Cambridge & District Amateur Radio Club

MINUTES
of the
CDARC AGM - Friday 24th January 2025 8pm

Meeting Chair: Peter Howell M0DCV

The meeting was held on-line via Zoom and in-person at Coleridge Community College, Radegund Road, Cambridge, CB1 3RJ. All voting at the AGM was performed by in-person members by raising hands in the presence of the Secretary, or by indicating visually (on camera) or via the Zoom 'raise hand'/'thumbs up' features.

1. **CDARC Chair's Introduction.** The AGM was called to order at approximately 8pm and the Chair welcomed the club members, both this in person and via Zoom, to the meeting. Seventeen members were present and a further eight were connected via Zoom

2. **Apologies for Absence- Bryan – M0IPO**
   The Secretary had received apologies from Steve Platt and Martin Atherton.

3. **Confirmation of Quorum – Bryan M0IPO**
   A total of 23 voting members were present. A minimum of 10 are required so the meeting was deemed quorate.

4. **Approval of Minutes of 2024 AGM - Chair**
   The 2024 AGM minutes were approved unanimously by a show of hands.

5. **Treasurer's Report - Hamish G0GLJ**
   The Treasurer presented his report on the club's accounts for the year.
   Please see Appendix A - Treasurer's Report, and Appendix B - Audited Accounts.

   There are currently 51 members which represents a substantial reduction of -33% from last year. A short discussion followed regarding the possible reasons for this:
   - Last year's increase in subs from £20 to £25
   - Possible difficulty in payment – would DD or online be possible?
   - General move away from 'club' to online type activities by younger people
   - Lack of chase-up letters to unpaid members.

Steve – M0WDN asked why the reserves had not yet moved to a savings account and the Treasurer agreed to progress this.

The Treasurer asked Members to notify him of any changes in contact details and aso thanked the Auditors and Committee for their assistance.

6. **Committee's Report – Bryan M0IPO**
   The Secretary, Bryan Davies, gave a brief report on the club's activities for the year. These included:
   - 23 Club meetings at Coleridge and online. Attendance approx. 70:30
   - 2 Visiting Speakers
   - Visit to Bury Club at Rougham
   - 5 Field days
   - Gliding evening
   - Churches, and Mills on the Air participation

   A summary of training activities during the year is appended to this document:

7. **Appointment of Two Electoral Officers – Peter M0DCV**
   Although there was no more than one nomination for each position open, two Members agreed to serve as Electoral Officers.

8. **Election of New Committee – Peter M0DCV**
   The following candidates were re-elected en-bloc by a show of hands. The new committee comprises:

   - Chair: Peter Howell M0DCV
   - Treasurer: Hamish Roberston G0GLJ
   - Secretary Bryan Davies M0IPO
   - Training Coordinator: Peter Howell M0DCV
   - Events Scheduler: Stephen Gibson M0WDN
   - Publicity officer: Bryan Davies M0IPO
   - Ordinary Member: Derek Howard M0JUV
   - Webmaster: Ryan Suchocki M0RSU

   Nicola Titmus 2E0OIK has stood down from the Committee and was thanked for her contribution.

9. **Setting of Membership fees for 2025 – Hamish G0GLJ**
   The committee therefore propose to leave the membership fees unchanged i.e. Full annual membership fee £25, Family members £5, Country members £10 or Paypal £11 and Junior/student members nothing.

   The members voted unanimously to accept this proposal.

10. **Election of Auditors for 2025 – Peter M0DCV**

At least two auditors, who may not be committee members, are required to inspect and formally approve the Treasurer's accounts. Steve Blunt G8CRB and David Tegerdine G0LRD kindly agreed to serve as auditors again this year. This proposal was accepted unanimously.

11. **Bottisham – Steve M0WDN**

Club representatives have held several discussions with Bottisham Airfield Museum regarding possible future visits and joint activities. The Museum and Cafe open to visitors Wed and Sunday 10.30 am-4pm between Easter to Remembrance Sunday (6/4-9/11/2025). It is funded by special events in nearby field and £5 Museum visitor fee. No fee for cafe or parking or volunteers.

They are keen to have us volunteer to operate our Amateur Radios there when they are open to the public. I hope we can have some Friday evening meetings using the cafe area in the summer and to have some storage space for club kit and an area to operate, as well as a practical morse exhibit for visitors. A regular operating "club shack" session there is envisaged if all goes well.

On Friday 14th February 7.30 for 8pm CDARC members, partners and family are invited to a meeting in the Museum's " Flying Tractor" cafe at Bottisham for a presentation on the Airfield's History by one of the Museum's Trustees. Car sharing was suggested for those who do not drive at night.

12. Future Meetings – Steve M0WDN

The task of finding suitable and interesting topics for our regular meetings remain challenging. Steve displayed of calendar for the coming year which has many vacant spaces and asked Members for their ideas and to volunteer to give talks. Tom (callsign?) offered to speak about his work in the Antarctic. Roger G3XBM suggested more social gatherings perhaps in a pub or café.

13. Any Other Business

Derek M0JUV asked for the procedure for individual Members who wished to borrow club equipment other than for club events such as field days. The Secretary replied that while this was generally permitted - even encouraged for newly licenced members – there had been few, if any requests. It was agreed that this needs to be documented and published on the website. In particular, the potential issue of liability for loss or damage needs to be clarified. While much of the equipment is insured, there are concerns about the extent of cover.

Richard G4AWP had previously reviewed the RSGB insurance cover which we obtain via our affiliate membership and warned that this was limited. Henry M0ZAE suggested we consider Eurao.

Closure: There being no further business, the meeting was closed at 9pm.

Bryan Davies – M0IPO
Secretary to CDARC 25th January 2025

Appendix A - Treasurer's Report 2024

Membership

Note, the figures below shown in brackets are for 2023
51 (76) members re-joined or joined over the year:
 Full: 37 (59)
 Full – part payment: 2 (0)
 Country: 5 (8)
 Family: 2 (2)
 Student: 1 (1)
 Honorary: 4 (3)

May I take this opportunity to welcome the new members in 2024
Paul M0WLG
John M7VAH

The 33% reduction in membership is concerning, as will be seen in the accounts.
It would be helpful to the committee to understand why you have decided not to renew your membership, work and distance has been mentioned, there will be other reasons, please let us know.
To those who promised me they would renew "shortly", please do so. If you were waiting for the chasing emails, then I will take some responsibility for not chasing you as often as I did in 2023.

Please can I remind all members to ensure the Treasurer has your current contact details.

Accounts

Please see the Profit and Loss Account 2024 and the Balance Sheet as at 31st December 2024

Profit and Loss Account

The club provides services in exchange for your membership fee.
The membership fee pays for:
 a bi-monthly meeting place during term time at Coleridge Community College
 a Zoom subscription and hotspot fee for those who can't physically attend Coleridge, and for meetings outside term time.
 Insurances for equipment and the committee
 RSGB Affiliation
 2 club callsigns (G2XV and G8EVY) for contests etc.
 Committee expenses
 Paypal expenses
 Energy costs for the running of the HF and VHF SDRs and the remote station

Income and Expenditure of the Operating Costs for 2024, including those expenses from 2023 paid in 2024, show a loss of £209.47
Membership fees (and donations) are our only source of income. To remain viable in the longer term, with the same levels of service offered, the membership must expand back to 2023 levels.
Note: expenses known but not paid for in the financial year (the invoices have not been received by 31st December), are shown later in the Balance Sheet as Current Liabilities.
Moving down through the P&L, we see the income/expenditure for the year's events (CRG rally, Foxton socials in April (swap and sell) and August, donations for MOTA and CHOTA etc.)
The income of these activities exceeded the expenditure from them by £8.53

Finally, the sale and acquisition of club assets, the major expense in 2024 being the acquisition of the TS590SG from the estate of SK G3TAG
Also purchased was a long wire and coax for use in events such as MOTA and CHOTA
The sale was of an IC-703 donated by the estate of SK John Bonner
The above activities have resulted in a loss of £858.83, funded by the cash held at the bank, as you will see in the Balance Sheet

Balance Sheet
Starting with our current assets, you may like to refer to the asset list sheet.
Current Assets now stand at £7580.06 (£6665.16)
Moving on to Tangible Assets (cold hard cash), our balance now stands at £6934.50 (£7708.33).
As mentioned above in P&L, the decrease is due to the reduction in membership fees received and the acquisition of assets. We do not have any Current Debtors
Current Liabilities (as mentioned in P&L)
The outstanding liabilities are the Energy Cost for the remote (£12), received and paid in January 2025
Finally, we do not pay Corporation Tax, please see the Notes.
As you can see, our Net Assets in the 2024 Financial Year have increased slightly from £14142.49 to £14502.56, an increase of £360.07.

Auditors
I'd like to thank the Auditors, David, and Steve, for auditing the accounts and signing them off.

Committee
I'd like to thank the rest of the Committee for their time, effort, and support in 2024.
Membership

I'd like to remind all members that at the conclusion of this AGM, subs are now due.

Hamish Robertson, G0GLJ Treasurer

Appendix B - Accounts

Cambridge and District Amateur Radio Club
Balance Sheet
31 December 2024

2023 £		2024 £	
6665.16	**CURRENT ASSETS**	**7580.06**	
30.00	Assets (Hotspot) for Coleridge Zoom Meetings	30.00	
6580.16	Asset List Items	7495.06	
55.00	Domain Name (Expires 21st Feb 2031)	55.00	
7708.33	**TANGIBLE ASSETS**	**6934.50**	
0.00	Cash at Bank - Lloyds RESERVE ACCOUNT		*0.00*
7627.65	Cash at Bank - Lloyds TREASURER ACCOUNT		*6608.19*
0.00	PayPal		*25.62*
71.56	Cash Box		*291.57*
9.12	Cash in Training (M0DCV)		*9.12*
0.00	**CURRENT DEBTORS**	0.00	
231.00	**CURRENT LIABILITIES**	12.00	
0.00	Cheques Issued in previous year but not yet cashed		*0.00*
31.00	Coleridge Room Hire (karen.chapman@coleridgecc.org.uk) (**£31 Jan-July, £32 Sept-Dec / evening**)		*0.00*
100.00	Energy expenses for Remote TRX and HF SDR RX - M0RSU (**due Dec**)		*12.00*
100.00	Energy expenses for VHF SDR RX - M0WDN (**due Dec**)		*0.00*
0.00	**CORPORATION TAX** See Note 1 and Note 2	0.00	
14142.49	**NET ASSETS as of 31st December 2024**	**14502.56**	

Note 1
From HMRC Business Income Manual 24205
Meaning of trade: Mutual trading and members clubs
Introduction
A club, established by its members for their own social or recreational objects, is unlikely to be liable to tax on any surplus which arises from transactions with its full members. This is because the surplus from such transactions does not arise from the carrying on of a trade. The club, in its dealings with its members, lacks the necessary element of commerciality. It is important to recognise that the reason that there is no tax liability is because the entity is not trading; and not because the transactions are mutual.

Note 2
From HMRC internal manual COTAX Manual
COM23110 - Assessing: CTSA assessments: members' clubs and associations
As a matter of departmental policy, where a club or unincorporated association does not expect its annual corporation tax liability to exceed £100 and it is run exclusively for the benefit of its own members, you should remove it from the obligation to submit a return. Wherever conditions make it possible, subject to any risk factors you may identify, it can be treated as dormant for a maximum of 5 years without being reviewed.

C&DARC Bank Details
Account Name: Cambridge & District Amateur Radio Club
Sort Code: 30-93-05
Account Number: 00103997

C&DARC PayPal Details
treasurer@cdarc.org.uk

Cambridge and District Amateur Radio Club
Profit and Loss Account
2024

INCOME

2023		2024	£	£
£		£		
0.00	Subscriptions 2025 received 2024	25.00		
102.5	Subscriptions 2023 received 2024	20.00		
1.38	Donations received from previous year	0.00		
1.38	*PayPal*		*0.00*	
103.88		**45.00**		
	Subscriptions			
	Full (37)		*863.95*	
	Country (5)		*50.00*	
	Family(2)		*10.00*	
1260.00		**923.95**		
1363.88	**Operating Costs 2024**	**968.95**		
52.35	Rallies	41.30		
52.35	*CRG Rally - Bring and Buy Commissions*		*41.30*	
24.00	Training	0.00		
24.00	*Foundation*		*0.00*	
24.00	*Course ()*			
	Intermediate		*0.00*	
	Advanced		*0.00*	
27.47	Donations	138.67		
-1.03	*Paypal*		*0.67*	
22.50	*Cash*		*26.00*	
22.50	*CRG Rally Donations*			*26.00*
26.00	*Bank*		*112.00*	
1467.70	**Income (exluding Sale of Assets)**	**1148.92**		
800.00	Sale of Assets	290.00		
2267.70	**Total Income**	**1438.92**		
-1408.73	**SURPLUS/-LOSS (Income over Expenditure)**	**-858.83**		

EXPENDITURE

2023		2024	£
£		£	
127.65	Expenses 2023 paid in 2024	31.00	
97.65	*VHF Remote*		*0.00*
30.00	*Coleridge Room Hire - December 2023*		*31.00*
127.65		**31.00**	
785.05	Friday Nights	812.88	
454.00	*Coleridge Room Hire*		*533.00*
43.17	*Zoom Subscription - Monthly - Jan, Feb, Mar (Brian M0IPO)*		*0.00*
143.88	*Zoom Subscription - Annual (renew March)*		*155.88*
84.00	*Hotspot SIM*		*84.00*
60.00	*Visiting Speaker*		*40.00*
315.33	Insurance	266.54	
152.00	*Committee Indemnity Insurance*		*147.00*
163.33	*Equipment Insurance*		*119.54*
61.00	RSGB Affiliation	68.00	
40.00	Licence transfer - G2XV and G8EVY	0.00	
11.55	Committee Expenses - Postage	0.00	
0.00	Paypal Charges	0.00	
0.00	Remote Station Energy Costs	0.00	
	HF Remote		*0.00*
	VHF Remote		*0.00*
1212.93		**1147.42**	
1340.58		**1178.42**	
0.00	Rallies	2.29	
	CRG Rally - Expenses (Sticky Labels)		*2.29*
104.66	Social Events	79.15	
97.50	*Village Hall*		*45.00*
7.16	*Catering*		*34.15*
20.38	Training	0.00	
20.38	*Foundation*		*0.00*
18.25	*Hire of Foxton Village Hall ()*		
2.13	*Attendee refreshments ()*		
	Intermediate		*0.00*
	Advanced		*0.00*
281.09	Donations	90.00	
1746.71	**Expenditure (excluding Purchase of Assets)**	**1349.86**	
1929.72	Acquisition of Assets	**947.89**	
3676.43	**Total Expenditure**	**2297.75**	

Cambridge and District Amateur Radio Club
Asset List
31 December 2024

Asset	Date Acquired	Description	Manufacturer	Model	Serial Number	Current Value (Secondhand)
107	15-Mar-10	Paddle key, black base	Bencher		122116	£130.00
108	15-Mar-10	Straight key	Admiralty	Type D	Ref10A/73/73	£180.00
112	15-Mar-10	PSU 25A	Manson	EP925	9250952	£70.00
137	15-Mar-10	Power meter	Daiwa	NS660P	J06286	£75.00
142	15-Mar-10	HF transceiver & mic	Yaesu	FT840		£350.00
143	15-Mar-10	PSU 12V/25A	Manson	EPG25(EP925)	92517367	£70.00
144	15-Mar-10	ATU	MFJ	948		£150.00
174	19-Oct-12	PSU 20V 25A	Palstar	PS30M	G521181136	£50.00
176	19-Oct-12	Dummy Load 50W	Comet	D21M		£25.00
179	3-Dec-14	HF/6m Transceiver	Yaesu	FT-950	2N820121	£750.00
182	2021	HF Remote Receiver KiwiSDR	Kiwi			£400.00
183	2021	VHF Remote RX Kiwi + transverter	Kiwi			£400.00
184	28-Sep-24	HF/6m Transceiver	Kenwood	TS590SG	B6A 10003	£850.00
185	NEXT 1xx NUMBER FOR ALLOC.					
228	30-Apr-12	Antenna	Moonraker	SPX-200		£25.00
229	30-Apr-12	Mast, Aluminium	Moonraker	LMA-L		£100.00
230	31-Jul-86	Ant 55 element 1296MHz	Tonna			£100.00
234	17-Jul-16	Ant 2m	Tonna	9ele		£70.00
235	17-Jul-16	Ant 2m	Tonna	9ele		£70.00
237	6-Jul-17	Ant 6m & 4m	EAntenna	5070OWA9		£180.00
238	28-Jan-18	H.F. Multi-band Vertical Antenna	DX Commander	Premium Build		£149.00
239	14-Sep-24	160-6m Long Wire with 9:1 and 10m coax	Moonraker	LWHF-160 (SKU: 11-496) Comet 5D2V-10 Coax (SKU: 48-413)		£59.95 £29.95
240	NEXT 2xx NUMBER FOR ALLOC.					
309	15-Mar-10	Tables x 2 folding	Unknown			£27.00
320	12-Apr-18	Folding Gazebo Tent	Gala	3m x 4.5m Gala Shade Pro 40 Gazebo		£600.00
321	NEXT 3xx NUMBER FOR ALLOC.					
418	4-Mar-11	Long reach microscope (20x Magnification)	Duratool 59-020-100	CPC: PY31603		£74.49
419	4-Mar-11	Solder Station	Xytronic	LF-369D		£47.95
420	4-Mar-11	Solder Station	Xytronic	LF-369D		£47.95
421	NEXT 4xx NUMBER FOR ALLOC.					
601	15-Mar-10	Trophy - Davy Lamp	Unknown	Brian Davy		£40.00
605	15-Mar-10	Trophy - Morse Key	Unknown	Wilf Dunell		£40.00
611	15-Mar-10	Fire extinguisher, Powder x 2	ANAF	Halon	1211	£30.00
613	2-Oct-11	Projector & Carry Case	Sanyo	PLC-XR251		£200.00
614	2018	RF u-Tuning Kit for FT-950 etc.	Yaesu	MTU-80/40		
616	29-Aug-22	Webcam & microphone +usb lead	Angel Tube	Streaming webcam		£50.00
617		Grenfield Trophy	Unknown			£40.00
618	02-May-23	Banner - 6' x 2' with eyelets	The Banner Warehouse	Standard 6' x 2' with eyelets		£30.28
619A	21/05/2023	Dell Latitude Touchscreen Laptop	Ebay - dfs339	7490 I5-8350U FHD 16GB 512GB SSD Win 10	6Q941N2	£226.65
619B	21/05/2023	Dell ES1520V Essential Sleeve	Ebay - tick-tech	ES1520V		£17.99
619C	21/05/2023	HDMI Cable - 3m		Amazon Basics		£7.36
620	05/06/2023	Ultra-Compact 4 Channel Headphone Distributor	Behringer	HA400		£25.00
621	05/06/2023	100x Disposable Nonwovens Earphone Covers		Amazon - Baven Bin		£9.59
622	05/07/2023	Yaesu FH-2 Keypad for FT-950	Yaesu	FH-2		£34.95
623	05/07/2023	Yaesu DVS-6 Voice Memory Unit for FT-950	Yaesu	DVS-6		£41.95
624	19 September 2023	Trailer with SCAM mast, rotator cage etc.				£1,500.00
625	12 April 2024	MFJ259 Antenna Analyser	MFJ	259B		£120.00
626	NEXT 6xx NUMBER FOR ALLOC.					
	Total Number of Items: 43					£7,495.06

Appendix C: Summary of training activities

- Five students took Foundation training. Three passed in 2024 and two are yet to take the exam
- Two practical coaching sessions at M0DCV's QTH
- Morse training sessions continuing on Wednesday evenings via Zoom with on-air practice on non-club meeting Fridays