

# One and All Cycling

Minutes of Committee Meeting

May 18, 2015

1900hrs

Dales, Scorrier

**Meeting called by:** Rod James  
**Secretary:** Peter Woodford  
**Timekeeper:** Festina  
**Attendees:** RJ – Rod James (Chair), KN - Keith Naylor (Academy Chair), PW – Peter Woodford (Secretary), CP -Caroline Peters (Academy sec), BW –Bill Gladwell (Treasurer), LP - Len Pascoe (Academy), SC - Sarah Colloff (Social), AC - Adrian Colloff (E&D),RH - Richard Holman (Academy Treas), SM - Steve Maynard (Academy), JB - James Berry (Academy), Vicky Ellis (note taker)  
**Apologies:** RC – Rita Cutts (Welfare)

**Type of meeting:** Joint Main and Academy committee  
**Note taker:** Vicky Ellis

## Actions: Meeting on 30.03.2015

- |   |                      |              |
|---|----------------------|--------------|
| ✓ Continue to actively monitor database and remind members by BC email of their expiring fee/membership | PW                   | Ongoing      |
| ✓ Agree notice board with Tony Ward at Bissoe   | RJ                   | Not actioned |
| ✓ Identify and consider beneficial events/features for club expenditure                                 | RJ/All               | Ongoing      |
| ✓ Consider and review employment of coach for Academy for MTB   | RJ/Academy committee | Ongoing      |
| ✓ Approach car park owner to negotiate a single payment   | RJ/PW                | Not done     |
| ✓ Move all kit from Perranporth to Wheal Jane   | JB/LP                | Ongoing      |
| ✓ Finalise dates for Cornish Series to advertise and obtain helpers                                     | RJ                   | Agenda item  |

## Minutes: Meeting on 18.05.2015

**Agenda item:** Membership Report **Presenter:** PW

### Discussion:

An impressive 147 members with just a few issues with people unable to access the BC/O&A website and members of British Triathlon having to make a direct payment. Help is available on a Sunday at the Club to do this.

### Conclusions:

All going well

Action items	Person responsible	Deadline
✓ Continue to actively monitor database and remind members by BC email of their expiring fee/membership	PW	ongoing
✓ Complete standing orders cancellations and members involved	PW	ongoing
✓ Continue with newsletters and publicity of events on social media	PW	ongoing

**Agenda item: Financial Report** **Presenter: BG and RH**

**Discussion:**

£1346.54 in the current account with £5706.45 in the deposit account. Money has now been paid to the Academy which has resolved a number of issues. Invoices still required from Bissoe café for mince pies and the Sunday paperwork. £7119 in the Academy account. Payment awaited from BC and some issues with the Cornish Series still to be finalised. Changes were made to the bank mandate with CP, KN and RH as signatories and RH the recipient of all correspondence. SM and JB are collecting subs etc and will forward the cash and details to RH.

**Conclusions:**

Financial reports accepted

Action items	Person responsible	Deadline
✓ Continue to identify beneficial events/features for expenditure	All	Ongoing

**Agenda item: Welfare Issues** **Presenter: RC not present**

**Discussion:**

RC and SM have met and a competency checklist for leaders and assistants has been compiled for all those taking children on the road. The minimum age for road riding is likely to be 10 but there is an option for a caveat requiring parents to accompany them. SM has emailed RC with a list of those requiring first aid training and responses are coming in relating to DBS checks.

**Conclusions:**

Club Welfare issues were in hand and progressing well

Action items	Person responsible	Deadline
✓ First aid courses to be booked	RC/LP/SM	Ongoing
✓		

**Equality and Diversity** **Presenter: AC**

**Discussion:**

The agreed flyer promoting female rides has been printed and distributed to a number of locations including Bike Chain and Tremough Campus. The next consideration for the Club is whether we can offer cycling opportunities to the disabled and AC has started to look into although it was acknowledged that this would be a major step for the Club if it went ahead.

**Conclusions:**

E&D was potentially a big issue, and this role needed to be developed across a number of fronts during the coming year.

Action items	Person responsible	Deadline
✓ Contact to be made with Cornwall Disability	AC	Ongoing
✓		

**Agenda item: Sunday Rides** **Presenter: RJ**

**Discussion:**

Going well with new ride leaders stepping forward, a good turnout on Sundays and new members. Information relating to each ride to be put on noticeboard when it is put up.

**Conclusions:**

Action items	Person responsible	Deadline
✓ Continue to encourage members to take on Ride Leader duties	All	ongoing

**Agenda item: Events for 2015** **Presenter: RJ/All**

**Discussion:**

1. Cornish Series:
  - a. First race on 20<sup>th</sup> May has enough helpers but more required for future races.
  - b. Eden ride (1<sup>st</sup> June) is not able to offer an official Youth Race because the site is classed as an open road but hoping to use the Lime Car Parks for a test race.
2. Time Trials:
  - a. No report
3. Sportives
  - a. The inaugural Eden Sportive was well attended by O&A Members and it proved a challenging ride but highly successful. Congratulations to Sarah Colloff and Michelle Macklin who were the 2<sup>nd</sup> and 3<sup>rd</sup> ladies home in the 62 mile ride.
4. Foreign Travel/Group packages
  - a. There will be ten riders attending the Bernard Hinault Sportive in June
  - b. Still trying to get an official answer about the team entry for Ride London

**Conclusions:**

A range of events continue to be organised and investigated

Action items	Person responsible	Deadline
✓ Volunteers required for Cornish Series	RJ/All	Ongoing
✓		

**Agenda item: Social Events** **Presenter: SC**

**Discussion:**

The quiz on 15 May was a great success and enjoyed by all who attended (over 70) and it was self funding. SC still sorting out the payment for the hall but hoping to transfer funds that were paid for use of the hall in April when it was not used. Tickets are on sale for Trebah Gardens on 13<sup>th</sup>/14<sup>th</sup> June and everyone is encouraged to pay a visit.

**Conclusions:**

Committee keen to support and consider funding for social events. Progress needed on getting ideas and confirmation.

Action items	Person responsible	Deadline
✓ Further events to be organised	SC	Ongoing

**Agenda item: Joint Meeting – Academy-specific Issues** **Presenter: RJ/KN**

**Discussion:**

- The Academy has been invited to organise a day at Redruth School on 4<sup>th</sup> July to provide some training which if successful could lead to further opportunities and potential new members
- A new committee structure has been agreed with LP - Chair, KN - Chief Facilitator, SM - Secretary, RH - Treasurer, JP - Cash and Lee Barr - Head Coach.
- The following plans have been agreed: monthly action, ride leader competency matrix, emergency response and all contact details have been updated. Blocks of coaching sessions have been devised with timetables set out in

according with BC. The capacity of the club to be given consideration and managed accordingly with quality of delivery being paramount.

- The advanced riders are going out on Thursday nights but some riders are outgrowing the coaches. Consideration to be given to the objectives and aspirations of riders and the Club and particular consideration to be given to racing and the opportunities that it provides.

**Conclusions:**

RJ thanked everyone for making the Academy a success.

Action items	Person responsible	Deadline
✓ Continue to investigate team events and future competition options	SM/LP	ongoing

**Agenda item: Club Kit** **Presenter: PW**

**Discussion:**

PW carried out a full stocktake before passing all the kit to Dave Wilson which highlighted some gaps. PW has therefore made a final order at a cost of approximately £750.

**Conclusions:**

Interest in purchasing club kit was still strong. Cost price would hopefully encourage all members to purchase club kit and wear it whenever possible.

Action items	Person responsible	Deadline
✓ No action items		

**Agenda item: Website and Social Media Issues** **Presenter: RJ/TF**

**Discussion:**

No progress has been made

**Conclusions:**

FB pages and website to be continued with and carefully monitored and refreshed where possible

Action items	Person responsible	Deadline
✓ Update information on club website pages	Page admins	Ongoing
✓ RJ to contact TF	RJ	Ongoing

**Agenda item: Club Bikes** **Presenter: RJ**

**Discussion:**

One has been sold and the other is being advertised on FB etc. If there is room in the container, the second bike to be stored there until it is sold.

**Conclusions:**

Action items	Person responsible	Deadline
✓ No further action		

**Agenda item: Storage Facilities Update** **Presenter: RJ**

**Discussion:**

The hangar at Perranporth to be emptied as soon as possible and repairs to the container at Wheal Jane to be carried out by JB.

**Conclusions:**

Action items	Person responsible	Deadline
✓ PP to be cleared	JB/LP	ASAP
✓ Purchase of a second container to be investigate	JB/LP	Ongoing

**Agenda item: Circuit at Wheal Jane** **Presenter: RJ**

**Discussion:**

The option of crowdfunding is being looked into but will not be actioned until the Autumn. The intention is for the project to be countywide and inclusive with a potential committee of representatives from clubs around the County. KN has approached the Lord Lieutenant of Cornwall for potential funding and youth grants. It was agreed that the facilities will be as important as the circuit and the target of £20,000 would therefore be more appropriate.

**Conclusions:**

Time for a message to go out to the Club to inform members of the plans

Action items	Person responsible	Deadline
✓ Communication to the Club	PW/RJ	ASAP

**Agenda item: Any Other Business** **Presenter:**

**Publicity**

LP would like to see more articles in local papers and VE agreed to take on this role with support from everyone. Details about all O&A activities to be passed to VE who will inform the West Briton, Cornishman and Cornish Guardian.

**Sunday Rides**

Discussion about the responsibility of ride leaders and members of the group to inform them of an injury. General agreement that it is up to the individual.

**Wheal Jane**

It was agreed that a toilet facility is required on site and the cost to be investigated and an order made – RJ to email BG

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## Next Meeting

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**Date:** Monday 6<sup>th</sup> July 2015 **Time:** 1900hrs

**Location:** To be confirmed