

South & Mid Wales Cave Rescue Team

Minutes of the Annual General Meeting on 15th January 2017

Present: Gary Mitchell, Toby Dryden, Jen Hill, Dai Williams, Tom Williams, Clark Friend, Spencer Drew, Kevin Munn, John Roe, Megan Gorry, Sue Goodhead, Julian Carter, Jason Williams, Matt St. Clair, Keith Goodhead, Lisa Boore, Peter Dennis, Paul Taylor, Dan Thorne, Ali Garman, Fred Levett, Richard Hill, David Mullin, Graham Christian, Les Davies, Vince Allkins, Paul Tarrant, Claire Vivian, Morgan Specht, Pete Hobson, Malcolm Stewart, Al Braybrooke, Gareth Davies, Tom Foord, John Lister, Helen Stewart.

Chaired by: Gary Mitchell

1. Welcome The Chairman welcomed everyone to the meeting and explained the new signing in system and the voting cards.

2. Apologies for Absence: Steff Davies, Kelvin Lake, Clinton Small, Brian Jopling, Sue Mabbett, Gary Evans, Piers Hallihan, Victoria Alexander, Kate Humphries, Daf Morris-Jones, Lisa Williams, Simon Pinnell.

3. Chairman – Gary Mitchell

Firstly thank you for voting me in at last year's AGM, it has been an interesting year at the helm. I have certainly learned more about Rescue matters this year than I have in the previous 10+ years that I have been involved with the team. As many of you will be aware 2016 saw us jointly (with SWCC) celebrate 70 years of existence. This is quite a monumental feat; remaining true to what we do best, operating solely on volunteer time, remaining solvent and being in a constant state of readiness 365 days a year – thanks to every member of the team in helping us achieve this.

- We have had a few call outs all with very successful outcomes, some have involved joint working with other agencies which helps to build our knowledge and also shows others what we are capable of.
- Our training program both on the surface and underground continues to ensure we are as prepared as we can be for each eventuality that is thrown at us.
- We have appointed two new wardens during the year, bringing us up to our ideal number of ten.
- We have continued to invest in the best kit and technology that works for us, our multiple stores locations ensures we have good coverage throughout our operational area.
- Our call out list is at a very healthy 160 members plus with a new influx from the Gwent area in recent months.
- Our Executive Committee continues to invest a lot of time, effort and energy in to making things happen behind the scenes, much of which goes un-noticed, I am very grateful to them all for assisting me in carrying out my role as Chair.
- We have worked hard to improve, maintain and enhance relationships with our neighbouring teams & clubs, other agencies that we work with and hopefully with our members.

So all that remains from me is to say a big 'Thank You' to each and every one of you that have contributed to the team in what every way you have been able to. It might be as simple as being available on standby during a call out, attending one of our practices, donating to the team through various methods or it might be holding one of the larger officer roles on the Exec.

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6. Matters Arising

SARCALL update

The Team has adopted SARCALL but only 2 out of the 3 local Police Forces are using it. Gwent will still want a paper back up system so work is being done to try and bring them up to speed. SMWCRT are implementing a phased development, Phase 1 - training, Phase 2 - currently being used by the Wardens as a "heads up" for a call out. Phase 3 will be some form of use within the Team. MR do look at the log so there is the potential for inter team use. We are working on it and with it at this time.

Ali Garman

7. Officers' and Auditor's Reports

Treasurer - Spencer Drew

The accounts were presented to the meeting (see following page).

A good event was held at Whitewalls, there are also some one off donations and applications for grants for next year have been made. Equipment costs were high last year but should be lower this coming year when income will be reduced too. Donations have been very variable in amount but it has all added up. If anyone wants to set up a donation send an email to Spencer. (Paul Taylor added a reminder about Gift Aid too).

Spencer Drew

ACA DipPFS BSc CII CertPFS(DM)

Acceptance of report	Proposed	Peter Dennis	Seconded	Fred Levett
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Auditor

Leighton Thomas had checked the 2014 / 2015 accounts and signed them off. He offered to stay as the Auditor.

Acceptance of report	Proposed.	Ali Garman	Seconded	John Roe
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South & Mid Wales Cave Rescue Team

Draft accounts for presentation to the Annual General Meeting, 15 January 2017

Income and Expenditure Account for the year ending 31 December 2016

		<u>2016</u>	<u>2016</u>	<u>2015</u>
		£	£	£
<u>Income</u>	Donations	4,960		5,255
	Fundraising	1,817		799
	Grants	2,845		2,855
	1st Aid Courses	0		864
	Interest	44		34
	Misc	0		0
		9,666	9,666	9,807
<u>Expenditure</u>	Equipment	2,261		3,814
	Medical & Food	1,687		1,398
	Vehicle	738		354
	Headquarters	1,104		1,569
	Administration	706		166
	1st Aid Courses	0		800
	Other Courses & Meetings	0		110
		6,497	6,497	8,211
<u>Surplus/(Deficit) for the year</u>			3,169	1,596

Balance Sheet at 31 December 2016

		<u>2016</u>	<u>2015</u>
		£	£
<u>Assets</u>	Barclays Bank Current Account	6,718	3,592
	Barclays Bank Deposit Account	0	0
	Vehicle Replacement Fund (Scottish Widows Acc)	11,009	10,965
	Accumulated Funds & Total Cash at Bank	17,726	14,557

Note 1 These accounts will be audited and re-presented to the Team at the next AGM.

Note 2 Current Account higher than normal due to funds needed to pay for four new Cave Links in the coming months. Depending on currency exchange rate all monies over £2,500 will be transferred to the Scottish Widows Account.

First Aid Officer – Jen Hill

There have been no underground rescues during 2016 that have required medical assistance by SMWCRT.

In November six members of the Medical Team met to review our existing drugs list and medical equipment. Some changes have been made to the drugs we carry in the Advanced First Aid Kits and the revised list will be circulated to our Advanced First Aiders.

It was also decided to trial a Pulse Oximeter in our Advanced First Aid Kit 1. This will give an easy visual and audible way to monitor a casualty's pulse rate, as well as quick indicator of any changes. We have also added a Pelvic Splint to Advanced First Aid Kit 1 with the plan to obtain two more, one for each of the Advanced First Aid Kits.

I would like to thank Gary Evans for his support this year.

I am happy to stand again as First Aid Officer for 2017.

Jen Hill

Acceptance of report **Proposed** Spencer Drew **Seconded** Megan Gorry

First Aid Training Co-ordinator Report – Gary Evans

This year, MREW have been driving a considerable number of changes to the way it wants Rescue Teams to manage their drugs and medicines and also has created new guidelines for the delivery of the Casualty Care course in the UK. In order to comply with these changes and to take the opportunity to review our Medical provision as a Cave Rescue Team, the SMWCRT Medical Group met on 19th November to undertake the following :

- Review of SMWCRT Drug List – to comply with MREW guidelines (and therefore insurance) and to review what we carry as a team
- Review of SMWCRT Medical Equipment for Cave Rescues
- Understand the new MREW requirements for Casualty Care Training and ensure we can comply with the new requirements for syllabus, candidate logbooks and new online self-learning modules
- Agree a plan to modernise the SMWCRT Advanced First Aid Course

In total, 98 actions were taken to achieve all the required changes and to re-write our Advanced First Aid Course Manual and the SMWCRT Medical Group will be collectively working through these over the next 6 months.

A Newsletter for all trained Advanced first Aiders from SMWCRT and other teams who rely on us to deliver this training will be issued in the next few weeks, updating them on the changes and what actions they need to take.

Future Advanced First Aid courses will be delivered in partnership with Derbyshire CRO and Team members can attend a course in the area that works best for them.

We are always keen to get new Team Members with an interest in First Aid involved by putting themselves forward to undertake the Advanced First Aid course, so for those that want to renew and those that want to get involved for the first time, the agreed dates for the next three courses are:

- 23, 24, 25 June 2017 - Penwyllt
- 29, 30 June, 1st July 2018 - Penwyllt
- 28, 29, 30 June 2019 - Derbyshire

Note that the first day for each course is an evening session only.

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This has been a busy period for the SMWCRT Medical Group and I would like to thank all those who have given their time to moving this all forward and for their ongoing commitment to deliver excellent Advanced First and Casualty Care Training to Cave Rescuers from SWMCRT and our Partners from other Cave Rescue Teams.

Gary Evans
First Aid Training Coordinator
Warden, SMWCRT

Acceptance of report **Proposed** Paul Tarrant **Seconded** Tom Foord

Communications Officer's Report – Keith Goodhead

TL;DR: Continuing the good story with our Cave Links, at last the wiring of Dan yr Ogof's Longer Crawl, ongoing frustrations with France Phone and yes, we have some Nicola IIIs!

Our four **Cave Links** have performed when required. What more need I say on this except to quote a member of the team after he'd demonstrated them to some Mountain Rescue members on our Joint Practice: "They just worked."

We contributed to a trial from a Welsh cave to a Yorkshire cave, using the GSM 'Text Message' unit. Whilst not completely successful in that goal due to configuration errors in the chain, the exercise confirmed 'local' connectivity to a key point in OFD. The recent OFD Practice also made use of a couple of underground units with a single surface unit; in one instance the Antenna Check showed as "Very poor" but messages were still exchanged.

We have two 1 metre Earth Rods for use in soft ground, e.g. Mynydd Llangattwg; they really do make a big difference with a "Good" Antenna Check changed to "Excellent". If we can't use most of their length however, the plates are still the best option with their greater surface area (...as recently above OFD). Thanks to Paul Taylor of GCRG for that idea.

The current aim is to increase our stock of Cave Links, such that we are 'self-sufficient' (to execute the new Agen Allwedd Inner / Outer Circle search plan requires 6). It is planned that at least two of the new units will be based at Whitewalls, thus enabling the 'early start' of any rescue by local members, should this be called for.

Although not required for 'normal' use, the remote re-configuration of the Routing tables (including via Text Message) is now documented and although theoretically I could do this from anywhere in the world if required, I'd rather train someone locally who can stand in when I'm not available – any volunteers?

The supplier of our **France Phones** won't supply new, or repair our old faulty Base Station so a team member with skills in this area has had a go at fault-finding; some progress has been made but we now have a Circuit diagram to complete the fix. We still have sufficient units for our needs but the older generation Base stations are becoming antiques!

Finally, in **Dan yr Ogof** (after about 20 years apparently) we have the facility to manage 'traffic' through the Long Crawl in the case of a rescue. Thanks are due to Andy and Antonia Freem and a small (!) team for a new cable laid through the Longer Crawl.

We were invited to the **Nicola III** handover at the Mineries (SMCC) on Mendip where some successful basic tests were carried out in St Cuthbert's Swallet. Whilst procuring the required charger, circuit board protection and connections however, the units were in storage at Penwyllt when two units' batteries drained to an unrecoverable state. These were returned and some modifications have been made so they, and the other two units (with disconnected batteries), are now part of the charging / checking regime.

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Training Officer's Report – 2016

2016 has been another quiet year from a rescue perspective. We haven't carried a stretcher on a live rescue for over 3 years! This year's training has seen a focus on working with neighbouring cave and mountain rescue teams. This year's events have been:

- **19th March - Joint practice at Burrington Coomb** with Mendip RO, Gloucester CRG and Midlands CRO.
- **4th June - Daren Cilau** familiarisation and Cave Link exercise, followed by a BBQ / party based at Whitewalls.
- **1st October - SWSARA joint practice** with the four Mountain Rescue Teams covering our geographic area. A round robin of crag and cave rescue scenarios.
- **3rd Dec - Big OFD practice** - 48 attendees undertook two full rescue scenario, evacuating stretcher casualties from Edward's Shortcut.
- **15th Jan - Round robin workshops** at Penwyllt

I've been the Training Officer for the last 3 years. I am therefore stepping down so that new blood and ideas can re-invigorate our training programme. I'd like to thank everyone who has assisted in the organisation and running of this year's programme.

This coming year sees us hosting the BCRC conference, so it's going to be another exciting year.

Ali Garman Training Officer – SMWCRT

Acceptance of report **Proposed** Gareth Davies **Seconded** Claire Vivian

Equipment Officer – Simon Pinnell

(A verbal report (in the absence of Simon) was given by Spencer Drew about need to spruce up the stores for the BCRC conference, but generally stores in a good state with only one or two bits left to tag)

Fundraising Officer – Claire Vivian

Verbal Report - CrowdFunding raised £539.32 and an event at Swansea University raised £261.29. EasyFundraising has raised £225.53, an Up and Under Raffle also raised £60.00. A further £750 was donated from the proceeds of a party. About £1,100 had come in from various sources. Next year there would be the production of a 2018 Calendar to raise funds.

Acceptance of report **Proposed** Julian Carter **Seconded** Megan Gorry

Gary Mitchell thanked all the Executive Committee members who are all volunteers with other interests. He hoped to try and reduce the long list of actions in the Committee minutes and made a request for others with some time and energy to help out.

8. Election of Executive Committee for 2017

Position	Nominated	Proposed	Seconded	Elected
Chair	Gary Mitchell	Dan Thorne	Vince Allkins	Gary Mitchell
Secretary	Sue Goodhead	Spencer Drew	Jen Hill	Sue Goodhead
Treasurer	Spencer Drew	Jen Hill	Jason Williams	Spencer Drew
First Aid Officer	Jen Hill	Julian Carter	Vince Allkins	Jen Hill
Equipment Officer	Vince Allkins	Dan Thorne	Jen Hill	Vince Allkins
Training Officer	Peter Dennis	Ali Garman	John Lister	Peter Dennis
Communications Officer	Keith Goodhead	Tom Foord	Megan Gorry	Keith Goodhead
Fundraising Officer	Claire Vivian	Jen Hill	Spencer Drew	Claire Vivian
Ordinary Member1	Simon Pinnell	Spencer Drew	Jen Hill	Simon Pinnell
Ordinary Member2	Lisa Boore	Dan Thorne	Jason Williams	Lisa Boore
Ordinary Member3	Kevin Munn	Spencer drew	Ali Garman	Kevin Munn
Ordinary Member4	Megan Gorry	Toby Dryden	Julian Carter	Megan Gorry
Ordinary Member5	Tom Williams	Julian Carter	Toby Dryden	Tom Williams
Auditor	Leighton Thomas	Jason Williams	Vince Allkins	Leighton Thomas
Co-option (Mines)	John Lister	Fred Levett	Toby Dryden	John Lister

AOB

1. Date of next AGM meeting Sunday 21st January 2018 at SWCC Penwyllt

Workshops to be arranged for after the AGM as it seemed to be working well this year

2. BCRC/MREW

Paul Taylor raised the issue ref. the continued existence of BCRC as a separate entity or as a subset of MREW. There were a number of discussion points made which are summarised below:-

- Some people are pressing for Cave Rescue (CR) to disappear as an entity
- Some benefits to this but could lead to growth of demands for certification
- For first aid this could be good but how would a value be put on experience (no piece of paper = not allowed to take part in CR)
- Could lead to even fewer people attending CR practices
- MR has produced papers on becoming a Charitable Incorporated Organisation but CR was ignored and there is very little time to put in objections

Graham Christian:-

- BCRC are afraid of being dictated to by outside bodies who know nothing about CR
- Peer reviews are being conducted within CR, are useful tool so teams can say what they can do for their area. Not the same for all teams

SMWCRT are due for a review which may be this year or next

John Lister:-

- SMWCRT has just celebrated its 70th Anniversary and has managed to rescue people and animals for all that time. We have the experience if we don't do it who will?
- This move should be strongly resisted

Keith Goodhead:-

- What would be the implications for our CR team in the absence of BCRC?
- Response was that any group has to stand for caving for the whole of the UK

Could fight for BCRC to stay, could be a subsection like the flood water group. If the need is for BCRC to keep going then help is needed for the various roles on their committee.

If there is no BCRC any team would become directly responsible to MREW and whilst they were for the greater good and for insurance is this desirable?

Insurance is the biggest halt to a Team "going it alone".

AOB (extra)

Les Davies was presented with a framed certificate from BCRC for 25 years' service to Cave Rescue.

Fred Levett was presented with a framed certificate from BCRC for 40 years' service to Cave Rescue.