



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

**THE NATIONAL ASSOCIATION OF ROUND TABLES  
OF GREAT BRITAIN AND IRELAND**

**NATIONAL  
COUNCIL  
MINUTES**

**Saturday, 28 June 2003**

TO TABLE CHAIRMEN

PLEASE NOTE THAT THESE MINUTES ARE SENT TO YOU TO BE BROUGHT TO THE ATTENTION OF YOUR MEMBERS. NO OTHER SETS ARE SENT OUT TO INDIVIDUAL TABLERS.

**Fun, Friends and Fund-raising**



**Minutes of the meeting of the National Council held at The Council Chamber, The Council House, Victoria Square, Birmingham on Saturday, 28 June 2003.**

PRESENT:), Chris Horsfall (President), Adrian Gibbons (Vice President), Ken Donald (Immediate Past President), Mark Newby (Honorary Secretary), Steve Cavell (Honorary Treasurer), Fraser Skells (Media and PR Officer), Stephen Parsons (International Officer), Andrew Hornby (Membership and Development Officer), Mark Bonham (Community Service Liaison Officer), Gavin Parkes (Conference Officer), Hitesh Pandya (Marketing and Sponsorship Officer), Nigel Middleton (Sales Officer), Shaun Redman (Sports and Social Officer) and, in attendance, John Handley (General Secretary).

NATIONAL COUNCILLORS or Deputies: Nick Gurney-Champion (Area 1), Andy Kennedy (Area 2), Jim Laity (Area 3), Chris Harness (Area 4), Ross Woodall (Area 5), Howard Farmer (Area 6), Phil Hassall (Area 8), Jonathon Birch (Area 9), Mark Boersma (Area 10), David Morrow (Area 11), Peter Clayton (Area 12), Ruairidh Mackinnon (Area 13), Niall Moore (Area 14), Simeon Wilkinson (Area 15), Keith Aldiss (Area 16), Massoud Aghassi (Area 17), Richard Dean (Area 18), Simon Govier (Area 19), Jon Cook (Area 20), Mike Cartener (Area 21), Mark Chenoweth (Area 22), Mark Ruffles (Area 24), Tim Hanton (Area 25), Ron Shea (Area 26), Peter Walker (Area 30), Ken Messenger (Area 31), Mike Holt (Area 32), Terry Porter (Area 33), Duncan Baldwin (Area 34), Mark Sulway (Area 35), Neil Dashfield (Area 37), Kevin Stewart (Area 39), David Lumb (Area 40), Derek Tomkinson (Area 41), Wayne Delve (Area 43), Mike Daley (Area 44), Kevin Johns (Area 45), Howard Joseph (Area 46), Paul Johnstone (Area 49), Jock Murray (Area 50), Graham Drummond (Area 51), Fred Nawn (Area 52), Dave Barker (Area 53) and Keith Pryke (Area 54).

Apologies were received from Steve Dite (Area 4 NC) and Chris Caroe (Area 36 Chairman).

Later in the meeting the National Council stood to greet Tracy Wilkinson, NALC President, who introduced the rest of her National Executive and brought greetings from her 3,500 members. She thanked the President for the invitation to attend the National Council meeting and they all looked forward to joining the Forums at the Joint Liaison Meeting. The NALC President then addressed the meeting and gave details of the changes that have been introduced in Ladies Circle and explained the rationale behind the decision not to relocate from Keighley. She looked forward to working with President Chris during the year particularly as they were not only from the same Area but even the same Table and Circle!

**1. Preliminaries**

**(a) Notice**

The notice convening the meeting was APPROVED on a motion by Area 37, seconded by Area 49.

**(b) Communications**

Mark Sulway (NC Area 35) recited the Aims and Objects of the Association.

**(c) Minutes**

Approval of the Minutes of the meeting held on 9<sup>th</sup> and 10<sup>th</sup> May 2003 was moved by Area 35, seconded by Area 51 and was CARRIED.

**(d) Matters Arising**

There were no Matters Arising which would not be covered in the Agenda.

The National President welcomed National Council members and observers, including Area Chairmen: Peter Manley (Area 1), Paul Hodges (Area 3), Kelly Clarke (Area 6), Peter Gibbons (Area 8), Mark Bennett (Area 10), Mark Judd (Area 14), Philip Douce (Area 16), John Morby (Area 17), Simon Buckland (Area 18), Andrew Stanway (Area 22), Graham Kirkham (Area 34), Gary Smith (Area 35), Martin Shrewring (Area 43), Colin Sutcliffe (Area 46) and Keith Pryke (Area 54). Also attending were Richard Du Bois (Southend Conference 2004 Chairman), Mike Tully (Cardiff NSW 2003 Chairman), David Fathers (NSW 2002 Chairman), Michael Tully (NSW 2003 Chairman), Paul Molley (Keele NSW 2004 Chairman), Howard Whitely (PLC Chairman) and Past President Nick Lawton with 25 other Tablers.

The National President extended a special welcome to the Lord Mayor of Birmingham, Councillor John Alden and the Lady Mayoress, Mrs Deidre Alden, thanking them for the hospitality extended to the National Council. The Lord Mayor brought the greetings and best wishes from the people of Birmingham and hoped everybody enjoyed their stay in the City.

On a motion proposed by Area 46, seconded by Area 53 it was AGREED that approval to address the meeting be given to observers and past members.

## **2. Reports by Officers.**

Officers gave updates to their reports in the Agenda for the meeting.

### **(a) President – Chris Horsfall**

The President welcomed everybody to Birmingham and thanked them for supporting the National Council and Joint Liaison meeting. There were over two hundred Tablers who have made the effort to travel to Birmingham and he was grateful for their commitment. He then asked the Area Chairmen to rise and invited the meeting to welcome them with applause.

He was delighted to report that Past President Simon Dyson (1990/91) has been honoured by her Majesty The Queen with the award of the MBE for his services to The Anthony Nolan Trust. He had written to Simon to offer the congratulations of every member of RTBI.

He also advised he had been invited by the Prime Minister to 10 Downing Street to a Heads of State Reception followed by the viewing of The Trooping of The Colour at Horseguards Parade. This had been a wonderful day and he was proud RTBI is recognised in this manner.

The visits to Areas were going well and he was on track to achieve his aim of visiting all Areas in his year.

### **(b) Vice President – Adrian Gibbons**

The Vice-President confirmed his report is as the Notice and Agenda but wished to add a few items.

His Diary for next year is filling up and he confirmed the Presidential Liaison Committee is forming under the Chairmanship of Alastair Hill with Mike Tully as Vice Chairman. He requested those Areas who have not confirmed a date for a Presidential visit to contact him soon.

A Forward Planning Committee meeting had been held and he asked the members of his Committee to give an update on the issues that they will be considering. These included National Council representation and he asked Immediate Past President Ken Donald to outline a proposition for discussion. Ken Donald then outlined his concept that the Area representative to the National Council should be the Area Vice Chairmen which would improve communication and integrate and involve the Vice Chairmen. He requested any comments to be advised to him in the near future.

Howard Joseph (NC Area 46) advised that he was looking after the proposal to form the umbrella organisation over the two organisations RTBI and NALC. This had been previously looked at as a defence to the accusation of single gender but it will be reconsidered to see if there any advantages. He will report over time.

Mike Holt (NC Area 31) outlined his area of responsibility, which was developing guides and protocols to assist Table and Area Vice Chairmen in handling Business meetings well. He will report to the National Council over time.

Finally, Keith Aldiss (NC Area 16) advised he would be looking at Associate Membership again and will report back in due course.

### **(c) Immediate Past President – Ken Donald**

The Immediate Past President had nothing further to add to his report but brought greetings from the AGM's of RT Norway and RT Germany where he had been privileged to represent RTBI.

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

The Honorary Secretary confirmed his report was as printed in the Notice and Agenda and then clarified the JLM arrangements.

He confirmed that following the adoption of the I.T.Strategy last Table year which sought to redevelop the Website, finalise the development of an Access based Membership system and drive through the necessary changes to give a more efficient IT platform. Part of the strategy was to appoint an Honorary I.T. Consultant and he advised that following interviews, Martin Johnson (Billericay RT 593) has been co-opted to the National Executive for the next twelve months.

The Honorary Secretary reminded all English and Welsh Tables that they need to register with the Charities Commission. He was aware that the regulations in Scotland and Ireland were different and intended to produce appropriate guidelines for Tables in these countries shortly.

He raised the issue of The Child Protection Act, which may have a major impact on the Community Service activities of Tablers. In his professional life as a Solicitor he is aware of many instances where people have been accused of say sexually interfering with a child many years after the event and have been convicted. The legislation is quite demanding and he wishes to make all Tablers aware of the implications of the Act and will be issuing Guidelines to all Tables regarding their conduct and provisions when dealing with Children or Vulnerable persons. Duncan Baldwin (NC Area 34) will be issuing guidelines to Tables and these must be considered by every Tabler who wishes to continue to take part in activities which bring him into contact with these classes of people. The long term personal consequences could be significant and the guidance must be taken seriously by all concerned. Further information, which will be substantive and comprehensive, will follow shortly and cover the different legal systems.

### **(e) Honorary Treasurer – Steve Cavell**

The Honorary Treasurer confirmed his report was as per the Notice and Agenda and he wished to update the Council on a number of issues.

With regard to the Association's Accounts for the year ending 31 May 2003 these are being compiled at the moment into a draft format. He confirmed they will match the projected budget figures shown in the AGM Notice and Agenda before taking into account the redundancy Provisions.

He will present the final version to the National Council over time.

He advised that the Table Capitation Invoice and letters had been issued by Marchesi House. As at the 15<sup>th</sup> July the £5 per member Late payment Surcharge will apply. He encouraged the National Councillors to advise their Area that Invoices had been issued and payment was now due to the Association.

#### **(f) Media and PR Officer – Fraser Skells**

The Media and PR Officer confirmed his report was as shown in the Notice and advised the National Council that his wife was expecting twins on Christmas day! The President passed the good wishes of everyone present to him and Heidi.

The Committee's objectives for the year include updating the PR Guide, gaining more National Press exposure if possible and giving greater assistance to the Area Media and PR Officers.

Discussions took place on the feasibility of a Joint magazine with NALC. Liam O'Leary (Lancaster RT 160) felt that the magazines could be amalgamated and demonstrate the closeness of the two organisations. The Media and PR Officer confirmed this had been considered particularly as it would attract more advertisers but NALC only issued a magazine once a year. There may also be a difficulty in merging the databases of the two organisations. However, he sought to include a page of NALC News in each magazine during the year.

The next edition of *Tabler* magazine will be distributed on approx. 20th July 2003 and include more Regional news. He appealed for all Areas and Tables to let him have appropriate news stories that can be inserted in the next copy. These must be sent to the Regional Editors as soon as possible after the event. A story of about 250 words with a good quality photograph is required.

#### **(g) International Officer – Stephen Parsons**

The International Officer advised that his report was as per the Notice and Agenda.

He confirmed the EMATM had been held on the previous weekend in Lausanne, Switzerland with 160 attending. It is held each year in June, is open to any Tabler and he encouraged Tablers to attend. The WoCo Conference will be held in Stockholm over the week commencing 18<sup>th</sup> August 2003 and offered reasonable packages. There are already 30 attending from RTBI and he hoped more from RTBI would attend to support Arawn Johnson, as he became EMA Region Chairman.

Mark Sulway (NC Area 35) gave details of the International Hosting Register which has over 25 names on it, which covers most of the country. This does not only cover home hosting as some visitors merely wish to meet up with other Tablers. If any Tablers wish to be included they should contact him by e-mail. Additionally he will manage the Twinning Register and will be pleased to assist any Table considering a Twinning relationship with an overseas Table.

Ciarran McDonnell (Swords RT 1268) had won at the March NC Meeting the "Travel Bingo" prize of £400 towards the cost of travelling to one of the overseas Associations' AGM's. He had attended the AGM of RT Norway with Ken Donald and gave a report of the warm welcome he had received and recommended Tablers to get involved internationally. The International Officer confirmed Paul Johnstone (NC Area 49) was looking after both WoCo and overseas Association's AGM's and enquiries should be directed to him.

With regard to the John Watts Travel Fund Dave Barker (NC Area 53) gave details of the application method for the fund and reported that quite a number of applications are received each year. Funds

are available to support overseas contact with Tables and he requested all National Councillors to promote the fund, particularly where new links were being formed with overseas Tables.

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

The Membership and Development Officer confirmed his report was as printed in the Notice but he would give an update.

The Membership initiatives for the Table year was “Are you having trouble getting it up!” – Table membership of course and he encouraged everyone to visit the Membership and Development Website where there were twenty pages of advice etc. and best practice shared with everyone.

There were some changes to Tables that he wished to put to the National Council for approval which were:

a) Approval required for merger of Romford 345 and Dagenham 421 to be known as Rom Valley RT 345 and allocated to Area 33.

b) Approval required for merger of Slough RT 225 and Bourne End and Burnham Beeches RT 1067 to be known as Burnham and District RT 225.

c) Approval of transfer of Buckingham RT 825 from Area 54 to Area 50.

These changes were put to the National Council and **APPROVED**.

He then went on to present the Quarterly Membership Trophy to Area Chairman Martin Shewring on behalf of Bridgend RT 471 for increasing their membership by 60% from 3 - 5 between April and June 2003.

The number of New Members inducted in the first quarter of this Table year stood at 269 which is 7% up on the same period last year. In addition, the number of Resignations was 60% down on the same period.

He introduced the members of his Committee and confirmed that they would this year be seeking to talk to Tables from all over the country to find out what they did best and try and pass on some of the ideas and initiatives to other Tables.

#### **(i) Community Service Officer – Mark Bonham**

The Community Service Officer advised his report was as per the Notice.

He introduced Howard Farmer (NC Area 6) who gave an update on RTCW. He promoted the RTCW Sponsored Cycle Ride which would be on a 26 seater bicycle and which would visit every Area during the period September – November. Each seat would require £100 sponsorship and full details would be sent to Tables soon. In addition there would be a Sponsored Trek to Costa Rica and involved a ten day challenge from 7-17 February 2004. This event needs pushing as a worthwhile event to get involved with in Areas.

He gave details of the British 10K Race in London on 13 July 2003 and appealed for more runners to come forward. There were places available and anybody interested should contact him.

The Community Service Liaison Officer confirmed Peter Clayton (NC Area 12) would be dealing with Whizz-Kidz and he gave an update on the Inca Challenge Trek in the Andes being held by them in October.

Phil Hassall (NC Area 8) gave an update on The Anthony Nolan Trust and confirmed that he was meeting with John Chatfield to plan the Table activities during the year.

The last cause is the President's chosen charity, The Prostate Cancer Research Fund and asked Wayne Delve (NC Area 43) to confirm details of the charity. He confirmed the background story of the fund and it's history. The target hoped for is a minimum of £200 per Table to enable a good sum to be given to the Fund by the end of the year. The Community Service Liaison Officer announced that the strapline to be used for the appeal was "RTPI" - Round Table Prostate Initiative and he hoped all tables would support the Presidential Appeal this year.

The Community Service Liaison Officer gave further details of the Round Table "Big Splash Day" at Holmes Pierpoint in Nottingham when Sir Steve Redgrave would be attending. This was a good opportunity to have a good day and raise the profile of the organisation. Admission is free and everyone is welcome with camping facilities available. Details are available on the Website.

He reminded everyone of the RNIB 4X4 Challenge and asked all Tables to consider entering a team in this superb event.

He requested all Tablers to support the "Monthly Charity Draw" as a means of raising Charity donations within the Association. He asked all National Councillors to promote the Draw and increase the number of participants. The monthly draw then took place and the five winners were:

|                 |                                |
|-----------------|--------------------------------|
| Jon Sockett     | Rainford & District RT 1148    |
| Chris Davies    | Seaford and Newhaven RT 837    |
| Mark Boersma    | Northallerton and District 341 |
| Mervyn McDonald | Rossendale RT 628              |
| Mark Bonham     | Shoreham and Southwick RT      |

Ciarran McDonnell (Swords RT 1268) reminded the CSLO that he had requested the ability to pay the Monthly Draw payment in Euros. The Honorary Treasurer confirmed that this would be looked at and he would make appropriate arrangements and advise.

In response to a question from Fred Nawn (NC Area 52) the CSLO confirmed that the RTCW Bike Ride would visit all three Irish Areas giving them the opportunity of getting involved in this cause.

#### **(j) Conference Officer – Gavin Parkes**

The Conference Officer, Gavin Parkes, confirmed his report was as contained in the Notice and Agenda.

He requested Richard Du Bois to give a presentation on Southend 2004. The bookings received were progressing well and they anticipated the event would be sold out. They are a total of 1,700 beds booked in the town but the Conference have only have received 100 bookings. He encouraged the Area Vice-Chairman to attend the Vice Chairman's Weekend (NCP) on 11/12 October 2003. He clarified the new event dinner on the Saturday evening which allowed Areas to make up their parties within the bigger event.

The Conference Officer introduced the proposed Chairman of the Glasgow 2005 Conference Committee, Graham Drummond. He asked for the Approval of National Council to the appointment of Graham as Conference Chairman and Ian Pritchard as Conference Treasurer. The appointments were voted on by the National Council and APPROVED.

The Conference Officer stressed that if an Area was considering a bid to host Conference in 2006 then this bid must be finalised and submitted to the October 2004 National Council meeting for approval. He requested that any Area interested contact him immediately.

#### **(j) Marketing and Sponsorship Officer - Hitesh Pandya**

The Marketing and Sponsorship Officer gave an update to his written report.

He advised that the M & S Committee has been given an open book this year and with this in mind they have decided to implement some constructive changes and also to work on certain areas to improve the overall image of Table. With this improved image they will be able to hopefully attract new sponsorship deals but in no way sacrificing any of the relationships that we have formed.

They are working to see if there is a better image to be presented in the way we look, promote, the Website, the *Tablet*, the way we run events, the way we look after our relationships and have started to work on the tools that we need and are developing ideas and formats to assist us in marketing of the Association and Sponsorship.

A month ago they commissioned a "Mosaic Profile" of our Membership. This is a demographic profiling system that is compiled by the credit reference agency "Experian" using the postcodes of the members. This is a very valuable tool, giving us an understandable, industry accepted, professional profile on the membership. This will be used to show the outside world how Tablers compare with the UK national average from homes, to income levels, the cars they drive etc. They intend to use the information in a number of ways.

Firstly, to re-develop the "Round Table Prospectus", this is a pack of information that is used to market and attain sponsorship for the Association. The outer cover is already in stock and therefore will be used but the inner information will give the core details of Round Table and then provide detailed information on the potential relationship that can be formed using the "Mosaic Profile

Secondly, they intend to produce a PowerPoint presentation that can be used in all manners but we will be able to TARGET the recipient thus ensuring that we are showing them that we are much more professional and creating a marketing image that is so needed. This can be used in all areas of Tabling and they will work out a way to ensure that Tables have access to this.

#### **(k) Sales Officer – Nigel Middleton**

The Sales Officer confirmed his report was as the Notice and Agenda.

##### **Product Lines**

New lines of stock are going to be sourced to rejuvenate the existing range and also enhance some of the best of the old, which have stood the test of time. A product review will be completed.

##### **Stock Levels**

The Sales Officer confirmed there will be a drive by the Sales Committee to clear space at Marchesi House with a summer sale designed to clear old Rondel stock, end of lines and one off items stocked for National Events. An extra discount day (Blue Cross Day) has been held during the meeting to include current stock plus particular emphasis on end of range items. The Sales department are actively engaged in getting rid of written off stock. We are working in conjunction with the CSLO team using the limited edition vans at local children's hospital to leave a lasting memento of Round Table activity. If Tables can use these items he asked them to e-mail him with a few details outlining the project and Sales and the CSLO will consider the request.

The Sales Committee intend to update the Sales Manual for Area Sales Officers towards the end of the year to encompass good accounting practise for them and downloadable sheets to help them get started for the beginning of next year. This will include guides on invoicing, running the account, etc

Work on the Sales Website continues and he hoped to make progress soon.

### **(I) Sports and Social Officer – Shaun Redman**

The Sports and Social Officer confirmed his report was as the Notice and Agenda.

The final Accounts for NSW York have been prepared and the total surplus was £3,738.55 which could be considered excessive but is the result of lots of late bookings in the four weeks leading up to the event.

Letters have gone out to all Area Sports Officers regarding the national events and he asked that the forms confirming interest be sent back to him immediately if an Area wished to participate. He invited Mike Tully (NSW 2003 Chairman) to give an update on NSW Cardiff and he confirmed the arrangements are progressing well and the number of booking forms received indicates that the event will be a sell-out. He asked everyone who wished to attend to get their bookings made as soon as possible.

He introduced Paul Molley (Chairman NSW 2004) who introduced his Committee and confirmed the plans were going well for what should be an excellent event at Keele.

The Sports and Social Officer confirmed there were no firm bids to host either NSW 2005 or NFW 2004. Area 32 was hosting a Camping and Caravanning Family Weekend for their Area and if this is successful the Area would host the National event in 2004. He requested any Areas interested to talk to him as soon as possible.

The Sports and Social Officer advised that the NSW Novelty Event is still missing and would be replaced before NSW Cardiff. If any member has any idea where this is he would appreciate a call.

### **3. Receive Resolutions**

#### **a. Marchesi House**

"National Executive are to commence marketing Marchesi House with immediate effect with a view to relocating to alternative premises more suitable to our staffing needs, at a reduced overhead cost and giving consideration to accessibility to members."

This was proposed by Gary Smith (Area 35 Chairman) on behalf of Area 35 and seconded by Mark Chenoweth (NC Area 22) on behalf of Area 22. After the resolution was moved and following discussion including a presentation from the Vice President Adrian Gibbons the vote was taken and the Motion was **LOST**.

### **4. Appointments**

The Honorary Secretary, Mark Newby advised that approval of the National Council for the Appointment of Trustees to the RTBI Charitable Trust and The Denis Tizard Trust was required. The nominated Trustees were:

**The NARTBI Charitable Trust**

Chris Horsfall  
Adrian Gibbons  
Mark Bonham  
Mark Newby

**The Denis Tizard Trust:**

Mark Bonham  
Peter Clayton  
Mark Newby  
John Handley

These appointments were APPROVED

**5. Any Other Business**

- i) Mark Newby, Honorary Secretary gave details of the venues for the various JLM Forums and also confirmed the date for the next JLM would be 19th June 2004, again in Birmingham.
- ii) Mark Newby also advised that there are still a number of Tables who have not returned their Active Members Roll and asked National Councillors to remind the Tables in their Areas.
- iii) The President looked forward to seeing the National Council in Llandudno on 26th October 2003 when hopefully the national Council will support the Area 53 Charter Dinner.
- iv) The Immediate Past President, Ken Donald awarded the Golden Gob Award for the best contribution to John Dobson, Area 32 Sports Officer and the Pigs Pizzle to Stephen Parsons, International Officer.
- v) Tracy Wilkinson, President NALC thanked the National Council for the courtesy extended to her and her Executive in attending the meeting and wished everybody well for the year.
- vi) Andy Kennedy (NC Area 2) proposed a vote of thanks to the National President for the excellent manner in which he had handled the meeting and congratulated the rest of the National Executive team on all their hard work.
- vii) The National President thanked the Administration Committee and General Secretary John Handley for organising the event and all National Councillors and observers for their contributions.
- viii) THERE BEING NO FURTHER BUSINESS THE NATIONAL PRESIDENT DECLARED THE MEETING CLOSED AT 1.28 p.m.









Distribution:

National Executive  
National Council  
Area Chairmen  
Area Vice-Chairmen  
Area Secretaries  
Table Chairmen (for the attention of the Table)  
Chairmen of National Events (Conference, NSW, NFW)

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