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| **Minutes** | | | |
| What | Ipswich Bicycle Club Committee Meeting | | |
| Why | Monthly Meeting | | |
| When | Monday 20 January 2020 at 7.30pm | | |
| Where | **The Dove Street Inn, 76 St Helens Street, Ipswich, IP4 2LH** | | |
| Invited | Scott Amass  Anne Betts  Laura Davies  Simon Davey  Steve Grimwood (Vice) | Charles Mildred  Leanne Nixon  Paul Rippon  Mark Salter  Barney Taylor | Will Taylor (Chair)  Sarah Bowles  Tracy McKenzie  Jo Rosier |

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| **Item**  **No.** | **Item Description** | **Lead** |
|  | Apologies – Scott Amass, Charles Mildred (phone – dial-in link)  SG opened the meeting at 7.35pm, in WT’s absence (who joined the meeting later). | WT/ MS |
|  | Last Minutes   * Last month’s minutes have already been published (therefore agreed) – SG explained correct procedure of minutes publication – once typed the whole committee to have a few days to check accuracy of content before the Secretary finalises the abridged version for general publication in the website. | SG  MS |
|  | Secretary Reports   * Road Race and Track – The IBC Road Race will take place on 05.07.20 – WT confirmed. No women’s event as the date clashes with other ladies’ events and will therefore be poorly attended. The Grass Track Race will take place on 14.07.20, although Chantry Park is already booked. PR will search for another venue * Time Trial – this section is currently without a secretary - Matt Peck has reported a few updates. The search for a Time Trial Secretary is still ongoing – Matt Peck and Jonathan Carlyon will be approached to see if they would be interested in taking on this post in any capacity * Mountain Bike – SG informed the meeting that three events are planned at local venues: Henham, Twisted Oak and the other one. * Cyclo x – the most recent event – was held yesterday at Snetterton where Tim Canham together with his son Sebastian took part in his debut event, finishing safely. There now only two more events left before the end of the season. Events have been well attended with good representation by IBC * Social Rides – SA had not left a report with LN who reported on behalf of the leader group LN reported that the weekly rides continue to be organised and are well attended. Discussion took place regarding the accident that occurred last Saturday 18 January – confirmation that ride leaders are to submit a report to the Club Secretary for Club records, the report is also forwarded to BC for insurance purposes by MS. MS requested that a report be submitted asap to cover the incident, LN will chase this up. AT commented that the requested arrival time of 08.45am requested by SA ahead of 09.00am roll-out had slipped in recent weeks – several riders are regularly arriving at roll-out time which makes for unbalanced and/ large groups going out. LN will mention this to SA to address.   The annual Hill Climb has still yet to take place.   * Youth –This secretary post remains unfilled – new member Sebastian Canham. * Ladies – nothing to report * Men – nothing to report. | WT  PR  LN  MS  SG  SG  LN  MS  LN  LN  SD |
|  | Club Events, Social Events & Trophies  **Social Evenings** – planned events at ISC up to and including May 2020 are listed at foot of these Minutes  **Bergholt Bomb-a-Long – shadow 2020/ adoption from 2021** - LN had asked the committee at last month’s meeting to consider taking on the Bergholt Bomb-a-Long from 2021, she has emailed a list of tasks/ responsibilities required to host this event to all committee members. Discussion took place, favourably to assist supporting the event this year and to report back after it has taken place this year to confirm adoption. LN emphasised that if IBC were unable to adopt this ‘family friendly’ event then it would cease to run. LD to contact local Clubs via various media to advertise event.  **Reliability Ride –** usually held early in the year before the road race season starts. Jason Goodright has posted other clubs’ events on Facebook therefore it is thought that both the 01.03.20 and 15.03.20 are possible dates. Last year’ event was held at Fynn Valley, organised by Tim Canham. LN will contact him for details to look at hosting a similar event this year.  **Awards Night -** AB had emailed ISC to ensure that the booking was as our current records show.  SG AB & SB met to cover essential requirements & form an essentials list to host the event.  SB and SG have rebooked their visit to the Transport Museum to check the cups and other stock held there. SB circulated a list of cups to be found/ returned and to establish their criteria of awarding them for 2020. SB detailed price research for engraving – it was agreed that Timpson’s provided the best price overall for engraving cups (£10) and providing medals (£2.50) within the 2-3-week tight timescale. From this year; all winners will receive medals in lieu of the cups which will remain (for safe keeping) with the Club after presentation/ photos at the Awards Night.  Discussion on ticket purchase methods was discussed – the buffet will be £8.00 per head, it would considered that £10.00 per head (based on 80 persons attending) would be an acceptable charge which most members would be willing to pay – confirmed and payments will be via PayPal this event is to be created in PayPal and instructions of how to pay is to be drawn up.  KW confirmed that Andre has offered to play for free – ‘costs’ reimbursement has been requested via transport costs to and from the venue and drinks (SB has contacted ISC enquiring whether a separate tab can be allotted to Andre for invoicing purposes the event).  SB has emailed the ISC to establish costs for a welcome drink and has confirmed hire of the projector.  SB took home the box of party paraphernalia, kindly collected from Marcus Sharpe  AB and SB will meet up to discuss tasks for the awards night – e.g. style of evening on 28.02.20.  Photography of the event had been researched by SB – lines of enquiry had not been successful. Alternatives (known to IBC) included Emily Godber, Judith Parry & Andrew Keadle. IBC would be able to pay £50 for attendance on the night and then a download purchase system following the evening. | ‘SC’  LN  LN  AB/ SB/ SG  WT/ MS/ PR  SB  SB/ AB  SB |
|  | Membership – both AB & CM now have access to this system and have renewed 85 memberships (at the time of this meeting).  There are 10 errors (1 payment & 9 rejected members) on the BC system – CM has contacted BC membership department who confirm that these are historic system errors.  Discussion took place regarding membership cards – 121 will be contacted by MS to order the first batch of membership cards now that an acceptable price has been finalised by MS this week – securing 200 cards at a set price.  LD was asked to place a reminder on the Club website for renewals of membership – emphasising SSR riders are uninsured unless they have renewed. | AB & CM  MS  LD |
|  | Club Clothing –   * Leisure wear – nothing to report, this continues to be available from Matt Kerr’s company. * Club Kit – Endura stock items remain on the IBC website (immediately available) to ensure members can choose these items before contacting SaddleDrunk (who have a 6-week lead time) to place their orders. * ‘SaddleDrunk’ – presented their clothing range at the last social night 02.01.20. MS will be finalising IBC strip spec for members’ orders of individual clothing items. | SG  MS |
|  | Finance Report –   * PR explained the laborious payment and claim back manual system (manual calculated sheet was circulated to all present) via C Kindred for hosting Time Trial events - IBC have a £148.56 profit for hosting a share of the last season’s series. * SG explained the function of both the IBC current (general expenses) and savings accounts (funds accrued from over 30 years - large expenditure e.g. clubhouse only accessed via special/ dedicated meeting), which currently stand at £4k and £15k respectively. * PR reported that IBC realised £1375.00 from membership payments, payments out for affiliations are only £179.00 * AB handed PR £40.00 cash in respect of Sarah Offord and Mark Hammond’s IBC membership renewal for 2020. | PR |
|  | Secretary –   * MS asked the committee to ensure that he has current email address for all members. * MS discussed the Management Event System presentation to be held on 15.02.20 – it does not seem to be applicable to IBC as those who organise events are aware of requirements and notifications to be made however MS will confirm this with Ian Doe and will email the committee prior to the event taking place to clarify. | All  MS |
|  | Welfare – Female - AB had nothing to report. Informed the meeting that she will be taking AT to a child protection training course on 23.01.20in Bury St Edmunds.  Welfare – Male – confirmed his DBS application process was complete – the certificate is to be copied to MS for Club records and to BC as a requirement. | AB  MS  AB |
|  | Media – LD continues to post updates on events and relevant information as and when requested. | LD |
| 11. | Coaching – nothing to report. |  |
| 12 | A.O.B –  Sean Lowrie – is recovering well from his life saving operation, he has received his card from IBC.  Marie Pickess – passed away at the end of 2019, her funeral is on 07.02.20. WT recommended that £100 was donated to her chosen charity. MS has since confirmed this and will send a card on behalf of IBC.  Barry Tooke – passed away unexpectedly (due to his young age) recently.    Arranged events:  **February Social Evening** – Tracey Whinney will run an interactive Pilates session geared towards cyclists – those attending need to bring a mat and wear appropriate clothing.  **March Social Evening** – Cheese evening – SB has secured this event at a cost of only £30, charge of £2 per head on the evening recommended. SB given an allowance to book this and purchase sundries to host the event.  IBC Awards Evening – 21.03.20 – deposit paid.  **April Social Evening** - the oldest lady to climb Everest – to share her inspiring story, despite suffering a serious accident recently.  **May Social Evening** - Quiz  Suggested events for future social nights;   * + Wine Tasting – proved too expensive from Wines of Interest to host, other providers are available, to be researched by KW.   + SG explained the procedure regarding trophy housing and preparation for the awards night – suggesting that a social night could be held at the Transport Museum where the historic IBC cups and awards are currently housed.   + Nutritionist.   + Joint bike maintenance & security – info evening.   Meeting closed at 9.25pm  **The 2020 committee meetings are at 7:30pm on the third Monday monthly in the Snug or Back Room area of The Dove Street Inn on:**  **18 Feb, 18 Mar, 15 Apr, 20 May, 17 Jun, 15 Jul, 16 Sep, 21 Oct.**  **Social evenings will be held on the first Thursday of every month at Ipswich Sports Centre on Henley Road: starting with 02.01.20, AGM 05.11.20** | WT  WT/ MS  MS  SB  LD |