

# Swan **Wheelers** Cycling Club

## Annual General Meeting

### Gawcott Village Hall

**Friday 15<sup>th</sup> April 2016 (19.30hrs – 20.15hrs)**

- **Present** Christopher Wayman, Michael Daly, Peter Coomber, Paul Seaborn, Lucy Seaborn, Stephen Turnock, David Hatton, John Ganderton, Julie Brash & Matt Hoey.

(total number present 10, of a membership of 35, compliant with clause 5(c) of the club constitution)

- **Apologies for absence**  
Paul Scotney, Paul Woodham, Adam Pool, Danny Tomblin & Keith Rose

#### **Committee Reports**

##### **Chairperson (Chris Wayman)**

Chris apologised for not being present and/or available during the preceding months due to a combination of a change to his work commitments and an injury sustained during the year. He thanked those members of the committee for getting the club up & running and establishing two weekly rides. The drop in membership was noted, however, this was to be expected and hopefully would increase during the coming year.

##### **Secretary (Michael Daly)**

Michael advised that the club had renewed its affiliation with both Cycling UK (formally the CTC) and British Cycling. The Cycling UK affiliation provided the club with the necessary insurance cover for our events and our ride leaders, along with a presence on the Cycling UK website/search facilities. The British Cycling affiliation again brought a presence of the club onto their (BC) website and had during the previous year provided the route by which a number of new members had found the club, one of the initial reasons for joining British Cycling (the Club Management Tool) had not proven as “user friendly” as first thought, and therefore the committee would need to review and evaluate the British Cycling affiliation when it comes up again for renewal. Michael advised that the requirements to comply with the HMRC rules for a Community Amateur Sports Club were still being met. Membership of the CTT was briefly mentioned, the committee would need to review the requirements to change both the levels and types of membership and the club’s constitution in order to comply with the CTT rules and regulations. Michael requested that given that one of the matter arising items related to the process of election of committee officials, that this item be brought forward for a vote by the members, this being the combining of the roles of both the treasurer and membership secretary. This was proposal was put to the floor and accepted by the majority of those present.

### **Treasurer (Paul Scotney)**

Paul had unfortunately not been able to make the AGM, and had sent his apologies. A set of audited accounts and report for the previous club year would need to be presented to the committee for incorporation into this set of minutes as an addendum.

### **Membership Secretary (Danny Tomblin)**

Danny had not been able to make the AGM and had sent his apologies via Paul Scotney. A report would be required to be presented to the committee for incorporation into these minutes as an addendum.

### **Ride Coordinator (Paul Seaborn)**

Paul thanked those ride leaders (12 number) that had supported both of the club's weekly rides over the previous year, sometimes at very short notice, to ensure that a ride could go out. The request for ride sheets to be returned to Paul was also made in order that the club had records of those participating in the club events, these sheets would also be used as a means for providing the ride points for the new club trophy (annual club rider of the year) which would commence from this date. Paul thanked Matt for setting up a more user friendly calendar and forum for contacting both the ride leaders and member's. A general appeal was made for more people to step forward as ride leaders in order that the club could look to put on an additional ride per week.

### **Webmaster (Matt Hoey)**

Matt advised that the British Cycling website was also most ready to be "switched off" and with only the official club website being present on the web. The forum was now set-up with a few ongoing maintenance changes, although Matt did request that members changed their user name to a more meaningful tag. Matt confirmed that to date the club had not borne any costs associated with the host addresses etc. required in setting up the club's online presence as these had all be borne by Paul Scotney (as part of the Solstice Cycles sponsorship), for which he thanked him. Web search engines were being reviewed in order to provide a greater hit rate when looking for the club on-line. Matt also advised that the club's social media profile via Facebook, Twitter, and Flickr etc. had been established.

### **Social Secretary/Welfare Officer (Lucy Seaborn)**

Lucy stated that the monthly social meeting (combined with the ride leaders meeting) was very successful and would continue to be held on the last Friday of the month. The annual club dinner had taken place back in January and had been enjoyed greatly by those who attended.

## Election of Officers

The following committee positions were put to the vote of those present

ROLE	NAME	PROPOSED BY	SECONDED BY	MAJORITY (Y/N)
Chairperson	Stephen Turnock	Peter Coomber	Matt Hoey	Y
Secretary	Matt Hoey	Stephen Turnock	Lucy Seaborn	Y
Treasurer/Membership Secretary	Paul Scotney	Peter Coomber	Peter Coomber	Y
Ride Coordinator	Paul Seaborn	Peter Coomber	Chris Wayman	Y
Webmaster	Matt Hoey	John Ganderton	Paul Seaborn	Y
Social Secretary/CWO	Lucy Seaborn	Peter Coomber	Peter Coomber	Y

Following the change in the Chairperson, Chris Wayman stepped down and Stephen Turnock took over the role and continued with the chairing of the meeting.

Stephan opened the meeting back up by personally thanking those members of the committee that had been involved in the setting up of the club the previous year.

- Matters Arising
  - **Ride types** – Although the two weekly rides were established and being well attended it was being noted that on both rides there was a diversity of abilities which was starting to have an effect. The solution discussed would be for the club to have 3 regular rides, however, this would require additional ride leaders. This subject would be a topic for the next social event at the end of the month. The suggestion was also proposed, that on a monthly basis (on the same day as the taster ride) that a “step-up” group be adopted, whereby riders who wished to go out on one of the other rides would be able to. The speeds of the three rides would be Club – none, Medium 14-16 mph & Fast 16+. The ride sheets would be used to monitor the number of rider that were not members in order that the club could comply with the CTC insurance requirements for a maximum of 3 participating rides before being required to join the club. Membership cards would be required to be presented if requested by a ride leader to identify any new member.
  - **Club Trophy** – Michael advised that the club now had a shield to present to the most social club rider (i.e. the person whom participates in the most club rides). A point system based on 3 for being a ride leader, 2 for lantern rouge and 1 for participating would be adopted and maintained by the Ride Coordinator (Paul Seaborn) and posted on the forum/website. The points would commence from today onwards. The shield would be kept by the club at Solstice Cycles with an individual trophy presented to the winner to keep. The winner would also receive £50 worth of gift vouchers for Solstice Cycles. Both the trophies and gift vouchers were very kindly donated by Paul Scotney of Solstice Cycles.

- **Poster Campaign** – Posters had now been put up in Adstock, Tingewick, and Maids Moreton and generally around Buckingham. Pete stated that he would look to see if he could put a poster up in his local doctor’s surgery. Peter also advised that he had put an advert in the free Buckingham Business magazine.
- **Summer Solstice/Club Profile** – Stephen stated that this had been a topic of debate on the rides and how best to achieve this. Posts would be put onto the forum for ideas. General ideas were to increase the number of riders returning to the shop to increase the club presence and our sponsor’s/ Re-create the photo on Brill Hill
- **Any other business** – Stephen asked those present if there were any other items/issues/questions that they wished to raise. No additional items were raised.
- **Close of meeting 20.15 hours**
- **Date of next meeting** - 21<sup>st</sup> April 2017