

SWAN WHEELERS

CYCLING CLUB



Committee meeting minutes

Wednesday 17th May 2017 (20:00hrs – 22:00hrs), The Mitre

Present

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

Apologies for absence

None

Agenda items

1. Review of actions
2. AGM review
3. Renewal process review
4. Social Secretary position
5. Events
6. Rider competition 2017/18 format and prizes
7. Fast ride
8. Group riding discipline
9. First aid kits for ride leaders
10. Rider respect
11. Any other business
12. 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	AGM review The committee agreed the AGM had been well received. Attendance was up 100% on the previous year. We will look to use the same format again next year.
3	Renewal process review This was the first year we asked people to renew online. It has been deemed a success. Only two people out of 51 had issues, with only one of them preferring to pay by cash.

4	<p>Social Secretary position</p> <p>No nominations had been made for the Social Secretary position ahead of the AGM despite MH's communications on the forum and Facebook about the vacant role. An informal statement of interest was made to a member of the committee about the role after the event. However, given:</p> <ul style="list-style-type: none"> - the size of the club - the amount of social events throughout the year - the availability of spare capacity of other committee members <p>meant a motion was carried by the committee to dissolve the role due to insufficient need for the club. The AGM, equinox/solstice rides and any other social events will be organised and managed collectively by the committee.</p> <p>MH to update the web site accordingly.</p>
5	<p>Events</p> <p>The committee agreed upon the following events:</p> <ul style="list-style-type: none"> - Time Trial training on 6th June using the Chackmore to Silverstone course suggested by PW. MH to advertise, PW to provide route file and sign on sheet. - Navigational challenge – postponed until next Easter - Out and back paired ride on 4th July using Gawcott-Preston Bissett loop. Start at the Crown in Gawcott. Objects to pass between paired riders needed. - Summer Solstice on 18th June. Venue is the George and Dragon. - Saturday Special Gran Fondos. To meet at 7:45 at the Swan. Dates are 10th June (back up: 24th June), 8th July (back up 22nd July). - Mountain biking – Phil Metcalf organising - Velodrome – MH has contacted Derby and they can facilitate a 2 hour session. MH to put Doodle poll out with a view to holding in July/August.
6	<p>Rider competition format and prizes 2017/18</p> <p>PS to check whether Paul Scotney would be willing to supply prizes again. A MH to create 'hall of fame' on the web site.</p>
7	<p>Fast ride</p> <p>There haven't been many takers for the fast ride for a while, yet the medium ride is regularly going above the stated 14-16mph band.</p> <p>The committee agreed that a survey on ride speeds should be undertaken and the current leisure/medium/fast bands reviewed using the survey results. MH to put the survey together and advertise.</p>
8	<p>Group riding discipline</p> <p>Lack of structure to the groups persists on some rides with the group stretched out over distance and individuals riding off the front. Ride leaders most communicate to the group on how they should be riding. PS to put together a briefing pack for ride leaders to deliver at the start.</p>
9	<p>First aid kits</p>

	The committee agreed that these are not regularly carried by ride leaders due to the bulky nature of the ones bought by the club and that most injuries are either minor and can be treated once home or require professional help. We will therefore remove from the rules and recommend the ride leaders carry antiseptic wipes and plasters in their saddle packs, but this will be at their discretion.
10	Rider respect Following a couple of incidents with members not providing the expected respect to the ride leaders, the club rules will be revised (MH) and members reminded of them.
11	Any other business None

New actions			
Description	Owner	Due date	Comments
Remove Social Secretary from committee documentation on the web site	MH	19/07/2017	
Advertise TT training evening	MH	31/05/2017	
Create TT training sign on sheet	PW	06/06/2017	
Add events to the calendar	PS	31/05/2017	
Determine supplier of prize voucher for this year's rider competition	PS	19/07/2017	
Create previous years' winners of rider competition on web site	MH	19/07/2017	
Create and advertise ride speed survey	MH	31/05/2017	
Revise club rules	MH	19/07/2017	

Outstanding actions			
Description	Owner	Due date	Comments
Investigate possibility of ten pin bowling evening	JB	22/03/2017	To be reassigned

Plan navigational challenge	MH & ST	-	On hold
Plan velodrome trip	MH	-	Will look to go for a club accreditation session
Draw up guidance for the ride leader pre ride briefing to the group	PS	25/01/2017	
Write blog for web site on NCU placard	PW	No deadline	
Design SW t-shirts and hoodies (and get quote - 20 units)	MH	No deadline	

Completed actions			
Description	Owner	Due date	Comments
Determine venue for Summer Solstice meet up	ALL	31 May 2017	
Put together briefing and video around structured group riding at the AGM	MH	21 April 2017	
Contact British Cycling re new member/renewal emails	MH	31 March 2017	
Write member renewal email text and send to MH	PW	31 March 2017	
Liaise with Prezzo over AGM numbers and order pizzas	JB	21 April 2017	
Engrave rider competition trophy and obtain Solstice voucher	PS	21 April 2017	
Post invite to AGM and reminders	MH	1 April 2017 to 20 April 2017	
Advise members of the "BuckingHam Sportive" on 2 nd April and that our arrangements will remain the same	MH	1 April 2017	
Open and advertise club kit order window	MH	1 April 2017 to 24 April 2017	
Review ride leader statistics since commitment renewal, contact and recruit any replacements	PS	22/03/2017	

Obtain previous bank statements from Paul @ Solstice	LS	31/12/2016	
Set up electronic banking on the club bank account	LS	31/12/2016	
MH to design new membership cards in Word	MH	28/04/2017	

Date of next meeting

19th July 2017