



Kent Group - Advance Drivers Annual General Meeting

Held on Thursday 10th. September 2026
At Aylesford Community Centre, Forstal Road,
Aylesford ME20 7AU

Welcome

The meeting opened at 17-35 hrs .

John Corcoran (JC) took the chair and confirmed that the AGM minutes was on the Group Web Site and the Agenda had been distributed in accordance with the policy. There was a total of 13 members and 3 guests present at this meeting, therefore a Quorum was established.

Apologies for Absence

Trevor Sayer
Gary Johnson
Trevor Woolmore
Monica Blythe
Ravi Savoir

Minutes of the 2024/2025 A.G.M.

The minutes of the previous AGM had been circulated. Proposed by Jim Burfiend (JB) seconded by Stan Tullett (ST) and carried, JC as acting Chairperson signed them as a true record of the previous A.G.M.

Matters Arising

There were no matters arising

Correspondence

Ray Davies (RD) reported that there was no correspondence from HQ

Annual Reports from Group

Events Co-Ordinator Update

JC presented the following report

Events Report June to September 2026

Since the last Committee meeting in February 2026, we have had the following events and meetings:

Topic	Date	Speaker	Attendees
Skid pan training	4 th July 2026	EDT Training Essex	6
Cars, Stars and Mini Bars	9 th July 2026	Tom Johnston	7
Skid pan training	11 th July 2026	EDT Training Essex	6

We have the following events and speakers booked for the rest of 2026 as follows:

10th September 2026: Annual General Meeting.

Guest Speake: Tim Williamson

12th November 2026: South East 4x4 Response.

Speaker: to be advised nearer the date.

10th December 2026: Group Christmas meal. Venue to be agreed.

For the 2027 programme I have the following presentations booked:

14th January 2027. To be advised

11th March 2027. Crash Investigation. DC K Archer. Serious Collision Investigation Team Kent Police,

13th May 2027. Tyre Technology Explained. Joe Brammer Technical Manager, Michelin Tyre.

8th July 2027. To be advised

9th September 2027. Annual General Meeting. Guest speaker to be advised.

11th November 2027. Will Purse. Bad Weather and Winter Driving.

9th December 2027. Group Christmas Meal. Venue to be advised.

JC said that he wanted to stand down as Events Co-Ordinator ~ he will train any member that wishes to take on this role. JC asked if anyone had a topic for a meeting let him know.

John Corcoran Events Co-Ordinator

Treasurer's Report 2025/26 Accounts

AS Presented the following Treasurers Report

Accounts See Appendix A

Annual accounts have been prepared and presented to the committee ahead of the Independent Review to be carried out by Peter Lloyd. Waiting for account details from Bank.

For the first time this year data has been captured around membership fee breakdown as per below, from the 78 members we had as at 31st August 2025 only 53 members renewed membership. 25 members did not renew in 25/26.

We had 23 new members join in the last 12 months (Sep 25 – Aug 26).

Overall there was a reduced membership income for 25/26 of £155.00 to previous year 24/25.

Membership Payments Received Per Year			
Type of Membership	Number	Number	Number
	25/26	26/27	27/28
Renewals Due	78		
Inactive/Cancelled memberships	1		
Deleted from Database	??		
Revised Renewals Due	77		
Renewal members	33		
Renewal Tutor/Trainer Committee	18		
Renewal U26	2		
Membership Renewals Received	53		
New Membership	23		
Total Membership for Year	76		

For 25/26 there was a reduction in expenditure for Hall Hire and Speakers (due to social meetings moving to 2 monthly) with a trebling of buffet/raffle expenses.

Tutor and Demo mileage expenses for 25/26 is less than half previous period 24/25. Indicating a reduction in demand in the last 12 months.

Overall, we have seen an increase in the balance from 24/25 to 25/26 of £568.16.

AS said that the web site fee is paid every 2 years.

To accept accounts, Prosper JB Seconded Rob Wilkinson motion carried

Alison Smith

Group Treasurer

Kent RoSPA Advanced Drivers Group

Membership Secretary

IR Presented the following report

IR presented the following report

Membership numbers on 31st August 2026

Examiners 4

Advanced Tutors 6

Approved Tutors	6
Associates	35
Bronze	0
Silver	9
Gold	19
Inactive	1
Total is	80

At the last AGM we had 78 active members plus 11 who were inactive due to not renewing their subscription fees on time so a total of 89. At the end of this AGM reporting period, we have a total of 80 members including one inactive member. (Yet again because I am awaiting payment, which of course may or may not arrive.) So, since the last AGM we gained 27 new Associates but lost 36 combined Associate and Full Members. Which looks like we have gone down by 9 people but the membership numbers are always changing and for the purposes of the AGM report there is a line drawn at the 31st of August. So, if we compare just the “Active” members between the previous report and this one we are actually up by 2.

Ian Russell
Membership Secretary

Training Officers Report

Training Manager's Annual Report
Kent RoSPA Advanced Drivers

Training Officers Report ~ presented by IR in KH absence
Introduction

This is my first Annual Training Report as Training Manager for Kent RoSPA Advanced Drivers, and I am pleased to report a year of significant progress, particularly in the recruitment of new associates and the continued success of our training programme. The past twelve months have brought both opportunities and challenges. While the continued growth in membership is extremely encouraging and reflects positively on the reputation of Kent RoSPA, it has also highlighted the need to ensure that our training structure and tutor base develop alongside that growth.

Associate Recruitment

Over the past year, we have seen a marked improvement in the recruitment of new associates. In contrast to two years ago, when the group faced considerable challenges in attracting new members, recruitment has steadily increased and we are now averaging approximately one new associate joining the group each week. This growth has been achieved primarily through word of mouth, supported by recommendations from specially trained presenters at the National Driver Offender Retraining Scheme (NDORS). This is a tremendous achievement and reflects the growing reputation of Kent RoSPA, together with the quality and professionalism of the service we provide. However, this success has inevitably placed additional pressure on an already stretched team of volunteer tutors.

The Tutor Challenge

The shortage of tutors has been raised at almost every Committee meeting over the past two years. Despite this, a meaningful and sustainable long-term solution has yet to be established. If associate recruitment continues at its current rate without a corresponding increase in tutor recruitment, I believe this could become one of the greatest challenges facing the group. Put simply, a group can continue to operate with no members while tutors remain available to provide training; however, a group cannot continue if it has members but insufficient tutors to train them. Our success in attracting new associates must therefore be matched by our ability to provide them with the high-quality tuition, guidance and support they rightly expect. There are several reasons for the current shortage. Our existing tutor base is gradually ageing, while many potential tutors are unable to make the necessary commitment because of work and family responsibilities. Furthermore, tutoring is a demanding role that does not necessarily suit everyone. It requires dedication, confidence, patience and, importantly, a willingness to develop the skills required to coach and support others effectively. Our Advanced Tutors, who play a vital role in mentoring and developing new tutors, are themselves heavily committed to supporting an increasing number of associates. Consequently, there is limited capacity available to train the next generation of tutors, assuming suitable candidates can be identified. I recognise that there is currently no single, straightforward solution to this issue. However, I am committed to strengthening the Training Team wherever possible. Subject to the necessary progression and assessment, it is my intention to support Stan Tullett and Jim Burfiend in progressing towards Advanced Tutor status over the coming months. This will provide us with a stronger foundation from which to develop additional tutors when suitable candidates become available, while also increasing the size and experience of the Training Team and bringing fresh perspectives to our

training programme. It is worth noting that other RoSPA groups, including Essex RoSPA and Staffordshire RoSPA, have sadly experienced closure after facing similar challenges. While every group has its own circumstances, I believe their experiences demonstrate the importance of addressing tutor recruitment and development as a matter of urgency rather than allowing the issue to become a long-term constraint on growth. I would therefore welcome suggestions, ideas and constructive contributions from members across the group. I firmly believe that tutor recruitment and development must become a strategic priority for the Committee. It is an issue that cannot continue to be deferred from one meeting to the next. Ensuring that we have a sufficient number of appropriately trained and supported tutors is fundamental to the long-term success, reputation and future of Kent RoSPA.

Examination Results

On a more positive note, our examination results continue to be consistently excellent. Over the past ten months, five associates have achieved Gold and a further three have achieved Silver. Among them is our youngest associate, aged just 19, who obtained his full driving licence only eight months ago, after which he began his advanced driving journey with this group. These outstanding results are a testament to the dedication, professionalism and wealth of knowledge within our tutoring team. The commitment of our tutors ensures that associates receive a consistently high standard of guidance and support throughout their training, and these results demonstrate the effectiveness of that approach.

Thanks to Our Tutors

I would like to place on record my sincere thanks to every tutor for their continued hard work, professionalism and unwavering commitment to Kent RoSPA. Our tutors give their time voluntarily and frequently fit tutoring around their own work, family and personal commitments. Their contribution is fundamental to the success of the group, and the excellent examination results achieved by our associates are a direct reflection of the effort and expertise they provide. I am also personally grateful for the support, encouragement and patience that the Tutor Team has shown me since I took on the role of Training Manager. It has been a demanding first year, but equally a very rewarding one, and I have greatly appreciated the support of the entire team.

Tutor Development

Plans are now almost complete for our Tutors' Development Meeting in October. We will welcome guest speaker Will Purse, who will lead a question-and-answer session focusing on advanced driving tuition in modern vehicles.

The session will include subjects such as:

- ☐ Electric and hybrid vehicles
- ☐ Advanced Driver Assistance Systems (ADAS)
- ☐ Modern vehicle technology
- ☐ The changing role of the driver
- ☐ The implications of emerging automotive technologies for advanced driving tuition

As vehicle technology continues to develop at an unprecedented rate, it is increasingly important that our tutors remain familiar with these developments and are confident in explaining their implications to associates. If this event proves successful, I intend for our bi-annual Tutors' Development Meetings to become a permanent feature of our training programme. These meetings will provide an opportunity not only to recognise and thank our tutors for their continued commitment, but also to support their ongoing development through informative, relevant and educational sessions. Wherever possible, future topics will be influenced by suggestions from tutors themselves, ensuring that the programme remains relevant, practical and beneficial to those delivering our training.

Looking Ahead

As we look towards the year ahead, there will undoubtedly be challenges to overcome. Our continued success in attracting new associates is both a positive development and a responsibility, and we must ensure that our training structure is capable of supporting that growth. The development and recruitment of tutors will therefore remain a key priority. At the same time, we must continue to ensure that the training we provide reflects the rapidly changing automotive environment in which our associates drive. I remain confident that, by working together, we can continue to strengthen Kent RoSPA, support and develop our tutors, and maintain the high standards of advanced driver training for which the group is increasingly recognised. Finally, I look forward to another successful year and to working with the entire Training Team as we continue to build on the progress achieved over the past twelve months. Subject to the successful vote at the AGM, I would also like to formally welcome Stan Tullett to the senior Training Team. Stan brings a wealth of knowledge, experience and enthusiasm, and I am confident that he will make a significant contribution to the continued development of our training programme and the wider Training Team. I look forward to working closely with Stan and the rest of the team as we continue to develop and strengthen Kent

RoSPA for the future.

Ken Horn Training Manager

Secretaries Report

Nothing to report
Ray Davies Secretary

Chairmans Report

Josh Jarvis (JJ) Presented the following report

Evening everyone, I hope you have all had a wonderful summer and looking forward to the fast-approaching Christmas.

I have received notice that Ray Davies will be stepping down as Secretary in June 2027. I most certainly appreciate the length of notice given.

This brings me to announce that I shall also be stepping down in June 2027 so that a new Chair can be nominated and find their feet before the 2027 AGM.

I stepped up to the Chairmans position last year to prevent the group from potentially being dissolved. However, I still feel a more knowledgeable person who also has plenty of time would be more suitably and could offer more than I currently am able to.

JC asked if there was anyone else wishing to be on the committee.

Nomination of Stan Tullett ~ Training Officer Nominated JC Proposed JJ Nomination carried

Other Notified Business

There was no other business

Election of Group Officers

The following nominees for group job holders were proposed and seconded (the forms are attached as an Appendix B)

Chairman ~ Josh Jarvis

Treasurer ~ Alison Smith

Finance Advisor ~ Alison Smith

Events Co-ordinator ~ John Corcoran

Membership Secretary ~ Ian Russell

Deputy Training Officer ~ Jim Burfiend

Training Officer ~ Ken Horn

Secretary ~ Ray Davies

Positions Proposed by Peter Glenn seconder Stan Tullett motion carried

There being no other business the meeting was closed at 19-45 hrs

Signed By

A handwritten signature in black ink, appearing to read 'John Corcoran', followed by a horizontal line.

John Corcoran

Chairman acting on behalf of Josh Jarvis

The minuets were compiled by Ray Davies 6th.October 2026

Appendix A 2025/2026 Accounts

Kent RoSPA Advanced Drivers - Financial Income & Expenditure report for the Financial Year 2025/26 with Prior Year Comparative 2024/25

1st Sept 24 to 31st Aug 25		1st Sept 25 to 31st Aug 26
£		£
B/f: 4,389.98	OPENING BALANCE as at 1st September 2025	B/f: 5,084.96
	INCOME	
1,490.00	Associate fees/New members fees	1,035.00
	Members renewal fees	980.00
1,080.00	Tutor/Trainer renewal fees	180.00
	Under 26 renewal fees	40.00
(285.00)	Refund of membership fees	(75.00)
2,285.00		2,160.00
0.00	Donations	52.50
219.30	Raffle receipts	188.50
0.00	Skid-Pan	Contra*1 1,010.00
0.00	Skid-Pan - refunds	Contra*1 (50.00)
0.00	Christmas Meal	126.00
2,504.30	TOTAL INCOME	3,487.00
	EXPENDITURE	
16.78	Website	167.98
11.45	Office supplies postage etc.	41.60
476.00	Hall hire - Meetings	340.00
350.00	Speaker fees	100.00
32.70	Buffets/ refreshments	97.49
28.17	Raffle prizes	106.63
0.00	Demonstration mileage	413.15
894.22	Tutor/Trainer expenses	49.99
0.00	Skid-Pan	Contra*1 960.00
0.00	Christmas meal	588.00
0.00	Bank Fees	24.00
1,809.32	TOTAL EXPENDITURE	2,888.84
C/f: 5,084.96	CLOSING BALANCE as at 31st August 2026	C/f: 5,683.12

Notes:

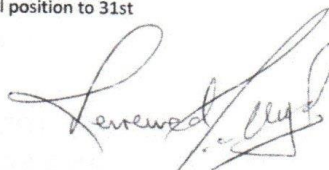
- 1 Opening & Closing Balances B/f and C/f agree to Metro Bank Community Account Bank Statements as to relevant balances for respective period ends
- 2 This Financial Income & Expenditure report activity is on a cash received and cash paid basis as per bank statement transactions

Examiners Declaration:

- 1 I have independently reviewed the Financial Income and Expenditure Report for FY 2025/26 of Kent RoSPA Advanced Drivers Group
- 2 This independent review of the Financial Income and Expenditure Report for FY 2025/26 does not constitute a full independent audit
- 3 This financial summary gives a fair presentation of the financial position to 31st August 2026

P.C.Lloyd FCCA, FMAAT (Retired)

Peter Colin Lloyd
Member of Kent RoSPA Advanced Drivers



27th September 2026

