

# Winchester CTC Committee minutes

Held on 13<sup>th</sup> November 2017 at 7:30pm

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## Present (attendees)

Richard Coleman (chair), Sue Coles (secretary), Huw Francis (accounts examiner and welfare officer), Robin Williams (treasurer), Jeremy Mortimer (website), Tessa Valentine (clothing secretary), Carrie Carty (minutes secretary), Andy Key (fast rep), Jim Blackburn (fast rep), Tobias Bauer (medium rep), Stephen Harrison (Sun/Wed medium coordinator), Vicky Smith (Friday coordinator), Steve Cherry (Sat coordinator)

## 1. Apologies

Martyn Wilson (Tue coordinator), Marian Speakman (membership secretary), Julie Byers, (Tue rep) Caroline Maynard (Fri rep), Ian Douglas (publicity officer)

## 2. Minutes of meeting from 17 Aug 2017

The minutes of the last committee meeting held on 17 August 2017 were agreed and signed

## 3. Matters arising not covered elsewhere

- a. Route library - Andy to upload the rides onto the website after they have been quality controlled, including how to ensure the route doesn't show back to your home address. Any good routes to be forwarded to Andy.

**ACTION – Andy to upload routes onto website**

## 4. AGM meeting on 18 Oct 2017 and matters arising

- a. The Cycling UK trustees appointment procedure was discussed and Jeremy reported on his response from Cycling UK . There was a discussion as to whether this is a club issue or a member issue. Andy Key (as a new trustee) is planning to persuade them that openness and transparency would be a positive approach going forwards. It would be helpful for any correspondence on this topic to be forwarded to Andy. To be followed up again at the next committee meeting. Congratulations were given to Andy on his appointment as trustee of Cycling UK.

**ACTION - Andy will follow up on appointment procedure with Cycling UK**

**ACTION – All to forward correspondence on this topic to Andy Key**

**ACTION – Sue to add to agenda for next meeting**

- b. The plan to publish committee minutes on the website in future – there is no particular reason for not publishing the minutes. The only potential issue is if we are discussing something confidential. Agreed we would publish the draft minutes once they have been checked by email by the chair and committee members.

**ACTION – draft minutes to be published on website (Sue/Jeremy)**

- c. Email from Sarah Merrington (Cycling UK) requesting sight of our spreadsheet where we outlined future options for the club, pros and cons and financial implications. It was previously available to members and the committee agreed to publish it on the website and share it with Sarah.

**ACTION – Sue to share spreadsheet with Sarah and upload to website**

## 5. Annual return for Cycling UK

All committee member names and positions have to be put forward to Cycling UK; categorisation of rides based on length rather than speed is required. Agreed that Sue would provide the info based on speed as that is how our rides are categorised.

**ACTION – Sue to provide annual return categorised by speed**

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### 6. Rides programme – reports from ride coordinators

#### a. Possible additional monthly medium fast ride

The Wednesday and Sunday groups are successful though there are “on-road capacity limitations”. There is a wide range of ability within the groups, particularly the medium group, but to split the groups will require more ride leaders. The Wed evening rides have been harder to “control” due to the size and a number of the existing leaders are reluctant to lead these rides. Rhys Lewis has proposed a trial that once a month he will lead a medium-plus group (13–14mph) during the summer (April – Sept) on a Sunday, with the same coffee stop as the medium and fast groups, but will go slightly faster than the med group. And it allows people to swap groups after coffee. Tobias asked how this addresses the Wed problem. It doesn’t at this point. The group will only split if there are enough to split into two. Agreed to let Rhys do the trial and then review later. Need to advertise on the website.

**ACTION – Rhys Lewis to trial medium-plus rides**

#### b. Ride coordinators – updates

Martyn reported by email that the Tuesday rides continue to enjoy good support with the official rides attracting anything from 10 to 20 riders depending on the weather. Generally the easy paced rides attract slightly more but the medium rides regularly bring in new riders as well. The unofficial rides also attract a good number of keen riders and occasionally precipitate an “away-day” of enthusiasts on other days. Martyn says “I cannot speak too highly of the support of the regulars who are also ride leaders without whom this success could not be achieved”.

Vicky reported that they have started doing a slightly longer ride (not faster) on the first Friday of the month (Caroline is coordinating these). The ride group ranges between 12 and 18, with positive feedback on Facebook afterwards about the rides.

Steve Cherry reported on the Sat rides – easy afternoons, easy all days, medium all days – the afternoon rides have been the most popular. Similar riders coming to both the easy and medium all day rides, so the pace is shifting up a bit for the easy all day ride. There was a discussion about whether the Sat afternoon rides should start earlier than 13:30 in the winter months, because of the shorter days, but no change was agreed.

Andy mentioned from Facebook about the confusion over the starting point on one Saturday – the car park must be called “Winchester Hotel car park” and not the worthy lane car park as this is not correct and is a different car park!

#### c. Feedback from Chair’s letter

In summary, mountain bike (MTB) rides, gravel rides, partnering experienced riders with new riders and bike repair sessions were suggested. Some of these already exist in Winchester and we agreed to better sign post these on the website.

**ACTION - Jeremy to sign post alternative rides/groups on the website**

It would be helpful to know who might be interested in leading and riding such a group eg MTB.

**ACTION - Jeremy to add this to the website; Sue to add to the newsletter**

Jim asked if we publish any MTB routes on our website. Any MTB routes to be forwarded to Andy for his route library.

**ACTION – All to forward MTB routes to Andy; Andy to add to the route library**

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### d. Updating list of volunteer leaders

The list has to be updated annually; this has been reviewed outside of this meeting and will be forwarded to Cycling UK. Andy has two new ride leaders for the fast Wed evening group. Back marker doesn't have to be a "leader", but is better if they are.

**ACTION - Sue to forward list to Cycling UK**

### e. Training workshop on 22 Nov 2017

A training workshop has been arranged for 22 Nov with a similar format to previous sessions. Existing and potential ride leaders will be attending.

## 7. Treasurer's report

Robin reported that we currently have no current committee members who are also a signatory for the bank account. It was agreed that Robin Williams, Richard Coleman and Jim Blackburn will become the new signatories (to complete personal details from email Robin sent today and return to Robin). Tim Stannard to remain as the fourth signatory.

**ACTION – Robin, Richard and Jim to complete form and return to Robin**

Robin raised a second issue that we don't have online banking, which means we don't see expenditure until we receive the monthly bank statements. Online banking would allow us to see recent transactions and plus others can "view" the account without being able to make payments. Form to be completed by Robin once we have two signatories.

Outstanding expense claims to continue to be sent to Rosie Gamble in the meantime.

## 8. Publicity and communication with members

### a. Other ways of promoting rides eg "Meet up"

There was a detailed discussion about promoting rides using the app "Meet up", including the pros and cons; there was a general consensus from email views and from the committee that we should improve our current means of promotion rather than using a new app. It was acknowledged that different approaches are necessary for reaching different groups of people – Facebook, website, leaflets, phone, emails and we were reminded that membership and ride numbers aren't flagging. We agreed that "Meet up" was not right for us at the moment and we discussed how can we put our energies into using Facebook better instead? Most of what is written on Facebook is a series of rides posted - these often supplement the leaflet with more info on the rides, destinations, etc; the leaflet is constrained by space and this drives what goes onto the website.

There is a Google-group that mails out route details and is an interactive list for members only. Questions were asked as to how the Google-group is advertised? There are also two Mailchimp lists: one an active list of people who have requested to go on this list (approx. 440) - this is used essentially for the Newsletter. The other Mailchimp list is an inactive list and is the full membership list as received from Cycling UK nationally. The Google-group is a different list. There are ongoing discussions on merging the two Mailchimp lists.

**ACTION -Sue, Marian, Richard, Jeremy to attempt to rationalise the lists**

The Google-group needs "owners" who are current members who can add "managers" to the group. Steve is happy to be an owner. Barrie Patten and John Spiers are to remain as owners for the time being - Sue to action.

**ACTION – Sue to add Steve as an "owner" of the Google-group**

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### **b. Facebook page**

Vicky expressed concern at the inconsistency, accuracy and (lack of) frequency of posts on Facebook. There are approx. seven people who can post to the website and Mark Tucker has admin rights. Can we regularise this – what should be posted and who should be doing this? Sue to ask for a volunteer(s) in the next newsletter. Adding photos – you can add a photo but each photo has to be authorised by an editor before it will be published. Vicky volunteered to lead a group to look at what we can do with Facebook. Vicky to invite Andy, Bryce, Ian, Kate and Caroline to join the discussion.

**ACTION – Richard/Sue to ask for a Facebook volunteer in the newsletter**

**ACTION – Vicky to invite a group to discuss Facebook proposals/options**

### **9. Action plan for 2017/18**

The Chair deferred this item.

### **10. Past events**

#### **a. Late season 50**

Sue had pre-circulated a report on the Late Season 50 miles. Robin fed back that the format of Sue's report was "perfect" and made financial reporting easier.

### **11. Future events**

#### **a. Christmas social**

Currently there are 24 bookings for the Christmas social on Thu 14 December. An organiser is needed on the night to liaise with the Gurkha Gallery and coordinate paying the bill. Sue to ask for a volunteer.

**ACTION – Sue to ask for a volunteer to coordinate on the night**

#### **b. Watership Down – 7th Jan 2018**

64 riders have already signed up. Volunteers are needed at the start for tea makers, car park, mud guard inspectors, plus two teams of two for Chute checkpoint and booking in and the kitchen at the end of the ride. Steve/Vicky volunteered for Chute; Tessa and Carrie volunteered for the kitchen in Kings Worthy. Cakes required!

All riders must have mud guards as last year there was a problem with mud on the chairs from riders. There have been questions asked about what sort of mud guards – a crud catcher and a whale tail are likely to be recommended. A short mud guard is not going to be adequate; the minimum length requirement will be 50cm. It was agreed that this needs to be explicitly communicated in advance of the event, to allow people to purchase and fix them.

**ACTION – Sue to circulate information on mud guard requirements to all entrants**

#### **c. Early season 50 miles**

Note date for diary of 18 Feb 2018 and Sue has someone to test/check the route.

### **12. Campaigning**

#### **a. Junction 9 M3/A34 – report circulated prior to meeting**

We have objected to the revised order and there will be a hearing – Hampshire County Council (HCC), Winchester CTC and Highways England can all present at the event – the date will be between April and August 2018. [Post meeting note – date has been confirmed as 3<sup>rd</sup> July 2018.] Do we want to do some direct action ahead of this or wait until after the hearing

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and if we do campaign, whose opinion are we trying to change? It is HCC that we are trying to influence, because they won't regularise the section from Tesco to the start of the first subway as a shared cycleway/footway. We have been told that the reason for this is that HCC do not want to do anything that might restrict Highways England when they reconfigure the junction (not due until 2021 and possibly 2025). If they convert it to a cycle way now, then when it is reconfigured those rights will have to be removed. However, they will in any case have to provide something for pedestrians. Even though the inspector has decided this section is not a bridleway, the cycle way signs currently remain in place for this section. Could Cycling UK be useful? They have been involved from the start, but we haven't received much support/response; Steve Brine (MP) has also been involved. We agreed that we shouldn't do anything until after the outcome of the hearing. Andy and Sue will attend/present at the hearing.

### **b. Taking cycling seriously event**

Over 100 attended this recent event. Presentations were given by Kelsie Learney, Sue Coles and e Simon Finch of Winchester City Council, who gave a presentation on the City of Winchester Movement Strategy. The attendees divided into groups for discussion; feedback included accessibility through and from the city; contra flow cycling; advanced stop lines at traffic lights; cycle skills training. Lots of email addresses (98) on a list of interested people. All are encouraged to complete the consultation relating to the City of Winchester Movement Strategy. It would be good to promote it by CTC, reminding people that this group exists.

**ACTION – Sue to include it in the Newsletter**

### **13. Membership**

We have 721 members as of November 2017; the numbers have dropped off slightly, but this is the usual seasonal fluctuation in autumn. Jeremy asked if there is anything done with the stats? It would be useful to compare ourselves against national levels. The data does give an age profile, but doesn't show how many are active. The source of the figures are Cycling UK, based on national registrations from members with a postcode local to Winchester.

### **14. Welfare officer's report**

No issues to report.

### **15. Cycle clothing**

There are a few under-helmet hats (wooly) and peaked caps available for sale. When do we need to put in a new order? The last order was quite small, possibly because the only means of paying was by cheque and the whole process took weeks. Maybe consider in early spring (discuss at next meeting).

**ACTION – Sue to add clothing order to the next agenda**

Can we pay by online transfer if we want to? Or by PayPal with a shopping list on the website so that the transactions are more automatic. We should set up our own PayPal account for Winchester CTC – as it puts the current personal account owner at risk and is against the PayPal terms and conditions; and reduces the charges.

**ACTION - Robin to investigate a PayPal account once online account in place**

How often do we change the design? Design was last changed in 2014. There were some views expressed that the design was out of date now and could we look at this next year? Agreed. And also to look at what styles were available from suppliers.

**ACTION – Tessa to investigate clothing options**

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### **16. AOB**

None.

### **17. Date of next meeting**

Feb 2018 – dates to be circulated by email.