



<u>Cheltenham & County Cycling Club</u>		
	Notes from Committee Meeting held at HFEC on Wednesday 11th December 2019, commencing 19.00 hrs	
	Attendees: Gary Rickards, Jonathan Nicholls, Martin Cain, Clive Lewis, Gordon Smillie, Bill Olver, Sally Reid, Rob Evans, Steve Smith, Tony Payne. Apologies: Simon Boswell	
	The Committee welcomed both Steve Smith (SS) and Tony Payne (TP) to the committee.	
1.0	Previous Minutes	
1.1	A meeting was held on 30.10.19 but primarily covered AGM preparations. Majority of issues raised in previous minutes were completed with anything remaining being raised under the Agenda for today's meeting. The AGM went well with all Resolutions passed, though members attendance was low.	
2.0	Welfare Officer	
2.1	British Cycling accepted RE was a suitable welfare officer as part of club affiliation renewal.	
2.2	New annual Parent Consent Forms to be completed again for the new year and to include reference to the Company name and Number as a footer.	BO
2.3	BO advised RE that the U18 who was attending a group ride recently was ill and did not attend. Future date maybe arranged.	
2.4	TP was not aware until recently on the club procedures for ensuring U18's have a completed PCF and have the nominated adult rider with them. Incident procedures involving the U18 also referenced in the clubs ride etiquette rules.	TP
3.0	Treasurers Report	
3.1	GR still not in receipt of Authorisation Code from Companies House.	JN
3.2	JN had reviewed a few business bank accounts and suggests we just stay with Lloyds. He advised that a new account needs to be set up for the Limited Company.	JN
3.3	JN would like an idea from each Captain on their likely funding requirements for their anticipated activities for 2020 and concerning the centenary anniversary.	ALL
3.4	After discussion, it was agreed that the club secretary should have a petty cash float of £100. GR will just run a ledger and when used will provide receipts on Xero. GR advised that this allowance will also cover other incidentals associated with organising club social or training events.	GR
3.5	Low value club credit card to be considered further once new Lloyds account set up	JN
3.6	GR asked if JN would please pay Don Browning's invoice by this Monday, as they provided credit to the club, to avoid payment from either GR or SR.	JN
3.7	JN handed signed cheques to GR for Xmas bash, BC affiliation and CTT levies. GR to complete.	GR
3.8	JN to arrange for this year's stipend payments of £25 to agreed active committee members. List had been agreed with GR and MC.	JN



3.9	JN to send invitations and instructions to TP & SS to access Xero.	JN
3.10	BO / JN advised the room hire payment to the Exmouth Arms for the AGM had been resolved and paid.	
4.0	Woman's Captain	
4.1	Cash surplus from women's coaching was £175 and to be donated to Sue Rider. SR has club cheque and to pass to Sue Rider. Acknowledgement letter to be sent to GR for file and donations schedule.	SR
4.2	Following discussions, SR happy to organise women's cycle coaching again and assist RE should U18's be involved. TP asked about mixed adult coaching, but it was considered this should be avoided. A separate Male bike coaching session could be offered and be developed. Though SR offered to organise the male coaching sessions, she subsequently withdrew this offer the next day, due to other commitments. MC suggested a subcommittee is formed to progress coaching for males and U18's. CX also a possibility at Pittville.	SR, MC
5.0	Social Plans	
5.1	Nothing currently organised.	
6.0	Race Report & TT Report	
6.1	MC to progress in January and may organise a subcommittee. SR happy to organise the home baked cakes again.	MC
6.2	GR has started updating TT pages. The TT Programme to be finalised during January and review of Risk Assessments. First event planned for Thursday 9 th April.	GR
7.0	Road Captain	
7.1	TP advised he was considering developing some new routes and distances (100 mile) with Simon Boswell (SB). Details to be advised. SS advised that he was a BC Accredited Marshal and we should try and attract some more club members to get trained. Details of a course being arranged by BC in January to be passed on to GR for the newsletter.	TP, SS
7.2	The committee acknowledged that the rides organised by Giles Mockford were not club rides, but his private organised rides. TP to advise him.	TP
7.3	TP had sorted with JN, the purchase of 12 ride leaders vouchers from Leisure Lakes. Review of ride leader's award scheme to be discussed in the new year.	ALL
7.4	TP reviewing how more ride leaders can be encouraged to assist with group rides. TP in receipt of all rider leader's names, who had attended previous club organised ride leader training.	TP
7.5	TP proposing to drop 2 of the 14's rides during a month, and reinstate in the Summer. Proposals to be circulated and if agreed go on website and in Dec newsletter.	TP
	MTB Captain	
8.1	MTB ride etiquette updated on website.	
8.2	CL advised due to lack of MTB members, his priority for 2020 is to try and get more members. Committee support this approach.	CL
8.3	MTB coaching for novice and Intermediate levels during 2019 was very good and will be offered again during 2020.	CL
8.4	CL happy with new club colours for MTB.	
8.5	CL advised he had delivered MTB cards to Leisure Lakes (LL). LL will pass on a club card following sale of a MTB bike.	
8.6	CL advised that the use of MTB E-bikes, will likely attract MTB club members. E-bike Motor power restrictions are established on MTB ride etiquette rules, on the clubs website.	



8.7	CL would welcome any suggestions on how MTB ride leaders could be attracted to offer their support.	ALL
9.0	CX Captain	
9.1	GS to consider options for offering CX coaching at Pittville.	GS
9.2	GS to promote next Western League CX event on club website. Details for newsletter.	GS
9.3	GS reported ongoing requests for event Marshals / Helpers.	
10.00	Membership Secretary	
10.01	BO advised current membership total was 311.	
10.02	BO advised that 84 of the initial 100 Emergency ID cards had been taken up by club members.	
10.03	BO advised all was set up with BC for the new company members to join.	
10.04	The Strength & Nutrition Presentation was well received and good attendance.	
10.05	BO discussed list of Honorary members and those who help the club to receive free membership this new year. Harry Walton, Scott McArdle, Jeff Manners, Chris Booth to be omitted. TP, SB, SS and Graham Maycock to be added. CL to check and advise BO whether Malcolm Tye, Chris Vevers and Rich Preston involved with HONC.	BO / CL
11.00	Newsletter, Social Media, Web site, Members Benefits	
11.01	CL progressing a new Privacy Policy & Statement. Meeting held with GR to review TT data base. Other direct meetings being arranged with Captains.	CL
11.02	RE provided a good summary on progress with the selected centenary year kit supplier – ALE. Elevation kit details were circulated for comment. Show of hands preferred the white window option on the chest, as opposed to light blue. RE can now finalise the kit and to add the 100 year logo to the back at shoulder level. RE hoped the new ALE shop could be open and operational early January. The shop needs to be tried and tested before going live with club members. Operational procedures, costs, subsidies, minimum orders, need to be finalised along with Alex Mackman new role. It was intended that the ALE deliveries would go to his house and he would distribute from there.	RE
11.03	TP advised that Simon Boswell (SB) was looking at options to improve the clubs Programme on the welcome page of the website. CL advised that 'Big Foot' have a good interactive programme. SB also looking at the Contact page, clubs Gmail account. SS to send mug shot to SB.	SB / SS
11.04	GR advised that Graham Maycock (GM) is looking into whether the clubs FB page can be registered under the new company name and not an individual, and if so, what are the implications.	GR / GM
11.05	Events for the December club newsletter to be issued to GR by 18 th December.	ALL
12.00	Any other Business	
12.01	The next meeting will primarily be a follow on from the September Strategy Meeting concerning the future direction of the club and its priorities for 2020. CL to facilitate this meeting. CL to circulate the Agenda for the Strategy meeting.	ALL
12.02	Meeting concluded at 22:05 hrs.	
13.00	Next Meeting	
13.01	To be held on <u>Wednesday 8th January at HFEC</u> from 19:00 hrs to 21:00 hrs (approx.)	ALL