

CYCLING UK READING

COMMITTEE MEETING: 20 AUGUST 19: MINUTES: FINAL

1. Attendees:

Jeanette Jeans; Sel Dixon; Ian Doyle; Simon Bird; Al Neal; Sean Hayden

2. Apologies:

2.1 Mike, Karen

3. Minutes of last committee meeting (held 2 April 19)

3.1 Proposed by Sel; Seconded by Sean

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

4. Club Secretary (Sel):

4.1 Cycling UK Group Page ownership now transferred from Sean to Sel.

5 Finance Report (Mike):

5. Mikes Financial report to 16 August 19 circulated and reviewed (see attached; Current Balance = £2947)

5.2 Forecast for Year £400 Surplus- principally due to profits from the Willesden 3 Downs Audax catering

5.3 AGM 2018. Mike has confirmed £100 Damage deposit refunded

5.4 Dinton Audax raised net surplus of £32 (down due to bad weather). Mike proposed to round up our 2019 Air Ambulance donation to £100. This was agreed by Committee

Action: Mike to donate £100 to Air Ambulance

6. Ride Secretary Report (Jeanette):

6.1 Autumn Runs list complete and issued

6.2 Winter Runs list in development.

6.3 Jeanette confirmed her intention to stand down from her role as Ride Secretary at the AGM. Continuing role as Wed road ride co-ordinator to be confirmed.

Action: Nominations for Ride Secretary to be sought in AGM invitation

7. Road Report (Simon):

7.1 Great weekend at Rhyadaer Bunkhouse in May 2019

7.2 Audax: Dinton Audax held 8 May - disappointing weather and turnout; Up the Downs (100) and Down the ups (200) plus the Rural South (300) successfully held on 15 June.

7.3 Catering Support for 3 Downs Audax on 6 April (run by Willesden CC) provided under Simon's leadership. Highly successful with over £400 profit!

7.4 Edwin Raj planning a new audax Bletchley 50/100/200 in April 20 under Nick Clark mentorship

7.5 increased difficulty in obtaining leaders for Sunday rides.

Action: New Leaders to be encouraged to come forward

8. Off Road Report (Ian).

8.1 Past: Easter: North Yorkshire Moors bunkhouse weekend led by Ian and Karen; Mayday: East Gloucestershire camping Weekend led by Martin Pearce; Whitsun: Mid-Wales camping weekend led by Marky Mark to delightful town of Llanidloes; Cambridgeshire Camping weekend led by Duncan Cook.

8.2 Future: Bivy Night out under the stars planned for 9 August; 3 night Bike-packing trip Weymouth – Reading planned for August Bank Holiday.

9. Events Secretary (Jeanette).

9.1 Birthday Lunch successfully held in New Inn on 28 April 19

9.2 Awards engraved and awarded. Bob Williams - Most Miles; Pete Nightingale- Leader; Sean Hayden - Services to the Club

9.3 Wednesday Night Curry planned for 30 October venue TBC

10. Welfare (Sean):

10.1 Tim Hyde Broken Shoulder

10.2 John Tipping passed away. To be mentioned at AGM

11. Publicity:

11.1 Phil Russell has developed a new A5 Flyer based on our website content and is seeking £50 to print off 1000 copies for distribution. He has access to Thames Valley Park offices and is keen to get it out there. Flyer also suitable for display in Bike shops and libraries etc. Committee reviewed and agreed to Phil's Proposal. Phil to be given permission to proceed.

Action: Simon to advise Phil; Mike to reimburse Phil £50 against the receipt

11.2 Noted that Reading Cycle Campaign Critical Mass rides are being held first Friday of every month.

11.3 Cycling UK – Reading Group page is available.

11.3 Recent Photos:

Action: Ongoing action to send good group photos to AI for website

12. Webmaster Report (AI)

12.1 AI advised an obsolescence issue with the website. The framework and content management system we are using cannot currently be updated to the latest version on its current host because the underlying programming language that is available on the host is at version 5.4.45 whereas Wordpress now requires at least v5.6.20 and recommends v7.3. There are two options to resolve:

a) migrating the sphinx account to a more standardised shared host as these have at least PHP7.0.

b) creating a new account on our more standardised shared hosts at extra cost

Committee agreed with Al's proposal to adopt Option a) with the same hosting company, Mythic Beasts. As always there is a risk of things going wrong during a migration so timing to minimise any disruption. Noted that runs database is separate so not at risk.

Action: Al to arrange migration in September after the next runs list is uploaded.

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

Action: Al to recheck and give Sean editing rights

12.2 Majorca Page to be updated for 2020 event. Ownership of page to be transferred to allow this to happen

Action: Al and Sean

13. Membership Secretary (Sel)

13.1 Access to Current Membership list on CUK HQ portal gained by Sel and Simon. List is current and can be used to confirm nominated leaders. Down side is that it doesn't seem possible to easily use the list for mail-chimp group emails.

Action: Sel to provide all committee members with access to the membership list

Action: Simon to review information on the portal and provide feedback to HQ on usefulness and possible improvements

15. AGM

15.1 Draft 2018 Minutes Simon to resend Al. Al to upload onto the website

Action: Simon and Al

15.3 2018 AGM Actions:

Permission to use Photographs of People on Website. Al confirmed he has put a tag on website saying how people can request any pictures to be removed

15.4 AGM 2019: Committee agreed AGM to be held on Friday 01 November at 1930 -2130 in RISC Global Café Main Meeting room. Normally its more expensive on Friday and sat nights but weekday cost agreed of £12.20/hour. Committee agreed no drinks to be provided as people can buy refreshments at the café. Social drinks to be held afterwards.

Action: Sel to confirm booking with RISC 01/11.

Action: Sel to advise HQ of AGMN details

Action: Simon to send out AGM invite in late September via mail-chimp (4 weeks notice)

Action: All to encourage attendance via word of mouth and social media groups

16. GDPR

16.1 "GDPR Compliance – Analysis and Actions" Submenu items set up on website for new leaders to register their details and agreement for them to be shown on the runs list

16.2 Existing Rides Leaders

Action: Existing Ride Leaders. Simon to circulate a beta version to committee members. asking them to

check their publicize name and number and giving them the opportunity to advise on any changes needed. Subject to this being successful and Alpha version to be circulated to all existing leaders on current HQ list

16.2 GDPR Compliance - Old Runs Lists on the website. Do we need to redact leaders on old runs lists?

Action: Sel to chase HQ for a response

17. AOB

17.1 Cycling UK Reading Group Membership Status: Sean raised possibility of changing our status to an affiliated Cycling UK group. This would reduce cost of subscriptions. Concern raised on how this would affect our admin work and also insurance status for leaders etc. Do individuals as well as the group need to be affiliated members in which vase is there any real saving to be made

Action: Sel to seek clarification from HQ on Insurance situation for affiliated groups vs full membership

16.4 Reading CUK - Club Objectives:

*Action: **Brainstorm objectives at next meeting***

17. Date of next meeting:

17.1 Tuesday 01 October 2019 at 1930hrs: Simon's House, Emmer Green