

West Surrey CTC Group

Minutes of the Committee Meeting held on 31st May 2018, at 4 Quarry Hill, Godalming, Surrey

Present

Mark Waters [Chairman], Nick Davison (Secretary), Derek Ridyard, Roy Wigmore (Treasurer), Phil Gasson (Rides Secretary), Laurie Mutch, John Child(Webmaster)

Apologies for Absence

All present

Minutes of the Last Meeting

Add John Child to attendees.

Matters Arising

Refer to Separate Actions List

CM 16-13 First Aid Course – MW to take over this action and will consult with Gerry Sender, who is a rider in G3 and a Retired GP.

CM 18-04 Reflective Gilets for backmarkers – PG mentioned that he has purchased two and used one already on a ride and found it very effective especially for signposters who could then easily recognise the back marker for continuing the ride. He will purchase three more gilets at £2.50 plus p and p.

CM 18-02 Bicycle Icicle – see below

Secretary's Report

ND reported that he has deleted all records of membership as required for GDPR apart from the latest one as agreed at the last meeting, as he is awaiting notification from CUK for access to a new database for checking guest rider membership. This will be expected to be for those members who have opted in, based on CUK addressing the issue.

Treasurer's Report

A transactions sheet was distributed by RW. Clothing stock held by John Murdoch £212. Surrey Hills Membership invoice for £25 was handed over by MW[membership number 798 valid until March 2019]. A query was raised regarding use of on line banking – RW stated that it is possible with a business account for £6 per month and two digital signatories can be arranged. It was agreed to not pursue this option.

The bank accounts stood as follows:

Current account: £1076

Events account: £5089.00

Incidents

A minor incident occurred where a G4 rider caught the rear wheel of the rider ahead and fell onto the road with a lorry close behind which managed to stop in time. She was bruised but carried on.

Volunteer Registration

None

Website

It was agreed that the website should have a new menu item for club clothing to improve awareness;
Action item CM 18-05

Events for 2018

The Bicycle Icicle has been rescheduled for 22nd July to coincide with MW's 70th birthday celebration and he will have a barbeque in his back garden after the event. Riders to bring their own meat as appropriate.

Elstead Audaxes	3 rd June
Tour of the Hills	19 th August
Century Ride	No date fixed

It was noted that there were 20 riders from G3 and 4 for the IOW Randonee held on the May BH Sunday.

No report had been received from Roger Philo regarding the Reliability Rides in April.

Ride's Secretary Report

PG stated that he has completed the rides calendar for the next quarter, i.e. June to August.

A query was raised regarding the rides return database, which is held by John Murdoch; PG to contact JM for clarification. Action item CM18-06

Data Protection Regulations(GDPR)

1. CUK have issued a big missive which was late but did not provide the necessary guidance. JC took the initiative to use the SW London CTC template and circulate our membership for action on opting in or out of having their details held on our database. The master list is 189 excluding duplicates; 151 replied positive, 10 required opting out and 4 email addresses were invalid. JC will chase up non-responders. Action item CM18-07.

2. JC will notify CUK that he has read the relevant pages of the policy document. Action item CM 18-08.

3. The CUK template has been filled in by LM and will be reviewed at each meeting. He also stated that there were two dropbox files: one with mobile numbers for ride leaders, and one without numbers.

4. It was considered that Whatsapp group were private within the members and therefore no action was necessary.

5. It was agreed that the Rides Calendar will still contain the various ride leaders names but with only their phone numbers listed. Action item CM 18-09 for PG.

6. Guest Rider form has to be updated by CUK – not yet done.

7. 'Cutting Through the Noise' CUK Document reviewed with column added by LM for implications for West Surrey CTC as follows:

Para 2 Ride Leaders phone numbers only held.

Para 3 Maintenance of table will be done by LM.

Para 4 CUK have not done.

Para 5 Our area membership stands at 1000+

Para 14 Google group communications for rides and routes by email has an unsubscribe option for compliance. It is not clear whether we have to notify CUK for non opt-ins.

Para 16 We shall continue to keep names of committee members in the Minutes

8. MW circulated a document for signature by members of the committee stating their willingness to have appropriate personal data distributed as required in line with their role on the committee. This was signed accordingly and held by ND.

Any Other Business

1. Since the new Rides Secretary changed after the AGM, it was felt that there should be notification on the website accordingly and also a banner on the Rides List. MW will post a Latest News Item on the website, JC to update the Committee Members and PG to add a banner on the next issue. Action item CM 18-10.
2. MW to write to John Murdoch thanking him for his long commitment and hard work as Rides Secretary; Action item 18-11. There remained queries over JM's involvement in the clothing procurement and the annual dinner. MW to contact JM; Action item CM18-12
3. DR raised a recent issue in a G3 ride where a group of lady riders were not happy with the pace and were being left behind. It was agreed that ride leaders should be instructed to regroup frequently and allow those coming up from the back time to recover and not allow the ride to resume until then. PG to circulate ride leaders accordingly. Action item CM 18-13.

Date of Next Meeting

To be held on Thursday 2nd August at 2pm at Godalming.
