

# CTC West Surrey Group

## Minutes of the Committee Meeting held on 10<sup>th</sup> October 2013, at Hunter's Moon, Guildford

### Present

Roger Philo (Chairman), Nick Davison (Secretary), Arthur Twiggs (Treasurer), John Murdoch, Claire Hooper.

### Apologies for Absence

Mark Waters

### Minutes of the AGM

The minutes were signed as a fair record.

### Matters Arising

The AGM venue has been booked by Mark for the 2<sup>nd</sup> November with tea and coffee at 10am with a view to starting at 10.15

### Secretary's Report

The forms for nomination of Roger Philo as a Event Organiser have been sent to the CTC. There was a discussion over the new members in our area which could be indentified from the monthly CTC list sent to Nick [90 over the last 3 months]. It was felt that it would beneficial to advise them of our Group's activities; it was suggested that they be contacted where email addresses were available. Nick was a bit daunted by the task but will try and send an email accordingly with a link to our website. Action: Email to be sent (recurring task) to new CTC members in our area to promote our Club's activities (CM13-1).

### Treasurer's Report

Accounts have been finished but our auditor, Peter Clint, has not been contactable. Arthur stated that he will try Liz Palethorpe. Claire offered her husband although he is not an accountant; Arthur felt that this qualification was not necessary. Action: Requirement to audit our accounts (CM13-2).

Looking at the accounts for the year, the money from events has increased, but the magazine costs have increased, resulting a similar surplus to last year.

Club jerseys –money for two jerseys is outstanding. Although they have been sold at cost, a small loss has been incurred due to Euro currency conversion. Action: Club jerseys – money for two jerseys is outstanding (CM13-3).

### Incidents

John reported on a new incident which occurred on a Wednesday ride: a new rider, who was a friend of a rider but not a member of the CTC, was not used to pedal cleats and fell over

damaging his elbow. He was taken by ambulance to hospital and discharged shortly after. John contacted him afterwards but he has not appeared since then. Action: John to complete an accident report. (CM13-4).

The previously reported incident with the army coach near Sandhurst has been taken further by the police who contacted John to say that the driver admitted responsibility: he was reprimanded by the army following intervention by the police.

### **Urgent Actions Sub-Committee.**

No report

### **Volunteer Registration**

Nick has actioned the forms for Roger as an Event Organiser.

### **Events for 2012**

It was confirmed by Nick and John that the Stonehenge, Danebury, Elstead and Tour of the Hills audaxes will be held next year. Roger confirmed that the Reliability Ride and Century Ride will be held. Action: Dates for next year's events will be notified at the next meeting. (CM13-5)

### **Club Jerseys**

No more action

### **Website**

Mark stated that he would like to modernise the website but was unable to find the necessary software. Action: Website project soon to start (CM13-6).

### **Club Dinner**

John is willing to organise next year's dinner but wishes to change the venue as he felt that the food was not up to standard. John has contacted Josie as a guest speaker. Action: John to finalise location (CM13-7).

### **Magazine**

No action

### **AGM**

It was agreed in correspondence that car parking costs be borne by the members.

Louise has accepted nomination as chairman. Roger would like to assist Mark with the website.

Arthur, John, Claire and Nick stated their intention to continue – nomination forms required.

Nick to check with Mark regarding provision of free tea and coffee at 10am. It was agreed that one free drink will be provided after the meeting as usual.

No nominations have been received for the Wooden Crank – will be discussed at the AGM.

Date for the AGM next year to be 8<sup>th</sup> November, which does not clash with school half term [as requested by Phil Hamilton].

### **Any Other Business**

Surrey Cycling Strategy - a public meeting is due to be held on 23<sup>rd</sup> October and will be recorded live by BBC Southern Counties Radio. The strategy document had been circulated before the meeting. At the meeting topics raised were the perceived risks for new riders need to be improved; cycle training at school to be improved. Louise has already submitted a question for the public meeting.

Action: It was agreed that John will draft a written reply and distribute to committee. (CM13-8).

Group Riding Guidelines: Our new Group Riding Guidelines had been broadcasted on our Club Newsletter and had been available by way of consultation on the website since September 2013. No comments having been received from members, the Committee agreed to officially adopt the new Group Riding Guidelines. Action: The Rides Secretary is to make an announcement at the AGM (CM13-9).

### **Date of the Next Meeting**

To be held on Thursday 5<sup>th</sup> December at 8pm with location to be agreed by the new chairman.

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