



# THE AUSTIN SEVEN CLUBS' ASSOCIATION

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



## Committee Meeting

held on Zoom

Tuesday 3<sup>rd</sup> October 2023

### **Present**

David Cochrane  
Nick Salmon  
Paul Lawrence  
Chris Roberts  
Howard Wright  
Peter Hales  
Roger Brown  
Gordon England  
Howard Annett  
Sarah Mason  
David Mawby  
Paul Maulden  
Roger Ballard  
David Aylmore  
Hugh Barnes  
Andy Lowe  
Roger Price  
Mike Luff  
Ruairidh Dunford  
David Charles

Chairman / Pram Hood Register  
Vice Chairman  
Secretary / Cambridge A7&VCC  
Treasurer / Bristol A7 Club  
Editor / South Wales A7 Club  
Registrar  
Webmaster  
Archivist  
Austin 7 Owners Club / Magazine Distribution  
Advertising Co-ordinator / Cornwall A7 Club  
Insurance Liaison  
Norfolk Austin 7 Club  
Dorset Austin 7 Club  
Devon Austin 7 Club  
Cambridge A7&VCC  
Midlands Austin 7 Club  
Online Austin 7 Club  
Vintage Austin Register  
Scottish A7C / GE Register  
Special Register

### **1. Apologies for Absence**

Phil Baildon  
Roly Alcock  
Rick Bishop  
Peter Lawson  
Chris Blower  
Jim Blacklock  
Charlie Plain Jones  
Chris Charles  
Nigel Barfoot

Historian  
Hereford Austin 7 Club  
Midlands Austin 7 Club  
Essex Austin 7 Club  
Bongtree Club / Van Register  
Arrow Register  
Historic 750 Formula  
IT Consultant  
Austin Ex Apprentice Association

### **2. Introductions**

A roll call was conducted, and attendees identified.

### **3. Minutes of Last Meeting**

Minutes of the last Meeting were agreed as an accurate record (1<sup>st</sup> David Charles, 2<sup>nd</sup> Nick Salmon)

#### 4. Matters Arising

- a) DPWA70 club - request to produce .pdf of A7CA Magazine due to rising costs of postage, update from DC

This has now been withdrawn by the DPWA70 club as the Association pay all the postage costs. If a club did wish to raise this issue again they should submit a proposal to be considered by clubs at a future meeting. However, we do need to think about what our strategy may be in the future when clubs may not post their own magazine so will be reluctant to post the Association Magazine to their members. Maybe something similar to the FBHVC model whereby each clubs declares how many members they have and pay accordingly. Each club gets a limited number of hard copies of the magazine and the rest are distributed via an email link to the website – No action required now.

- b) Stanley Edge Memorial stone - update from contacting NT Ranger from DC

David Cochrane has tried to contact the National Trust Ranger but had not received any response yet.

***Action: David Cochrane will chase the National Trust and John Stubbs, Chairman of The Austin Motor Company Ltd (Electric Cars).***

- c) Publicity Officer update - covered under Business Agenda
- d) Archive Team - update on Financial Addendum to 10-year plan, covered under Business Agenda
- e) Editorial Committee update - covered under Business Agenda

#### 5. Officer's Reports

##### **Chairman – David Cochrane**

Not so much to report this time! We are very pleased that we have had an applicant for the new post of Publicity Officer – there will be more details about him later in the meeting and we will vote on whether to co-opt him prior to being ratified at the AGM in April. Also joining the team soon will be Sarah Mason, taking over from Ruairidh as our Advertising Manager. We owe Ruairidh a very big vote of thanks for looking after this vital role for the past 6 years, and for introducing the idea of regular small increases which keep our advertising revenue more or less in line with inflation. Fortunately we shouldn't be losing him as an Officer for very long as we hope that he'll be taking over as our Secretary when Paul retires at the AGM.

Vice-Chairman Nick has been working on adjusting the publication dates of the magazine in order to make its appearance coincide better with some of the Clubs' own magazines. This will mean that many members will be more likely to receive each issue sooner than previously. Although this has been approved by most of the Clubs, it will be formally proposed and voted on later in the meeting.

Our Treasurer Chris Roberts is working on a system to ensure that all expenses and expenditure is controlled and authorised in a more rigorous fashion – more about this later.

Roger our Webmaster has been busy tidying up our website so that most of the personal information which is currently displayed has now been deleted; this is because of data protection considerations, and anyone who can access the website is very unlikely to need to know postal addresses.

This year the Guildtown rally in Scotland was held on the same weekend at the beginning of July as the Beaulieu Austin 7 rally, and it seems that this is again going to be the case next year. With so many weekends during the rally season this seems to be a pity, because although they are about 500 miles apart, there are a significant number of people living in the middle of the country who would like to attend both of them. One of the things that the Association was set up to do was to help co-ordinate the various events organised by member Clubs, and for very many years this was carried out by our Events and Projects Co-ordinator, Bernard Griffiths. Perhaps we should think about re-instating this post?

**Comments:**

None

**Secretary – Paul Lawrence**

Nothing significant to report which has not already been covered by the Chair or will be picked up during the meeting.

**Comments:**

None

**Treasurer – Chris Roberts**

**The Accounts can be seen at Appendix 1**

**Quarter 3 - 2023**

Main news for the 3rd quarter is the payment by RH Insurance of their last years advertising bill and of the sale of binders. No archive spend gone through the accounts whilst the budget remains to be agreed.

Once the numbers for 2023D magazine are fixed I will be raising the invoices for the years subscriptions and magazine costs for Members and Associates. This is likely to be during October in line with previous years.

HMRC were supplied with the information they requested for VAT exemption in July in time to meet their deadline. Nothing further received from them since

Cash Balances as at 18/9/23

Lloyds            £24128.67

PayPal           £14.49

Centenary      £5037.16

**Comments**

A conversation took place about the payment of expenditure that has not been agreed at a full committee meeting and the following was agreed (1<sup>st</sup> Nick Salmon, 2<sup>nd</sup> Roger Brown):

**Interim arrangements** for signing off expenditure that has not been agreed at a full committee Meeting:

1) Up to £100 requires written approval from **one of the following Officers:** Chair, Vice-Chair or Secretary

2) Over £100 but under £1000 requires **written approval by two of the following Officers:** Chair, Vice-Chair or Secretary

3) Over £1000 requires written approval by **three of the following Officers**: Chair, Vice-Chair and Secretary

(if one of the above Officers is unavailable another Officer may deputise for them)

***Action: Nick Salmon to put forward this proposal for the next committee meeting for full committee approval.***

### **Advertising Manager – Ruairidh Dunford**

I am delighted to report that Sarah Mason is now in a position to take over this role. We will work together on the job of sending out the renewal letters for the coming year in the next few weeks and have a final hand over for 2024A.

Many thanks to Sarah for stepping up and continuing this work.

### **Comments**

None

### **Archivist – Gordon England**

The summer has been a quieter time for the Archive team. We have still been cataloguing and sorting items in the Collection and the Harding collection of photographs has taken up time with finishing the scanning and starting to catalogue them.

We are making progress with identifying and cataloguing items already in the Archive. This has included books, magazines and clippings, correspondence, and photographs. Needless to say, there is a lot more work required on this task. As part of this process, items are being moved into more suitable storage medium, wallets and boxes in particular. Some of the items like the oversize Austin Company brochures will need individual wallets making to preserve and protect them, and we will be ordering some even thinner card to be able to make these.

The first box for the improved storage of the Gladys de Havilland album has been made in the thinner card and is much improved. There will be a box making day for other items during September along with the second Thursday Open day. Open Days – and hopefully box making days – will continue for the rest of this year at least.

We are also working on an acquisition and disposal policy to help guide the Archive when trying to add to or remove from the collection.

There was a lot of discussion at the previous committee meeting about archive funding and the intentions of the Ten Year Plan. It might be sensible to make some statements regarding the handling and location – security of funds.

To be completely clear the Ten Year Plan “fund” is an allocation on paper of reserves of the A7CA. There was not and will not be any separation of this money from general funds and it remains in the care of the Treasurer.

After discussions with a number of people, an addendum to the Ten Year plan has been written and circulated with this report. I am asking that the committee vote on this addendum.

In addressing the overall finances for the Ten Year Plan, I realise I need to clarify what is happening and what is included in this year’s spending plans.

Item	Description	Amount
1	Purchase of items for the Archive	£1124.28
2	Conservation materials	£404.32
	Total to date	£1528.60
3	Expected spend to year end – conservation only	£580.00
4	Archivist expenses – see separate note	£185.44
	Total to year end	£2294.04
5	Annual budget years 2- 10 revised	£1967 pa

### **Comments:**

None

### **Editor – Howard Wright**

Two items of business for my report.

Firstly is a formal proposal for an Editorial committee that will be covered under a separate agenda item.

Secondly is an update on work to create an index for the magazine. After consulting with several computer literate people a consensus was... that rather than try and devise a procedure and format for an index, it would be easier and more useful to scan the whole collection of Grey magazines into searchable pdf files.

So I contacted a firm (the top hit in a Google search) for a quote. I felt that, at around £1300, destructive scanning (ie one set of magazines would be de-stapled) to provide a full set of pdf files would be worth bringing to the committee for discussion. The company have offered to provide a free sample of one magazine. I am currently waiting for David Charles to confirm we have a full set of de-stapled magazines and Chris Charles to comment on storage capacity and where we might keep the files.

One issue that will need to be resolved is how we maintain the currency of new issues of the magazine. Restricting access to the scanned magazines (until they are a year old) could be an answer but it might still impact on back issue sales.

I value the committee's advice on whether or not to progress this and bring a formal proposal to the next meeting.

### **Comments:**

A conversation took place where it was discussed that two paper indexes already existed but the format they were in made it impossible to manipulate the data within them. The prospect of having copies of all the magazine in electronic format, which could be searched on a word, would be an excellent idea, particularly for those wishing to do research. Discussions were had about how it would be made available to others, but it was decided that initially it should be done and how it was made available could be sorted out later. A discussion was had about the need to remove adverts etc, but it was pointed out that they were already public documents meaning it was unnecessary to remove adverts and the like. It was discussed if the scanning could be done in house without paying others to do it but the consensus was that this would be too great a task for volunteers to do. Howard Wright will get some competitive quotes for this work to be carried out.

***Action: Howard Wright will put forward a proposal to the next meeting about creating a searchable electronic version of the Association Magazine back catalogue. The proposal is to include what the 'system' will be that comes out at the end i.e. how it will be used.***

## **Registrar – Peter Hales**

Thank you to all that have contacted me with updates of queries.

The activity this year has certainly been lower than last year but there has been a steady flow of updates and new cars to record.

	New Cars	Updates	Inquiries
June	3	0	18
July	3	2	9
August	6	1	12
September	2	1	14
	14	4	53

This brings the total number of records on the Register to 12524

To help make the register a usable data set the standardisation of formatting and naming continues.

In the Autumn I plan to make contact with the different model registrars to align our lists.

### **Comments:**

None

## **Webmaster – Roger Brown**

Figures attached (*Appendix 2*) show a steady use of our website throughout the past year, as measured by page visits. Chassis Register and related pages remains the single most used area, followed by club information, model details and spares.

The events diary is updated as and when details are received from clubs, but I don't search club websites for events to add or try to resolve possible time and place clashes between events. This could be a significant task for which I simply don't have enough time and might possibly be set up separately from looking after the website.

At the AGM I was tasked with checking that club details published on the website are up to date in content and reflect current concerns about privacy. I have attempted to email all clubs on the website, details of the outcome to date are also set on the attachment. A few of the published email addresses failed, listed below are on the News page of the website. I ask anyone who can help with better details to contact me.

Austin 7 Owners Club (London)  
(A7OC) Portway (North Hampshire) Group  
Devon Austin 7 Club (DevA7C)  
Austin Bantam Society (ABC)  
Austin 7 Coupe Register  
Beds & Herts Vintage & Classic Car Club (BHVCCC)

### **Comments:**

A conversation took place in which it was agreed that there were huge benefits in directing new Austin Seven owners to their local clubs via the club details on the Association website.

Howard Wright said he needed to know by 17<sup>th</sup> November the club details to be published in the 2024A issue of the Magazine. Howard and Roger will liase over this matter.

## Insurance Liaison officer – David Mawby

I have had quite a few complaints about premiums going up with RH. Emma Airey phoned me regarding losing Austin 7 renewals from people who have been going elsewhere to get cheaper renewals, although they may not be getting such good policies. I will be having a meeting with Emma and some of the Underwriters to see what can be done about this. There have been issues such as cars being missed off and delays in getting annual notices out, although this seems to be getting better now.

One question is whether we all need the ‘add-ons’ such as automatic European breakdown cover and salvage free of charge following a write-off. We don’t want to lose our policies because some of the things we have are good (which is why all RH brokered policies have to be put through ERS as they have agreed some of our benefits we have). I will be talking to Emma about these issues and discussing if we need all the elements or just have add-ons if required.

### Comments

David Cochrane said RH had done a good service for the Austin 7 Community and may not be ‘blowing their own trumpet’ hard enough. And people don’t realise what they would be missing if they went elsewhere.

Hugh Barnes raised some concerns about making concessions with RH and thought that we may need to consider putting together a list of our requirements and going back out to the market.

Sarah Mason said that in the South-west they have had discussions on how to ensure that younger people can drive Austin Sevens and RH need to support this aim in a consistent way. Sarah asked David Mawby to flag-up the issue of younger drivers when he spoke to Emma.

David Cochrane said that one benefit of RH is the fact that Emma is visible whilst other companies are faceless.

David Aylmore said people he has been in contact with have not been aware of some of the benefits of RH such as the free salvage following a write-off and admin changes completed free of charge. It may be a question of spreading the word and getting the information out.

Nick Salmon said we were fortunate to have Emma and has long wondered what would happen if she were to depart and if somebody else was brought in there would be a whole new regime we would have to deal with. It’s worth reflecting that some years ago he was told the Austin 7 premiums represented a significant part of RH business. He would be very much in favour of strengthening ties with them, and he does not think we would find a better deal than what we have at present elsewhere, and we should work hard to preserve it and enhance it.

## **6. Business Items**

6a) Personal details of club representatives on Website (Webmaster)

Dealt with earlier in the meeting.

6b) Proposal to adopt Archive Ten Year Plan Financial Addendum *accepted by the committee.*

6c) Proposal to co-opt Steve Earl into position of Publicity Officer *accepted by the committee.*

6d) Proposal for Professional Publicity Support *not passed.* The committee decided to see how the appointment of the Publicity Officer develops before committing to paid publicity support.

6e) Proposal to change publication dates for Association magazine *accepted by the committee.*

6f) Proposal to form an Editorial Committee *not passed.* The committee decide this will be something for each editor to consider and instigate at their own discretion.

6g) Discussion about requirements of Events Officer. It was decided that an *events officer wouldn't be sought* but clubs could be encouraged to talk to each other to avoid clashes if possible, respecting the fact that local clubs were entitled to organise events based on their own requirements and restraints.

## **7. AOCB**

A discussion was had about attendance at Association Committee meetings and whether it should be opened up to more people to attend if they wished. In the past the physical meetings were sometimes attended by club members who were not an official club representative. They were not able to vote and it was always made clear there was only one vote from each club. It was broadly agreed that the Committee meetings were business meetings and therefore attendance should be restricted to those with responsibility for representing clubs.

Howard Annett said 2023D was now in his possession and would be distributed soon.

Howard has more Association magazine binders in stock.

Gordon England said they are thinking about what they can do for an Archive Open Day in the Spring and the invitation to attend the Archive by prior arrangement on the 2<sup>nd</sup> Thursday of each month is still available.

Howard Annett said he does send a few free copies of the magazine out to people such as FBHVC & Gaydon but if anyone knew of anyone else who may be entitled to a free copy to let him know.

## **8. Date of Next Meeting**

**Tuesday 9<sup>th</sup> January 2024 at 7pm**



## Appendix 1

### Accounts Q3 - 2023

Sum of Money	Recipient Purpose							Grand Total	
	Admin	subs	Arch	Mag	Ads	Cent	binder		
Quarter	Payee								
Q123	-£2,561.13	£60.00	-	£2,292.05	-£2,801.47	-£12.00	£276.01	-£7,330.64	
Q223	-£233.87	£4.49	-	£1,508.09	-£3,731.91	£10.95	-	£1,001.52	-£6,459.95
Q323	-£35.00				-£3,473.75	£1,992.00	£37.83	£341.00	-£1,137.92
<b>Grand Total</b>	<b>-£2,830.00</b>	<b>£64.49</b>	<b>-</b>	<b>£3,800.14</b>	<b>-£10,007.13</b>	<b>£1,980.00</b>	<b>£324.79</b>	<b>-£660.52</b>	<b>-£14,928.51</b>

### 001011Q3 Detail (to 18<sup>th</sup> September 2023)

Sum of Money	Recipient Purpose												Grand Total
	Admin	Admin Total	Mag	Mag Total	Ads	Ads Total	Cent	Cent Total	binder	binder Total	Grand Total		
Quarter	Payee	admin	P&P	print	IT	Ads	Ads	(blank)	Sale				
Q323	-£35.00	-£35.00	£771.79	£2,662.00	£39.96	£3,473.75	£1,992.00	£1,992.00	£37.83	£37.83	£341.00	£341.00	-£1,137.92
<b>Grand Total</b>	<b>-£35.00</b>	<b>-£35.00</b>	<b>£771.79</b>	<b>£2,662.00</b>	<b>£39.96</b>	<b>£3,473.75</b>	<b>£1,992.00</b>	<b>£1,992.00</b>	<b>£37.83</b>	<b>£37.83</b>	<b>£341.00</b>	<b>£341.00</b>	<b>-£1,137.92</b>

## Appendix 2

Page	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Year
/home	523	743	543	619	590	568	479	534	533	500	905	1778	8315
/chassis-register/	526	699	472	657	577	485	527	409	395	430	390	327	5894
/chassis-register/regresults/	284	489	296	404	238	342	319	263	263	305	328	270	3801
/member-clubs/	191	168	170	218	214	186	172	192	191	209	197	235	2343
/austin-seven/spares	205	174	101	97	141	162	167	149	120	263	123	94	1796
/shop/	109	512	431	119	94	89	62	63	59	61	37	39	1675
/austin-seven-models/	71	87	87	78	82	93	83	80	77	65	69	81	953
/austin-seven/paints-and-colours/	57	81	62	58	73	80	64	80	60	70	68	68	821
/chassis-register/chassisresults	89	75	75	103	93	41	58	32	43	90	59	62	820
/member-clubs/club-meetings-map/	55	56	46	72	75	57	66	68	62	73	48	79	757
/news/	85	122	80	61	53	73	39	56	35	48	46	27	725
/austin-seven/	67	56	40	57	87	51	46	45	46	61	31	32	619
/chassis-register/tracking-down-my-old-car/	56	66	66	58	48	38	60	34	50	46	48	28	598
/chassis-register/notification-form/	28	79	23	32	33	23	33	62	18	30	22	45	428
A7CA Member club details update													
Clubs emailed 24/08/2023												72	
Email fail												5	
Replies received												19	
Member Clubs page updates												14	
Clubs meeting map updates												7	
Updates promised												2	