

SWAN WHEELERS

CYCLING CLUB



Committee meeting minutes

Wednesday 7th February 2018 (20:00hrs – 21:30hrs), The Mitre

Present

Lucy Seaborn (LS), Matt Hoey (MH), Paul Woodham (PW), Stephen Turnock (ST)

Apologies for absence

Paul Seaborn (PS)

Agenda items

1. Review of actions
2. The numbers
3. Closure of Solstice Cycles
4. Annual club survey review
5. AGM venue and agenda
6. Any other business
7. Date of next meeting

Comments, discussions and topics

Number

1	Review of actions Updates on actions from previous meetings can be found in the tables over the page.
2	The numbers PW: Membership at 63 (record level) LS: Club bank balance £1,343.68
3	Closure of Solstice Cycles Following the closure of Solstice Cycles, the committee discussed the various impacts. Website MH has already removed all logos and references from the web site content. Additionally, the keywords for search engines have been updated Banners The two banners owned by the club contained the Solstice Cycles logo. It is not viewed as an urgent requirement to replace them given the shop has closed rather so there isn't a continued benefit to an ex-sponsor by having the logo on there. It was viewed that the banner at the Swan Pool will need a renewal after this winter anyway – that would be the time to remove the logo (or not include it again).

	<p>New sponsor The committee talked at great length about this, considering the various suggested companies that could be approached (Black Pit brewery, Everyone Active) and the current health of the club in terms of finances, resources and members. Traditionally, an amateur cycle club is sponsored by a local cycle shop for two way publicity and a base for the club. So, whilst we are very grateful to Paul Scotney for all his support in getting the club going, the club is more than financially capable of standing and indeed growing on its own without the need to continually keep a sponsor happy. The committee unanimously agreed that the club will therefore go forward into the 2018/19 year without actively seeking out a new sponsor.</p> <p>Club kit The Solstice Cycles logo will be removed from the kit ready for the next ordering window. (MH)</p> <p>British Cycling MH to update British Cycling on our loss of sponsor and see a rebate of the additional money paid for affiliation which is required when a sponsor is in place (affiliation for 2018 was done in November 2017 before the news of the shop closure was announced).</p> <p>Domain Despite numerous requests the club was not able to secure the transfer of the swanwheelers.cc domain from Paul Scotney. The domain does not expire for another 18 months. MH to make one more attempt to obtain ownership and if not, an excellent, if not better than the current domain, alternative was suggested by ST and confirmed on the spot as available.</p> <p>Ride competition The club will honour the £50 voucher for the winner of the ride leader competition, promised by Solstice Cycles, and instead award the winner a £50 Wiggle voucher.</p>
4	<p>Annual club survey review</p> <p>There was shared disappointment that only 23 out of 63 members had completed the survey. However, the committee was very grateful to those that had and the following main points arising from the survey were discussed:</p> <p>Suggestion: More proactive approach to cold weather</p> <p>Committee response: Whilst it was acknowledged this winter has been very disruptive to the rides, the club has a responsibility to its members. We need to balance risk, safety, etc so we will continue with the current approach to weather affected rides. This is not to say people cannot organise themselves at their own risk, should they wish.</p> <p>Suggestion: Continue equinox and solstice rides</p> <p>Committee response: Equinox and solstice rides will be planned for 2018</p> <p>Suggestion: Midsummer evening rides</p> <p>Committee response: We will look to organise these, perhaps on a Wednesday evening when the daylight hours permit</p> <p>Suggestion: Gran Fondos</p> <p>Committee response: There was a low turn out on these rides in 2017, however, the committee agreed to give it another go. Gran Fondos will take place on Sundays in 2018, in place of that group's normal club ride</p> <p>Suggestion: Ride leaders in place two weeks in advance</p>

	Committee response: PS was not here to comment, but the other members agreed this would be beneficial. PW offered to help PS who, as LS explained, is having a very busy time at work.
5	AGM venue and agenda The committee agreed that Prego would once again be the venue for this year's AGM on Friday 13 th April. LS to book and MH to add a save the date to the next newsletter. Free pizzas will once again be provided. As per the approach last year, nominations for committee roles will be via advance, written nomination.
6	Any other business PW suggested the following events: <ul style="list-style-type: none"> - Trip to London Six Day - Derby velodrome trip - SWCC bidons PW to post on the forum for interest in the first two. MH to look into the bidons.

New actions			
Description	Owner	Due date	Comments
Publish revised club rules	MH	28/02/2018	
Publish web acceptable use policy and incorporate into Ts&Cs	MH	28/02/2018	
Remove Solstice logo from the club kit designs	MH	31/03/2018	
Update British Cycling on loss of sponsor and seek affiliation fee rebate	MH	28/02/2018	
Secure swanwheelers.cc or new domain	MH	28/02/2018	
Help with ride coordination, if required	PW		
Book Prego for the AGM on 13/04/2018	LS	28/02/2018	
Put together AGM pack	MH	13/03/2018	

Plan London Six Day trip	PW	31/05/2018	
Plan Derby Velodrome trip	PW	31/03/2018	
Investigate costs for SWCC bidons	MH	28/02/2018	

Outstanding actions			
Description	Owner	Due date	Comments
Aim to recruit more people willing to lead a ride	PS	20/12/2017	
Draw up guidance for the ride leader pre ride briefing to the group	PS	25/01/2018	Revised deadline – dependent on revised club rules
Ask ride leaders to put the route file on the forum as early as possible ahead of a ride	PS	30/09/2017	Include in above

Completed actions			
Description	Owner	Due date	Comments
Arrange and pay for club financed drinks at the Christmas meal	LS	01/12/2017	
Recruit ride leaders for winter solstice ride	PS	10/12/2017	
PS to check with Paul Scotney on BC fee (£139)	PS	31/12/2017	Not done and no longer applicable given shop closure
Write membership offer post	PW	30/11/2017	
Prepare and publish club annual survey	MH	03/12/2017	
Link to membership offer from SWCC web platforms	MH	30/11/2017	
Remove Lee Therapies from member benefit section on web site	MH	30/11/2017	
Ride running indicator on SWCC home page	MH	03/12/2017	
Note AGM meeting date	MH	30/11/2017	
Revise club rules	MH	10/01/2018	Agreed by committee (MH to publish)

Revise web acceptable use policy	MH	31/12/2017	Agreed by committee (MH to publish)
Add potential change of days to bad weather policy	MH	30/09/2017	
British Cycling renewal	MH	30/11/2017	
Web hosting and domain registration renewal	MH	08/11/2017	

Date of next meeting

21 st March 2018
