

## Winchester CTC Committee Minutes

Held on Monday 13<sup>th</sup> February 2023 at 7:30 pm Venue: 7 Ruffield Close, Winchester

**Present:** Andy Key (AK)(Chair), Bob Adams (RA), Steve Cherry (SCh), Sue Coles (SC), Kate Criswick (KC), Stephen Harrison (SH), Paul Howard (PH), Tim Stannard (TS), Tessa Valentine (TV).

Bob Damper, who manages the café list attended the meeting for Item 2

### 1. **Apologies:** Jeremy Mortimer (JM)

### 2. **Café List**

BD reported that during covid he had not carried out any work on the café list as the situation had been so unsettled. He had now started to look at the list with help from Vicky Smith (VS).

They had decided to start by taking the existing list and checking each entry. VS has, during this process, added some places including regular “pop ups”. At the present time pubs had not been included as they do not fit the “reliable” criteria for indoor seating. Some of the comments from Winchester CTC members were made when the map was not displaying. It was agreed that the map was crucial.

BD noted that the café list does not display well on his phone but the map was useful. It was agreed that JM be asked to look at this. **Action JM**

It was agreed that the café list should be both a resource for ride leaders planning rides and also as a public service (e.g.: for visiting cyclists).

It was agreed that the grid reference and phone number currently included in the list could be removed make the display on mobile devices easier to read. This to be replaced with a notes column to allow for the inclusion of other useful information (e.g.: kiosk, van, menu changeover times, availability of secure bike parking etc). **Action JM/BD/VS**

The meeting thanked BD for all the work on the list. BD left the meeting.

BD subsequently provided some notes about his understanding of his actions to be taken following the above item. For completeness these are appended (Appendix C).

### 3. **Minutes of the last meeting**

The minutes of the last meeting held on 31<sup>st</sup> October 2022 were agreed.  
RA thanked SC for taking the minutes in his absence.

### 4. **Matters arising from minutes (not covered elsewhere)**

#### **Website**

It was reported that JM did not require an assistant at the present time.

#### **Routes Library**

TV reported that the routes library was now available on Ride with GPS. The meeting thanked TV for this work.

SC to include a newsletter item to publicise this resource. SC asked TV to provide copy for the Newsletter **Action SC/TV**

#### **Banner**

AK circulated details of the proposed banner (Appendix A). Of the quotes received XL supplies were the cheapest and had been used by AK before.

TV proposed that we go ahead with an order so that the banner could be used at the 40<sup>th</sup> anniversary event. This was agreed.

**Action AK**

**5. Winchester CTC 40<sup>th</sup> Anniversary**

SC proposed that the planned date of 20<sup>th</sup> May be changed as there is cycling trip already taking place on that day. Although the trip is not a CTC event a number of members would be taking part in the trip and would therefore not be able to attend the anniversary event on that day.

It was agreed that the anniversary event be changed to 10<sup>th</sup> June. Date to be publicised by google group email and newsletter as soon as possible.

**Action SC**

SC reported that there had been no response to the request for volunteers to organise the day. TV said that she would be happy to find a venue. The choice of venue was discussed and it was agreed that it would need to have both inside and outside space for up to 50 people. It was agreed that TV would approach Littleton VH, Itchen Abbas VH, South Wonston Pavilion and Sparsholt MH for prices and availability.

**Action TV**

It was agreed that the venue would be required between 11:30 and 15:00 approx. Once the venue had been identified caterers can be approached and booked.

**The following agreed to form a sub-committee for the event: SCh/AK/KC/SC**

**6. Past events**

**Christmas social**

This was attended by 33 members/guests and it was agreed that this has been a good evening. TV reported that the method of booking this year had worked well.

The event had been subsidised by £100.00.

**Watership Down**

TS reported that the event had gone well. There had been more drops outs before the day which had created extra work. However, he felt that if all 150 entrants had turned up it would have been very difficult to manage.

Following discussion, it was agreed that the event would continue with the same number of places and on the same date next year (2<sup>nd</sup> Sunday in January).

It was also agreed that having the food charge as part of the entry fee had worked well and would continue

TS thanked TV for her help and all others who had helped on the event.

**7. AGM and election of new officers/committee**

AK stated that he would prefer to step down if another chairperson could be found.

SC said that she was due to step down and had been for a number of years.

It was agreed that if SC were able to step down the chair may need to take a bigger role.

There was a need to identify someone who could undertake the role of secretary.

**Action : All**

Job description for secretary to go out in newsletter.

**Action: SC**

The remainder of the committee in attendance were happy to continue with the exception of RA who wishes to stand down at the next AGM.

PH stated that his role of Welfare Officer included a safeguarding officer.

**8. Future Events**

**Early Season 50**

SC reported that no action had been taken as the starting point pub (Queens Head, Fishers Pond) had closed. The adjacent Fishers Pond pub is too busy to be suitable.

SC said that she would arrange something for April. The event needs to take place on a Sunday for the faster riders. **Action SC**

**9. Group activities**

**Ride reports from coordinators**

**Faster/Sunday Medium**

SH reported that two medium rides had been cancelled due to adverse weather which is unusual. Where necessary, adjustments had been made to timings/routes to take account of the conditions on the day.

AK stated that the faster Sunday rides had been well attended. He was however concerned that some riders were not active in the WhatsApp group although basic information could still be obtained from the website.

**Tuesday/Saturday Medium**

SCh reported that numbers on some days had been very low due to the very cold weather. On other days numbers are picking up with typical Tuesday number being 6 – 8 riders.

**Easy/Easy +**

KC noted that these rides were quite well attended. Leaders had tended to move towards requesting riders to book onto rides.

**Rides for Newcomers**

No action. Carry forward to next meeting. **Action : AK**

**Ride Winchester (RW) application**

SCh reported that the application was working well and any issues were dealt with as they arise. The form for ride leaders was working well and had reduced the work required by the coordinators and JM in transferring this information to the website.

KC noted that there had been an issue where a user had sent multiple emails to their riders in error. SCh noted the issue and would devise a solution for the application. **Action SCh.**

**Website**

No news.

**First Aid Training**

PH raised the point that it was some time since resuscitation training had taken place and a lot has moved on since then. The Resuscitation Council have stated that those who have received training

to a prescribed level can become trainers. There may therefore be an opportunity for us to carry out internal training.

**Leader Training**

SC stated that she had contacted the trainer (Greg) and he was happy to run another workshop. This would possibly take place in September at a venue to be identified. **Action SC.**

**10. Welfare Officer's Report**

PH stated that we still have 30 unbilled codes for ICE tags.

It was agreed that a note be included in the newsletter. **Action: SC**

KC suggested that the availability of these ICE tags be included in a google group mail. **Action: PH**

PH explained that some clothing suppliers have moved towards including in QR code sewn into their kit which, when scanned, would give a basic guide on what to do in an emergency (details at appendix B).

It was agreed that next time an order for clothing was placed we would ask the supplier to incorporate the QR code. **Action: TV**

PH reported that there had been no incidents since the last meeting.

**11. Treasurer's Report**

KC reported that we have spent almost £600.00 of the surplus funds and that we would need to wait until we have detailed costings for the anniversary event before we decide what to do with any remaining surplus.

**12. Registration/Membership Officer**

TS stated that he had nothing out of the ordinary to report. He suggested that membership statistics be run once a quarter rather than the current monthly report as there was some concern about the accuracy of the data provided by HQ anyway.

**13. Clothing Officer**

Nothing to report

**14. Publicity, including social media**

Nothing to report.

**15. Campaigning**

AK noted that the public consultation on the plans for Worthy Road would take place next week.

Details are shown on the Cycle Winchester website

(<https://cyclewinchester.org.uk/updates/worthy-road-workshops/>).

**16. AOB**

SCh reported that there was some concern moving the start time for Sunday medium rides to 8:30 am in March and wondered if the change in time could be deferred to a later date.

It was agreed that a flexible solution be looked at possibly including start points to North Winchester/Kingsworthy for rides heading North. **Action : SH**

**The meeting finished at 22:10**