

**Minutes of Reading CTC Committee Meeting held on Tuesday 15<sup>th</sup> January 2013**  
**Meeting held at the home of John Hammond**

**Welcome:** JH welcomed all.

**Present:** John Hammond, Ian Doyle, Simon Bird, Mike Hardiman, John Lomas, Karen Robertson, Mike Lingham & Nick Clark,

**Appointment of chairman:** It was agreed that John Lomas should chair the meeting.

**Apologies:** Sean Hayden, John Singleton.

**Minutes of last meeting:** Minutes were accepted.

**Matters Arising:** None

**Secretary's Report:**

- Nothing to report

**Membership Report:**

- Nothing to report

**Treasurer's Report:** Report to 31<sup>st</sup> December 2012

***Financial position***

*The only change to the financial position since that reported to the November Committee is the payment for the mulled wine and mince pies event in December 2012. This means that there is a small deficit of £11 for the year to date, with balances now amounting to £1,706.*

***Financial forecast for 2012/13***

*Final figures for the Upper Thames Audax are not yet available but the organiser has forecast a surplus of around £80, which will be made available to RCTC for donation to the Air Ambulance. The surplus is lower than forecast due to additional costs related to changes in running the event.*

*However, the Membership Contribution from the National CTC Office should still enable us to break-even at the year-end or make a small surplus of up to £100, if the present assumptions hold good.*

*Bearing this in mind it is suggested that the sums currently held for donations to charities should be released after rounding up the donations from RCTC balances. This would mean the use of £79.45 from balances, giving donations totalling £500, sourced from last year's Audax events, together with a possible surplus from this year's Upper Thames Audax. Details of the source of these funds are shown in the table below. If the Surplus from the Upper Thames Audax differs from the forecast, or does not materialise at all, the charge to our balance will be greater but can easily be accommodated:*

Source of funds for donations	Donations to be made		
	CDF	Air Amb	Total
	£	£	£
<b>2011/12 ACCOUNTS</b>			
Dinton 100 Audax 2012		47.85	47.85
Furley Audaxs 2012	99.02		99.02
SOOT 2012 (Forecast)		50.00	50.00
Henley Hilly Hundred (Audax) 2012 (Forecast)		50.00	50.00
<b>Held for payment to charities (charged to 2011/12 Accounts)</b>	<b>99.02</b>	<b>147.85</b>	<b>246.87</b>
<b>2012/13 ACCOUNTS</b>			
SOOT 2012 (Balance to actual)		80.00	80.00
Henley Hilly Hundred (Audax) 2012 (Balance to actual)		13.68	13.68
Upper Thames Audax 2012 (forecast)		80.00	80.00
<b>Held for payment to charities (charged to 2012/13 Accounts)</b>	<b>0.00</b>	<b>173.68</b>	<b>173.68</b>
<b>Total from Audax events held for charitable donations, as above</b>	<b>99.02</b>	<b>321.53</b>	<b>420.55</b>
<i>Suggested contribution from RCTC balances</i>	<i>50.98</i>	<i>28.47</i>	<i>79.45</i>
<b>Suggested total donations to be made</b>	<b>150.00</b>	<b>350.00</b>	<b>500.00</b>

Mike Hardiman

Treasurer RCTC

10<sup>th</sup> January 2013

PERIOD:		1 October 2011		to		31 December 2012	
<i>Income and surpluses are shown as positive figures; Expenditure and deficits are shown as (negatives).</i>							
		Column 1		Column 2		Column 2	
		Date as above		Full Yr Forecast		Full year	
		2012/13		2012/13		2011/12	
Ref	Income and Expenditure headings	£	£	£	£	£	£
<b>A</b>	<b>Net interest received</b>		<b>0.30</b>		<b>1.00</b>		<b>1.15</b>
<b>B</b>	<b>Donations received</b>		<b>0.00</b>		<b>0.00</b>		<b>23.89</b>
<b>Net surplus / (deficit) from DA Events</b>							
<b>Cycling events</b>							
	Upper Thames 200k Audax	80.00		200.00		287.12	
	Kennet Valley 100k/200k Audax	0.00		0.00		0.00	
	Dinton 100k Audax	0.00		40.00		47.85	
	Alan Furley Memorial 100k/200k Audax	0.00		75.00		100.00	
	Henley Hilly Audax	13.68		0.00		129.00	
	SOOT off-road event	80.00		0.00		136.00	
	Total of cycling events		<b>173.68</b>		<b>315.00</b>		<b>699.97</b>
<b>Social events</b>							
	Summer BBQ	0.00		50.00		(15.36)	
	Mince pies & mulled wine	(11.00)		(20.00)		0.00	
	Total of social events		<b>(11.00)</b>		<b>30.00</b>		<b>(15.36)</b>
<b>Other events / items</b>							
	Cycle Jumble	0.00		0.00		0.00	
	Reading CTC cycling tops	0.00		0.00		(487.52)	
	Total of other events / items		<b>0.00</b>		<b>0.00</b>		<b>(487.52)</b>
<b>C</b>	<b>Total surplus / (deficit) on events</b>		<b>162.68</b>		<b>345.00</b>		<b>197.09</b>
<b>Running costs</b>							
<i>Routine operating costs</i>							
	Website	0.00		(40.00)		(72.00)	
	Rides programme printing	0.00		0.00		(84.00)	
	Cycling promotion	0.00		(100.00)		0.00	
	AGM	0.00		(65.00)		(61.81)	
	Total operating costs		<b>0.00</b>		<b>(205.00)</b>		<b>(217.81)</b>
	<i>Depreciation of fixed assets</i>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>
<i>Other (expenditure) / income</i>							
	Trophy Engraving	0.00		(60.00)		(55.00)	
	National CTC (membership contribution)	0.00		336.33		336.33	
	Total other (expenditure) / income		<b>0.00</b>		<b>276.33</b>		<b>281.33</b>
<b>D</b>	<b>Total running costs</b>		<b>0.00</b>		<b>71.33</b>		<b>63.52</b>
<b>E</b>	<b>Net surplus / (deficit) before donations, etc</b>		<b>162.98</b>		<b>417.33</b>		<b>285.65</b>
<b>Subscriptions and donations to other bodies</b>							
	YHA Group Membership	0.00		(25.50)		(25.50)	
	Cyclists Defence Fund	0.00		(75.00)		(300.00)	
	Air Ambulance	(173.68)		(90.00)		(382.85)	
	Macmillan Cancer Support	0.00		0.00		0.00	
	Alzheimers Society	0.00		0.00		0.00	
	Inclusive Cycling	0.00		0.00		(100.00)	
	Other donations (not yet determined)	0.00		0.00			
<b>F</b>	<b>Total Subscriptions and donations paid out</b>		<b>(173.68)</b>		<b>(190.50)</b>		<b>(808.35)</b>
<b>G</b>	<b>NET SURPLUS / (DEFICIT) FOR PERIOD</b>		<b>(10.70)</b>		<b>226.83</b>		<b>(522.70)</b>
<b>NOTE:</b> The above figures take into account the best assessment of sums due to and from Reading CTC as at the above date, even though the amounts may not have been actually received or paid out at that date. Details of these assessments are shown at the foot of the Balance Sheet.							

Assumed £50 for Air Amb, rest for for RCTC

Assumes not RCTC event

Assumed for Air Amb

Assumed for CDF

Assumed for Air Amb

Assumed for Air Amb

From assumed surplus on Furley Audaxs

From assumed surpluses on, Dinton, Hilly, SOOT & £50 from Upper Thames

		<b>As at: 31 December 2012</b>					
<i>Liabilities and deficits are shown as (negatives)</i>							
		Column 1		Column 2		Column 3	
		Date as above 2012/13		Nov 2011 Cttee Forecast at year-end		Full Year 2011/12	
		£	£	£	£	£	£
<b>Fixed Assets</b>							
	Value at 1st October 2011	0.00		0.00		0.00	
	Additions	0.00		0.00		0.00	
	Disposals	0.00		0.00		0.00	
	Depreciation	0.00		0.00		0.00	
	<b>Total fixed assets</b>	<b>0.00</b>		<b>0.00</b>		<b>0.00</b>	
<b>Current Assets</b>							
	Debtors ( <i>see footnote 1</i> )		80.00	50.00		249.02	
	Cash at Bank						
	Deposit Account	1,966.32				1,666.02	
	Current Account	80.13				37.43	
	<b>Total</b>	<b>2,046.45</b>		<b>1,885.80</b>		<b>1,703.45</b>	
	Cash in hand		0.27	7.90		11.27	
	<b>Total current assets</b>	<b>2,126.72</b>		<b>1,943.70</b>		<b>1,963.74</b>	
<b>Current liabilities</b>							
	Creditors ( <i>see footnote 2</i> )		(420.55)	0.00		(246.87)	
	<b>Net current assets</b>	<b>1,706.17</b>		<b>1,943.70</b>		<b>1,716.87</b>	
	<b>Total net assets</b>	<b>1,706.17</b>		<b>1,943.70</b>		<b>1,716.87</b>	
<b>Represented by:</b>							
	Accumulated surplus b/fwd		1,716.87	1,716.87		2,239.57	
	Surplus / (deficit) for year		(10.70)	226.83		(522.70)	
	<b>Accumulated surplus c/fwd</b>	<b>1,706.17</b>		<b>1,943.70</b>		<b>1,716.87</b>	
<b>NOTES:</b>							
Estimated or known amounts due to or from Reading CTC, but not actually received or paid at the above date, are shown below and have been included in the Income and Expenditure Statement:							
<b>1 Debtors:</b>							
	Forecast surplus from Upper Thames Audax			80.00			
	<b>Total Debtors</b>			<b>80.00</b>			
<b>2 Creditors:</b>							
	a) Due to Air Ambulance from Dinton 100 Audax			47.85			
	b) Sum due to CDF from Furley Audax			99.02			
	c) Sum due to Air Ambulance from Hilly Audax			63.68			
	d) Sum due to Air Ambulance from SOOT			130.00			
	e) Forecast sum due to Air Amb from Upper Thames Audax			80.00			
	<b>Total Creditors</b>			<b>420.55</b>			

### Runs List:

- Work has begun on the March-May runs list. Deadline is 14<sup>th</sup> February.
- PDF link does not work. **ACTION: John S to check.**
- Nick asked about archiving of line of Runs Lists. **ACTION: JS to arrange for archiving of PDFs.**

### Road rides:

- Mike has asked if when we publish events if we could ensure that the contact details of the organiser. This was discussed and it was agreed that there is usually a contact number or email to enable contact.

### Off-Road rides:

- The off-road Christmas party went well. This year's theme was "Pub Names. **ACTION: ID to pass details of the Awards nominations to JH for eMag.**
- New Year in the Malverns was a good weekend . 16 attended.
- Trip to Dunster is planned for late February.
- Trip to The Lake district is planned for Easter.(Little Langdale)

### Events:

- The Parks & Palaces ride to London held in Ride to London was a success. 28 attended. Thanks to Simon Bird.

**-January or February** - Day trip to experience velodrome riding at Newport, Wales. A 2 hour private training session with track bikes and trainer provided in the hire cost.

- **March** - Saturday train/car assist day ride round Wiltshire starting from Pewsey train station.
- **April** –
  - Reading to Lymington Friday night ride starting at midnight from the Fountain, Caversham.
  - CTC Birthday ride/Annual awards will be Sunday 21<sup>st</sup> April. Destination will be the New Inn, Kidmore End.
- **May** -
  - Saturday train/car assist day ride round Oxfordshire and Northamptonshire starting from Banbury train station.
  - Under canvas/B&B tour of Wiltshire. Nick Clark will have more information.
- **June** -
  - June 8<sup>th</sup>. Alan Furley Ride
  - Reading CTC participation in Bike week 15th-23rd June. We need to discuss our contribution as well as plan rides to support this.
  - 3-night Tour of Essex & Suffolk, Stour Valley Bunkhouse near Manningtree, 20 beds, 27th-30th June.

- **September** - Reading to Brighton Friday night ride starting at midnight, from the Fountain, Caversham.

#### **Welfare**

- Nothing to report

#### **Rights & Ways:**

- Nothing to report

#### **Publicity:**

- Karen has been investigating all cycling bodies in local area. (Cycling bodies!!!)
- Visited "Sportsmakers/Get Berkshire Active" project that will build on the Olympic legacy. This is enabling "linking" to other cycling organisations.
- Met with Javed Sadique, CTC Cycling Development Coordinator. Javed is looking to show that Reading CTC is active in this. Specifically looking at female specific event, connected with Team CTC. This was discussed and consensus was that it should be encouraged. **ACTION: Karen to invite Javed to the next meeting**
- Advertising material such as flyer, business cards. Karen to put plan together to get printed. **Action: John to email Karen Welcome letter and advert original electronic copy.**
- QR code would be useful: **ACTION: Simon to arrange.**
- Simon asked about ensuring that all information is updated on web home page and google Group. **ACTION: Karen.**

#### **Web site:**

- Nothing to report
- **ACTION: JS to "unpin" Google Group posts.**
- Publicity email needs to be set up for Karen. **ACTION: Karen to speak with JS**

#### **AOB:**

- Caroline Hollands has died. She was well known active member of Reading CTC. PMN: Although it was agreed that a formal letter would be sent by JL on behalf the club. JL feels that this is not the best idea, but attendance at the funeral and some kind words will be well received from those members who knew Caroline well.
- Night ride idea. SB spoke about a charity ride being organised by an Organic Food company. SB had been approached about Reading CTC assisting. After discussion it was agreed that it was not something we would officially support, but some members may wish to ride. However the date clashes with one of our events.
- eMag:
  - Awards. Next meeting decision
  - JH to put out request for nominations.
  - Action ride leaders list confirmation.

- JH announced that he would be standing down as Secretary at the next AGM.
- **Date of next meeting: Tuesday 19<sup>th</sup> March 2013 at home of JH**