



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

NOTICE & AGENDA

NATIONAL COUNCIL MEETING
Saturday, 2nd March, 2002

TO TABLE CHAIRMAN

PLEASE NOTE THAT THIS AGENDA IS SENT TO YOU TO BE PASSED 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, 2nd March 2002 at the Council Chamber, The Highland Council, Glenurquhart Road, Inverness, to transact the business as shown on the Agenda. Subject to accommodation, any Active Member may attend the meeting as an observer.

MARK SMITH
National Honorary Secretary

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

Saturday
9th February 2002

AGENDA

1. Preliminaries

- (a) Approve notice convening the meeting.
- (b) Confirm the minutes of the meetings held on 27th October 2001.
- (c) Matters arising.
- (d) Apologies and communications.

2. Reports Presented by Officers (Appendix A)

3.

- (a) President – Nick Lawton (page 5)
- (b) Vice-President – Ken Donald (page 5)
- (c) Immediate Past President – Vaughan Harris (page 8)
- (d) Honorary Secretary – Mark Smith (page 8)
- (e) Honorary Treasurer – Adrian Gibbons (page 10)
- (f) Media and PR Officer – Noel Tyler (page 12)
- (g) International Officer – Chris Horsfall (page 13)
- (h) Membership and Development Officer - Jimmy Smith (page 14)
- (i) Community Service Officer – Mark Bonham (page 17)
- (j) Conference Officer – Paul Jay (page 20)
- (k) Marketing and Sponsorship Officer – Andy Kennedy (page 21)
- (l) Sales Officer – David Ellis (page 21)
- (m) Sports and Social Officer – Shaun Redman (page 23)

3. Receive Resolutions (Appendix B)

4. Receive Resolutions for Submission to the Annual General Meeting (Appendix C)

5. Approve Annual Report

The draft Annual Report will be tabled to Members of the Council and will subsequently be incorporated in the Agenda for the Annual General Meeting.

6. Nominations to serve on the National Executive Committee

Notice will be given to the meeting of all Nominations for National Office made by Area Councils and received.

7. Transact Any Other Business permissible under National Rules and Standing Orders.

Appendix A – Officers’ Reports

(a) President – Nick Lawton

General Matters

I must firstly extend my thanks to all the Areas and Tables that I have visited over the year since the Cardiff AGM. The enthusiasm and quality within the organisation is invigorating. We should use this enthusiasm to promote the activities of our Tables and our Areas to the next generation of Tablers.

The Standing Committees continue to meet and there is another batch of Rule changes on this Agenda Paper as well as several motions for consideration at the Meeting and at the AGM.

Please take the time to read the motions and the Officers reports, discuss them with the Tables and Tablers in your Area and come to the meeting prepared to take a full and active part.

If you cannot attend, do send your apologies to the Honorary Secretary and ensure that someone else attends from your Area to give your Tables and Tablers a voice in the management of the Association.

Marchesi House

Following the completion of the option appraisal in October last year we progressed the re-organisation of the space within Marchesi House and concluded this exercise in mid January. However, our landlords have now advised us that, contrary to previous intimations, they are not willing to allow us to partially sub-let the building and consequently we are now in the process of revisiting the other options.

It is unlikely that there will be any further significant progress before the meeting and an update will be provided at that time.

75th Anniversary

The 75th Anniversary Lunch on the 23rd March 2002 at the ICC in Birmingham is now sold out. Those on the waiting list have been circulated with details of a proposed ‘Alternative’ lunch in an adjacent Hall at the ICC, which will give the opportunity of participating in and enjoying the day. The response received to this option will determine whether we continue with the ‘Alternative’ lunch. Booking forms for the alternate event can be obtained from Marchesi House.

We are planning to have a Media Pack for Tables, to help them to promote the 75th Anniversary, and these will be available after the March NC meeting.

Following the October National Council Meeting we engaged the services of Mosaic Publicity to help plan and co-ordinate a media campaign to promote the 75th Anniversary of Round Table. Details on the progress of this initiative can be found in the Marketing and Sponsorship Officer’s Report and a further update will be provided at the meeting.

75th Anniversary Appeal: Supporting Choice For Children

The aim of the Appeal is to ask each Area to raise £1,500 over the year to give us a fund of £75,000 to support thirteen Children centred charities across the UK and Ireland.

The response to date has been steady and at the time of the meeting we will be in the middle of a major element of the Appeal, selling tags for the National Balloon Launch. Each Table has been asked to support the Appeal by selling tags for a Launch to be held at three locations across the UK on the 21st April 2002. The deadline for the sale of the tags is the 9th March 2002 and I would ask for your support and the support of every Table and Tabler to make this Appeal a huge success.

(b) Vice- President – Ken Donald

Diary

There are now very few free weekend dates in my diary for next Table year (and indeed before then). All Area Vice-Chairmen were sent a Christmas message that included the date(s) when I will be visiting their Areas. There are still a few Areas without Area Vice-Chairmen, which is a concern. Two of those are Areas, 27 and 42, which may be included in a merger with Area 28. To a few of those Areas, I have been invited to Table charters etc. I will write to the Area Chairman and National Councillor for those Areas to ask for their plans for next year.

Key Dates for 2002 – 2003

Key dates (also published on the Website):

JLM / Nat Council (B'ham)	22 nd June 2002
EMATM (Verona)	29 th June 2002
WOCO (Mauritius)	31 st August to 6 th September 2002
NSW (Birmingham)	6 th to 8 th September 2002
Exec weekend (Edinburgh)	13 th to 15 th September 2002
Newcastle pre-conference w/end	12 th to 13 th October 2002
Nat Council (Sheffield)	26 th October 2002
Nat Council (Edinburgh)	1 st March 2003
President's Ball (Edinburgh)	1 st March 2003
Newcastle Conference	9 th to 11 th May 2003

I shall be flying back from WOCO overnight on the Thursday, arriving early at Heathrow on Friday 6th September for a lift up to the National Sporting Weekend in Birmingham. Quite what state my golf will be in after that is anyone's guess.

Presidential Liaison Committee

The Committee continues to meet on a monthly basis, and plans are progressing for the main tasks, including organisation for some of the events above. The thorny question of raising enough sponsorship to be able to do justice to the position – with indeed the first target being able to raise enough money to actually cover the fixed costs – is still being addressed. One aim must be to maximise the contacts that all the members of RTBI have, not just for money, but also services. There is much mutual benefit that could be optimised.

Area Vice-Chairman's Forum

A forum was held in Plymouth as part of the pre-conference weekend on 20th October and over half the Area Vice-Chairmen attended. Feedback from that was good and minutes of that meeting have been published on my sector of the Website.

Preparation for a National Executive Position

My plans for 2002 are to convene a brief meeting at lunchtime at the March 2002 National Council meeting of all candidates for National Office and outline some of the things they are letting themselves in for. It shouldn't be frightening, or deter people, but I remain strongly of the opinion that we must have the best people at the top directing the strategy for the future of Round Table and who are prepared to work to that aim as well as socialise.

Some guideline notes have also been published on my sector of the Website.

Forward Planning Committee

The Committee met again in October, when Janet Wareing and Sue Foot from Circle's Forward Planning Committee joined us and the minutes reflect the open discussion and the various actions resulting. Our next meeting is scheduled for February. Key areas of review include:

- Post graduate research – although any grant aid may flounder on the basis of our restrictive gender rule
- Dual gender membership, and its potential implications
- Associate membership
- Town badging – taken onwards to VIA!
- The composition of Area Executives. In communications with Area Vice-Chairmen, I have stated that they should feel they can interpret the rules regarding the composition of their Area Executives to meet the demands of their Areas
- Discussion/liaison with newly joined members. A brief questionnaire was prepared and issued to a number of newly joined members and the returns will be reviewed.
- How best can we message outwards? Should we be looking to commission/solicit a 30-minute TV documentary on RTBI as we approach our 75th anniversary?

It is appreciated that the role of "National Tabling" is to support local Tables, not vice versa. We must continue to stress the benefits available to all.

Volunteers in Action!

As a follow up to the September meeting of Volunteers in Action! in Stockport I attended the December meeting in Birmingham at Lions Headquarters and took part in further discussion to help focus the energies of the group into outward awareness and a presence at the highest levels in the volunteering sector. I intend to attend the next meeting in Keighley on 5th March.

We are now members of NCVO, and a representative will attend one of their next conferences. Government liaison continues with Angela Eagle, now that Paul Boeteng has changed portfolios.

We entered for the Whitbread Charities Awards, and undertook to strive to raise awareness. Investigations regarding town badging will be undertaken.

Queen's Golden Jubilee

Involvement in the Queen's Golden Jubilee celebrations was discussed at the Volunteers In Action! Meeting; I intend to further promote this as an opportunity for Round Tables to show face in their community and organise a street party or other celebration as part of the specially extended Bank Holiday weekend in early June 2002. It is also an opportunity and a reason to get speaking to the other similar "social groups with a conscience" in the locality, such as Lions Clubs International, Rotary International, Soroptomists, Inner Wheel and Ladies Circle to see if and how we can help each other.

I have already written once to all Table Chairmen to accompany the booklet issue; guideline notes were issued at the Area Vice-Chairmen's forum and the minutes of these are published on the Website, a fact that was also highlighted in my Christmas letter to all Area Vice-Chairmen. There is an article in the *Tabler* magazine and I intend to write another for the next issue.

(c) Immediate Past President – Vaughan Harris

Nil Report

(d) Honorary Secretary – Mark Smith

Communication

This is the second Notice and Agenda to be distributed to Tables and Areas that has been produced in-house using the new Digital copier and distributed by e-mail. We have been collating e-mail addresses for every Table in order that we can utilise this medium to disseminate information around the Association. There are a significant number of "bounce-backs" where the e-mail address we hold is incorrect. Can you please ensure we have an up to date e-mail address list for the Tables. This Notice has been e-mailed to all Area and Table Chairmen, Vice-Chairmen and Secretaries so if you are reading this copy and have not received it by e-mail it is likely we do not have your current e-mail address at Marchesi House. In addition, the Notice and Agenda has been posted to the Website so it can be downloaded Overtime, we will explore distribution in this format to every Tabler.

Marchesi House

The situation with regard to Marchesi House is reported by the President and sadly does put us back over a year. The options identified last year will be re-assessed and we will report further overtime.

Having last updated the computer systems at Marchesi House in 1999, I am now looking at further upgrades to the hardware and software with a view to bringing these up to date. Consideration of the introduction of a new propriety Membership Database system will be deferred until the next Table year.

National Council Meetings

There are two meetings remaining in the coming year and the schedule of venues for the future is as follows: -

Friday 10th May 2002 - Plymouth
Saturday 11th May 2002 – Plymouth
Saturday 22nd June 2002 – Birmingham (with JLM)
Saturday 26th October 2002 – Sheffield
Saturday 1st March 2003 – Edinburgh
Friday 9th May 2003 – Newcastle
Saturday 10th May 2003 - Newcastle

Presidential Representations

Please remember to make all requests for Representation to the Honorary Secretary with as much notice as possible. May I also suggest that Tables do consult the Dates to Remember when arranging their Charter Nights events to avoid selecting dates when the National Executive are likely to be attending a National event.

Rule Book

The Administration Committee has continued the review of the Rule Book with a view to tidying up obsolete and anachronistic rules and Standing Orders. Following the discussions in Bristol further proposals for changes in the Table Rules are being tabled to the National Council as shown in Appendix B of this Notice. Further proposals for revisions to the Standing Orders will also be put to the National Council meeting in Plymouth.

Website

The Honorary Secretary and the Administration Committee are responsible for the RTBI Website and the site now provides a Members Area where we provide as much information as is currently printed and posted from Marchesi House. This report will be available there, along with the minutes of National Council meetings and the various handbooks and guides produced by the Standing Committees.

Enquiries still continue to be received from Tablers regarding the password to the Members area. Can I again repeat the login password is “members” and the Password is “marchesi”. Can you please ensure this is advised to all Tablers.

Each Table has a separate password to it's own pages within the RTBI site. The information contained there can be edited by the Table and links to it's own site created. Passwords are controlled by the Administration committee and requests for new passwords should be made **by e-mail only** to Martin Johnson (NC Area 33) at: mpjbud@aol.com. Additionally, when passwords have already been issued to Tables can Secretaries please ensure they are properly recorded and passed on.

(e) Honorary Treasurer – Adrian Gibbons

Draft Accounts for the Year ended 31 May 2001

At the National Council meeting in Inverness I will be in a position to circulate copies of the final draft accounts for the year ended 31 May 2001.

At present the draft accounts show a loss on our normal activities of nearly £86,000. After adjusting for the profit on National Events this loss comes down to around £46,000. The budget for the 2000/2001 year projected a small profit of £503 and the main differences between the budget and the draft accounts are:

Income

Capitation fell by approximately £41,000 when compared to the budgeted figure.

Sales had a budgeted profit of £7,120 after the service charge. The draft accounts show that, after the service charge, sales were running at breakeven.

These two areas give us a combined reduction in expected income of £48,120.

Expenses

In total, expenses were over budget by approximately £38,000. The main areas of over spend were in Headquarters Outgoings, Finance and Operating Costs, Magazine & PR and Membership & Development.

The combined effect of the reduction in income and the overspend against budget is to give RTBI a loss on normal activities of £86,000 in round figures.

Financial results for the Year ended 31 May 2002

In my first report for this year I predicted that with the drop in Capitation voted for at the AGM in Cardiff, the loss for the year would be around £72,000. The current financial performance of the various Committees and the income generated from Active members indicates that the loss may be higher for the year to 31 May 2002.

The current income from Membership Capitation is down by £16,000 on the budgeted figure for the year.

Sales have not performed well in the six months to 30 November 2001 but are showing signs of picking up in December and January as we head towards the end of the Table year. Costs are being well controlled but at the half year stage (30 November) they are running slightly ahead of budget in some areas.

With a loss for the year ending 31 May 2001 of around £86,000 and a potential loss of £72,000 for the year ending 31 May 2002 the Association could lose £158,000 in the last two years. Even with the VAT Reserve we cannot afford to run the Association at this level of losses.

This sets the background for the budget information for 2003.

Budget for the Year ended 31 May 2003

At Appendix D to this Notice is a full copy of the proposed budget for the May 2003 year end together with the budget for May 2002.

The budget is based on a projected membership of 10,000 Active members for the year 2002/2003 and shows a proposed Capitation figure of £43.20 per Active member.

Please take time before the National Council meeting to review the budget. It is important that we maintain a realistic Capitation level for RTBI.

The breakdown of the Capitation fee is as follows:

	£
Marchesi House	14.77
All Insurance	7.30
Magazine	4.35
Meetings	3.85
Membership Development	3.65
Conference	2.56
President and VP	2.07
International representation	1.65
WOCO/RTI/EMA	1.24
Website	1.02
Post	1.00
Professional Fees	0.90
Directory	0.90
Benevolent Fund	0.80
Marketing	0.50
Offshore Support fund	0.45
Sports and Social	0.34
Others	0
	47.80
Less Investment Income	(2.50)
Sales profit	(2.10)
Capitation	43.20

This breakdown shows the amount that each Tabler pays towards running RTBI based on the May 2003 budget and 10,000 Active Tablers.

The following shows the level of losses if Capitation is set at a lower amount.

Capitation Fee	£30.00	£35.00	£39.60	£41.00
Loss for the year	(£138,544)	(£86,044)	(£37,744)	(£23,044)

I have asked Clement Keys, the Association's auditors, to calculate the minimum reserves that we as an organisation need to maintain. I will report this figure to the meeting in March.

(f) Media and Public Relations Officer – Noel Tyler

The Media & PR Committee is now moving well through its activities for the year, after the National Council meeting and Joint Liaison meeting in June.

Tabler Magazine

At the time of writing this report both the autumn and winter editions of *Tabler* magazine have been published and the special Spring edition to celebrate the 75th Anniversary of the Association is well underway. The intention of informing newer and future Tablers about what is happening and about to happen in Tabling is being well received. I am grateful for the assistance of Fraser Skells (NC Area 30) with this,

It is anticipated that *Tabler* will persist in its current form and frequency for the foreseeable future.

Websites

James Day (NC Area 12), our own resident Webmaster has produced a cost-effective software model for Table Websites. This is currently being trialled in a few designated Tables in preparation for a presentation and, hopefully, a launch, at the March National Council meeting.

Campaigns

The two campaigns that we are running “Foundations” and “Recognise the Rondel” have been launched to all Tablers, and Donal Mullane (NC Area 26) will report on their progress at the National Council Meeting in Inverness.

Press Relations

The promised media kit for all Tables, advising on the issuing of Press Releases, dealings with local media etc. is in the final stages of preparation, after receiving input from media professionals in both Round Table and 41 Club. It is anticipated that it will have been made available to all Tables in time for the National Council Meeting.

Additionally we are establishing a procedure whereby we can issue Press Releases to the National media on a regular basis.

Media & PR Trophies

We are still quite short of nominations for many of the Trophies to be presented at the National Conference in Plymouth. Could all National Councillors please go back to their Areas and ensure that all appropriate publications are forwarded to Fraser Skells (NC Area 30) as far as magazines etc. are concerned or James Day (NC Area 12) for Websites and videos as soon as possible.

75th Anniversary Celebrations

The Sponsorship and Marketing Committee are now handling the external marketing for this event. Within Table itself this lunch is now seriously over-subscribed and an additional, alternative lunch is to take place if take-up is sufficient. We have prepared a brief, upbeat, history of the Association for inclusion with the Commemorative Menu for the Celebratory Lunch. This will truly be a memorable event.

(g) International Officer – Chris Horsfall

John Watts Travel Fund

We have had more applications since our last meeting it goes to prove that more International Tabling is being enjoyed. Can I encourage more Tables to apply for the available funds to Aidan Maguire (NC Area 35) as an aid to the development of International Table links.

Danish Axe Award

We are aware there is lots of International Tabling going on but applications are not being submitted. We are inviting Tables who feel they have worked hard to promote and further International Tabling to submit an entry.

International Hosting

We now have a hosting register with in excess of 30 names of Tablers throughout RTBI who are prepared to offer home hosting to International Tablers. Please consider adding your name to this list so we can always fulfil the needs of our International Visitors.

Unity Motion

Following approval of the Unity Motion at the RTI AGM in Oregon we are preparing in conjunction with the Administration Committee the Resolutions to effect the Rule Changes required to be put to the AGM in Plymouth. If the changes are carried RTBI will be the first Association to do so. The changes will be explained in detail at the National Council Meeting.

Website

The International section of the Website is constantly being updated and I hope it is beneficial to all you International Travellers. Any further information you require on this excellent communication tool, please contact Arawn Johnson (NC Area 25 or any of the International Committee members.

Table Twinning

This continues to be an area where Tables are looking to develop Twinning arrangements with overseas tables. We have currently over ten Tables from RTBI and abroad requesting twinning, all of which will be progressed. Aidan Maguire (NC Area 35) is dealing with these as soon as they come in.

Welcome Tour

Steve Parsons (NC Area 16) continues to ably advertise the Welcome Tour to the International Tablers and a copy of the booking form has gone out to all International Tables. The tour will have a modest cost of £100, follow the South Coast of Britain concluding at Plymouth for the Conference and will be totally self-financing.

Conference

Julian Frost (NC Area 37) has masterminded a Conference Package for our overseas guests and from arrival to departure they will be looked after by the International Committee. Any Tablers who wish to assist will be most welcome and they should please give Julian a call.

WoCo 2002

WoCo will be held this year in Mauritius from 31 August to 7 September 2002. Flights with Air Mauritius cost approx. £450 and a range of packages are available. If anyone is interested in joining the RTBI party for what should be a memorable trip then please contact me.

Activity

Since the October National Council meeting I have attended the IRO's meeting in Portugal, another IRO's meeting in Canterbury and the RT France Regional Meeting in La Rochelle. In addition a number of us attended the Joint Boards Meeting held in Budapest, Hungary at the end of January.

Can I confirm the date for the Charter of Moscow RT No 1 in Russia has been fixed at 5 – 7 July 2002. A party from RTBI will be attending this historic event so do contact me if you would like to go.

(h) Membership and Development Officer –Jimmy Smith

Membership Statistics

The membership statistics are as follows: the Active membership at 21st December 2001 stands at 11,753 - up 1.4% since 30th September, plus 1,366 Honoraries - up 1.0% versus 30th September, with 882 versus 884 on 30th September open Tables.

2002- A Membership Odyssey

The existing programme of Vice-Chairman's forums was designed to attract the largest possible number of people into these valuable sessions with a target set at 450, which is 50% of Tables. This would be a tremendous increase on last year and is a massive drive. The current number of VC's that have attended stands at 250. Further forums planned are a couple of wrap-up sessions in Scotland and Birmingham.

Membership Initiative Funding

A maximum of £200 grant per Table, with 50% payable upon judgement of the application and the balance of the funding paid upon receipt of a report on the event, continues to be enthusiastically embraced by many Tables. There are some great membership plans out there.

Take up by Tables has been quite heavy, and receipt of an award has been linked with attendance by each Table Vice-Chairman at a V-C Forum. Latest information is that over 100 Tables have applied for funding with a total amount promised of £20,000, which was the amount set in the budget.

Promotional Materials

Coasters / beer mats have been in steady demand.

Both the Table and the joint Table / Circle leaflet have also been in heavy demand and a new batch will be reprinted shortly. Tables can request up to 200 copies free of charge etc., but larger numbers are referred back to myself for authorisation, which gives us the chance to speak directly and encourage further the Table concerned. The current level of stock is 4,500 joint leaflets, 2,000 RT leaflets and 19,000 beer mats. Extra copies of *Tabler* are also available at Marchesi House for use in promoting membership - simply apply to get some.

Work continues to develop and promote Membership posters.

Polo shirts badged with the Round Table logo to give out to new members as part of their new members kit are being sent out at the rate of two a day. This is to further encourage wearing the badge, but also to enhance a greater sense of belonging.

Table Vice-Chairman's Forums

The full programme of dates for this Table year have been completed and further details will be discussed at the meeting. Andrew Hornby (NC Area 50) had planned 32 forums all to be held before the 1st December with 27 forums confirmed. This year we also have a list of Tablers and ex-Tablers who are willing to help co-ordinate the forums this will also be made available on the Website and to Areas. We will be working harder this year to encourage Areas to have their own events, and will be writing to Area Vice-Chairmen or Membership Officers asking them to set up an appropriate date.

This is one forum where we can engender enthusiasm etc. in Tablers who will then hopefully discharge with aplomb the most important role in Table, that of Table Chairman.

Committee members

Mark Purser (NC Area 24) is no longer able to serve on the Committee.

Mike Cartner (NC Area 21) has joined the Committee at the Bristol National Council meeting. Unfortunately due to changing personal circumstances Mark Tipping (NC Area 40) has also resigned. This has meant significant reorganisation of roles and is partly the reason for unfulfilled objectives.

My objectives for the rest of Table year are as follows;

Push the VC's forum through the Areas now and try to get the magic number of 450 to attend. We shall do a couple of national forum's to round up the stragglers.

Get plenty of copy to Noel Tyler so the *Tabler* magazine has plenty about Membership in it next issue.

Get the M&D Website up to date and allow members to use it.

Prepare a document "*Ten Easy Tips for Incoming Chairmen*".

Prepare and present Membership Statistics that others and we can use.

Really push the Area M&D Officers to do something - lets get them working.

Do something useful with the Forum Group of 50 Chairmen.

Trophies and Awards

The Quarterly Membership Trophy will be awarded at the meeting to the Table that increases membership the most at the end of the last quarter.

Bronze, silver and gold badges continue to be awarded to those introducing one, two or three members respectively with a diamond studded badge for someone who has earned three gold

badges. Diamond badge winners will have their names shown on the Website with maybe a small comment alongside. The latest recipient is Callum MacKintosh from Blairgowrie RT 735 and a presentation will be made at an appropriate event. At Bristol, Geoff De Vere, MBE, President of Area 32, was presented with his diamond badge for introducing 23 Tablers. I have received several indications that there are more potential diamond badge holders about including ones from Thetford & District RT 890 & Loughborough RT 260

Table name changes

There is a proposal from Epping RT 706 to change their name to Epping International RT 706 which will be submitted to the National Council for approval.

The Internet / Website

I feel strongly that this is both a huge opportunity to improve both our image to a wide audience in the outside world and also the communication of information to a wide spectrum of Tablers. Mark Tipping who had the role of Webmaster and was designing a useful set of helpful downloads from the Web pages, examples being V-C's Forum application form, statistics that mean something and full information on the VC's forums. This will be added soon by Andrew Hornby once he gets the software loaded. The PowerPoint presentation by Mike Weatherly will be available shortly for others to also take this into major employers.

Membership Display Stands

Free-standing professional membership display stands have been purchased for issue to Areas or Tables at subsidised prices as discussed at the June National Council meeting. These are available from Marchesi House but there are only two left currently.

Membership Initiatives

Ray Walkinshaw (past NC Area 47) is assisting the Committee and is working through all the applications and at the meeting I will be in a position to give a full update at the meeting.

41 Club Links

Discussions with Les Edwards (41 M&D Officer) have revealed some avenues that can easily be covered that would confer immediate benefits to us all. What 41 Club would like RT to do is simple; that a letter is automatically sent to Tablers on their 40th birthday advising them of their complimentary membership. Les is proposing a rule change to 41 Club that membership of 41 Club will be bestowed upon all Tablers reaching the age of 40.

Other areas of interest are guidelines encouraging joint meetings and the swapping of at least one Honorary member. In short, 41 Club are suggesting we synchronise much more than in the past.

New Members

Improvements are being looked at in the process used when a potential member contacts Round Table asking for information and how to join.

The Focus Group of 50 Chairmen

This group of eager Tablers can be utilised to find out what grass root Tablers are thinking on any ideas that are thrown in the air. Unfortunately this resource has still to be utilised.

Overage Officers

At our last meeting it was agreed the Honorary Secretary writes to the over age Vice-Chairmen advising them they cannot be elected as Chairman in April.

(i) Community Service Liaison – Mark Bonham

The theme of “being different making a difference” continues to be actively pursued. Following on from last year’s trekking, parachuting and firewalking, there is more adventure coming soon, with more hiking and a new addition in the form of some cycling on offer.

Our short-term focus is very much on the 75th Anniversary Appeal, which is nearing its conclusion in terms of timescale. I would urge all Area Chairmen and CSLO’s to give this a huge push between now and the end of April to enable us to meet the President’s goal.

Round Table Children’s Wish

The charity reached the 100 wishes mark again in 2001. This is extremely good going taking into consideration the challenges of moving and recruiting as well. John and Wendy should be congratulated for this, having both worked colossally hard last year to achieve so much. RTCW’s newest member of staff, Jenny Carrington, appears to be fitting in very well.

Concerning the Millennium Trust Fund, agreement has now been reached with the Charity Commission and the necessary documentation is complete. The official name for the Trust is The Round Table Millennium Trust (RTCW).

On the fundraising front, Area 5 and Brackley & District RT 1037 are the two teams to have successfully completed firewalks. Several other Areas/Tables have requested information, which Dave Shenton (NC Area 48) is following up at present. Blaze, the organisers, have offered us a free demonstration event, for which I am trying to identify a suitable time and location. Suggestions are welcomed.

RTCW have 73 Gold Bond places for this year’s London Marathon and are now seeking runners. Ten people have been successful in gaining ballot places, thus not requiring a bonded place. At the time of writing 42 of the available bonded places have been claimed, with more potential recruits in the pipeline.

In conjunction with a specialist travel operator, RTCW have organised a sponsored cycle ride in the Sahara Desert region of Morocco for February 2003. This is along the lines of the Whizz-Kidz events and there are approximately 50 places up for grabs. A couple of enquiries have already been received.

Whizz-Kidz

The final sponsorship total from the Nepal trek last May was just over £170,000. The sequel, *Round Table up the Wall*, is now full with 43 participants. Due to demand exceeding supply a further six people have been put on an alternative trek to the same destination.

The interest level from around RTBI in support of Whizz-Kidz is still very high. Given this, we have recently provided them with some assistance to match up the children on their waiting list with the relevant local Table.

Anthony Nolan Bone Marrow Trust

The “*Jump for Joy*” campaign, a sponsored tandem parachute jump, has so far brought in £11,722. There are still four people left to jump after weather postponements and the final total raised should more than double this figure.

There will be a major push towards supporting the Trust during 2002, with the main feature being a John O’Groats to Lands End Cycle ride in June. There will be a limited opportunity for participation in the ride itself, which is being done by John Chatfield and a couple of his colleagues from the Trust. The main emphasis for Round Table is a large donor recruitment drive along the route.

We have the use of their battlebus for the entire journey and Mike Rogerson (NC Area 20) has volunteered to drive it. The ride will be promoted as a joint event and the Trust’s press office will assist us in achieving maximum publicity. It is also hoped to have the bus at NSW 2002 in Birmingham.

In conjunction with David Ellis and the Sales team, 1,000 RT pin badges featuring the ANBMT daisy have been produced. These are now on sale through Tony Mace at £2.50 each, with £1 of this going to the Trust.

75th Anniversary Appeal

Reasonable progress has been made, although I anticipated more money being actually banked by now. The fund total currently stands at approximately £10,000, so obviously many Tables have still to send in their money. Press packs have now been circulated and all Areas/Tables are urged to take advantage of this opportunity and put themselves in the shop window.

The balloon launch is scheduled for Sunday 21 April. Due to the costs involved, there will be three launch sites, namely East Grinstead, Manchester and Glasgow. Publicity for these events is currently being worked on. Every Area and Table has now been written to with the sales documents for the balloon tags. These sell for £2 each and each Table has been asked to sell a minimum of 100 tags by the middle of March.

The fund will continue to accumulate throughout the coming months and our objective is to reach the target figure of £75,000 by the end of April. This will allow the President to make the presentation at the AGM in Plymouth. Payment into the fund should be made by cheque made payable to “Society of Stars – RT 75th Appeal”. Table Chairmen and CSLO’s should by now have planned how they intend to raise their club’s contribution. Anyone requiring guidance on this can contact Andrew Smith (NC Area 44), or myself.

Round Table Lottery

The number of people taking part in the lottery continues to grow every month. There were 95 participants in October, 109 in November and 113 in December. More entry forms have been received since, so the monthly prize fund and the charity fund are both increasing accordingly.

The British 10K Open Road Race

We have again purchased 36 debenture places for next year's race on 21 July. Given the much longer lead time than last year, we expect to fill these comfortably. The cost per entry is just £30, with the sponsorship money raised going to the Anthony Nolan Bone Marrow Trust.

Denis Tizard Memorial Trust Fund

This fund is used to help Tables send disadvantaged children on holidays and generally matches the money put up by the Table submitting the request. Two recent requests for funding have been received and a decision on these will be made at the CSLO Committee meeting on 8 February.

WoCo Club to Club Fund

The balance in this fund stands at just £1,954.16. In order for anyone to make a significant donation from this fund we need to identify a means of generating some income. One of the reasons for not supporting the USA fund back in September was that any sum offered would have been derisory to the point of being insulting. The fund set up for Tables wishing to donate directly to the US totals £1,399.40 to date.

Stuart Devlin Community Service Trophy

This is awarded to the Table who, in the opinion of the Community Service Committee, have carried out the best Community Service project during the current Table year. Written submissions outlining your Table's case for winning this award should be made to me by the end of March.

Summary

Thank you for once again taking the time and trouble to read this section of the report. Please pay your immediate attention to the 75th Anniversary Appeal and give it the final push that these children's charities richly deserve. Remember that even if they are not on your doorstep, they are servicing the needs of children from your local community.

(j) Conference – Paul Jay

Torbay 1996

I have now cleared up all the disputes regarding Torbay Conference with the Auditors and their accounts are now completed.

Cardiff 2001

Cardiff Conference's accounts have been received and are with Clement Keys, the Association's Auditors. This means that as an Association we have no outstanding Conference accounts.

Plymouth 2002

Conference Chairman Jeremy Saunders and the Plymouth team are so enthusiastic and raring to go they are just waiting for delegates to book in. John Jones (NC Area 36) and Julian Frost

(NC 37) have been actively chasing National Councillors and Area Vice-Chairmen for their bookings and a report on the latest figures will be given to the meeting.

Places are still available for the late International Lunch on Thursday 9th May 2002 that will be the last one in its present format although the Joint Presidents Banquet is filling up nicely.

It is unacceptable for 400 delegates to book in to Conference in the last month like in Cardiff.
SO PLEASE, PLEASE, BOOK IN NOW!

Newcastle 2003

The Newcastle Conference Committee, under the Chairmanship of Len Aitchison are progressing well getting everything in place to go live at Plymouth for Conference 2003 in the party city of Newcastle upon Tyne.

This will be our first Conference in the two day format and I am confident that it will be well organised and popular with the delegates.

Future Conferences

All of us on the Conference Committee have been very busy attending bid weekends at two Areas, Area 33 and Area 16, who were both in the running to host Conference 2004. The Conference Committee team recommendation to National Council is to accept the bid from Area 33. I would like to give my commiseration's to Kevin Basden and his Area 16 team for the hard work and hospitality they showed the Conference team and myself back in November.

We are now seeking Areas / National Councillors who would be interested in putting a bid in to do Conference for 2005 and both I and my successor would be keen to give further details.

(k) Marketing and Sponsorship – Andy Kennedy

75th Anniversary Celebrations

Our PR agency, Mosaic Publicity, are working hard and doing us proud. Karen Ainsley has e-mailed all current Area Chairmen a number of times with generic press releases for local papers etc. She has also approached some national newspapers seeking opportunities for articles and we are still waiting for replies from these approaches.

75th Anniversary Appeal

The prizes for the National Balloon race are excellent especially the first prize, Two Upper class airline tickets to any where in the USA kindly donated by Virgin Atlantic with Vouchers or cash prizes for the runners up. The success of this initiative will be down to everyone supporting this project, making an effort and selling as many balloon tags as possible.

Jarvis Hotels

We still have an excellent deal with Ramada Jarvis Hotels with many of them offering a Weekend Break away for only £19.99 per person per night. To enter the M&S "**COMPETITION**" to win a weekend away at any Ramada Jarvis Hotel look at the M& S web site in the Members section of the National Website. It is FREE to enter so have a go!!

Any Other Business

The matters still outstanding, which I would like to have resolved by the National AGM, are a sponsor for Vice President's Car, a sponsor for his Presidents personal banners (£3,000) and a sponsor for the National CSLO awards (£1,000).

Our Association needs sponsors and there are great opportunities for both parties to gain benefit. Networking between members has been happening for ages at a local level, lets try it on a bigger stage. I am more than happy to meet with anyone who wants further information as to what is involved etc. As you can see from the examples above we are not being greedy and asking for huge amounts and every sponsorship deal is valuable.

Don't forget to have a look at the M&S Website for information on all of current sponsors including Rover, Thomas Cook and David Lloyd Leisure Clubs.

(I) Sales - David Ellis

At this moment the Sales Department seems to be ticking along well, Tony appears to be caught up with the backlog from his break & the Christmas Rush has boosted the Sales turnover figures along with the Annual Jewel & Regalia, which was invoiced in December.

The department is currently analysing purchasing trends of our members and the general overview at the moment is that with a few exceptions, Sales Officers are not turning over the amount they once were. Direct sales however, are on the increase. Whilst this generates more income for the Association and we are most happy to supply any member with goods, the revenues normally generated for Area are lost. The Sales Committee will be contacting all Area Vice Chairmen prior to AGM to ascertain the number of Area Sales Officers who will be active next year.

Finance

The long-term outstanding debt to the Association appears to be continuing to reduce and the 60-day term is being adhered to.

In order to maintain the integrity of the direct Sales department, particularly where credit appears to have been given to individuals, following discussions with Tony Mace, it was agreed to identify instances where a Table has been supplied goods rather than making it appear that credit has been given to an individual. A name will still be shown for reference and contact. This is now in operation and is allowing the collection of debt to be carried out more easily.

The outstanding debt to the Association at the time of writing this report was a little over £59,000, however this is not unusual as the current month figure, which includes the Regalia Invoices, is £48,000. It is pleasing that the 90-day outstanding debt figure is now down to less than £6,000 and the Sales team is continuing to attempt to reduce this figure further.

Website

The Finance Committee, meeting with Clement Keys, have identified that the existing software package at Marchesi House can run the required multi-company software package required to

operate the On-line Shop. A meeting has been arranged with Faze, and by the time of the meeting, we may have this sorted.

Product Lines

The Anthony Nolan Bone Marrow Trust badge is now available, and is currently being promoted by the Community Service and Sales Committees. The Santa-Claus Christmas badge sold very well and we have a small amount left. It may be possible to repeat the idea over the coming years, with a new design annually

The Christmas Cards appear to have been well received despite early teething troubles and will be repeated this year with further advance publicity in September.

We will be releasing a combined Round Table & Queen's Golden Jubilee product shortly.

75th Anniversary Lunch.

The Sales Shop will be at the Lunch with only the fine-tuning with regards to access to finalise. It was felt that the full stand would not be present but the new fold out stand with supporting tables would be utilised. Members of the Sales team attending the event will man the stand.

The 75th Anniversary glassware will have limited availability at the function, we can arrange for pre-ordered items to be delivered on the day. Pamphlets showing the range are available from the Sales Department.

Discount Structure

A revised discount structure for block purchases of clothing items has been introduced and this will allow Tony to be more competitive when supplying multiple orders through the department. This generally applies to telephone orders as the Area Sales Officers already receive a discount.

Sales Officers

As already mentioned, Sales Officers have not been active so far this year. Tony has placed the Jewel Order with the suppliers, invoices have been dispatched, and of course the rules will be applied for the supply of the Regalia.

Conference 2002 Plymouth

The Sales Stand will be delivered to the Conference venue on Wednesday, and will be open from Thursday until Saturday afternoon. The Stand is always one of the focal points at Registration, and of course Tony will be present. If any Table Member is considering standing for a Sales Committee position a time spent working on the stand is a good way to find ones feet and any assistance is always appreciated!

(m) Sports and Social – Shaun Redman

Past Events

The Accounts are in for audit for all the Sports & Social events up to but not including NSW2001. The NSW York books should be presented for audit before the next National Council meeting. I might have a final figure for York for the NC meeting, but please don't hold

your breath, as there have been a few late bills. This will however not stop us returning a profit to the Association.

National Competitions

The National Competitions have been running to the agreed timetables. John Gilleard (NC Area 15) is running the football and Jon Sockett (NC Area 8) is running the National Quiz and Debate. The position we are currently in should easily allow us to meet the timescales for the finals to be at Plymouth.

75th Anniversary Lunch

The event is sold out and at the time of writing details of the proposed "Alternative" Lunch have been sent to those on the waiting list. This will be a great day.

NSW2002

Area 5 have over 150 booked in so far. The next price rise for the event will be Plymouth Conference so get your bookings in as the event has a fixed ceiling of 600 attendee's. Please don't miss out by delaying the sending of the forms. With Chairman David Fathers and his VC Sean Smith in charge it will be another great NSW. There will be no Standing Orders for this event due to the problems we have had in managing the payments.

NSW2003

The Area 4, boys will present a bid for NSW2003 in Cardiff. Mike Tully (NC Area 4) is leading the bid and has been elected Chairman by Area 4. Those of you who went to Cardiff Conference will know what Area 4 has to offer.

NFW 2003

I have had various enquiries regarding the hosting of NFW2003 but no formal bid has been received as yet.

NSW2004

A potential joint Scottish Areas bid is on the horizon and I will give more details as I receive them.

Trophies

With regard to the missing National Trophies can I thank everyone who has helped so far in them down. We are now down to three trophies that are still out there and these are the NSW Tennis and NSW Novelty along with the Individual Golf trophies. I will continue, with your help, to investigate the leads I have to try and get these trophies returned. Please let me know if you have one of these items or know their whereabouts.

Appendix B – RECEIVE RESOLUTIONS

a) Joint Liaison Meeting Attendance

Proposed by Area 50.

“That the annual Joint Liaison Meeting incorporates an International Relations Officer Forum to which every International Liaison Officer will be invited”

b) Attendance at International Association’s Annual General Meetings

Proposed by Area 50.

“That arrangements are made and appropriate funds made available to ensure RTBI is represented at the Annual General Meeting of other Round Table Associations by a member of the National Executive or any other Active Member of RTBI; the procedure for appointing such ambassadors to be decided upon by the National Council from time to time.”

c) Rule Changes

Proposed by the National Executive. (These Resolutions require a two thirds majority)

These will be presented under the Honorary Secretary’s report and are summarised below. Discussion will take place on each proposed change and voting as appropriate.

Standard Rules for Constituent Tables

Rule 1

Delete the words *"geographically descriptive"* and *"which shall be"* (in line 1).

Explanation

This amendment will remove the need for a Table name to be geographically descriptive. Such a requirement may cause difficulties in the case of Table mergers. The name by which a Table is to be known will still require approval of National Council.

Rule 3(a)

Delete the words *"Temporary Associate"* and replace with *"International"*

Explanation

This proposed change should be considered in conjunction with rule 3(a) (iii) set out below.

Rule 3(a) (i)

Delete the words *"and who is actively engaged in a business, profession or other occupation in a responsible position or who is serving articles, apprenticeship or recognised training, in the catchment area of a Table, or, if elsewhere, who lives within the catchment area of the Table, shall be eligible for Active Membership. If by virtue of his vocation or domicile a man is eligible"*

for Active Membership of more than one Table, then he will be free to offer himself for, and subject to satisfactory completion of the admission procedures below, accept membership of both Tables".

Add the words "*shall be eligible for Active Membership. A man eligible for Active Membership may be a member of not more than two Tables*"

Explanation

The effect of the rules at present is that a Tabler must live or work in the "catchment area" of a Table. This gives rise to two problems amongst others. Firstly what is the catchment area of a Table as nowhere is this defined and secondly given that Tables are closing a Tabler or potential Tabler may find himself outside that "catchment" area. The effect of the changes would be to remove the need to live or work in the catchment area of a Table. This would have the effect of allowing (subject to acceptance by that Table) a man to join any Table he wishes. The proposed changes do not affect the right to dual membership. This part of the rule is preserved in a shorter form.

Rule 3(a) (ii)

Delete the word "*or*" at the end of line 11 and add "*or hold any office*" at the end of line 12.

Explanation

The deletion of the word "*or*" is purely grammatical. The addition of the words "*or hold any office*" makes it clear that an Honorary Member cannot hold any office or position within a Table.

Rule 3(a) (iii)

Delete the words "*similar organisations in other countries*" and replace with "*National Associations where that National Association is a full member of Round Table International*"

Delete the words "*the catchment Area of the Table*" and replace with "*Great Britain and Ireland*".

Delete the words "*Temporary Associate Members*" and replace with "*International Members*"

Explanation

This proposed change should be considered in the light of the Unity Motion adopted at the last AGM of Round Table International. That resolution allows full members of RTI to affiliate to other such full members. The Unity motion applies only to National Associations not individual members. The effect of these changes would be that a Tabler from, for example, France who was working in this country could join a Table within RTBI as an International Member in addition to remaining a member of his home Table. If that person takes up permanent residence in this country he would then be eligible for Active Membership.

Rule 3(b) (i)

Delete existing and replace with "*Any Active Member of Round Table may propose a new member or second any such proposal*"

Explanation

This proposed change acts to simplify the wording of the existing rule and to make it clear that any Tabler may propose a new member. At present if the Tabler proposing a new member has been a Tabler himself for less than twelve months the proposal must be seconded by the Table Chairman or Membership Officer. This requirement is removed.

Rule 3(b) (ii)

Delete existing rule and renumber remaining paragraphs accordingly.

Explanation

This Rule is in effect a repetition of rule 3(b) (i) and is therefore superfluous.

Rule 3(c)

Delete all references to "*Temporary Associate*" and replace with "*International*"

Explanation

This reflects the changes proposed to rules 3(a) and 3(a) (iii)

Rule 3(d) (ii)

Delete the words "*the Table in whose catchment area he is either working or residing*" and replace with the words "*another constituent Table*"

Explanation

This reflects the change proposed to Rule 3(a) (i) and would mean that a Tabler on transfer leave could join any other Table in RTBI.

Rule 3(f) (iv)

Delete the words "*Temporary Associate*" and replace with the word "*International*"

Delete the word "*fail*" in line two and replace with the words "*have failed*"

Insert a full stop after the word "*member*" in line four and reword the ensuing final sentence to read "*Such notification shall be in writing and sent by the Honorary Secretary of the Table to the Tabler at his last known address*".

Explanation

This rule relates to cessation of membership in the event of non-payment of subscription. The first proposed change reflects the changes proposed to rule 3(a) (iii). The other changes are grammatical.

Rule 4(a)

Delete the words "*and details of dates and places of meetings shall be notified to the Area Council*".

Explanation

The rules at present require a Table to notify the Area Council of the dates and places of all meetings. This change removes that requirement.

Rule 4(c) (i)

Delete the words "*or Temporary Associate*".

Explanation

This proposed change reflects the change proposed to rule 3(a) (iii).

Rule 4(c) (ii)

Insert a full stop after the word "*Table*" on line three and delete the word "*and*" falling after the full stop.

Renumber the ensuing following sentence as rule 4(c) (iii).

Explanation

This is a purely grammatical change.

Rule 5(c) (iii)

Insert the words "*of its Active members as a* " after the word "*one*" and before the word "*delegate*".

Explanation

This rule deals with Table appointing a delegate to the National AGM. At present the rule states that a Table shall appoint a delegate. There is no requirement at present that the delegate be a Tabler. The amendment corrects that anomaly.

Rule 6 (a)

Delete the words "*at the Annual General Meeting of the Table*" and replace with the words "*by the Table*".

Explanation

This rule deals with the setting of a subscription by a Table. At present the rules require the subscription to be set at the Table AGM. This does not allow the Table to take into account, for example, any alterations to the National budget that may occur at the National AGM. The amendment would allow Tables to set their subscription at any time they wish and not just at their AGM.

Rule 6 (b)

Delete the words "*Temporary Associate*" and replace with the word "*International*".

Explanation

This reflects the change proposed to Rule 3.

Rule 6 (c)

Delete the words "*trainee members or members who are disabled*".

Explanation

This rule at present allows a Table to levy a reduced subscription to trainee or disabled members. The proposed change would remove that option. Trainee members no longer exist. As a result of Equality Legislation it is unlawful to discriminate in favour of as well as against the disabled. Deleting the reference to disabled members will enable our rules to comply with current law.

Rule 6 (d)

Delete the words *"provided that where a new member is inducted between 1st October and the next ensuing Annual General Meeting only half of the subscription shall be payable by him"*.

Explanation

At present the rules provide for half of the Table subscription to be payable if a member joins in the second half of the Table year. This applies whether he joins in October or March. The amendment will allow a Table to apportion its subscription in whatever way it sees fit.

Rule 7 (c)

Insert a full stop after the word *"purposes"*.

Insert at the end of the rule the following sentence *"If required to do so in accordance with rules laid down by the Charity Commission (or other appropriate body) a Table shall register its Charity Account with such body and comply with all requirements in that regard"*

Explanation

The first change is purely grammatical.

The second change reflects the fact that by Law Tables in England and Wales that raise over a set figure for charity are required to register with the Charity Commission. The change would mean that our rules reflect the Law.

Rule 7 (d)

Add the words *"or made known to the persons from whom the money is to be raised"*

Explanation

This rule relates to the requirements that apply if a Table wishes to raise money for its own as opposed to charitable use. The change strengthens the requirement to ensure that the persons from whom that money is to be raised are aware of the fact that the money is not being raised for a charitable purpose.

Rule 7 (e)

Delete the words *"to each"* and replace with the words *"for adoption to the"*

Explanation

This rule currently provides that an Annual Report and Accounts must be presented to the Table AGM. The amendment seeks to clarify that such report is presented for adoption.

Rule 7 (f)

Delete the words "*pay an honorarium to the Chairman of the Table and to refund*" and the word "*other*" and replace with "*contribute towards*"

Explanation

The rules at present allow for an Honorarium to be paid to a Table Chairman and for other expenses to be refunded to other Tablers in some circumstances. This may give rise to an Income Tax liability. To prevent a Tabler being charged Tax the amendment seeks to allow Tables to contribute towards expenses incurred with prior approval.

Rule 8 (d)

Delete the word "*friend*" and replace with "*guest*"

Explanation

This will allow those of us without friends to bring a guest to a Table meeting!!!

Rule 8 (f)

Delete the words "*Public Liability*" and replace with "*Insurance*"

Explanation

Tables at present are required to arrange Public Liability Insurance for any risks not covered by the Master Policy. This amendment would broaden this requirement and extend to Tables the requirement to arrange cover for other areas not covered by the Master Policy (for example towed trailers).

Appendix C: Resolutions for Submission to the Annual General Meeting

a) Capitation Fee – 2002/2003

Proposed by the National Executive

“That for the period 1st June 2002 to 31st May 2003 the Capitation Fee and Entrance Fee be £43.20” – Note £30.00 for 2001/2002

b) VAT Refund Reserve Transfer

Proposed by the National Executive

“The Association shall transfer £64,625 from the VAT Refund Reserve to the Income and Expenditure Reserve for the year ended 31 May 2002.”

Explanation

The budget for the year ended 31 May 2002 was based on 11,750 members at a Capitation fee of £35.50. The AGM in Cardiff voted for a reduction in Capitation fee to £30.00. This proposal is to give the Association authority to transfer funds from the VAT Reserve to cover the loss created by this reduction.

c) Annual Budget

Proposed by the National Executive

“Replace Rule 13 (d) with the following wording.

13 (d) ANNUAL BUDGET

At its Annual General Meeting the Association shall approve a budget for the financial year commencing on the following 1st June which details the projected income and expenditure and incorporates the Capitation and Entrance fees required to support the budget.”

Explanation

The purpose of this change is to link the budget to the Capitation in such a way that any reduction in Capitation requires an amendment to the budget.

d) Unity Motion

Proposed by the National Executive

(1) Affiliation of International Associations

“Amend Rule 5 (a) by inserting after the word “Ireland” the following “together with affiliated International Associations”

Insert new subsection as follows:

“PROCEDURE FOR AFFILIATION OF INTERNATIONAL ASSOCIATIONS

Any National Round Table Association desiring to be affiliated to the Association (hereinafter in this rule called the “National Association”) shall comply with the following conditions:-

- (i) The National Association must be a full member of Round Table International and**
- (ii) The National Association must grant the Association reciprocal status rights and affiliation to the National Association and**
- (iii) The National Association shall apply for affiliation to the Association in such form as shall from time to time be determined “**

and renumber the following sections accordingly””

Explanation

This change seeks to create a new Category of Member namely International Associations in order to fall in line with the Unity Motion. Given that individuals are technically not members of RTBI but are members of Tables who in turn are members of the Association this is felt to be a better way of effecting the amendment as it does not create the impression that individuals can affiliate to the Association.

This Resolution creates a requirement and process for another Association to apply for affiliation.

(2) Changes to Constitution

Rule 20: Alteration of rules

“(c) Insert new section and re-number accordingly

“Any Resolution which if carried would involve an alteration, amendment or addition to the Constitution and Rules of the Association No’s 1,2, and 6(a) or the Standard Rules for Constituent Tables No’s 3(a)(i) and 8, may only be placed before a General Meeting of the Association if such proposed change has been previously approved by a preceding Annual General Meeting of Round Table International, in accordance with the provisions of Article 5.3.7 of the Constitution of Round Table International as adopted in August 2001.”

Explanation

The Unity Motion was adopted at the RTI AGM in 2001 and RTBI was confirmed as a full member of RTI. The result of the adoption of this Motion meant that the RTBI Constitution needed to be slightly amended to bring it into line with the other RT Associations within a timescale of three years. The Resolution above creates a framework for prior approval of any changes that would make the RTBI Constitution inconsistent with that of RTI such as changing the age rule, change to dual gender, change in rondel etc. change in the name of the Association etc.

APPENDIX D**National Association of Round Tables of Britain and Ireland
Budgeted Income & Expenditure Account for the
Year Ended 31 May 2003**

	Ref	May 2003	May 2002
Income		£	£
Capitation Fees	1	432,000	352,500
Entrance Fees	1	21,600	15,000
Sales Service Charges	2	21,000	21,000
Sales profit	2	0	10,000
Admin fee Ex Tablers Club		1,1150	10,905
Investment Income	3	<u>25,000</u>	<u>27,000</u>
Total Income		51,0750	436,405
<u>Expenditure</u>			
Headquarters Outgoing	4	164,100	156,850
Administration Expenses	5	113,500	107,500
Finance and Operating	6	75,400	77,625
Membership of other Assoc.	7	12,400	11,800
International	8	16,550	17,100
Magazine	9	43,500	34,000
Website	10	10,200	11,000
Membership & Development	11	36,500	45,000
Sports and Social	12	3,444	4,500
Community Service Liaison	13	4,000	6,000
Conference	14	25,600	23,000
Forward Planning	15	500	5,000
Marketing and Sponsorship	16	<u>5,000</u>	<u>250</u>
<u>Total Expenditure</u>		51,0694	499,625
Net Profit/(Loss) for the year		<u>56</u>	<u>(63,220)</u>

Notes to the Budget

1. Membership Statistics

	May 2003	May 2002
Members	10,000	11,750
Capitation Fee	£43.20	£30.00
Total Income	£432,000	£352,500
New Members	1,000	1,000
Entrance Fee	£21.60	£15.00
New Members Income	£21,600	£15,000

2. Sales Department

Trading Account

	May 2003	May 2002
	£	£
Turnover	200,040	202,500
Cost of Sales	<u>147,000</u>	<u>140,000</u>
Gross Profit	53,040	62,500
GP %	26.51%	30.86%

Overheads

Salaries and NI	21,200	20,500
Staff pensions	1,140	1,000
Postage telephone and delivery	2,000	2,000
Stationery	500	500
Table Catalogues	1,000	1,000
Staff travel and sundries	700	600
Depreciation of furniture	0	400
Advertising and promotion	1,500	1,500
41 Club Commission	<u>4,000</u>	<u>4,000</u>
Total Overheads	32,040	31,500
Net Profit	21,000	31,000
Service charge from RTBI	<u>21,000</u>	<u>21,000</u>
Profit after service charge	<u>0</u>	<u>10,000</u>

3. Investment Income

	May 2003	May 2002
Interest and dividends received	£25,000	£27,000

The income is shown net of tax.

4. Headquarters Outgoing

	May 2003	May 2002
	£	£
Rent Rates and Water	5,100	5,100
Light and heat	4,500	4,500
Cleaning and equipment maintenance	7,000	7,000
Property maintenance	7,000	7,000
Salaries and National Insurance	109,500	102,000
Staff Pension scheme	6,500	6,500
Miscellaneous expenses	700	750
Headquarters travel and subsistence	3,000	2,000
Staff training	2,000	2,000
Computer support and software	4,000	5,000
Legal and professional	4,000	3,000
Property repairs provision	1,500	2,000
Depreciation of computers	5,000	5,000
Depreciation of furniture, fixtures & fittings	<u>4,300</u>	<u>5,000</u>
Total Headquarters Costs	<u>164,100</u>	<u>156,850</u>

5. Administration Expenses

	May 2003	May 2002
	£	£
Benevolent Fund	8,000	3,000
Presentations	500	500
Insurance(Public Liability, PA & General)	7,3000	7,2000
Printing and Stationery	6,000	6,000
Agenda and minutes	1,000	1,000
Postage	10,000	10,000
Telephone	6,000	7,000
Directory printing	<u>9,000</u>	<u>8,000</u>
Total Administration Costs	<u>113,500</u>	<u>107,500</u>

6. Finance and Operating Costs

	May 2003	May 2002
	£	£
Audit Fees	6,000	6,000
Accountancy Fees	3,000	3,000
National Council Meetings	16,000	18,000
National Executive Meetings	9,000	9,000
Committee meetings	6,000	6,500
Representations of the President	4,000	4,000
Presidents travel and subsistence	10,000	12,000
Contributions to Presidents expenses	4,500	4,350
Contribution to Vice-Presidents expenses	2,200	2,175
Liaison with other associations	1,000	600
Joint Liaison Meeting	7,500	7,500
Offshore support fund	4,500	3,000
Investment management fee	<u>1,700</u>	<u>1,500</u>
Total Finance and Operating Costs	<u>75,400</u>	<u>77,625</u>

7. Membership of Other Organisations

	May 2003	May 2002
	£	£
Capitation fee WOCO	5,200	5,200
Capitation fee RTI	3,000	2,600
Capitation fees EMA Region	<u>4,200</u>	<u>4,000</u>
Total Cost	<u>12,400</u>	<u>11,800</u>

8. International

	May 2003	May 2002
	£	£
Delegates to World Council	3,600	3,600
Contribution to President's overseas travel	2,000	2,000
EMA Rally	2,500	2,500
Mid-term IROs meeting	500	350
Hosting of EMA Chairmen at Conference	700	700
European directory	750	400
Attendance at European AGMs	2,000	2,100
Vice-President's Visits	750	750
RTBI Receptions at WOCO	300	250
RTBI Members travel to EMA (Travel Bingo)	700	700
Hosting Overseas Tablers at Conference	250	250
Contributions to John Watts Fund	<u>2,500</u>	<u>3,500</u>
Total International Costs	<u>16,550</u>	<u>17,100</u>

9. Magazine Costs

	May 2003	May 2002
	£	£
Printing	72,000	65,000
Postage and packing	10,500	15,000
Conference Edition	1,000	1,000
	83,500	81,000
Less		
Advertising revenue	40,000	43,000
Magazine sales	0	4,000
Total Magazine Cost	<u>43,500</u>	<u>34,000</u>

10. Internet

	May 2003	May 2002
	£	£
Maintenance Costs	6,200	6,000
Development	<u>4,000</u>	<u>5,000</u>
Total Internet Costs	<u>10,200</u>	<u>11,000</u>

11. Membership and Development

	May 2003	May 2002
	£	£
Vice-Chairman's forums and manuals	7,000	7,000
Membership promotion and literature	25,000	30,000
Membership expenses for visits	500	1,000
New members kits	3,000	3,000
Membership Forums	<u>1,000</u>	<u>1,000</u>
Total Membership & Development Cost	<u>36,500</u>	<u>45,000</u>

12. Sports and Social

	May 2003	May 2002
	£	£
NSW Liaison	2,130	2,500
National Family Weekend Liaison	350	500
Debating competition	232	500
Quiz competition	232	500
Football competition	<u>500</u>	<u>500</u>
Total Sports and Social	<u>3,444</u>	<u>4,500</u>

13. Community Service Liaison

	May 2003	May 2002
	£	£
Authorised projects	<u>4,000</u>	<u>6,000</u>

14. Conference

	May 2003	May 2002
	£	£
Provision for Annual General Meeting	16,500	16,500
AGM delegates expenses	2,000	500
Headquarters Costs	2,000	2,000
Associations guests at AGM	1,000	1,000
Local conference committee meetings	3,600	3,000
New members at Conference	<u>500</u>	<u>0</u>
Total Conference Costs	<u>25,600</u>	<u>23,000</u>

15. Forward Planning

	May 2003	May 2002
	£	£
Special Projects	<u>500</u>	<u>5,000</u>

16. Marketing & Sponsorship

	May 2003	May 2002
	£	£
Special Projects	<u>5,000</u>	<u>250</u>

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

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