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| **Minutes** | | | |
| What | Ipswich Bicycle Club Committee Meeting | | |
| Why | Monthly Meeting | | |
| When | 7pm Monday 21 September 2015 | | |
| Where | **Greshams,** 312 Tuddenham Rd, Ipswich IP4 3QJ | | |
| Attended | Anne Betts  David Boother  Wendy Boother (Notes)  Steve Clark  Steve Grimwood (Chair) | Angus Jardine  Chris Jillings  Matt Kerr  Simon Males  Liz Newbery | Colin Newstead  Jo Newstead  Jo Ringrose  Paul Rippon  Mark Salter |

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| **Item** |  | **Action** |
| **1** | **Apologies**  Ollie Jones, Adam Keer and Will Taylor sent apologies. |  |
| **2** | **Last Minutes**  The minutes of the last meeting on 20 July 2015 were accepted – August was not Quorate or minuted.  Action Points  SG expected that all the action points from the July meeting were completed or updates would be provided in the items below. |  |
| **3** | **Secretary Reports**  Road Race and Track  SC reported that everyone is getting their points and doing well. Grant Martin gained his 1stCat license - 11mths from 4thCat license – great achievement.  Time Trial  SG wanted to record a vote of thanks to Antony Birt for all his work liaising with Stowmarket. All season events done with the presentation on final night again, which went well instead of the previous Boxing Day event.  AJ wanted it noting that there is still a need for a TT Secretary, particularly with the AGM looming. SG thanked him for his efforts in maintaining the key aspects of the post for this year voluntarily. AJ will work out winners of competition winners and will be happy to show anyone interested to learn the requirements of the post.  AJ had also received the invite to the Eastern District AGM. The Club has space for two representatives to attend, AJ plus one other. AJ also had the subscriptions letter, which he passed to CJ.  AB has form for registration and booking the village hall. He told AJ he would take from the £760 funds received from the RCA rounds and will return what is left to CJ.  AJ reported some issues running the Tuesday TT as AB could not be there a few weeks. Still allow signing on up to ten minutes after the start. Clive Tricker had publicised the need for more volunteers, which brought forward a flurry of interest but there needs to be a regular commitment. Looking at the bigger picture, the Club needs a team of volunteers and marshals to rely upon that are not competing, as competitors are losing their places to do these tasks. It might be part of ICA participant’s requirements. Those in charge need to know what they are doing and be able to actually run the event. SG wanted marshalling arrangements to be a clear item on the next agenda to ensure it is discussed. This is the second year the Club has not had an Open TT. There used to be 120 riders competing, including professionals, and we should be building this back into our calendar. Another reason to have a TT Secretary in post to manage things and take TT to another level, back to its previous hey-day. It was noted that Stowmarket riders have increased participation. Perhaps we need to learn from their big drive to increase this activity. Perhaps we should have Open 10 TT? Finding a date that works without clashing with other clubs and groups is difficult to know their dates because of the way they get published.  Keith Hill is also aiming to retire as time keeper and so there is time for training to be given.  SG thanked AJ for his input to this meeting.  Mountain Bikes  Jack Parrish is sitting 10th.  Cyclo X  SG reported that four races in the eastern league went through with great results across all. Not far away from the national trophy event on 29 Nov at Trinity Park. Now that the Henham Steam Rally is done, the site is ready to prepare. Need all hands available to assist. Looking to invest in some new flags.  One youth mountain biker doing well.  Training at next to the ski slope site now available Tuesdays at 6:30pm at the car park. For over 16s. Under 16s should be directed to the sessions with AK. Need to think about the role of the club in respect of the ski slope adjacent site as there is possibility of lighting being required and so a donation to the owner would be a good investment.  Social Rides  WT sent a report to WB: Regular attendance from 40-50 members on the Saturday Social Rides. WT wanted to record a vote of thanks to all those who come forward to assist in leading rides and thinking of new routes and venues. Even on a week when two regular ride leaders were away, six groups still went out with volunteers willing to give leading a go.  Youth  Jack Parrish youngest cyclocross/mtb success story for the Club.  Ladies  LN had sent out a Facebook posting about ladies rides. She wants to encourage communication so she can move ideas forward. She wondered if something should be added on the website explaining signalling, something similar to the CtC site, which could help her direct ladies to. MS suggested posting a link to the CTC and/or British Cycling guide and a summary page would be sufficient, which covers etiquette, signalling etc. MS to post her as a contact on the site, too. |  |
| **4** | **Coaching**  AK did not send in a report with his apologies, though recent posts about coaching had gone up on the web. |  |
| **5** | **Membership**  PR reported the last few members joining include Dean Backhouse, Alistair Keen, Dennis Prentice. 244 members in total. |  |
| **6** | **Club Clothing**  Race wear – Colin Newstead  CN reported another order is going in soon, and he planned to run a stall at the next social event.  Leisure wear  MK reported that orders continue to come through. He will be planning the annual celebration in due course. |  |
| **7** | **Finance**  CJ reported he was getting ready for the AGM and finalising accounts so anything outstanding should be reported and handed over to him as soon as possible. |  |
| **8** | **Secretary**  WB summarised the types of emails that had come in and how she was dealing with them and that there was no formal post received through the letterbox.  AGM planning.  In line with agreement last year, we are changing the way we are doing jobs this year.  SG divided the roles into categories. Those interested in any of the General posts can be put forward and voted for, if required, on the day. Those interested in Management posts need to be equipped and qualified for these posts and so their nomination needs to be agreed in advance at the October committee meeting. If two or more come forward, and both/all are suitable, they would be voted for on the night.  It would be helpful for all current committee members to make their intentions clear to WB as soon as possible. She will need to know all those that wish to stay in their current post, or to put forward an expression of interest or nomination for a different post, or to stand down.  CJ confirmed we can manage with one accounts examiner, we had two for a counter signature in the past. Suzanne Rosenberg has come forward.  SG asked if anyone wanted to announce they did not want to stand. No one indicated at this moment in time. The post of Chair should change every two years and it is not necessarily automatic for the Vice to become Chair. The only management position up for nomination at present is Vice Chair.  SG confirmed that he would be standing down and handing over to PR as planned and explained last year. WB, PR and SG to issue an email about the AGM as soon as agreed.  SG happy to continue in cyclo cross Secretary. Jo Newstead has offered to stand for membership secretary. Racing Secretary and TT Secretary posts are required and it would be nice to know of expressions of interest early, before the AGM itself, is very helpful. Marcus Sharpe and others have worked for the club might be interested. Current committee members are encouraged to canvass potential nominations but await the email going out first. Anyone can offer to stand against anyone already going forward, which will require a vote.The closing date will be clear. Facebook can be used after the first email.  Honorary positions given by committee, not up for election, are President and Vice Presidents, which will be decided at the next committee meeting. So any suggestions welcome. SG feels no changes required to the existing posts. Those should be sent a letter to invite them to the AGM.  The AGM will be at Greshams on the First Monday on 2 November instead of the social evening so that the new committee can meet Third Monday on 16 November. The format will be quicker than before as all positions will be voted en bloc for posts that are not competed for. All those that wish to say a few words will have a brief opportunity to introduce themselves to those present on the night. Discussed the idea of a photo and a few words to put in the AGM papers. SG will manage and keep everyone brief. All secretaries to write a summary paragraph or two of their year in post to summarise the achievements of the Club and its members and to give anyone interested an insight to the post of the Secretaries.  Club member of the year is voted on the night  Save the date email going out later this week along with AGM message.  SM asked about the idea of feedback forms on the night? SG felt this was served by the open forum at the end after formal business. He also reminded the meeting that the new committee members voted in will be encouraged to wait at the end so that members would have the chance to meet them and put any views and ideas forward. |  |
| **9** | **Welfare**  AB is on week 3 of 5, waiting for her DBS certificate. Not rejected so she is hopeful. JR should also be in place for AGM. This has bearing on future planning for these posts.  No-one had any welfare issues to report. |  |
| **10** | **Media**  MS reported the updates and activities he had been doing to improve the website and the many things he has learned how to do. Taken over the Twitter and Instagram accounts from Ollie Jones, now. Posts come up feeding in from them to the website. Instagram page needs to be posted through the account not sure about via # links.  A separate page has been set up to manage photos.  MS is looking for ideas how to link posts across all social media. Looking for pictures that are pertinent to this time of year, too. It was suggested that MS contact Emily Godber and others to learn how to set up one post to across all social media and the website in one go, possibly using Tumblr. |  |
| **11** | **Social Events & Trophies**  Social Events  Everyone present agreed with MK that the annual BBQ was a great success and costs covered thanks to the raffle and great ticket sales. 90 nearly attended the event at Greshams. Plenty of new members and families attending. Food and costs good. Will aim to get a date for next years in the diary ASAP.  Trophies  MK reminded the meeting that he will need trophies to be ready for the celebration evening and so will aims to organise this after the AGM, as he hopes to continue in post. |  |
| **12** | **Any Other Business**  Verity Smith from Stowmarket Club brought in a 1937 IBC medal and SG was pleased to report he was able to explain exactly what the medal was for, from the Club’s archive records.  MS confirmed the application for BT funding had failed but there is now a new procedure and he will apply again in October.  SM noted that the trip to Majorca he had posted was not formal IBC, though had committee support to advertise, and has had 10 or so expressions of interest. Cost effective. Happy to go out to all members via email as well as Facebook.  LN clarified that the ladies rides are IBC supported and so covered by insurance, 6 guest rides until needing to join as member or paying day membership. LN was advised to liaise with social ride leaders or British Cycling for more details and forms etc.  PR announced that the Reliability Ride is booked for 6 March 2016 and Gosbeck Village Hall is booked for registration and base. He also announced that the Road Race is also similarly booked for 20 March 2016.  SG reminded that the CycloX national event is on 29 November 2015. Support required the week running up to it to set up the course. Help with signing on and other admin and taking course down too. First aid is already been covered by volunteers Mr & Mrs Day.  All committee members to contact WB  **The next meeting is planned for 7pm Mon 19 Oct 2015, with the AGM on Mon 2 Nov, followed by the first meeting of the new committee on Mon 16 Nov 2015.** |  |