



Minutes

What	Ipswich Bicycle Club Committee Meeting		
Why	Monthly Meeting		
When	Monday, 17 September 2018 at 7.30pm		
Where	The Dove Street Inn , 76 St Helen's Street, Ipswich IP4 2LH		
Attended	Scott Amass Anne Betts (Notes) Steve Grimwood,	Sean Marner Paul Rippon Les Roper	Mark Salter Marcus Sharpe Will Taylor (Chair)

Item		Action
1	<p>Apologies David Boother, Wendy Boother, Matt Kerr, Mike Kingshott, Charlie Latto, Leanne Nixon and Deborah Wainwright sent their apologies.</p>	
2	<p>Last Minutes The minutes of the last meeting were agreed, with the exception of: September's social night event being post-phoned and an amendment of social evening dates (see minutes below for clarification/ correction). Also updates from the summer break were detailed/ confirmed as:</p> <ul style="list-style-type: none"> Will Taylor (WT) reported that the planned First Aid training course has been completed as planned for 12no. IBC members on 28.08.18 at Elmys, Leanne Newman (LN) has previously posted a fb message informing attendees that certificates were ready for collection at Elmys – several are yet to be collected. Steve Grimwood (SG) reported that of the many first aid courses he has attended that the course that was well presented and represented good value for money for the Club. Greshams – the annual cost, at present is £180.00, for hire of the function room once a month – the merits of continuing with this (if the current rate remains) was thought an advantage. Hiring a room at a similar price elsewhere in Ipswich at short notice was thought improbable at similar cost. The social evenings at Greshams are likely to be attended by an increased volume of members during autumn and winter months, particularly if there is an advertised speaker or bike related event at a social evening, for which Greshams has adequate parking. Paul Rippon (PR) will monitor the renewal charge like for like for the forthcoming year Greshams as it becomes available. October's social night – the speaker requires use of display equipment. WT to contact speaker the Dove to confirm what equipment is to hand. Equipment to hire at Greshams is costed per item, at a premium cost, including penalties charged for any type of damage to venue or equipment. Alternative sources for the required equipment were discussed. WT will discuss with staff at the Dove and then confirm the venue for October's social event to Mark Salter (MSa) to update website to detail the event to all members. The AGM will be held as advertised at Greshams – 1st November 2018. <p><u>Action Points</u></p> <ul style="list-style-type: none"> IBC Clothing – PR confirmed that the 2no. orders for Endura kit urgently require accounting for to ensure monies are paid into the Club bank account and so accurate that stock levels are known. Matt Kerr (MKe) is generally unable to attend committee meetings – WT will contact MKe/ Catlyn to ensure MKe is supported and to facilitate PR's accountancy requirements and end of year balance for the AGM. Welfare Policies – Anne Betts (AB) has contacted British Cycling (BC) several on several occasions during the summer break. The current requirements are that all BC policies are downloaded and are accessible to all via a link through the IBC website. AB will download/ print all policies in order that a sub group – (to meet next week - 	<p style="text-align: right;">WT</p> <p style="text-align: right;">PR</p> <p style="text-align: right;">WT MSa</p> <p style="text-align: right;">WT</p> <p style="text-align: right;">AB/ WT/ MSa</p>



	<p>25.09.18 - tbc) can view and customize policies as required, prior to them being uploaded to the IBC website via a link. Policies should be reviewed annually; in addition the BC site should be viewed monthly for update details.</p> <p>All other action points were completed or updates are included in the items below.</p>	
<p>a</p>	<p>Secretary Reports</p> <p><u>Road Race and Track</u> IBC Road Race 2018 event – rescheduled to 22.07.18, the event went well – discussion took place as to move this event from its traditional time in March to later in the year permanently, the 1st week in July was agreed.</p> <p>This discussion also served to provide a response to report back to Joan Potts, Eastern Road Race League, who had contacted PR - requesting confirmation of IBC's date to hold our 2019 event – in preparation for the League's October meeting.</p> <p>The IBC Grass Track event will be held in the 2nd week of June 2019.</p> <p><u>Time Trial</u> Sean Marner (SM) reported that finance reports are in the process of being finalised before being submitted to PR. This will follow SM meeting with Emma Taylor (Stowmarket) next month to apportion monies. At the awards night last month IBC members were well represented with numerous successful entrants – reports have been posted on fb.</p> <p><u>Mountain Bike</u> Mud, Sweat & Gears – the final event this year was held last month.</p> <p><u>Cyclo X</u> Steve Grimwood (SG) reported that this year's season was well under way, again IBC are well represented. Plans for both the Club Cycle Cross event to be held on 16.12.18 and the Eastern National Trophy event which is planned for 8-9.12.18, both to be held at Trinity Park. There will be changes to last year's course also the barn will not be used this year – use of a marquee to vary the event. SG stated that this year will, after 25 years, be the last he will organise as he feels that new ideas are required to keep the event fresh. However the opportunity to advertise the need for volunteers for both of this year's event was made.</p> <p>SM has provided the Eastern CX League as http://www.easterncross.org.uk/league.htm to find further CX details.</p> <p><u>Social Rides</u> Scott Amass (SA) prepared a report containing details of the volume of Club members who had attended recent SSR rides, the venues visited and current ride leader data.</p> <p>With newly qualified ride leaders – Simon Trudgett, SA has 13no. ride leaders, enough to cover leader absences and holidays. There are now several groups at all levels to enable swapping to avoid clique groups</p> <p>The format each month, is currently 1st Saturday – Green Ride – has now finished (September) for 2018, will restart in May 2019 3rd Saturday – long ride, during summer months only. 4th Saturday – no ride September as both AB and Deborah Wainright (DW) are on holiday.</p> <p>SA reported that 2no. café locations have been removed from the IBC coffee stop listing: Mr Allards – this venue will shortly be closing. Valley Farm – this venue proved to be unsuitable as it was unable to meet service levels.</p>	<p>PR</p> <p>SM</p> <p>SM/ All</p>



	<p>WT reported that a 14 year old would like to take part in the SSRs – guardianship was discussed. WT confirmed that the child’s parents would be required to complete a nomination form to ensure welfare needs were met. Anyone taking part in an SSR must have a completed guardianship nomination form without exception (even if they are cycling in the same group as their parent/s).</p> <p>SA asked the committee to discuss the annual IBC Hill Climb event. As the Sudbury Hill Climb is booked for 14.10.18 any other Saturday would be suitable – SA will advise of the chosen date. Various members of the committee were able to advise SA who he should contact regarding club member who had event time-keeping experience (Adam Keer and Angus Jardine) and ‘the kit’.</p>	<p>SA/ All Ride Leaders</p> <p>SA</p>
4	<p>Coaching No secretary – no report. Lack of daylight at this time of year restricts opportunities therefore SG and Joe Spaulding are looking at holding sessions during the day, details to follow.</p>	SG
5	<p>Membership (Mike Kingshott (MKi) has reported to WT that membership currently stands at 225, records are up to date. SA reported that a few people SSR are currently on trial ride status (3no. trial rides before joining IBC).</p>	
6	<p>Club Clothing Matt Kerr (MKe) had not submitted a report for this meeting. Details covered previously in Action Points</p>	
7	<p>Finance PR reported that 2no. large clothing orders had been placed with Endura for which he urgently requires transaction details to satisfy financial expenditure records. Once he has banked the IBC kit/ leisurewear sales monies the current account will have a reasonable amount in it to cover standard expenditure, at the present time it is running too low at £375.00 with 3no. cheques yet to clear.</p> <p>A bulk deposit of £10,000.00 has been removed for security reasons out of the main IBC current account – PR reported that the interest gained on this amount was 21 pence!</p> <p>In light of WB decision the IBC account has one less signatory therefore a further signatory will need to be verified.</p> <p>SG suggested that a subgroup (small group but open to all) met pre-AGM to ensure finance records were ready to be presented to the auditor ahead of the AGM to be held on 01.11.18. At the present time IBC has only 1no. accounts auditor. SG will contact SR to discuss whether she would prefer to have a 2nd auditor for support. WT will contact a known IBC member who has previously offered her accountancy services to the Club.</p>	MKe/ PR
8	<p>Secretary No report received. Wendy Boother (WB) has let WT know that she no longer wishes to continue with committee secretarial role in all aspects and wishes to step down with immediate effect. David Boother also wishes to leave his Welfare Officer (Male) committee post. WT lead discussion as to a suitable good-bye and thank you gift to both. WT will investigate locally a gift as discussed by the committee.</p> <p>WT will contact MKi to remove WB email address from the BC membership contact listing, for now (until the AGM) it was suggested that MKi became the contact name with immediate effect for the interim.</p>	WT
9	<p>Welfare Covered in Action Points.</p>	AB



<p>10</p>	<p>Media MSa has reported that the Club website is up to date – however 2no. abnormalities were highlighted – the date of this meeting and an incorrect contact telephone number which Mark will delete as it is not working/ being answered. WT to ask MSa to post last month’s committee meeting minutes on the website.</p>	<p>MSa</p>
<p>11</p>	<p>Social Events & Trophies Marcus Sharpe (MSh) has already commenced preparations for the IBC Annual Awards Evening – with the suggestion that the event is held on 23.02.19, which was agreed. MSh stated that this would be the final year he would be organising this event. SA raised a question regarding the current voting system for the ‘Most Improved Rider’ and asked whether voting could be opened up.</p>	<p>MSh WT</p>
<p>12</p>	<p>Any Other Business</p> <ul style="list-style-type: none"> • (from July’s meeting) GDPR – WT to contact MSa regarding current and forthcoming GDPR regulatory standards regulating IBC compliance data storage and archiving as of 25.05.18. • Les Roper (LR) reported that SSR were the victim of their own success as most cafes will be unable to cater for 50+ riders and provide seats indoors particularly in the winter months. Splitting groups into two café venues was briefly discussed. SA to look into this as a working plan. • LR stated he would be standing down at the next AGM from his committee post. • MSh would like to see vacant committee posts advertised more clearly to Club members prior to the AGM 	<p>WT/ MSa SA WT/ MSa</p>
	<p>The meeting ended at 9.20pm. The next one is on 15 October 2018.</p> <p>The remaining 2018 meetings are at 7.30pm on the third Monday of the month at The Dove Street Inn: Aug (no meeting), 17 Sep, 15 Oct, Dec (no meeting). The AGM is on Thu 1 Nov 2018 in The Ven Yew Room at Greshams.</p> <p>Social evenings are at 7.30pm in The Ven Yew Room</p> <p>Thereafter - return to the first Monday of the month: The Dove Inn, St Helen’s Street, Ipswich: 1 October, 2018 - tbc</p> <p>Dec Social – fancy/ crimbo jumpers and cycling clothes bring/ buy/ swap family event – SG to confirm.</p>	<p>SG</p>