CYCLING UK READING

COMMITTEE MEETING: 22 JANUARY 19: MINUTES: FINAL

1. Attendees:

Mike Hardiman; Selwyn Dixon; Sean Hayden; Simon Bird; Al Neal; Ian Doyle

2. Apologies:

2.1 Karen Robertson Jeanette Jeans;

3. Minutes of last committee meeting (held 02 October18)

3.1 Proposed by Sel; Seconded by Al

Action: Sel to send final minutes to Committee: Al to upload to website

4. Club Secretary (Sel):

4.1 Annual Review 2018

Not submitted in December due to comprehensive review of Members list (see 4.1)

Action: Sel to complete and arrange issue to CUK-HQ by end January

2018 Ride Statistics: 210 On Road and 140 Off Road rides reported

Action: Sel to ask HQ how this compares with other DAs

5 Finance Report (Mike):

5.1 01 Oct – 19 Jan Report circulated and reviewed (see attached; Current Balance = approx. £2500)

5.2 Forecast for Year £60 deficit

5.3 Last Year's accounts audited and signed off on 23/11/18 by Sue White

5.4 CUK Advert in Reading Cycle Campaign Newsletter: Mike confirmed that   the retrospective invoice has now been paid   and   will arrange for future payments when invoiced

5.5 2018 Charity Donation: Mike confirmed that £100 donation to Chiltern Air Ambulance has been made

5.5 £100 Damage deposit for AGM not yet refunded.

Action: *Sel to chase Dunsden Village Hall for deposit refund*

6. Ride Secretary Report (Jeanette):

6.1 Winter Runs list complete and issued

6.3 2019 weekend programme. Off-road Weekend programme to be shared with Jeanette and Simon after development. Possibility of joint camping weekends

Action: Ian Doyle

7. Road Report (Simon):

7.1 Simon chasing and compiling more accurate Road Ride statistics

7.2 Weekend Planned for May 2019 to Rhyadaer in Wales

8. Off Road Report (Ian).

8.1 Past: Nov weekend to Long Mynd; New Year to Ingleton.

8.2 Future: Full Winter Wednesday and Sunday runs list planned. Weekends planned in March to Cheddar area and April (Easter) to North York Moors

8.3 Ian advised he is also compiling ride number statistics for 2019

9. Events Secretary (Jeanette).

9.1 Past: 26 Oct Wednesday Night Curry; 9 Dec Xmas Lunch at New Inn; 15 Dec Off-Road Xmas party (hawaii)

9.2 Henley Hilly Hundred Audax – Mick Simmons has kindly agreed to arrange for 2019 with support from others as required

9.3 Birthday Lunch set up for 28 April 19 in New Inn Kidmore End Bar area. Request for Award Nominations to be sent out on Google Groups and Website. Decision on Awards to be made at next committee meeting

Action: Simon to send out request for Nominations by end February

9.4 Catering Support for 3 Downs Audax on 6 April (run by Willesden CC). Simon is arranging Breakfast at Pangbourne Village Hall.

Action: Simon to agree commercials with Willesden - aim is to make a reasonable profit!

10. Welfare Officer (Sean):

10.1 No issues to report

11. Publicity Officer (Karen via update email):

11.1 Cycle Campaign Advert updated and in

11.2 RCC Advert. Karen advised 650 hard copies are circulated plus about 400 electronic copies - good value for £14/issue

11.3 New Cycling UK Reading Banner for use at AUDAX etc.

Action: Karen to advise costs to committee members for agreement

11.4 New business cards and flyers to be placed in bike shops etc. Price very dependent on design/quality/Volume. Committee agreed £50 budget and proposed that posters in bike shop/library should take priority over cards.

Action: Karen to progress a design for a bike shop poster (A4?)

11.5 Reading Cycle Campaign Protest Ride proposed for 23 March over cycle facilities (particularly Vastern Road roundabout)

11.6 Recent Photos:

Action: Ongoing Action - Committee members to send good recent photos to Karen

12. Webmaster Report (Al)

12.1 Al advised New Domain for Website is now working

"Cyclinguk-Reading.org.uk"

12.2 Sean advised Welfare Committee member editing log on is not working

Action: Al to recheck and give Sean editing rights

13. Membership Secretary (Sel)

13.1 Review of Leaders list vs Members list undertaken by Sel. Hq asked to confirm membership of people on the list prior to finalisation

Action: Sel to obtain HQ feedback then finalise list

Action: Ian, Simon to check people offering to lead rides are on the leader list – if in doubt refer to Sel to check

15. AGM

15.1 AGM successfully help 14 October in Dunsden Village Hall.

15.2 Final 2017 Minutes to be sent to Al and uploaded onto the website

Action: Mike

15.2 Draft 2018 Minutes to be sent to Al and uploaded onto the website

Action: Simon

15.3 2018 AGM Actions:

1. Accommodating disabled people on Rides

Action: Sel to refer to HQ for guidance on national policy

2. Permission to use Photographs of People on Website

Action: Al to put a statement on the website to the effect that any photograph can be removed from the website on request to the webmaster

15.4 AGM 2019: Committee agreed a trial change to a weekday evening. Date proposed as Thursday 24/10/19. Proposed Venue Global Café.

Action: Sel to arrange venue

16. AOB

16.1 "GDPR Compliance – Analysis and Actions" Paper presented by Simon

Simon identified a need to gain consent to use leader's personal info on runs list.   Simon has developed a consent form

Action: New Ride Leaders: Individual Consent form to be sent to new leaders via Mail Chimp to gain consent (Simon)

Action: Existing Ride Leaders. General Email to be sent to all existing leaders asking them to check their publicize name and number and giving them the opportunity to advise on any changes needed. (Simon)

16.2 GDPR Compliance - Old Runs Lists on the website. Do we need to redact leaders on old runs lists? Possible conflict with need to retain record for Insurance purposes? Similar with names on committee meetings and AGMs etc.

Action: Sel to ask HQ

16.3 GDPR Compliance: Committee Meetings: Everyone present agreed to use of their names on the Committee Meeting Minutes which are shared on website.

16.4 Reading CUK - Club Objectives: Agreed need to set out Club Objectives.   Include as Agenda Item for next meeting

Action: Sel

17. **Date of next meeting**:

17.1 Tuesday 02 April 2019 at 1930hrs: Sean's House