money specifically for their countries. For full details read our section on the Website or in *Tabler* magazine.

### **TOFS**

TOFS (Tracheo–Oesophageal Fistula Support) is a charity we tried to support a few years back with limited success. My own Area is taking the lead on this one as it's in our back yard based in Nottingham. TOFS support children who cannot swallow because their windpipe and oesophagus share the same route. Imagine constantly choking on your food or it going down the wrong way. TOFS don't have a big fundraising team but they need our help in sponsoring their awareness. There are leaflets for parents that go into every hospital and virtually every GP's surgery around the UK and I want them all to have a "Sponsored by Round Table Great Britain & Ireland" strap line and phone number.

We are not looking for a huge amount of money possibly around £30,000 but the publicity could be potentially very useful. I hope to have more details at the Council meeting.

### **Round Table Lottery**

The remaining focus of our activity will be organising the 12 Events between now and Conference 2003 in Newcastle to raise the profile of our Round Table Lottery. Although it has grown considerably since the 2000/2001 CSLO Andy Holyoake started it we wish to increase its profile within the membership. The draw will be coming to a Charter or Council event near you and we need more of you to sign up for it. All new Councillors and Committees be warned, you will be the first to set an example and then spread the word. You could win money and one of our causes will get a healthy dose of much needed cash. We will be sending forms to each Area CSLO with their OMOC returns so we hope to get a substantial increase in the take up.

### **Children in Need**

Having taken a break from this event for several years we will be looking to organise a UK wide effort for Children in Need on 29th November 2002.

To start with, my experience says keep it simple, the Round Table Toddles were a lot of effort for minimal return, so my team are looking at a "Take Pudsey to the Pub" campaign to get a pub crawl and cash into the coffers for the night and a "Take Pudsey Clubbing" for our under 30 year old Tabler's to encourage young Clubbers to give money and see that Round Tabler's are not all balding middle aged men who they only see at Christmas or before they go off clubbing!

We shall continue to award grants from The Denis Tizard Fund that we will publicise more widely in Tabler and on the Website.

It is also my intention to increase the sale of Christmas Cards to get the WoCo Club to Club fund into a healthier state and of course we will keep a watching brief on those Tables doing innovative fundraising projects for the annual Community Service Awards.

## **(j) Conference – Paul Jay**

### **Plymouth 2002**

First of all can I offer my congratulations to Conference Chairman Jeremy Saunders and his team on providing us with yet another successful Conference with over 1,200 delegates supporting the event and 100 delegates coming down for the day to support the AGM. I will update National Council with the financial outcome at the JLM in June (there are no reasons for concern).

### **Newcastle 2003**

Conference Chairman Len Aitchison and his team had a successful time at Plymouth shadowing their predecessors ready for Newcastle 2003. With over 50 bookings they now start the hard work of getting our membership to book early. Newcastle will be the first new format Conference spread over two days instead of the normal three days. Attendees will arrange their own accommodation so once they have booked in they will be given a list of hotels that will be on the transport system routes. This will be co-ordinated through the Newcastle and Gateshead Convention Bureau.

I would remind you that Newcastle is the second most popular place after Dublin for weekend breaks **so book early please** and remember to book your accommodation. This is definitely the party city of the North!

### **Southend on Sea 2004**

Under the Chairmanship of Richard du Bois the Conference team have come together and are meeting regularly putting together an excellent two-day Conference with a change to the Final Night Party format and one or two others changes. I don't want to steal the thunder from the Southend team so watch this space!

### **Future Conferences**

The Conference team is now looking for bids from Areas to host Conference in 2005. The bid needs to be with us by August this year otherwise there will be no Conference and we will be left with a stand alone AGM. The Conference Manual is now completed in the new two-day format that will help you understand the key requirements of hosting the event. Do please approach me if you wish to consider hosting the event.

It looks like we will also continue our good relationship with NALC which was built up last year.

### **(k) Marketing and Sponsorship – Mark Tipping**

#### **The Committee**

This year's Marketing & Sponsorship Committee will comprise three National Councillors and myself: Howard Joseph (NC Area 46); Jeremy Saunders (NC Area 23); and Ron Shea (NC Area 26). The first Committee meeting took place at Marchesi House on Wednesday 29<sup>th</sup> May and we will progress the various issues soon.

#### **The Marketing & Sponsorship Challenge**

I see the role of this year's Committee as threefold:

- to provide appropriate marketing support to other functions within the Association;
- to identify sponsorship deals that will benefit the Association; conclude negotiations with the sponsors and develop a Sponsor management process which satisfies their requirements;
- and to identify sponsorship or affinity deals that will benefit individual Tablers, conclude negotiations and develop a Sponsor management process which satisfies their requirements.

The allocation of Committee members to each of these tasks will be undertaken at the first Committee meeting.

#### **Marketing**

I believe that one of the first tasks to be performed by the marketing function is to develop an up to date demographic profile of Tablers as this will form as key tool for the sponsorship function to exploit in its discussions with potential sponsors. This task was last carried out in 1997 and needs updating. Initial discussions have already taken place regarding the possibility of using Mosaic profiling methods.

#### **Sponsorship**

There are two initial tasks for the sponsorship function. The first of these is to gain a better understanding of what we are allowed to offer potential sponsors and the value of these offers.

The second is to get up to speed with the activities of the last incumbent, Andrew Kennedy, which will involve introducing ourselves to active sponsors, gaining their views of the association and seeking to enhance future relationships.

### **Mg Rover Group**

The sponsored Rover 75 has been passed to Ken Donald and his PLC. The sign writing on the car has been changed to reflect him being National President.

### **(I) Sales- David Ellis**

The first Sales Committee meeting of the year has been held and the work for the year has been set out. By the time of the National Council Meeting, wheels will be well and truly in motion to make things happen.

### **Committee Tasks**

#### **a) Area Liaison**

Robert McCall (NC Area 51) Areas 13,44,49,38,51,39,47,11,52,29

David Ellis (Sales Convenor) Areas 21,32,34,8,46,40,22,5,35

Martin Shewring (NC Area 43) Areas 53,36,43,4,23,50,12,37

Mark Boersma (NC Area10) Areas 20,10,15,9,7,30,14,6,41,45,24

Lloyd Thompson (NC Area 2) Areas 25,17,18,26,16,2,3,1,48,19,31,54

#### **b) National Events**

In addition to the above Liaison responsibility for National Events was allocated

Newcastle Conference 2002: Mark Boersma

Southend Conference 2003: Lloyd Thompson

Cardiff NSW 2003: Martin Shewring

Financial Controller: Robert McCall

### **Sales Officers**

The number of Area Sales Officers shown on the National Database so far has shown an increase on last year. All ASO's will be invited to attend a meeting on the afternoon of the JLM at Marchesi House. It is our hope that a significant number of Sales Officers will be in attendance.

### **Debtors**

After the success of the Committee last year there will be a continuation of the effort to keep outstanding debt to the Association to a manageable level. The 60-

day stop rule will still apply and no Area will be supplied with goods if they have debts older than two months, although it must be realised that the standard payment terms are 30 days. Now that the long-term debt problems have been in the main resolved, the Sales team will have a less difficult task.

### **Suppliers**

The review of Suppliers will continue to ensure optimum quality and value. Despite promises of the details of “cheaper” sources of sales Items from Tablers these have not as yet been forthcoming. The team is aware that we have to maintain a regular, reliable Sales department and we believe we do provide this in the existing portfolio.

### **Stock Items**

The reduction in the number of Sales items at Marchesi House is continuing. A “Sale” of past stock lines is being held to assist with this. It must be recognised that some stock must be kept in hand to allow us to provide personal Items for sale.

### **Website**

The launch and development of the Sales Website is the Sales team’s first objective for this year. It is our plan to have the Shop on line for the Council Meeting in Birmingham. Whilst the “shopping basket” format will not be running it is hoped that the on-line catalogue will be a significant step forward.

### **New Products**

We are all aware that promotional goods are available nationally from various suppliers. It is the task of the Sales Committee to identify good quality items, which will present a defined image for the Association and be of good quality.

### **General**

The Sales team got the year off to a flying start with a 100% attendance at the first meeting, it is hoped that the enthusiasm and drive of the team continues over the coming year.

## **(m) Sports and Social – Shaun Redman**

### **National Quiz & Debate and National Football**

The letter has been prepared and will have been sent out to the Area Sports Officers regarding entry to the National Competitions. I am having a big push on trying to create interest in the National Debate competition, this doesn’t mean I am taking my eye of the Quiz and Football though. I have set the date for closure of registration for the competitions as 20<sup>th</sup> July. I will also ensure that the letter is emailed to as many Areas as possible. Copies of the registration letter are available for anyone who needs one.

**NSW2002**

David Fathers and the Area 5 team are working hard on the event that is now less than four months away. Bookings are going well and the event has a capacity of 600. Please don't come to me in September and say you can't get in because it's sold out, get those bookings in. I will ask Neal Porter, Liaison Officer to NSW2002, to update the meeting on progress.

**NFW 2003**

There is currently no bid for Family Weekend in 2003 although a number of Areas have expressed interest. There is a draft manual available, let me know if you are interested and I will arrange a copy for you.

**NSW2003**

Area 4 had their bid to host NSW2003 in Cardiff approved by the National Council and will be planning and preparing for the event. With the return of the Goblin Mike Tully to lead the team, you all know this will be great event. The NSW2003 team will need their proposed logo to be approved by National Council and I will ask Mike to present the logo to the National Council.

**Future Bids**

There are currently a number of Areas interested in hosting NSW 2004 and I look forward to bringing more details of bids to future National Council meetings.

There is currently no bid for NFW 2004; guys please let me know if you have an interest in hosting a National Event. There are manuals for NSW and NFW available from National or via the Website. Feel free to approach any of my team if you would like to discuss being future hosts to a National Event.

Sports and Social is another vehicle for giving value back to the membership for their capitation, hopefully you think that the 34 pence for Sports and Social is well spent

**Trophies**

The following NSW Trophies are still missing - National Individual Golf, National Tennis and National Novelty, please let me have any clues you have to their whereabouts.







**DISTRIBUTION (1 copy for each):**

National Executive

National Council

Area Chairmen

Area Vice-Chairmen

Area Secretaries

Table Chairmen (for the attention of the Table members)

Chairmen of National Events – (Conference, Sporting Weekend, Family Weekend)

**This Notice and Agenda can also be downloaded from the Website for electronic distribution to all Members. – [www.roundtable.org.uk](http://www.roundtable.org.uk)**

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