



## Minutes

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| What      | Ipswich Bicycle Club Committee Meeting   |  |  |
| Why       | Annual General Meeting   |  |  |
| When      | 7.30pm Monday 6 November 2017  |  |  |
| Where     | Greshams, 312 Tuddenham Rd, Ipswich IP4 3QJ  |  |  |
| Attended  | Wendy Atkinson<br>Dean Backhouse<br>Steph Backhouse<br>Ann Betts<br>David Boother<br>Wendy Boother<br>Tim Butler<br>Tim Canham<br>Tom Cartwright<br>Nick Cook<br>Andrew Cot<br>Colin Damant<br>Jane de Boltz<br>Steve de Boltz | John Denny<br>Paul Goldring<br>John Greenwood<br>Steve Grimwood<br>Keith Hill<br>Richard Hoare<br>Mark Howlett<br>Angus Jardine<br>Mike Kingshott<br>Sean Marnier<br>Charles Mildred<br>Colin Newstead<br>Jo Newstead<br>Martin Page | Paul Rippon<br>Les Roper<br>Susannah Rosenberg<br>Gary Rutter<br>Mark Salter<br>Ian Sayles<br>Marcus Sharpe<br>Phillip Simmonds<br>Adrian Smith<br>Jacqueline Smith<br>Joe Spaulding<br>Will Taylor<br>Clive Tricker<br>Deborah Wainwright |
| Apologies | Paul Bird<br>Winston Bream<br>Denise Godber<br>Emily Godber<br>John Greenwood  | Trevor Hannah<br>Jon Hobson<br>Chris McKenzie<br>Nathan Pittam<br>Chris Parker   | Jo Ringrose<br>Matt Shemming<br>Alan Smith<br>Clive Sparks   |

| Item |   | Action |
|------|---|--------|
| 1    | <p><b>Welcome</b><br/>The President, Tim Butler, welcomed everyone to the meeting and introduced the Chairman, Will Taylor, to chair the meeting.</p> <p>Attendance as the meeting began was more than 22 so the meeting was quorate.<br/>[The Club Rules state that 10% of the membership, or 20 members, whichever is the highest shall deem the meeting as quorate.]</p>   |        |
| 2    | <p><b>General Summary</b><br/>Will Taylor confirmed the arrangements for the agenda, including the details for a break.</p>   |        |
| 3    | <p><b>Minutes 2016</b><br/>Steve Grimwood proposed and Mark Salter seconded the acceptance of the minutes of the last AGM, which have been posted on the Club's website for some time.</p>  |        |
| 4    | <p><b>Chairman's Report</b><br/>Will Taylor gave his report:</p> <p>"Good evening and thank you to everybody who has turned out this evening.</p> <p>As ever, the Club has been busy over the last year – both on and off the bike.</p> <p>The Social Rides and Time Trial series remain as popular as ever. The Club has also been involved with the very successful CycloX events and the Spring Scramble. It was also great to see Club riders leading out the inaugural Great East Run. These events could not happen were it not for the help and support from Club members – not only at the events but behind the scenes too.</p> <p>Currently, with the help of Steve Grimwood, the Club is in the process of negotiating a package with Trinity Park which, amongst other things, will allow the Club to have more regular and varied coaching on the site to enhance what coaching is currently being provided within the Club and that which has previously been undertaken at RAF Woodbridge. Part of the agreement will allow the Club to site a new container at Trinity Park, where all the Club's</p> |        |



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|                 | <p>equipment can be stored in one location, which should be a lot easier to find and to access when required.</p> <p>Following on from this year's successful Annual Dinner, it was great to finally have a Summer BBQ which was enjoyed by all who attended. Our thanks have to go to Marcus Sharpe and his persuasive powers for the organising of these events.</p> <p>Due to other commitments outside the Club, the Committee has seen people alter the roles they are covering. I think looking at where we are now, we have coped well with these changes and we are in a good position to serve the Club over the coming year.</p> <p>It just leaves me to say thank you to the Committee and all the Club members for their support, be it large or small, which has helped us to present the Club in a positive way in its 125<sup>th</sup> year.</p> <p>I look forward to the next year for the Club."</p>  |  |
| <p><b>5</b></p> | <p><b>Treasurer's Report</b></p> <p>Paul Rippon presented his report, having taken over the role mid-year, bringing attention to the following points and opening the floor to questions:</p> <ul style="list-style-type: none"> <li>• The bank account has been moved to an easily accessible bank with a town centre branch to visit and online banking facilities.</li> <li>• The accounts sheet can be complex to understand due to the timing of the accounting period. There are a number of transactions that relate to the previous year and, likewise, there are also transactions which will have to appear on the accounts for next year.</li> <li>• Susannah Rosenberg, auditor, has checked and the finalised 2016 accounts and will help with the final sign off of this year' account.</li> </ul> <p>Steve Grimwood confirmed that the National CycloX account ends up zero when it stands alone, though it does appear different within the formal account due to timings of transactions for this big event.</p> <p>Angus Jardine noted that there seemed to be plenty of funds available in the account and wondered what funding opportunities could be put forward to support youth members. Paul Rippon reminded the meeting that two youth members were supported after application to the Committee this year. The Committee welcomes applications from members, parents and coaches to support their cycling aspirations and hopes that further applications can be approved in the coming year.</p> <p>Paul Rippon particularly wanted to note his thanks to Susannah Rosenberg.</p> <p>The membership renewal process using the new banking facilities will be announced soon.</p> |  |
| <p><b>6</b></p> | <p><b>Membership Secretary's Report</b></p> <p>Mike Kingshott gave his report:</p> <p>In 2016 we finished the year with exactly 240 members.</p> <p>For 2017 we had 62 people who did not re-join, although 40 brand new members have joined the club throughout the year giving us a final total of 218 which is down by 22 overall. It is good to see that despite losing people we are still attracting new members and long may that continue.</p> <p>Of current membership, ladies make up just under 20% and juniors just under 9% so that leaves around 71% of our membership as senior men. New members account for just over 18% of our entire membership this year so let's hope we can retain those going forward.</p> <p>The average age of all members is 43.3 years old. So, 71% are male and averaging 43 years old, I guess that means the MAMIL is well and truly alive in Ipswich!</p>   |  |



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| 7 | <p><b>General Reports</b></p> <p><b>Cyclo Cross Report from Steve Grimwood</b></p> <p>2016/17 is the first focus of this report as we are right in the middle of the current season. Great to see participation. Lots of riders participating in the Eastern League – our Club is still one of the best represented Clubs in the region.</p> <p>4th Team out of 42.</p> <p>32 Individual Riders:<br/>5 Senior; 1 Junior; 3 Vet Women; 9 Veteran 40+; 9 Veteran 50+; 4 Youth; 1 Under 10.</p> <p>1 winner – Dave Copland Vet 50+. The bursary to Jack Parrish has had a great effect, too. A mention, too, to IBC Member Joanne Newstead wining the Veteran Women’s although riding for <i>Elmy for Cross</i>.</p> <p>IBC were well represented at the World Masters Championships in Mol, Belgium with several riders heading over. It was a Centre-Parcs-type resort and the course had ankle deep sand.</p> <p>We held Round 3 of the National Trophy Cyclo Cross at Trinity Park Ipswich. A huge success with hundreds of riders, and tremendous help from many - something we should be very proud of.</p> <p>Steve Grimwood and Joanne Newstead have now completed the first stages of their BC Level 2 Cyclo Cross Coaching Course. We have negotiated an agreement with Trinity Park to host regular training sessions, container storage &amp; events.</p> <p>This season, we are hosting a Club cycloX Event on Mon 1 Jan 2018 and the National Trophy will be held the following Sun 7 Jan 2018. This year there is a scaffold bridge to allow a figure of 8 course for both events. All helpers welcome.</p> <p><b>MTB Secretary report from Paul Bird</b></p> <p>Paul Bird had to send apologies and provided the following update:</p> <p>“Unfortunately, I've not been in a position to arrange too much in the way of MTB rides this year - apologies to all for that.</p> <p>IBC did have a decent showing through the Mud Sweat and Gears (MSG) MTB race series this year. Great to see some youngsters with some fantastic results; Jack Parrish 4th overall in the Youth category and our very own Tom Pidcock in the making; Josh Bowyer 4th in Juveniles.</p> <p>Also, in the Grand Vets category, a very respectable 14th overall for Steve 'Big Dawg' De Boltz. MSG really is a great local series with extremely well organised events, making great use of what terrain we have available in the East...Who would have thought we could have a mountain bike race in Hintlesham!! Worth a look next year if you own a bike with fat tyres!!</p> <p>I'll be stepping down from the MTB secretary role this year, as I'm likely to have even less opportunity next year to get involved in the role as much as I would like.”</p> <p><b>Media Summary from Mark Salter</b></p> <p>Mark Salter explained that the main aspect of his role is to look after the website, Facebook and other social media. This time, he wanted to mention two apps, Twitter and Instagram. This year he has installed software to the website so that, any postings made to these social media apps by the Club automatically posts those entries straight to the main IBC website. He was pleased to have learned how to do this, so anyone wanting to know how to do this to their website, please ask.</p> <p><b>Time Trial Report from Jane de Boltz with support from Angus Jardine</b></p> <p>“A very successful IDCA series again this year with some new faces giving it a go. We had 22 club members take part, including 4 ladies and 2 juniors. The Crowfield Circuit, again proving popular, having a maximum field of 60 riders at the first event with the remaining 5 events very well attended. The male and female course records were broken on the Crowfield course with times of 21.13 by Lloyd Chapman of Catford CC and 25.07 by Verity Smith of Stowmarket &amp; dcc. However, our very own, Simon Hance broke the Battsford 10 mile course</p> |  |
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record, which had been held since 2008, in a time of 21.49 - Superb achievement.

IDCA Prize presentations were held at Henley Village Hall on 6 September 2017 with Simon Hance taking 1st Male Vet 40, Andy Kennedy 2nd Male Vet 50, Dave Copland 3rd Male Vet 50, Martin Page 3rd in the Road bike category, Jane de Boltz 1st Ladies Vet 50, Susannah Rosenberg 2nd Ladies Vet 50 and Josh Bowyer 1st Junior/Juvenile in his first season of time trials - one to look out for in the future.

Several club members took part in the SPOCO East league either as individuals and/or in teams resulting in Team 4th place for Angus Jardine, Andy Kennedy and Graham Laws.

We nominated the Diss Open 25 on 13/8/17 and Kings Lynn Open 25 on 5/8/17 as our club championships for 2017 and four events from the IDCA series for our Open 10 to enable more club members to take part.

We had 14 club members take part in CTT events throughout the season, many achieving their own personal records. However, some notable results as follows:

Andy Proffitt came 3rd in Stowmarket & dcc 20 mile 46.04 on 1/4/17.

Ant Birt and Andy Kennedy – 1st vets 2up TT Victoria cc 10 mile 22.55 on 17/6/1.

Ant Birt and Steve de Boltz – 2nd vets 2up TT Victoria cc 10 mile 23.51 on 26/8/17.

Simon Hance – 3rd Stowmarket & dcc 10 mile 20.45 on 6/8/17, 3rd Diss & District 25 mile 54.48 on 13/8/17 and 3rd Cambridge cc 25 mile 50.31 on 17/9/17 – this latter result breaking the IBC club record held by Ollie Jones from 2016.

In August Simon Hance also took part in the UCI Age Group World Championships in Albi, France resulting in 9th place, very commendable in extremely hot conditions.

Graham Laws achieved the fastest 50 of the year in a time of 1.52.33 at cc Breckland on 2/9/17.

On 7/10/17 the IBC Hill climb took place on Semer Hill which was very well attended resulting in 1st male 56.2 Karol, 1st lady 1.44.70 Lucy and 1st Junior 1.05.61 Adam Palmer and the Half Wheel event held on the same day was won by Joe Spaulding.

As I am now standing down as TT secretary I would like to extend my thanks to all the marshalls who gave up their Tuesday evenings in April and May who helped me for the 6 weeks at Crowfield for the IDCA series. Without their valuable assistance these events would not have taken place and hopefully we'll see many more come forward next season.

I would also like to thank Mark Salter, who did a sterling job as timekeeper, as did Angus, and Dave Copland for pushing off and Steve de Boltz for setting and packing up the course every week.

It should also be noted that Angus Jardine has a wealth of knowledge in relation to Time Trials and has been a stalwart of the club for many years in this regard. His help is invaluable, especially when sorting out all the results for the Time Trial trophies that are awarded each year, and very much appreciated.

I wish my successor all the very best for a great season in 2018.”

Susannah Rosenberg also wanted to congratulate Jane de Boltz on her Ladies Vets win.

The evening time trial dates organised by Ipswich Bicycle club, for the IDCA league 2018, will be held every Tuesday for 6 weeks at Crowfield Village on these dates in 2018:

17 Apr, 24 Apr, 1 May, 8 May, 15 May and 22 May.

**Saturday Social Rides report from Nigel Bunton**

Nigel Bunton had taken over the role mid-year and will continue to support the arrangements for the SSRs.

**Social & Trophy Secretary report from Marcus Sharpe**

This year four new trophies were created and the deal with Ipswich Transport Museum to store all the Club trophies safely and keep them on permanent display is an achievement.



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|                 | <p>The annual BBQ was attended by 53 people and although just 50p short of break even the event was well received.</p> <p>Planning for the 2018 Annual Dinner on Sat 24 Feb 2018 is already under way, which is going to be more informal and less pricy in response to the comments received last year.</p>   |  |
| <p><b>8</b></p> | <p>No nominations were received for any long service awards.</p> <p>Anyone with any future proposals should contact Wendy Boother.</p>   |  |
| <p><b>9</b></p> | <p><b>Proposals</b><br/> The Committee had publicised the following proposals:</p> <p>a) Proposal from the Treasurer:</p> <p style="padding-left: 40px;">“That membership fees will remain the same. However, renewals for existing Club members will be for the full fee, irrespective of the time of renewal in the following year. The reduction in fees that has been applied in the Summer in recent years will only apply to new members joining the Club for the first time or upon application and approval by the Committee.”</p> <p>Angus Jardine seconded this proposal. By a show of hands, this proposal was carried.</p> <p>b) Proposal from the Treasurer:</p> <p style="padding-left: 40px;">“Signatories to the IBC Bank account are to be the Treasurer, Secretary and Chairman, unless otherwise appointed for the purpose by the Committee.”</p> <p>Les Roper seconded this proposal.</p> <p>Susannah Rosenberg wanted to make it clear she did not consider any current individuals negatively but felt the proposal could encourage people who are not appropriate to apply for these posts in future. It was noted that the Committee can co-opt people into post mid-year, too, and was concerned about risks to Club funds. It was also inappropriate for signatories to be connected in any way. It was not clear to all why this was being proposed. Wendy Boother reminded the meeting that last year the arrangements for members being appointed to management were clarified and tightened.</p> <p>Paul Rippon explained the reasons for the proposal, mainly as the Rules and Constitution had no mention about signatories at all and reminded the meeting that the Committee receives a CV and application which is put to a vote, so any members with a connection are unlikely to be appointed. It was also noted that some members interested in committee roles might not want to have the responsibility of being a signatory.</p> <p>Steve Grimwood suggested an amendment to the proposal:</p> <p style="padding-left: 40px;">“Signatories to the IBC Bank account are to be the Treasurer and two other members in management roles on the Committee.”</p> <p>Tim Butler seconded the amendment. By a show of hands, this proposal was carried. There was one abstention.</p> <p>Steve de Boltz seconded the new proposal. By a show of hands, this proposal was carried. There was one abstention.</p> <p>c) Proposal from the Treasurer:</p> <p style="padding-left: 40px;">“All money received from British Cycling events, held on behalf of Ipswich Bicycle Club, are to be paid directly into the IBC bank account. No personal or business accounts are to be used for IBC events unless by prior agreement of the Treasurer,</p> |  |



the Secretary and Chairman of the Club.”

Les Roper seconded the proposal.

Paul Rippon explained that this was also about tightening the formal arrangements and to clarify the Club rules. There was discussion about removing the references to British Cycling and IBC events from the proposal so that all financial transactions were covered. There was also discussion about potential situations where it might not be possible to get prior approval for small last-minute emergencies and Paul Rippon said that a larger float could be agreed in future to minimise that risk.

It was also noted at this point that there was little information of the details of Club kit sales. Matt Kerr had given funds which will have to appear in next years' accounts. It was agreed that Wendy Boother will put this on the Wednesday 15 November 2017 Committee agenda for further discussion. It was likely, with the new banking arrangements, that Matt Kerr could provide more frequent and more detailed accounts.

Returning to the proposal in hand, the Treasurer's proposal was amended to read:

“All money received, held or paid on behalf of Ipswich Bicycle Club, are to be processed directly via the IBC bank account. No personal or business accounts are to be used for IBC business unless by prior agreement of the Treasurer and two other members in management roles on the Committee.”

Marcus Sharpe seconded the amendment. By a show of hands, the amendment was carried. There was one abstention.

Tim Butler seconded to new proposal. By a show of hands, the new proposal was carried. There was one abstention.

d) Proposal from the Treasurer:

“All organisers of events are to produce a detailed account of the finances of the event, to support the Treasurer and the Committee.”

Angus Jardine seconded the proposal. By a show of hands, the proposal was carried. There was one abstention.

e) Proposal from the Treasurer:

“The Accounts are to be submitted to the Auditor/s once a year for approval, for acceptance at the AGM.”

David Boother seconded the proposal. By a show of hands, the proposal was carried. There was one abstention.

f) Proposal from the Treasurer:

“All of item 16 of the Club Rules will be deleted as the points system is no longer deemed appropriate. The Committee does not therefore need to run any system of fairness and so item 15 will be re-worded to encourage all members to participate in events.”

Paul Rippon explained that this used to relate to the collection of points to discount the cost of tickets to the annual dinner and that it seemed outdated and unfair as Paul kept winning this due to the number of events he promoted each year.

Angus Jardine seconded the proposal. By a show of hands, the proposal was carried. There was one vote against this proposal. There was one abstention.

Chairman declared a break and the opportunity to vote for Club member of the year.

WB

WB to  
update all  
documents



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| <p><b>10</b></p> | <p><b>Any Other Business</b><br/> All those present were reminded that the next Club Social, which will continue First Monday Monthly, will be in The Ven Yew Room at Greshams and this will be the Membership renewal night on Monday 4 December 2017.</p> <p>a) The Vote for the Club Member of the Year<br/> All those present had the opportunity to complete and hand in a voting slip during the comfort break before the open forum. The result will be announced at the Annual Dinner, planned for Sat 24 Feb 2018 – further details to be announced. Wendy Boother and Susannah Rosenberg completed the counting and determined the result.</p> <p><b>Open forum</b></p> <p>b) There was a question regarding club kit from Joseph Spalding. Matt Kerr is clear in his communications that there needs to be a minimum order of three of each item ordered with the current supplier. This means that some people ordering have to wait until two other people order the same item and this can mean a long wait or even no order being made at all. Joseph suggested that Club funds could be used to support such orders to purchase the additional items and put them into stock.</p> <p>Discussion followed that it was not an unreasonable request and worth taking to the committee and to give Matt Kerr the opportunity to respond to the issues he faces with the current supplier. Discussed Matt Kerr using the Club members-only Facebook page or emailed everyone to invite orders to reach a minimum order. It was agreed that Wendy Boother will put this on the Wed 15 Nov 2017 Committee agenda.</p> <p>c) There were no other questions or comments raised.</p>  | <p><b>WB</b></p> |
| <p><b>10</b></p> | <p><b>Dissolve the Current Committee</b><br/> Will Taylor announced the dissolving of the current committee, handing over proceedings to Tim Butler.</p>  |                  |
| <p><b>11</b></p> | <p><b>Elect the New Committee</b><br/> There had been no proposals received regarding new Honorary Positions.</p> <p>It was explained that all Management Positions on the Committee were expected to be subject to application to the Committee in advance for prior approval. As detailed in the agenda, all those currently in these roles were able and willing to continue and so could be voted at this meeting en-bloc. The Committee would continue to attempt to co-opt a Coaching Secretary. It is desirable that a second accounts examiner could be found to support Susannah Rosenberg and the Committee would discuss this further, too. There was discussion about any requirement of a minimum level of attendance at Committee meetings. It was agreed that Wendy Boother will put this on the Wed 15 Nov 2017 Committee agenda.</p> <p>All those positions were taken to a vote and by a show of hands was carried.</p> <p>It was explained that General Positions on the Committee could come forward prior or at this meeting. If more than one person expressed an interest, then they could stand and the matter would go to a vote. It was noted that there were a number of vacancies and expressions of interest were invited. Deborah Wainwright indicated a wish to stand as the Ladies Representative, seconded by Les Roper. In light of no other interest, Les Roper expressed an interest in continuing as the Male Representative seconded by David Boother. The Committee noted there were still vacant positions and was concerned about this. Jane de Boltz was thanked for providing a guide to the role she was relinquishing, which would be retained in Club records as a useful resource.</p> <p>Both of those who stood for positions were taken to a vote and by a show of hands was carried.</p> |                  |



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| <b>12</b> | <b>Meeting Closure</b><br>Tim Butler thanked everyone for attending and concluded the business of the evening.<br><br>Susannah Rosenberg wanted a vote of thanks to everyone who had worked on the Committee for the last year. |  |
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| Role   | Current                   | Name of Proposed          | 1st                                   | 2nd |
|--|---------------------------|---------------------------|---------------------------------------|-----|
| <b>Honorary positions</b>  |                           |                           |                                       |     |
| Club President   | Tim Butler                | Tim Butler                | No vote – determined by the committee |     |
| Vice President   | Marie Pickess             | Marie Pickess             |                                       |     |
| Vice President   | Keith Hill                | Keith Hill                |                                       |     |
| Vice President   | Joyce Nevill              | Joyce Nevill              |                                       |     |
| Vice President   | Mick Hearn                | Mick Hearn                |                                       |     |
| <b>Management positions</b>  |                           |                           |                                       |     |
| Chairman   | Will Taylor               | Will Taylor               | Voted in en-bloc                      |     |
| Vice Chair   | Paul Rippon               | Steve Grimwood            |                                       |     |
| Treasurer  | Paul Rippon               | Paul Rippon               |                                       |     |
| Accounts Examiners   | Mick Hearn                |                           |                                       |     |
| Accounts Examiners   | Susanna Rosenberg         | Susanna Rosenberg         |                                       |     |
| Club Secretary   | Wendy Boother             | Wendy Boother             |                                       |     |
| Membership Secretary   | Mike Kingshott            | Mike Kingshott            |                                       |     |
| Welfare Officer Female   | Jo Ringrose<br>Anne Betts | Jo Ringrose<br>Anne Betts |                                       |     |
| Welfare Officer Male   | David Boother             | David Boother             |                                       |     |
| Social & Trophy Secretary  | Marcus Sharpe             | Marcus Sharpe             |                                       |     |
| Media Secretary  | Mark Salter               | Mark Salter               |                                       |     |
| Coaching Secretary   |                           | Vacant                    |                                       |     |
| Clothing Co-ordinator  | Matt Kerr                 | Matt Kerr                 |                                       |     |
| <b>General positions</b> – if any additional interest comes forward, the post will go to a vote at the AGM |                           |                           |                                       |     |
| Road Race & Track Secretary  |                           | Vacant                    | Voted in en-bloc                      |     |
| Time Trial Secretary   | Jane de Boltz             | Vacant                    |                                       |     |
| Mountain Bike Secretary  | Paul Bird                 | Vacant                    |                                       |     |
| Cyclo Cross Secretary  | Steve Grimwood            | Steve Grimwood            |                                       |     |
| Social Rides Secretary   | Nigel Bunton              | Nigel Bunton              |                                       |     |
| Youth Representative   |                           | Vacant                    |                                       |     |
| Ladies Representative  | Jackie Smith              | Deborah Wainwright        |                                       |     |
| Male Representative  | Les Roper                 | Les Roper                 |                                       |     |