

Retired Prison Governors Association

A section of The Prison Governors Association

Minutes of the Committee Meeting held on Tuesday 11th October 2022 at 11.00hrs at the Radisson Blu Hotel, Castle Donnington.

Present:

Graham Smith (Chairman)

Jan Thompson (Minutes)

Harry Brett

Paul Laxton*

Graham Mumby-Croft*

Roger Outram

* G M-C and PL only available for part of the meeting due to PGA Commitments.

1. Apologies.

Ray London

2. Minutes of the Previous Meeting.

The minutes of the meeting held on Tuesday 12th April 2022 were approved. Proposed by: Harry Brett
Seconded by: Paul Laxton and agreed by all present.

3. Matters Arising and Action Points.

Reference	Action	Responsibility	Progress
6.6.20	To continue to explore best practise for content of the website.	Roger Outram	The website is up to date and continues to be a work in progress. Ongoing
9(i).3.21	To update our Rules and Constitution to incorporate the topics highlighted in the Chairmans' email of 12/04/21.	All Committee Members	Completed.
9(ii).3.21	When agreed by the Committee, to send the updates to the PGA for ratification before presenting them at the RPGA AGM.	Ray London/Jan Thompson	Completed. Approved by the PGA at their October Conference.
3(i).4.22	To contact the PGA to find out when their next Rules and Constitution review will be.	Graham Smith	Completed.
3(ii).4.22	To inform all members that they can access the AGM either in person or via Zoom.	Graham Smith	Completed.

4. Treasurers Report - Graham Mumby-Croft

The Treasurer started by bringing the following to the committees' attention:

Please be aware that these are the accounts for the 2021 financial year which finished on the 31st December 2021 and were submitted for audit in March 2022. Due to the fact that this AGM is being held in October 2022 this means that these figures are therefore 9-months old.

Graham stated that the accounts for the year ending 2021 had been signed off by the auditors. The audited accounts show a Start Balance of £14,228.52 and an End Balance of £15,218.76 which showed a surplus for the year of £990.24. He continued to say that 2021 was a stable year for the RPGA finances. Our finances remain in good health and the use of ZOOM to hold committee meetings has proven to be a much more economic method of holding meetings and one that we have continued to use as a way to meet as frequently as required yet at little or no cost.

He continued that he was happy to report that his recommendation to the committee, and to the AGM, is that he sees no reason for the need to increase subscription rates at this time but with the caveat that the overall cost of living increase, and inflation in general, is pushing up costs for printing, stationery and postage - the coming year will undoubtedly see a significant increase in the cost of producing the Newsletter. He continued to say that the main cost of running the association, in fact almost the whole cost, is in the production and publication of The Newsletter. This represents 69.5% of the total expenditure of the RPGA for the year 2021.

The Headline figures for the year were:

Total Income for the year: £5745.00 (Increase of £313.00 from 2020)

Total Expenditure: £4754.76 (Increase of £283.45 from 2020)

Surplus of income over expenditure: £990.24 (Increase of £29.55 from 2020)

Cash Balance at year end: £15,218.76

The Chairman thanked Graham and said we appreciated his work in the preparation of the accounts. The accounts were accepted by all committee members present.

5. Membership Report - Harry Brett

Harry reported that since the 2021 AGM there has been: 17 New Members, 12 Deaths, 5 Resignation and 1 Non-Traceable, giving a current membership figure is 398: only 1 less than this time last year.

The names of the deceased since our October 2021 AGM meeting are:

MEMBERS:

Ron Smith

Muriel Keast

John Childs

Gordon Tweedie

Gerry Fagg (2018)

Mike Watson-Jackson (2019)

Jean Marsden

Alf Kirby

Mel Dickinson

Sylvia Brown

Ken Vipond

Colin Honey MBE

NON-MEMBERS:

Steve Metcalfe
Bob Howard
Linsey Arnold
Dave Gant
Ann Simons
Graham Clark
John Wilson
John Prince MBE
Ifor Smout
Audrey Davies

Harry stated that he was still asking James Bryant for the names of recent retirees on a monthly basis. He then emails the Governor of the relevant establishments to ask them to forward the RPGA forms to those retirees.

Roger asked Harry if he would send him an up-to-date list of the membership and their emails as a pdf document. Harry agreed to this request.

The Chairman thanked Harry for his work in trying to keep the membership figures as high as possible and for the continuity of running the membership.

5(a). Non-Payment of Membership Fees - Harry Brett

Harry told the committee that there are currently 11 names on the membership list who have not paid their membership fees, some for a number of years. He suggested that he takes these names off the labels list that he gives to the Newsletter publishers but sends them a copy of the newsletter himself with a letter to inform them that this would be the last newsletter they would receive unless they 'rejoin' by returning the 'enclosed membership forms'. This was agreed by all present.

Action Point: To address the matter of non-payment of members as agreed at the October 2022 committee meeting. (Harry Brett)

6. Website Update - Roger Outram/Graham Mumby-Croft

Roger stated that he felt we were in the right place/where we should be and also mentioned that the archive section on the website is very good. A discussion took place reference the contributions to the newsletter from regular contributors.

Action Point: To contact previous newsletter contributors inviting/encouraging them to submit more articles for publication. (Roger Outram)

7. Newsletter - Paul Laxton

Paul mentioned that he had emailed a draft copy of the autumn newsletter to all the committee members for perusal and invited them to let him have their comments, along with any amendments. He continued that this edition would be 48 pages and would include an article on the 2022 PGA Conference and also the date of our 2023 AGM. He expects it to be delivered to the membership by the end of October.

8. RPGA and CSPA - Paul Laxton/Harry Brett

Harry stated that there was nothing new to report in regard to the RPGA amalgamating with the CSPA, although he gave examples of a few areas that were happening within the CSPA:

i) A number of staff have been overpaid over a period of time and are now being asked to repay the total amount in three instalments. The CSPA have forged an agreement with the Cabinet Office that the repayments are spread over the same time scale as it was overpaid.

- ii) The first AGM for three years is to be held on the 12th and 13th October 2022 in Kenilworth.
- iii) There is a motion to increase the subscription to £3 with effect from the 1st January 2023.
- iv) Consideration is to be given to a regional structure as opposed to a group structure.
- v) The membership figures are down to 47,500 from 50,000 a year ago.
- vi) They ran two Webinars to over 500 Civil Servants in regard to the McCloud Judgement.
- vii) They are offering a new Travel Insurance Policy from September 2022 which has been agreed by the CSIS.
- viii) They have written to the Prime Minister, Liz Truss, reference the targets set for pensioners: the Triple Lock; Help with the cost of living; Social care, etc.
- ix) Continue their work with partners Age UK, Later Life Ambitions Group and NPC to further pensioner matters.
- x) Continue to argue about digital and financial exclusion of pensioners.

9. Rules and Constitution - All

The Rules and Constitution were amended and updated in 2022. These have been sent to the PGA for ratification at their October 2022 Conference. Once agreed by the PGA they will be put in front of our membership at the RPGA AGM this afternoon for ratification and adoption. Once adopted, the new Rules and Constitution will be sent to the membership via email and also included on our website.

Action Point:

To email the membership with the updated Rules and Constitution and to include them on the website.
(Harry Brett/Roger Outram)

10. AGM

The AGM is due to be held this afternoon (Tuesday 11th October 2022 at 13.30hrs) at the Radisson Blu Hotel and via Zoom. The committee have received a number of apologies but no definite names of attendees, just one member who should be joining via Zoom.

11. Subsequent Committee Meeting Dates - All

A Zoom meeting was agreed for Tuesday 11th April 2023 at 12.00hrs and a provisional date of Monday 9th October 2023 for the AGM, subject to the dates of the PGA 2023 Conference.

12. Any Other Business - All

A discussion took place reference recruiting more members onto the Committee as forward planning for the future. We were all asked to look at the membership list and suggest anyone who we felt may be willing to consider joining the committee. It was agreed by all present that Kevin Billson should be approached. As Kevin was already present in the building, Harry asked him if he was interested/willing to join the committee and he agreed. A further discussion of the committee members took place and all present were in favour of accepting Kevin onto the committee.

Action Point:

To look at the membership list for a further name/s to be approached for joining the committee. (All)

The meeting closed at 12.30 hrs.

Summary of Actions.

Reference	Action	Responsibility
6.6.20	To continue to explore best practise for content of the website.	Roger Outram Ongoing
5(a).10.22	To address the matter of non-payment of members as agreed at the October 2022 committee meeting.	Harry Brett
6.10.22	To contact previous newsletter contributors inviting/encouraging them to submit more articles for publication.	Roger Outram
9.10.22	To email the membership with the updated Rules and Constitution and to include them on the website.	Harry Brett/Roger Outram
12.10.22	To look at the membership list for a further name/s to be approached for joining the committee.	All