

READING CTC

DRAFT MINUTES OF ANNUAL GENERAL MEETING

HELD AT DUNSDEN VILLAGE HALL SUN 26TH OCTOBER 2014

Members Present

39 members recorded in the clubs AGM register available on request from club secretary

1. Note of apologies of those unable to attend

8 apologies received from : Brian Morris, Mick Simmons, Rob Butler, Robert Dimmick, Chris Balthrop, Joe and Rachel Edwards, Karen Blofield

2. Election of a Chairman for the meeting

Meeting unanimously elected honoree president of the Club, Richard Underwood to chair.

3. Approval of the minutes of 2013 AGM and any corrections accepted.

Meeting unanimously approved minutes of last AGM. No matters arising discussed.

4. Secretary Report

Read out to the meeting and included as Appendix 1 to these minutes.

5. Treasurer Report

Printed copies of the report including the final accounts provided to the meeting and approved unanimously. Refer to Appendix 2 of these minutes for detail.

6. Appointment of Auditor

Mike Hardiman proposed Sue White to audit the club's accounts, John Hammond seconded and the meeting voted unanimously in favour.

7. Off-Road Rides Report

Read out to the meeting and included as Appendix 3 to these minutes

8. On-Road Rides Report and Runs Secretary

Read out to the meeting and included as Appendix 4.

The Run Secretary statistical report was summarised in presentation as circulated to the meeting in print and forms Appendix 5 of these minutes

9. Events Secretary Report

Read out to the meeting and included as Appendix 6 to these minutes

10. Publicity Officer Report

Read out to the meeting and included as Appendix 7 to these minutes

11. Election of officers of the club.

Stephen Muir proposed all incumbents and nominees be elected and this was seconded by John Hammond and the meeting agreed unanimously. All those listed below were therefore elected.

Incumbents standing unopposed for re-election are:

Secretary – Sean Hayden

Treasurer – Mike Hardiman

Runs Secretary – Nick Clark

On-Road Ride Representative - John Lomas

Off-Road Ride Representative – Ian Doyle

Events Secretary – Simon Bird

Welfare Officer – Jeanette Jeans

Publicity Officer – Karen Robertson

Webmaster – Al Neal nominated by Sean Hayden and seconded by Ian Doyle

12. Agree date for next year's AGM and wrap up any formal AOB notified in advance.

A majority Meeting vote for Sun 11th October 2015 to avoid the weekend the clocks change back to GMT next year. No other business notified in advance of the meeting.

13. Any other formal Business accepted by the chair

None raised. The meeting was followed by questions to the committee from the floor and to Phil Benstead CTC Councilor attending.

APPENDIX 1 : CLUB SECRETARY'S REPORT 2013/14

My first year taking care of the paperwork has been uneventful in contrast to our rides, events and tour program that just keeps getting better, thanks to our ride leaders and organisers. My predecessor John Hammond made my first year in the job easier by hanging on to a chunk of the job, namely the membership database. This really only left me a few meetings to minute and our annual returns to CTC HQ. I get the whole lot next year so it's my last chance to thank John for handing over the club, so to speak, in such great shape.

As you will hear from our honourable Treasurer we are still ticking over financially with our usual couple of grand in reserve and local CTC membership continues to hover around the 900 mark. Our Audax organisers continue to raise money for local charities and raise the profile of the club. As for the clubs finances the summer BBQ was the most rewarding thanks to Jeanette Jeans for hosting and Phil Razzle for brewing the beer. I must also thank Mike Hardiman for his stewardship of our cash and Sue White for auditing the books again. I'm hoping next year to persuade the committee to channel more of our reserves into campaigning for local cycling infrastructure improvements by donating more to Reading Cycling Campaign who soldier on metaphorically in the face of adverse traffic.

The Runs Secretary has produced an analysis of our ride numbers of which the headline is a fantastic offering of 456 in total with only eight being cancelled. Big thanks to Nick Clarke, Ian Doyle, John Lomas, Rob Butler and Morris Dowding for managing and all our ride leaders who make it possible to put on this program and welcome new riders. If I have understood the numbers correctly they have to marshal on average about 10 riders which can sometimes be challenging especially in the dark on a Wednesday evening with such a diverse and energetic pack of participants.

The events and tour program has been better than ever with more cycle camping and of course an unforgettable joint Tour de France camp in Yorkshire with both roadies and mountain bikers together for a change. Some roadies have even started talking to mountain bikers over a pint after our popular Wednesday night rides.

Our Publicity Officer Karen Robertson supported by Simon Bird has done a lot to raise the profile of the club with other local cycle organisers and kept in touch with the bulk of our membership through our E-Mag newsletter. I also have to thank Simon personally for looking after our "Mail Chimp" email address database saving me a lot of hassle. Not only do we have an energetic and imaginative organiser but technical guru and "E-journalist" all rolled into one. Karen and Simon still have our attractive mudguard stickers and T-shirts for anyone who will wear them.

I think we still have a nicely balanced committee even though they rarely agree with me. It reflects both old and middle aged, Off road and On road, fast and slow, East and West. As always we could do with more women involved but that goes for our rides as well. My thanks to John Singleton our departing Webmaster and welcome back Al Neal who takes on the job and helps keep the off roaders representation strong. We would still benefit from an infusion of new talent at next year's AGM otherwise what you see is what you get!

Richard Underwood took over the position of our "Honoury President" having come highly recommended by our outgoing elder statesman, John Lomas, handing over his ceremonial chain of office. Luckily for us John still has the energy left to bring together the Roadies ride program and make it over to Caversham to referee our committee. Thanks to Richard for turning out for ceremonial duties like presenting our annual awards and will hopefully chair our AGM with the impartiality that comes with this honouree position!

Looking ahead to next year I'm rather hoping to broaden our appeal by offering a few more brisk one stop 60 mile rides that don't go to a pub but might finish at one. The idea is to try and draw in a few slightly younger riders attracted by the current boom in cycling as the "new golf" or cream off some of the steadier non competitive RCC riders who don't like being abandoned in the middle of the countryside. Of the two cycling clubs in town we are by far the more successful but RCC still seem to have a "sexier" image when it comes to cashing in on the boom in cycling. Of course this can only happen if we have willing ride leaders to make it so and we must not adversely impact our offering to the more leisurely.

I look forward to serving you again in 2015.

Sean Hayden 26/10/14

APPENDIX 2 : TREASURERS ANNUAL FINANCIAL REPORT 2013/14

Overview

In the year ended 30th September 2014 the Group made a net operational surplus of £484 (see Ref E of the Income & Expenditure statement) after meeting routine running costs, but before paying subscriptions and making charitable donations of £460 (Ref F). This gave a net surplus for the year of £24 (Ref G).

After settlement of creditors and debtors the Group's balances will amount to £1,952 (see Balance Sheet).

Key points of interest

The accounts require formal adoption by the AGM and will be subject to audit before submission to CTC HQ.

It should be noted that, this year, organisers of some of our locally run Audaxs have managed most of the receipts and payments themselves and made donations direct to charities of their choosing. For example, the Rural South Audax made a surplus of £59.18 which has been paid direct to the local Air Ambulance by the event organiser. This means that either no figures at all appear in RCTCs accounts for these events or only a portion of the funds are shown in the RCTCs accounts, e.g. where cheques have been made out to Reading CTC rather than the event organiser and Reading CTC then clears these cheques and makes a payment to the charity chosen by the organiser.

The Group again received £336 from National CTC as a result of the distribution of Membership Contributions and this figure should remain in force for at least next year, although it may subsequently reduce as a result of the planned review by National Office.

We also received a further sum of £25 for the prompt submission of 2011/12 returns to National Office. This made a total of £361 from National CTC. The additional £25 was chased up during 2013/14 as it was not paid during 2012/13 as had been promised. This is a one-off payment.

For the interest of members the donations made, or planned to be made, are from the following sources:

Source of funds for donations	Donations made, and to be made			
	CDF	Air Amb	Reading Cycle Campaign	Total
2013/14 ACCOUNTS				
	£	£		£
Amounts already donated				
Rounding up of donations from RCTC balances	42.60	116.00		158.60
Contribution from RCTC balances			100.00	100.00
Total of amounts already donated	42.60	116.00	100.00	258.60
Amounts held pending payment				
Dinton Audax		95.30		95.30
Henley Hilly Audax		42.44		42.44
SOOT off-road event		24.00		24.00
Total of amounts held pending payment	0.00	161.74	0.00	161.74
Total donations paid, and held pending payment, per 2013/14 Accounts	42.60	277.74	100.00	420.34

Mike Hardiman
Treasurer RCTC
16th October 2014

Income and Expenditure Statement

PERIOD:	1 October 2013	to	30 September 2014		
	<i>Income and surpluses are shown as positive figures; Expenditure and deficits are shown as (negatives).</i>				
				Column 1	Column 2
				Full year	Full year
				2013/14	2012/13
Ref	Income and Expenditure headings	£	£	£	£
A	Net interest received		1.16		1.20
B	Donations received		40.00		0.00
	Net surplus / (deficit) from Events				
	Cycling events				
	Upper Thames 200k Audax	0.00		93.02	
	Kennet Valley 100k/200k Audax	0.00		0.00	
	Dinton 100k Audax	95.30		65.28	
	Rural South 300k Audax	0.00		0.00	
	Alan Furley Memorial 100k/150/200k Audax	0.00		207.40	
	Henley Hilly Audax	42.44		191.57	
	SOOT off-road event	24.00		185.70	
	Total of cycling events		161.74		742.97
	Social events				
	Summer BBQ	105.21		128.73	
	Mince pies & mulled wine	(10.00)		(11.00)	
	Total of social events		95.21		117.73
	Other events / items				
	Reading CTC cycling tops	0.00		0.00	
	Total of other events / items		0.00		0.00
C	Total surplus / (deficit) on events		256.95		860.70
	Running costs				
	<i>Routine operating costs</i>				
	Website	(36.00)		(72.00)	
	Bank charges	(25.00)		0.00	
	Cycling promotion	(37.99)		0.00	
	AGM	(51.00)		(51.00)	
	Total operating costs		(149.99)		(123.00)
	<i>Depreciation of fixed assets</i>		0.00		0.00
	<i>Other expenditure / income</i>				
	Trophy Engraving	(24.75)		(42.00)	
	National CTC (membership contribution)	361.33		336.33	
	Total other expenditure / income		336.58		294.33
D	Total running costs		186.59		171.33
E	Net surplus / (deficit) before donations, etc		484.70		1,033.23
	Subscriptions and donations to other bodies				
	YHA Group Membership	(40.00)		0.00	
	Cyclists Defence Fund	(42.60)		(258.38)	
	Air Ambulance	(277.74)		(475.10)	
	Cancer Research UK	0.00		(88.94)	
	Reading Cycle Campaign	(100.00)		0.00	
F	Total Subscriptions and donations paid out		(460.34)		(822.42)
G	NET SURPLUS / (DEFICIT) FOR PERIOD		24.36		210.81
NOTE:	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.				

Balance Sheet

As at: 30 September 2014				
<i>Liabilities and deficits are shown as (negatives)</i>				
	Column 1		Column 2	
	Date as above		Full Year	
	2013/14		2012/13	
	£	£	£	£
Fixed Assets				
Value at 1st October 2010	0.00		0.00	
Additions	0.00		0.00	
Disposals	0.00		0.00	
Depreciation	0.00		0.00	
Total fixed assets		0.00		0.00
Current Assets				
Debtors (<i>see footnote 1</i>)		116.44		333.59
Cash at Bank				
Deposit Account	1,963.38		2,137.22	
Current Account	84.69		25.89	
Total		2,048.07		2,163.11
Cash in hand		0.27		0.27
Total current assets		2,164.78		2,496.97
Current liabilities				
Creditors (<i>see footnote 2</i>)		(212.74)		(569.29)
Net current assets		1,952.04		1,927.68
Total net assets		1,952.04		1,927.68
Represented by:				
Accumulated surplus b/fwd		1,927.68		1,716.87
Surplus / (deficit) for year		24.36		210.81
Accumulated surplus c/fwd		1,952.04		1,927.68
NOTES:				
	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:			
1 Debtors:				
Dunsden Village Hall (damage deposit)				50.00
Ian Doyle (re SOOT, RCTC cheques only)				24.00
Ian Doyle (re HHH, RCTC cheques only)				42.44
		Total Debtors		116.44
2 Creditors:				
Air Ambulance (from Dinton Audax)				95.30
Dunsden Village Hall (hire fee)				51.00
Air Ambulance (se SOOT)				24.00
Air Ambulance (re HHH)				42.44
		Total Creditors		212.74

APPENDIX 3 : OFFROAD REPRESENTATIVE REPORT 2013/4

This has been a second consecutive summer for excellent dry trails. Wednesday evenings remain our most popular rides, with up to 25 people riding. Sundays have been steady, but with fewer people, usually in single figures. We also run short (and not so short!) Sunday morning blasts around once a month. There's been reduced interest in our "short" off-road rides (which cover less distance and are run at a gentler pace), so these have been less frequent.

We've continued to enjoy weekends away to other parts of the country and other events. In early November Becky & Phil took us to Haslemere to enjoy the Surrey Hills (including the county's second highest point). At Christmas, who could forget the Now that's what I call Reading CTC music party and awards organised by Sel, with many famous stars making appearances, including Elvis, the Spice Girls and the Beatles.

Karen & Ian led the New Year tour to Dulverton to explore South Exmoor and some great moorland riding. Selwyn arranged a luxury weekend to the Black Mountains, finding some suitably Welsh weather en route. Sel continued the plush accommodation theme for his weekend at Symonds Yat in the Forest of Dean. Paul then organised Easter in central Wales for some classic riding around the Elan Valley at Rhyader. Ian & Karen camped at Lymington for some ferry-assists to mountain bike on the Isle of Wight at the Late Spring Bank Holiday. Pete led a combined weekend with the roadies (thanks to Simon and Sean) for the Grand Depart of the Tour de France. We found some excellent off-road trails in Yorkshire, including some surprisingly long descents. John & Carol explored the trails, pubs and tea shops of the Wessex Downs at the August Bank Holiday. Al took us into Kent for the first time for the Overnight Adventure to Doddington via the way of the Grim Pil. Finally, Ian, Al and John organised SOOT (our public off-road event) at the end of September.

Thank you to all our ride and off-road tour leaders, and our members for supporting the rides.

APPENDIX 4 : ON-ROAD REPRESENTATIVE REPORT 2013/4

Having taken over the committee position at the 2013 AGM, I posted an item on the website advertising the fact and inviting members to contact me if they had any concerns/suggestions regarding the road rides of Reading CTC. The membership generally must be content; I've had little response. One point however has been made – ride leaders are required to ask non-members of CTC to complete a registration form when joining a ride. This is primarily to satisfy the demands of CTC's insurers but there is the useful side effect that, in the event of an emergency, the rider's contact details are readily available. The point made was that although we have these details for non-members we don't necessarily know them for CTC members with whom we ride regularly. We can't expect completed registration forms from every rider, member or non-member, every time they join a ride so the answer is clearly to urge all participants in any of our activities to make sure they have personal details in their wallets or on mobile phones "just in case". I expect most people do this anyway.

Over the year we have had a mostly full and successful rides program every Sunday. Occasionally there have been thin patches with either the leisurely or longer rides in short supply but 'moderates' have been little problem. We can always do with more leaders so, if you're a full CTC member and you have ideas for rides that you'd like to do, I'd love to hear from you. Advice to anyone new to ride leadership is always available.

Thanks to all the people who have led rides and especially to those who have innovated by using train/car assisted starts to explore further afield.

If you have any concerns or brilliant ideas that you'd like to put to the committee, please contact me (assuming I'm re-elected!)

John Lomas
Oct 2014

APPENDIX 5 : RUNS SECRETARY'S REPORT 2013/14

Rides Programme

There has been a full programme of rides over the year with the weekday Tuesday lunchtime rides the Wednesday day rides with on-road and off-road rides on Wednesday evenings and a varied programme of regular off-road and on-road rides on Sundays as well as some irregular Saturday and other rides.

Looking back over the year, the runs list on the web site shows:

		Totals
Off-road	Sunday rides	73
	Wednesday evening rides	60
	Weekends/ events/ other rides	11
Total No off-road rides		144

On-road	V.leis	Leis	Leis/mod	Mod	Mod/brisk	Brisk		
Sundays	9	28	28	29	25	21	140	
Tuesdays							53	
Wednesdays							30	
Wednevenings	1	11	2	22	17	6	59	
Weekends/ events/ other							30	
Total No on-road rides							312	

Cancelled rides: 8 (on-road) **456**
Total No all rides

There was an increase from 2013 of about 20 rides.

The web site also tells us that in terms of the mileage, 9,689 miles were led on-road and 3,267 miles off-road.

We have fairly good data on the numbers of riders, and applying the average rider numbers suggests that the distanced cycled on led road rides was around 91,390 miles.

It's not just about the number of rides though, as there has also been a good variety. We have had a solid programme of the more leisurely rides, with Graeme also introducing the option of longer leisurely rides. And of course there are Simon's many uncatégorisable rides. There have also been more challenging brisk rides, particularly over the summer. The rider numbers show that the more popular rides tend to be in the middle of the spectrum but the brisker and more leisurely rides are important in broadening the appeal of the club.

Runs list

The runs list continues to be web-based. Early copies of the quarterly lists are provided to the Cycle Campaign for its newsletter, but the web site needs always to be checked for changes and additional rides.

Rider numbers

Many thanks to all leaders who let me know the numbers on their rides. These are useful in making annual returns to CTC HQ as well as in compiling the statistics to look at general trends. Ride leaders are encouraged to submit rider numbers to the runs secretary at runssec@readingctc.co.uk.

Thanks

Thanks as ever go to all the ride leaders who put themselves forward every quarter to lead one or more rides. There have been several new leaders come forward over the year which is very welcome and helps to spread the load and also increase the variety of rides.

More leaders are always thus always welcome!

Thanks particularly also for the time and effort put in by the ride co-ordinators Rob (Tuesdays), Morris (Wednesdays), John (Sunday road) and Ian (off-road).

Nick Clark 19th October 2014

APPENDIX 6 : EVENTS SECRETARY'S REPORT 2013/14

The current Audax offering from Reading CTC was boosted this year with the revival of the Rural South run on the same day in June as the Alan Furley Down the Ups and Up the downs. As well as mentoring Ian Doyle for the Rural South, much thanks is given to Phil Dyson for running the Alan Furley, the Kennet Valley Audax in March and the Upper Thames Audax last November. In a similar vein thanks also to Mike Hardiman for running the Dinton 100K in May and Brian Perry for the Henley Hilly Hundred in September.

Other events run by members this year include a camping weekend in May at Loxwood with Nick Clarke, which I understand was very folky.

Lesley and Allan Adams led an overnight ride to Holmbury Youth Hostel in May, toured Normandy in July with 8 or so, managing to lose Mr Muir on the way and led a camping weekend at the perennial Bruce Arms near Pewsey in August.

Ian Doyle had a tour round the Isle of Wight in May and there were quite a few more off-road trips elsewhere.

The BBQ in June was again hosted at Jeanette's house and a warm day attracted 35 of us. The contribution of home-made ale was most welcome from Phil Russell. This event raised over £100.

13 of us on-riders joined the 16 or so off-riders at a glorious pop-up campsite by the river Wharfe in Burnsall, North Yorkshire in July. We had the best of weather to see the Tour de France whizz by before doing some of the route ourselves on mainly car-free roads.

My night ride to Lymington in September was advertised on Cyclechat, an online cyclists forum. This attracted 14 CTC members from Wales, London and towns on the south coast so will probably re-appear as a fixture next year.

The Henley Hilly 100 had another good year and good weather attracting 64 starters. It raised a total of £260 for Air Ambulance and Cancer Research UK

Forthcoming events include the Upper Thames Audax in November, a ride round the Olympic velodrome and a date for your diary, Christmas lunch on 14th December.

APPENDIX 7 : PUBLICITY OFFICERS REPORT 2013/14

Reading CTC has been spreading its wings far and wide this year in a drive to keep members enthused about cycling. As you've heard we've had more rides than ever and trips all over the UK and even expanded into mainland Europe!

We've had many non-members join both our regular and more innovative further afield rides which have generated additional interest in the club. We also get quite a number of enquiries about what we offer during / after the various local Audaxes (with thanks to all those involved in the organisation of these!)

Half the problem is that we are so good at doing what a lot of people expect would be offered by a much more costly club that many people don't think of CTC as a cheap and fun way to get out and about on 2 wheels.

So how do we engage with the cyclists but non club riding type community –

- Social Media – Facebook – please “friend” us – and Tag “Readingctc” in any good club photos (friends of friends of friends will start to hear about us....)
- Website – regular postings of ride reports etc./ new look and feel to increase hits
- Events – any non-standard rides – gets us known as a fun group of cyclists to think about joining
- Traditional Press / PR – charity events particularly good for this
- Reading Cycle Campaign – many members still don't think of joining us for rides – networking
- Reading Bicycle Kitchen – if you've not yet been along to the site at Jackson's Corner please do – very supportive of Reading CTC (inc Flyers / T-shirts etc.)
- Sustrans – have become a volunteer / member
- Branded Tops, T-shirts/ High Vis vests – please wear these and talk to anyone you meet about the club and what it has to offer!

Is there anything else we should be doing to encourage more diversity in rides?

E.g. Regular programme of Saturday afternoon rides

Ladies only rides

Family rides?

More links with the inclusive cycling group at Palmer Park

Specific Reading CTC charity ride? – our Audaxes all raise money maybe make more of this

Karen Robertson, Publicity Reading CTC

Email publicity@readingctc.co.uk