



THE AUSTIN SEVEN CLUBS' ASSOCIATION

Past Presidents: Donald Doughty, Stanley Edge,
Bert Hadley, Freddie Henry, Bob Wyatt



ANNUAL GENERAL MEETING

held on Zoom

Wednesday 17th May 2023

Present

Nick Turley
David Cochrane
Paul Lawrence
Howard Wright
Hugh Barnes
Peter Hales
Roger Brown
David Mawby
Ruairidh Dunford
Howard Annett
Sarah Mason
Roly Alcock
Andy Lowe
Paul Maulden
Michael Tabcart
John King
Roger Price
Harry Hales
David Charles
Heather Maitland
Nick Salmon
Mike?
Steve Herwin

Chairman
Vice Chairman / Pram Hood Register
Secretary
Editor
Archivist
Registrar
Webmaster
Insurance Liaison / Fabric Saloon Register
Advertising Co-ordinator / Scottish A7 / GE
A7OC
Cornwall Austin 7 Club
Hereford Austin 7 Club
Midlands Austin 7 Club
Norfolk Austin 7 Club
Devon Austin 7 Club
Dorset Austin 7 Club
Online Austin 7 Club
South Wales A7C
Special Register
Archive Team
Guest

1. Apologies for Absence

Phil Baildon
Chris Charles
Peter Lawson
Chris Roberts
Charlie Plain-Jones
Derek Sheldon

Historian
IT Consultant
Essex Austin 7 Club
Bristol Austin 7 Club / Treasurer elect
Historic 750 Formula
Rosengart Register

2. Introductions

A roll call was conducted, and attendees identified.

3. Minutes of Last Meeting

Agreed as accurate – Unanimously agreed.

4. Matters Arising

Paul commented that the Association Zoom Account still needs to be sorted out and a decision is still to be made in relation to the future of the data held as a result of the Centenary mailing lists.

5. Officer's Reports

Chairman – Nick Turley

Nick commented on how much he had enjoyed his time as the Chair of the Austin 7 Clubs' Association and even though he was now standing down he would still be available to support the Association in any way he can in the future.

He talked about the future and purpose of the Association and it being important for the Association to have clear idea of what it seeks to achieve in the future.

Comments: – None

Secretary – Paul Lawrence

Without doubt our main focus since the last AGM has been the Centenary celebrations, the success of which has been well documented in Austin Seven circles and beyond.

I'm not just talking about the Centenary Rally at Moreton-in-Marsh and the Prescott Festival, (although these are of course stand-out events, the success of which has been marked by the Association being the recipient of no less than four prestigious awards) but also the many other activities which took place to help with the celebrations throughout the year such as:

The Austin 7 Driver's Parade at the British Grand- Prix, Parades at Goodwood and the Silverstone Classic, the Gaydon Austin 7 Display and other excellent club events and celebrations throughout the year.

I think it is fair to say we were all pretty exhausted by the end of the year (some of us still are!) but we will definitely go down in Austin 7 history as the generation that delivered something very special indeed and showed what can be done when we all pull together.

It's great that Tim Griffiths has finished the official video which is now available to view on YouTube and download on Vimeo if you so wish. Watching it brings the memories flooding back.

On a matter of housekeeping, the Public Liability Insurance for this year has been circulated to full member clubs but if you don't have it and need a copy let me know and I will get it to you.

Over the last few months I have had various conversations about our Public Liability Insurance, particularly with Howard Wright who showed a healthy interest (thanks for that Howard) and Hugh Barnes (in relation to the Archive). I have recently been in discussions with David Mawby and Emma Airey from RH and Emma has put me in touch with John Castle from Aston Lark (RH's sister division) with a view to reviewing our cover.

I have had a brief conversation with John and he has noticed a few things that we may not have appreciated with our current cover, for example in relation to our £5m cover, if one club has a claim of £3m that leaves just £2m to cover any other claims for that year.

Anyway, I will be seeking some interested parties (Howard and Hugh!) to join me in a Zoom meeting with John Castle so we can seriously consider with him the cover we have and how it may be improved.

This will be my last year as Secretary as I am about to enter my 6th year in post.

I will be working with Ruairidh Dunford over the next year with a view to a seamless transition that will see Ruairidh take over the Secretarial reins at the AGM in 2024.

Comments: - None

Treasurer – Chris Roberts

Chris was not present at the meeting but is willing for any questions to be passed to him after the meeting.

A7CA 2022 Accounts

The top table below shows the Associations income and spend for the year 2022 broken down into the main categories. There are some comments highlighting things I regard as one-offs (marked **) and some idea of where the major items are. This shows a positive cash Year of about £1446. The second table attempts to remove the non-recurring /one off/archive purchases from the picture, and this shows an increased underlying amount of £7170.

There are a few major one-offs (the Centenary event which it looks like about £700 net spend came out of the non-centenary account and a £660 legal cost for the Jack French Garage lease a £1000 charitable donation. There were also some payment issues. A payment “problem” associated with the advertising revenue from RH Insurance of £900. (The Association has an arrangement where to save Member clubs having to invoice RH for advertising individually the Association receives the advertising money from RH and passes it on to the Members, in 2022 the Association passed the money to the Members but appears not to have received it from RH) and late payments by Members that moved money into 2023.

As this is my first time it would be good if you could have a look for a sense check. I hadn't expected there to be such a healthy underlying balance. I have the detail behind this if you would like any of that let me know.

Association Bank Accounts

Main Bank Account

Centenary Account

Opening.

£39,396.46.

£4,577.39

Closing

£31,789.81

£4,988.38

Quarterly Summary

Group	Income	Spend	Net	Comment
Centenary	£7,109.34	£7,872.39	-£763.05	RH Insurance, Artwork & postage **
Archive	£301.83	£4,917.90	-£4,616.07	rent £3500
Magazine	£24,322.22	£13,512.81	£10,809.41	Late Subs payment moved £974 into 2023
Adverts	£1,618.00	£180.00	£1,438.00	
Subscription	£375.01	£30.00	£345.01	Late Subs payment moved £60 into 2023
Insurance		£2,446.14	-£2,446.14	
Website		£230.20	-£230.20	
RH Rebate		£911.00	-£911.00	paid but not received **
Treasurer		£289.55	-£289.55	VAT Advice £240 **
Archivist		£95.88	-£95.88	
Advertising		£125.88	-£125.88	
Editor		£178.09	-£178.09	
Chair/Vice		£1,050.45	-£1,050.45	Charitable donation £1000 **
Binders	£220.00	£0.00	£220.00	
Sundry		£0.00	£0.00	
JFG		£660.00	-£660.00	Lease Legal work **
Unaccounted	£0.00	£0.00	£0.00	
TOTAL	£33,946.40	£32,500.29	£1,446.11	

non recurring	costs	income	net
Centenary	£7,872.39	£7,109.34	£0.00
Archive	£1,417.90	£301.83	-£3,500.00
Magazine		-£974.00	£11,783.41
Adverts			£1,438.00
Subscription		-£60.00	£405.01
Insurance			-£2,446.14
Website			-£230.20
RH Rebate	£911.00		£0.00
Treasurer	£240.00		-£49.55
Archivist			-£95.88
Advertising			-£125.88
Editor			-£178.09
Chair/Vice	£1,000.00		-£50.45
Binders			£220.00
Sundry			£0.00

This is a new format for the Treasurer's report (mostly to simplify the reporting for me). The aim is to be able to summarise the quarterly spends in a standardised format so that it is easy to compare each quarter's information. The difference between the numbers in the cash report and the bank balance changes are due to the dates that money leaves and enters the accounts and when it is accounted for (it sometimes takes many days between paying an invoice and it leaving the account). I will be swapping to using the date money goes through the accounts rather than invoice dates to remove this difference. If there is any information that was previously on the Treasurer's report that you would like to see added please let me know so it can be added.

The Association's VAT status: final written advice [is still] awaited but we have been advised over the phone that we are OK to proceed as we are and not register for VAT.

Comments

Sum of Money Recipient Purpose

Payee	Admin		Admin Total	subs Lloyds	subs Total	Arch		Arch Total	Mag			Mag Total	Ads refund	Ads Total	Grand Total
	P&P	Ins				resto	equip stock		layout	Lloyds P&P	print				
Cornwall				20	20					512		512			532
Solent				20	20					350		350			370
Bongtree				20	20					112		112			132
Lloyds	-86.73	-2474.4	-2561.13			-1957.77	-210 -124.28	-2292.05	-360	-753.47	-2662	-3775.47	-12	-12	-8640.65
Grand Total	-86.73	-2474.4	-2561.13	60	60	-1957.77	-210 -124.28	-2292.05	-360	974	-753.47 -2662	-2801.47	-12	-12	-7606.65

Andy Lowe asked if we had now finalised the Centenary accounts. Ruairidh confirmed the Centenary Accounts were now closed.

The question of VAT in relation to the Centenary was raised and Nick Turley brought attention to the part of the Treasurer's report which states:

'The Association VAT status - final written advice awaited but we have been advised over the phone that we are OK to proceed as we are and not register for VAT'.

Advertising Manager – Ruairidh Dunford

One of my first jobs at the end of last year was to thank trade advertisers and seek business from them for the coming year. A couple of advertisers chose not to renew which allowed another trader to take up the space instead.

We have continued to receive a small, but steady, trickle of private adverts over the year.

Once again, I am seeking approval from the meeting to raise advertising rates by a nominal 2% for 2023/24.

Many thanks must go to the team at Brainstorm who continue to deal with our requests for change and redesign very efficiently indeed.

I shall be stepping down from the role of Advertising Co-ordinator at this AGM and have been working with Sarah Mason who hopes to take over the role. This would have happened today but Sarah has asked me to stay in post for a short while whilst she recovers from some health issues. I would like the meeting to approve her taking up the post and allow me to work with her until she can do that fully.

Comments

The 2% rise was unanimously agreed by the meeting.

Ruairidh confirmed that he has been working with Sarah Mason and Sarah will be taking over the role later in the year.

Archivist – Hugh Barnes

The main focus of the year, of course, was the Centenary event and the Pop Up Museum, which I think was well received. I do have some thanks to give on that front.

First come Martin Baker and Richard Dupre who acted as Exhibitions Manager and Designer respectively. Without their unfaltering assistance, the Pop Up would not have taken place. Next my thanks go to Anne and Tony Griffiths who, between them, took total responsibility for the Art exhibition. Dave Lewis and others from the Cambridge Club members took responsibility for the Foreign Cars display. Colin Dawson and Russell Curtis, from Australia, also helped a great deal. I should also mention my wife, Kari, who flew from America for the week. Special thanks must also go to those people who loaned cars. Special mention must be Stephen Laing from the Gaydon museum and his staff who made particular contributions.

Apart from the Centenary, the work of the Archive has continued and the collection continues to grow - both in terms of content and the standard of storage. I am lucky to

have been joined by 2 new team members, one of whom is standing to be my successor as Archivist in this meeting. I will continue as part of the team, hoping to be able to contribute in any way I can.

There are one or two specific things to note. We now open the Archive to visitors one day per month and look forward to greeting them. We have had several significant donations. Many items from the late Adli Halabi were extremely important - the original art work from the December 1937 Austin Magazine, the Austin prices poster from the 1932 Olympia motor show and, most of all, the Gunnar Poppe album which many of you may have read about in the most recent Association magazine.

Donations are the life-blood of the Archive ensuring our funds stretch as far as possible. Purchases are necessary though and in the last couple of weeks I have spent £1000 in buying 350 pre-war photos of Austin Sevens. It is worth making a couple of specific points related to that purchase. Firstly, the Archive collection had been identified as lacking in such materials, so we have somewhat resolved that at a stroke. Secondly, although the outlay sounds rather a lot of money, it represents some £2.85 on average per photo which is a fraction of what I would have paid for individual images from the likes of eBay. The purchase was as a result of a gently negotiated deal which took some months.

Comments

None

Editor – Howard Wright

I have now been responsible for two issues of the Grey Mag, and I hope that you have found these acceptable. So far copy has been forthcoming and both issues have been quite 'full'. I have been active in seeking out articles and hopefully 2023C will contain some of these. However I don't see a time yet when I'm actively turning down material so please do keep on submitting articles and letters.

A separate proposal for an 'Editorial Committee' is included in the agenda. This is hopefully a step towards better feedback and planning for the magazine. However I'm very conscious of the 'if it ain't broke don't fix it' school of thought!

Finally one further idea/request (and I apologise if this should be in AOCB). On a couple of occasions I have managed to talk with Austin Seven owners that are not members of regional clubs and I have encouraged them to join one (if only to receive our magazine!). It would have been very useful to have given them a 'calling card' with the Association web address and possibly; Chairman, Secretary and Editor's email addresses. In a similar vein a 'compliments slip' would also be useful when sending articles such a photograph prints and complimentary copies of the magazine. In both cases would it be worth the cost of getting our page artist to design them?

Comments

It was established that we do have a compliment slip and Paul will send a copy to Howard

Registrar – Peter Hales

The last 12/13 months have been busy and eventful year for the Registrar. The Centenary event helped add over 100 Austin Sevens to the Register, and the 13 month total for new cars is 189. The Registrar has received just over 800 emails that have provided

information about cars or are asking for help to locate cars or help explain the history of cars.

Due to illness I was unable to work so thanks again to Roger Brown for keeping the Register going while I was unwell.

	New Cars	Updates
April	6	3
May	10	4
June	6	3
July	0	0
August	9	32
September	6	8
October	19	0
November	104	8
December	4	18
January	9	7
February	7	11
March	4	9
April	5	8
	189	111

Cars on Register at 30/04/2023

12507

In addition to the work to add cars to the Register, the work to standardise the nomenclature is progressing. This work is needed to make the analysis of the data simpler and more valuable. To aid this I invite everyone to review the information kept for their cars and let me know of any inaccuracies.

Once again thank you to all the people that have helped improve the information on the register and please keep sending me the information.

Comments

None

Webmaster – Roger Brown

I continue updating the website as and when needed as new material is offered, also there are occasional enquiries for help tracing old cars which I answer or redirect as quickly as I can. Suggestions about the content now and in future are welcome.

There is one area where I'd like guidance from the Committee. I am sometimes asked to help an A7 owner find local clubs which in some parts of the country are in short supply.

On our list of clubs and interactive map, some clubs have all their centres listed, such as A7OC and PWA7C. And some don't, such as VAR, which although an A7CA member is not exclusively A7, but undoubtedly will have some A7 members and appear to meet in some areas not served by other local A7 clubs. I'm asking whether why their centres weren't already included and if I should enquire if they would like them added.

Comments

A discussion took place during which it was agreed that Roger would contact the clubs where appropriate to see if they would like their Centres recorded on the interactive map on the website.

The point that that many new owners are on Facebook asking for help and joining their local club would be useful. However, not all of the details of the clubs on the website are up to date.

The clubs will be contacted to ensure the club details on the website are correct. The details are also published in the first yearly edition of the magazine. *(After the meeting Roger agreed to take this forward).*

Insurance Liaison officer – David Mawby

It's been a quiet year and I was surprised we didn't get more problems surrounding the Centenary Rally. One of the main questions asked recently has been the issue of public liability insurance within our own RH Policies. Emma Airey from RH has been answering questions, particularly on the Austin 7 Friends forum and we don't have public liability insurance within our own car insurance policies. We have third party cover which covers us basically at Rallies, but we are going to Rallies that have their own public liability insurance. Some Rally organisers aren't having public liability insurance at times so they are getting people to sign to say they have their own Public Liability Insurance but own policies don't actually have it.

Comments:

Hugh suggested that David may write something for the magazine telling people that if they are asked to provide Public Liability Insurance for an event our recommendation would be that they don't attend the event. David said that Emma might be willing to write something for us and will look into this.

David mentioned that on another note, not involving his role as Insurance Officer, he'd like to thank the organising committee of the Centenary Rally for asking him to take his cars an giving him the space. He's had a lot of people talk to him afterwards and ask questions about the cars.

6. Publicity Officer Proposal

The full proposal can be seen at Appendix A. This was presented and proposed by David Cochrane.

It was then unanimously agreed to add this to the Officer posts. A volunteer is now sought to take on this role.

7. Archive 10-Year Plan

The Archive Ten-Year Management Plan Summary can be seen at Appendix B.

The Full Plan can be seen at Appendix C.

The clubs had previously been given the opportunity before the meeting to make their representations about the plan and Hugh went through the feedback received:

Devon Club – They acknowledge and support the work done by the Archive team over the years and agree that it is an important resource for Austin 7 owners. Their question was how high up on the member's priority list will the Archive be rated and would the level of interest support approximately 50% of Association funds being committed? The plan is ambitious, but they question whether it takes full regard of the majority of the Austin Seven Community or the resources of the A7CA.

Whilst they understand there will be a need for funds to be made available over the next 10 years, they do not feel that ring-fencing such a large percentage of the Associations capital is not a prudent move.

As a suggestion could do the £20,000 budget be agreed in principle with an annual, fully costed plan being presented for approval at each AGM.

Perhaps the Association could look for a sponsor for the Archive. Their Chairman recalls that the big pit at Blaenavon was run privately by ex-miners but eventually it was taken under the wing of the National Museum of Wales.

Hugh's Response – As the Archivist I see the benefits of the Archive on almost a daily basis. The website continues to grow in its use and I do believe the Archive should be considered as a priority for the Association. Although the funding asked for does look like a large percentage of the A7CA funds (£20,000) it should be borne in mind we generate about £7000 net a year, so in less than 3 years those funds will have been recovered.

The funds will not be moved out of the A7CA accounts and can always be reclaimed if need be, subject to any proposal and vote at a future AGM. I have spoken with the Treasurer and we are looking at placing some of this money on fixed term deposits that will generate extra funds for the Archive anyway, so I do see it as being a prudent way of dealing with Association funds.

I agree that suggestion of the £20,000 budget being agreed in principle with an annual, fully costed plan being presented for approval at each AGM would be the ideal. However, the way the Archive works doesn't fully support this approach. The Archive needs to be nimble in making decisions and in the past has missed out on acquisitions delayed by internal discussions on possible spending. That's not to say that discussions have rambled on, it just means that because there have had to be discussions on occasions, opportunities are missed to purchase stuff. I also make the point that the photo collection I referred to earlier on, the £1000 that I spent, at the beginning of this year I had no idea that collection was going to become available. So with the suggested approach, if funding hadn't been allocated the opportunity would have been missed.

I am always to discuss any form of financial sponsorship, but I feel that such sponsorship would be unlikely, after all we are not the big pit is a major mining museum and visitor attraction in South Wales, it's a very different kettle of fish. I'm not convinced we

actually need sponsorship, I think the Association can afford to run the Archive as it stands, and the whole point is that if we know what our funding is then we can cut our cloth accordingly.

Bristol Club – Compliments the work of the Archive and Pop up at the Centenary, they like the proposed ambitious plan, it certainly gets their support. It recognises the relevance of the archive in its broadest context together with the necessary professional standards etc. One query they have is in relation to the funding of this plan and what implications it may have for member clubs?

Hugh's Response -This was raised by Rick Bishop, the Chairman of the Midlands club when I saw him recently and what I say is the benefit of establishing a funding model like this is that the Archive knows exactly where it stands from a financial perspective and can live within its means. A budget of £2000 a year actually is not huge considering what we have delivered over the past few years, and it enables a sensible acquisition policy to be followed and permits the professional approach to the Archive infrastructure to be continued. In truth, there may be a time when a very special artefact comes on the market that should be considered for purchase which may cause an over-spend, but that would always be brought back to the committee for discussion. The bottom line is that it expected / hoped for that no further call on Association funds will be made in the ten year period i.e. the Archive will not come back to the well. We will have a budget, we will know what that budget is, we'll understand our income and we will work within it, and that's agreed by all of us.

Midlands Club – Hugh has spoken to Rick Bishop about the similar topic above.

Dorset Club - John King produced a lengthy response talking about a disposal policy

Hugh's Response – That is something which we had not considered. We have considered an acquisition policy but in light of further discussions that will also now include a disposal policy. They'll be disposal on an individual items, so if we get a duplicate for instance, we'll sell that to get funds to go back into the Archive. There's also the possibility that of something went catastrophically wrong with the Association, it is an Association asset and needs to be disposed of in a considered and managed way. So that's another thing that can be added into the policy documents.

Scotland Club – No specific comments but broadly in support

Norfolk Club - No specific comments but broadly in support

Chris Garner as an ex-Chairman of the Association responded in support.

A further conversation regarding sponsorship took place where it was established that the Archive Team do not have the capacity to actively seek sponsorship for individual items or projects but if someone were to approach them about potential sponsorship, they would consider it.

Nick Salmon suggested that people could bequeath to the Archive or at least make their relatives aware that upon their death, any relevant items they have come to the Archive. This would prevent valuable items being unnecessarily thrown away and lost.

Sarah Mason suggested next time the budget is done £5000 is earmarked for a contingency reserve so if something significant did come along we've planned and got that funding in place.

Hugh Barnes – stated that it raises the question about how we look after the money of the Association as you can now get 4% to 5% and with the funding the Association has got it that makes a real difference. We also need to think about what projects the

Association is going to do now. The money we have has been given to us by Austin 7 enthusiasts and should be spent to their benefit.

Ruairidh Dunford proposed an annual Officer's meeting prior to the AGM so that a proposed budget from the Officers goes out with the notice of the AGM for the Clubs to consider.

Ruairidh also asked if it is worth working out what the value of the Archive is because the money we spend on the Archive adds value to the Association.

Ruairidh said that if we put £35000 of Association money into a 4% savings account that would make £1400 a year for the Association.

Hugh Barnes – said the Archive has not been valued for ten years and he has embarked on this recently and it's a terrifying project. When we do get to a point where we do have an evaluation the insurance premium will go through the roof. It may be that the man that acted for us for the Centenary event may be the best person to act a broker for that. We are now keeping a much better acquisition log so we have a record of when items arrived and how much they cost us.

David Cochrane commented that £2000 a year is a more realistic way of looking at things than the £20,000 because you can then balance that against the annual income that we get, so it doesn't make it look so frightening. We did look into putting some of our Association funds on to deposit a few years ago and it was incredibly difficult as an Association to find an account that would give us an income, but things may have changed. I think the ten-year plan is a great idea and I fully support it. Is there provision for extended or modifying the plan after five years?

Hugh Barnes said that within the ten-year plan there is an acceptance that there will be a formal report to the Association at the AGM each year which would be us self-monitoring it, so there will be that feedback and review process as part of this ten-year plan.

Ruairidh Dunford commented that picking on Hugh's evaluation of the collection after 10 years, this would become part of the annual audit in the Officer's yearly budget meeting he had proposed, making it less of an onerous task as it would be updated annually.

Nick Turley said that the work done by Hugh and others in recent years has been exceptional and has protected information that was in danger of being lost or destroyed. The stuff to Austin Seven enthusiasts is irreplaceable and one of the great things the Association has managed to do with the Archive material is start and accelerate the process of making all this stuff available to everybody online. The fact the Austin 7 Archive is openly available to any Austin Seven enthusiast anywhere in the world is fabulous. I think the sums of money that we are talking about, quite frankly are paltry and I think it's an absolute 'no-brainer' and I would like to propose now that we accept this proposal from the Archive team.

The Motion was proposed by Nick Turley and seconded by Ruairidh Dunford and was passed by the meeting.

A conversation took place about the wording to seek a Contingency Reserve could being added to the policy and the actual amount to be earmarked being agreed at the pre-AGM Officers funding meeting. This could be brought to a future meeting to help the committee fully understand the concept.

Hugh thanked everyone for their support and confidence.

8. Editorial Team Proposal

The proposal for the Editorial Team can be seen at Appendix D.

The proposal would help to get feedback on the magazine and review it on an annual basis, helping to give direction for future magazines. It would also help to inform the Officer's pre-AGM funding meeting, should there be any expenditure required.

It would be an annual Zoom meeting with a few people from the committee, looking at direction, format and delivery.

David Cochrane – supported the proposal and thought the yearly meeting was a good idea.

Hugh Barnes said when we relaunched the magazine a few years back this is exactly what we did to ensure we were appealing to our market. He suggested some other people representing other Clubs would be beneficial.

Nick Turley agreed and said the group should not just be the Officers of the Association but include people who represent the Clubs. There may be too much going on just before the AGM so it may be better to try it half way through the year.

Howard Wright – expressed some concern about the mechanism of getting representatives from the Clubs get involved and wasn't sure how that would work.

Nick Turley suggested that he would need to speak to people and ask people if they wanted to get involved or knew people who may wish to get involved.

This was unanimously agreed and is for Howard Wright to take forward.

9. Presentation of Awards

The Association presents two awards each year:

Ken Warren – Article of Note in the Association magazine

David Martin for his two articles:

'A Closer Look at the 1930/31 AF Tourer' (2022A) and 'A Closer Look at the 1931/32 AG Tourer' (2022B). Both good articles with some new historical insights.

Ray Morley Trophy – Sporting Endeavour

Charlie Plain Jones and *Graham Beckett* – For their tremendous efforts organising the A7 Festival of Motorsport at Prescott

10. Election of Officers

Chairman David Cochrane

Vice- Chairman Nick Salmon

Archivist Gordon England

Advertising Manager Sarah Mason (to take over later in the year)

The above positions were voted in en-block. Proposed by David Charles and seconded by Howard Annett and unanimously agreed by the meeting.

Nick Turley stood down as Chairman and David Cochrane took over.

David Charles proposed that the Minutes of the last AGM are accepted and **Ruairidh Dunford** seconded – unanimously agreed.

It was noted that there were a lot of member Clubs that were not represented at the AGM and we should be more proactive in encouraging them to attend

A formal thanks was given to Tim Griffiths and Nick Turley said he has already formally thanked him on behalf of the Association.

All regalia for the Centenary must be ordered by the end of June

Howard Annett has run out of Magazine binders and asked for permission from the committee to order some more as there are some people waiting for them. This was agreed. Howard is still to send a copy of the magazine to all overseas clubs who are not on our list of people who get them to try and encourage them to take the magazine.

11. Date of Next Meeting

Thursday 13th July 2023 at 7.30pm

Date of Next AGM Tuesday 9th April 2024

Appendix A

A7CA Publicity Officer Proposal – AGM April 2023

The below proposal was tabled at the A7CA meeting in January where it was agreed that a recommendation from the Committee would go to the AGM for this role to be adopted, along with a nomination if there were any.

The AGM is therefore asked to adopt this proposal with a view to seeking a suitable person to fulfil the role in the future.

A7CA Publicity Officer

The Austin Seven Clubs' Association has identified a requirement for a Publicity Officer to join the other Officials of the Association (as listed in the Constitution: <https://a7ca.org/about-us/constitution/>).

Duties shall include:

- In co-operation with the Chairman, to act as the focal point in promoting the Austin 7 movement and the Association for member clubs, other historic car movements (e.g. the FBHVC, VSCC, etc), the media and the general public
- To maintain and enhance a social media presence (e.g. Facebook, Twitter, Instagram, etc as appropriate).
- To set up and maintain an Association YouTube channel to publish videos from time to time.
- To act as a Press Officer by keeping principal historic vehicle publications (e.g. The Automobile, Classic & Sportscar, etc) under review, and submitting press releases to them.
- In co-operation with the Secretary, to maintain contact with member clubs with respect to publicity affairs.
- To keep the General Committee and General Meetings informed of relevant publicity matters.
- To maintain an emailing list for purposes of disseminating news of Austin 7 interest to members of Austin 7 clubs.

Appendix B

Archive Ten Year Plan – Management Summary

The Archive Team has recently been bolstered by the addition of two new members. One is to formally take on the role of Archivist at the 2023 AGM and another is happy to be involved at the moment but who has said they would be prepared to take on the role on in the future. With the continuity of staff in the position for approximately ten years, the Team can put together a plan that outlines the work of the Archive for that period.

Fundamentally, the work of the Archive is governed by the needs of the Association which has one of its aims in the Constitution "*To keep an Archive of Austin 7 related materials*". The plan's goal is to further develop the Archive to a standard that reflects the quality and importance of the collection.

As the Archive has grown, the work required to enhance the collection and improve the standard of the housing and condition of the collection has increased. This is both in terms of the amount of

work it requires from the volunteers and the funding required to ensure the collection is safe, wide ranging and able to be shared to the world wide community of Austin 7 owners.

1101 To ensure this, the Ten Year plan lays out a number of strands of work over the coming years and prioritises them. Its recommendations to be put to the AGM are summarised here:

1. That the Association accepts and commits to a Ten-Year program for the Archive.
2. That the Archivist presents a proposed plan of work at each Annual General Meeting.
3. That a formal review of location of the Archive is undertaken by the Archivist every three years.
4. That the Association commits to funding the planned work over the ten-year period. That is conservatively put at £20,000, giving an average budget of £2,000 per annum. (NB. this does not include the annual rent of the Lubenham room, or insurance of the collection which fall outside of the operational budget of the Archive).
5. That all funds advanced for Archive use are ring fenced in the Association accounts.
6. The £20,000 recommended should be lodged in various interest bearing accounts, enhancing the income for the Archive. To be controlled by the Treasurer.
7. That the Archivist needs to control Archive expenditure in a timely manner especially around acquisition and conservation.
8. Given point 7, when considered necessary, including decisions around the purchase of significantly expensive items, opinion on spend will be taken from the Officers of the Association.
9. The Archivist will develop and publish an acquisition policy.
10. The Association Treasurer will monitor the Archive expenditure and advise the Archivist accordingly.
11. That a full account of expenditure shall be submitted at the Annual General Meeting.

These recommendations are designed to ensure the Archive continues its work to match the Association's needs, to provide oversight into the financial workings of the Archive whilst giving the Archivist the necessary degree of flexibility in day to day transactions. It is recommended that the full Ten Year Plan is read to flesh out these recommendations and the underlying *rationale*.

Finally, and most importantly, it secures funding for the ten year period, giving confidence to the team that the ambitious Ten Year Plan can realistically be achieved.

Appendix C

The Austin Seven Archive Ten Year Plan

This document lays out an ambitious but achievable plan for the further development of the A7CA Archive to a standard that reflects the quality and importance of the collection.

Introduction

With a new team in place working in the Archive, a ten-year plan will help both the Archivist

(and friends) but also the members of the clubs who support the A7CA and in particular the Archive itself. It is easy to get overwhelmed with the volume of tasks and setting priorities and timescales increases progress.

A plan also informs funding and fund raising.

The plan will evolve over time as a result of rolling review when the A7CA's goals, the users' needs, available resources and/or the context change.

Aims

The aims of the Archive are:

- To acquire material for the Archive that enhances the existing collections and expands areas not well represented.
- To look for opportunities to develop new collections that further understanding of the Austin Seven.
- To develop a collection that illustrates a range of perspectives on the Austin Seven including but not limited to its engineering, industrial and social significance.
- To preserve and conserve the collections for future generations.
- To actively disseminate information from the Archive.
- To provide free and open access to the Archive and give support and guidance on using the collections to those who need it.
- To provide opportunities for rigorous and in-depth research.
- To share information and resources with partner organisations.

1. Where are we now?

- 1.1. The current work on the Archive commenced in 2016 after concerns arising from a burst pipe partially flooding the previous Archive room. As a result, a separate Project was set up to digitise as much of the Archive collection as possible to secure it against catastrophic loss. The Project also included work to catalogue the collection and build a dedicated web site where the digitised materials could be shared.
- 1.2. That initial work is now largely complete and the more straightforward items in the collection have been dealt with. Going forward, challenges will be different, items to be digitised will be less easy to classify (eg magazine articles, individual photos, publication related to the A7 but not specifically focused on them) and may not be suitable for publishing on the web site (eg books). However, these items all need to be catalogued so their existence is known about and those interested can use them in research and study.
- 1.3. Similarly, as a result of greater publicity of the collection, there is an increased stream of donations from supporters and this, along with a more 'proactive' acquisition policy aimed at aspects of the collection that are underrepresented, means a backlog in the work of cataloguing and digitisation.
- 1.4. The focus on the Centenary and other associated reasons, has resulted in a backlog of a number of documents and photos at risk needing conservation and protection for the future. Making progress in this area will be the significant task in the next year or two.

2. Strategic context: the objectives of the A7CA and how the Archive fits in

The following is an extract from the A7CA constitution:

- 2.1. To promote co-operation between clubs and groups having active interest in the pre-war Austin Seven.
- 2.2. To provide a National body to represent and protect these interests.
- 2.3. To co-ordinate the activities of the Association's Member Clubs, groups and Associates
- 2.4. To keep and maintain a Register of cars.
- 2.5. To keep an Archive of Austin 7 related materials

3. Who is the Archive for?

The Archive's audience is worldwide with widely differing interests, ranging from the Austin 7 for its own sake (the marque or a specific car) through to everything that it represents about our past. Some of their needs are already catered for elsewhere. There are many other collections of relevant material, but these are rarely accessible to the majority of Austin 7 owners. The Archive attempts to fill that gap as far as possible.

Motivations for ownership/interest	What they might want from the archive	What could the Archive offer?
Family connection: <ul style="list-style-type: none"> • particular car handed down • "my Dad had one like this" 	History of a specific vehicle– "find my car"	Signpost to other resources eg Chassis Register, DVLA, A7CA website etc
"Fettlers": undertaking projects/engineers	Technical specifications eg original drawings, handbooks and parts lists Information to support restoration problems	Easy access to relevant and specific background information; signposting to other resources
Social history: <ul style="list-style-type: none"> • first "car of the people" • part of a particular period eg 1940s, 1950s 	Primary and secondary sources around historical social significance	Easy access to information; signposting to other resources
Emotional connection: in love with the look/personality of the car (eg the influence of Brum)	Basic introduction to the history and significance of the A7	Basic introduction with links to selected items in the online Archive; signposting to Centenary resources
Vintage enthusiast: owns multiple vintage cars/bikes and the A7 fills a "slot"	Information about marques, models and variations	Signposting to existing resources; encouraging the development of resources to meet needs
Driving: trials/racing/driving tests/tours/rallies/long distance runs (much wider age range)	Great drivers (including modern day) Historical development of trialling/racing/tests etc	Awareness of Archive, easy access to information, signposting to resources eg links to clubs; encouraging deposit of photos and journals
Partners/family of enthusiasts	History/background as a way of sharing the enthusiasm eg researching the background to a particular car, basic introduction to history and significance	Basic introduction with links to selected items in the online Archive, easy access to further information, signposting to resources

Transport history/manufacturing heritage	History of Austin, manufacturing and marketing processes, employment history/working lives and conditions	Awareness of the Archive and what it offers, easy access to information eg searchable catalogue
Researchers: academic and citizen historians	Social history/transport history/manufacturing heritage/specific people	

4. How should the Archive develop in the next ten years?

4.1. Location

- 4.1.1. The current location serves us very well in many respects. It is pretty central, it is within an hour's drive of all the current team members, we have a very good relationship with our landlords and, most importantly, it is at a realistic level of cost.
- 4.1.2. The growth of the Archive content and in particular the increasing number of objects rather than paper or photos may force us to consider an alternative location.
- 4.1.3. A regular review of the space and its suitability will be needed.

4.2. Museum or Archive?

- 4.2.1. As the profile of the Archive has grown, so has the steady flow of donations.
- 4.2.2. As it stands and is expressly stated, the Archive does not collect car parts or similar physical items.
- 4.2.3. We are, however already seeing such items being donated and there will come a time when that has to be acknowledged. Currently, the small trickle of such items can be accommodated.
- 4.2.4. An acquisition policy will be developed to underpin and formalise activity.

4.3. Outreach

- 4.3.1. There will be an ongoing strand of work that explores how we can ensure maximum visibility and accessibility of the Archive contents to as broad an audience as possible.
- 4.3.2. The Archivist will continue to use technical support to further develop systems that improve the user experience.

5. Ten Year Strategies

In order to achieve the aims listed above, the strategies that have to be implemented for the archive will include:

- 5.1. Conservation of the existing collection.
- 5.2. Identification and cataloguing of the existing collection.
- 5.3. Where relevant, sharing the collection on the web and in other ways e.g. Open Days, Research Days (for specific research tasks).
- 5.4. A list of email addresses exists that was created when people expressed interest in the start of the Archive project. This should be revived and regular emails sent highlighting work and recent acquisitions.

- 5.5. Identifying and filling gaps in the collection in line with acquisition policy by purchasing and donations.
- 5.6. Gathering information from the individuals involved in the A7 story – including oral histories and video interviews.
- 5.7. Acquiring, encouraging and acknowledging donations and loans of material.
- 5.8. Making it easier to access information including enhancing web functionality to support text-based searches of catalogued materials.
- 5.9. To enhance the catalogue system to enable resources to be more easily located within the Archive room.
- 5.10. Enhancing the collection by setting up special interest projects for specific areas of our history including, but not limited to:
 - The Military use of the Austin 7.
 - Role in the democratisation of car ownership in the 1920s and 1930s including the rise of the woman driver and pre-war competition.
 - Post war competition.
 - 1950's social influence.
 - 1960's social influence.
 - Austin Sevens in wartime.
 - The growth of clubs.
 - Marine use of the engines.
 - Reflecting and raising awareness of the creation of Austin 7 history today (the Centenary is the obvious current example).

6. Timescales

Ongoing

Create priorities and a plan of work each year based on this Ten-Year Plan and other issues that present themselves at the time.

- 6.1. Continue environmental monitoring.
- 6.2. Continue to develop the skills and knowledge of the Archive team.
- 6.3. Continue to collaborate with other A7CA functions.
- 6.4. Recruit and retain a team of volunteers with appropriate skills.

2023 Priorities

- 6.5. Work to resolve infestation and humidity issues.
- 6.6. Audit the collections to identify any items at risk.
- 6.7. Further develop the catalogue by adding location and accession number.
- 6.8. Catch up with cataloguing and publication for the Online Archive and reduce the backlog of items not destined for the Online Archive needing cataloguing.
- 6.9. Expand and improve storage facilities, both shelving and for individual items.

- 6.10. Open the Archive to researchers the second Thursday of each month.
- 6.11. Implement A7CA plans to develop an online gateway to resources associated with the 2022 Centenary.
- 6.12. Hold least two formal Archive Open Days with speakers and presentations exploring aspects of the Archive's collections (spring/ autumn).
- 6.13. Complete a 'stock take' of the collection and a re-valuation for Insurance purposes (this becomes an annual task)

2024

In addition to continuing the work started in 2023, additional priorities will be:

- 6.14. Work with other A7CA functions and external expertise to identify the most effective way of providing easy access to the entire catalogue.
- 6.15. Explore ways of increasing the visibility and accessibility of the Archive contents to as broad an audience as possible as the basis of a long-term outreach plan.
- 6.16. Set up a digital accessions register.

7. Budget

7.1. Conservation and Restoration

Conservation is a costly and specialised process. Clearly dependent on the nature and condition of any given item but the most recent example was £1,800 spent on the conservation of the Gunnar Poppe photo album. Without the work, the album was unusable and would have deteriorated further. Other items in the Archive need conservation work and it can only be assumed that as the current stream of donations continue and the standards of the Archive continue to be raised, this will be an ongoing expense.

7.2. Archive storage and preservation materials

It is already the case that, with the increase in items held by the Archive as a result of donation and acquisition, storage is an issue. Currently we are sourcing extra shelving units to cope with the additional items. However, more importance now is being placed on the storage of the collection in terms of housing individual items. The team are already embarking on the construction of boxes to hold items in a way that ensures their preservation. Acid free archive quality materials are not cheap but are essential to care for the collection appropriately and ensure it lasts for future generations.

7.3. Acquisitions

For many years the collection was added to by donation and acquisition giving a broad base to the range of items held. A review of the contents has been carried out and it is clear that the collection is lacking in specific areas. One such area is period photos which may reflect social use and sporting use. Sadly, sporting photos and period magazines that contain articles on the Seven are expensive.

7.4. Promotion of Archive contents

In the early stages of the Archive Project, a group of supporters presented a PowerPoint presentation to most of the Austin 7 clubs around the Country. It was apparent that many car owners were unaware of the Archive. Although the high standard and popularity of the Pop-up Museum at the Centenary Rally in Moreton in Marsh was a game changer,

awareness-raising will continue to be needed, particularly among the many new owners joining the community and academics with related research interests. A high profile for the Archive leads to its support in a number of ways, not least because it encourages donations from individuals.

7.5. Access to Archive contents

The community of Austin 7 owners is worldwide and, as such, personal access to the collection will always be impossible for some people. Indeed, even those based in the UK, should they live, say, more than 50 miles from its location, would think twice about visiting in person. Therefore, our priority must be to improve online access to the collection, offering digital resources of items held where possible and enhanced access to a comprehensive catalogue that will give an understanding of what is held in total.

7.6. Priorities

For the past few years, resources available to the Archive have been small and as a result, there is a backlog of work cataloguing and publishing newly acquired materials. With the enlarged team priorities are seen as improving storage facilities to ensure items are stored in a safe and appropriate manner; a more ordered approach to location attributes in catalogue entries; digitising, cataloguing and publishing.

7.7. Insurance

It has become apparent that the Collection has not been valued for Insurance purposes since 2014. This is now a matter of some priority. It was not able to be completed in time for the 2023 renewal and must be prepared in time for the 2024 renewal. It is likely to result in a significant increase in premium as the value of existing items will have increased and there has been much added to the collection in the interim. It may be necessary to seek Insurance quotes from more specialised brokers.

7.8. Budget Implications

The Archive will require appropriate investment if the Association wishes to achieve all this.

8. Recommendations

- 8.1. That the Association accepts and commits to a Ten-Year program for the Archive as laid out in this document.
- 8.2. That the Archivist presents priorities and a plan of work for the following year at each Annual General Meeting.
- 8.3. That a formal review of location of the Archive is undertaken by the Archivist every three years, who will submit this to the full committee for discussion.
- 8.4. That the Association accepts that funding will be needed to ensure the delivery of the planned work over the ten-year period. That is conservatively put at £20,000. That gives a not unreasonable average budget of £2,000 per annum. (NB. this does not include the annual rent of the Lubenham room, or insurance of the collection which fall outside of the operational budget of the Archive).
- 8.5. That all funds advanced for Archive use as determined by the approved acquisition policy are ring fenced in the association accounts and clearly reserved for Archive use.
- 8.6. At the commencement of this plan, that the £20,000 recommended should be put aside in various interest bearing accounts, enhancing the income for the Archive. This should be done with recommendations by the Association Treasurer.

- 8.7. That it continues to be recognised that the Archivist needs to control Archive expenditure in a timely manner especially around acquisition and conservation.
- 8.8. Given 8.7, when considered necessary (including decisions the purchase of significantly expensive items in excess of the annual budget approved in the annual acquisition policy), opinion will be taken from the Officers of the Association. To support this, the Archivist will develop and publish an acquisition policy which will be submitted for consideration and approval by the A7CA committee.
- 8.9. That the Archivist will work within the agreed budget over the Ten-Year period and the Association Treasurer will monitor the Archive expenditure and advise the Archivist accordingly.
- 8.10. That a full account of expenditure shall be submitted as part of the Annual General Meeting report so ongoing expenditure can be monitored by the full Committee of the Association.

Appendix D

Proposal for an Editorial Committee

Background

Two issues into the job of editor and I'm grateful to the positive comments I have received on those issues. However I'm also aware that this feedback is rather general and none of it so far is at all critical. I may be doing everything right and have a gift in providing a magazine that is perfect for everyone (but I very much doubt it)! The content, layout and delivery of the magazine are all aspects that need constant review but I'm aware that there is no mechanism for this other than an ad hoc comment here and there. So this is a proposal for better, more formal review and consequent improvement of the magazine.

Proposal

I would like to convene an open Zoom meeting to include the following Association Officers: Chairman or Vice Chairman, Advertising Officer, Distribution and Back-issues Officer and Archivist. Other officers and club representatives would be most welcome to attend (along with a potential successor to the Editor's post ...in due course). The page artist and printer could also have an input but as contractors I think they might be invited for specific agenda items as necessary.

The main business of the meeting would be to conduct a detailed review of recent magazines and to agree changes in future direction, format and delivery.

I don't want to burden people with meetings and believe that this should be an annual event held a few weeks before the AGM so that a detailed report can be presented. It has the added attraction of relieving me of composing an Editor's report!

Howard Wright (Editor)