



# Minutes of Cycle Seahaven Committee meeting

Tuesday 7<sup>th</sup> August 2018, starting at 7.30 pm

1. **Present:** Ricki Carver, Denis Bass, Guy Reynolds (Chair), Jon Younghusband, Sarah Winsor, Clive Aberdour, Dave Sutton, Mike Winsor, Tracey Martin, Jo Barlow, Tony Rowswell.
2. **Apologies:** Tim Venables.
3. **Action Log** Access to the Log had been unavailable. GR to check.
4. **Updates from Leads**
  - a. **Treasurer & Membership** - DB detailed the accounts for the period from 27-06-18 to 26-08-18:
    - i. Income had been £872 made up of Membership & donations £206.50, payments for SDW rides £400 and Jersey orders £245. There was also a British Gas refund of £20.50.
    - ii. Expenditure had been Equipment £307.14, SDW 2-day accommodation & fuel £959.56, Jerseys £733.69 and other items totalling £2082.39.
    - iii. Treasurer explained that the Club's bank account had been fraudulently used to set up a British Gas account. This had been identified and a further £82 refunds were due.
    - iv. There was also £100 due from BHF for servicing a recent event.
    - v. The Balance at 07-08-18 was £2428.02 of which £1837.97 was available to use.
    - vi. Membership at 07-08-18 was 335, of which 94 Female, 56 Household.
    - vii. There was some discussion on surplus funds from events. SDW 3 had a surplus of £30 but SDW 2 had a surplus of £386 because of cancellations and not needing to hire a minibus. It was agreed that non-refundable deposits would not be refunded and that any surplus would be transferred to the Club nominated charity.
  - b. **Web** There was a query on Subscribers to Blog Notifications. TR to check.
  - c. **Media**
    - i. All local media were now being contacted.
    - ii. When a suitable photo of members in the new strip is available, we should try for a front cover of Seaford Scene.
  - d. **Ride Leaders** There had been an increase in the number of accidents over the summer. This was attributed to more rides and riders, hard ground permitting greater speed and more serious landings, possibly a slackening of ride discipline. GR to reinforce previous message to RLs.
  - e. **Dr Bike** DS reported:
    - i. New toolkits provided by SDNP are being added to with CSH owned tools funded by our attendance at the BHF ride.
    - ii. Equipment (except cycles) in the Hub had been itemised. Inventory on Trello under Dr Bike Documents. It was noted that this was covered under ESCC insurance.
    - iii. Hangers for bikes would be installed, shelf units would be needed eventually.
    - iv. Cycle Hub Tube Stock would be replaced at the end of the Dr Bike season.
  - f. **Newhaven Pump Track** Funding had been approved and would go out to tender shortly. A water fountain would be provided.
  - g. **Donated E-bike** While being roadworthy, it appeared to be unsuitable for CS road or off-road use. TR to explore sale or donation.
  - h. **Peacehaven Cycle Hub**
    - i. The main container is in use but full, including Sustrans bikes which may soon go. There is a smaller container with plans and funds to cover the area between the two for all-weather use.
    - ii. The revised opening is now 12<sup>th</sup> August.
    - iii. There are plans for cycle hire centres in the area.
5. **Ride the Downs**
  - a. This had been set up quickly in time for summer and there had been problems.
  - b. The Club receives £60 per ride and £10 for each new rider. Invoices for payment will be sent shortly and we need to decide to what use the money should be put.
  - c. We also need to consider whether to be involved next year in Introduction, Health or Rural Rides.
  - d. **Health Rides** JB reported:
    - i. There had been problems with new riders being incorrectly advised and not Registering beforehand.

- ii. Some club members on the rides had not appreciated the purpose of the ride and had interfered unhelpfully.
- iii. Running each ride to include Seaford, Newhaven and Peacehaven was too far and at least 2 separated rides were needed.
- iv. Access to the Hub was needed in the evenings.

6. **Dissatisfaction**

- a. JB presented the feelings of four members of the Committee who felt that they had been sidelined over the last few months due to the Chair's undue use and reliance on a club member, not on the Committee.
- b. A robust discussion followed and no resolution was achieved.
- c. The Chair left the meeting.
- d. It was agreed DB act as Chair.
- e. Further discussion clarified the widespread nature of the issues involved.
- f. It was agreed that the Secretary call a further Committee Meeting to resolve the issues and complete the Agenda.

7. The meeting closed at 10pm.

## Continued Minutes of Cycle Seahaven Committee meeting

**Wednesday, 15th August 2018, starting at 7.30 pm**

1. **Present:** Ricki Carver, Denis Bass, Sarah Winser, Dave Sutton, Mike Winser, Jo Barlow, Tony Rowswell.
2. **Apologies:** Tracey Martin, Clive Aberdour, Jon Youngusband, Tim Venables.
3. Summary from Previous Meeting
  - a. Denis Bass took the Chair.
    - i. He gave a resumé of matters he had discussed with GR and other members of the Committee.
    - ii. It was agreed that team leaders would manage the projects, keeping the chairman and committee in the loop as required, using any other club member as required to ensure we use the talents and enthusiasm of non committee members as deemed appropriate.
    - iii. It was also noted that pressure from outside bodies to involve the Club in short-notice events was undesirable and should be resisted unless of clear direct benefit to the Club.
  - b. Guy Reynolds joined the meeting and took the Chair.
    - i. He apologised to the Committee for any offense which may have been caused by his ill-considered comments at the last meeting.
4. **Action Log**
  - a. Approaches to Doctors in Peacehaven with regard to health rides had not progressed and would be discontinued.
  - b. Arrangements would be made by SB for a promotional photo of members in the new jerseys at Martello Tour start of Sunday ride asap.
  - c. TR reported that two members had volunteered their services to assist with the website and would be exploring their prospective roles in the next few weeks.
5. **Wave Leisure** An invitation to provide a stand and Dr Bike at the Funday in September was discussed and it was agreed not to take part.
6. **Health and Safety** Discussion was held on whether it was necessary to investigate incidents in more depth
  - a. The current Incident Report only gave the Ride Leader's view: there was no description by the victim.
  - b. There was no necessity to investigate for CyclingUK, our insurers.
  - c. We have a clear definition of when an Incident Form is required.
  - d. The general consensus among the Committee was that accident rate, whilst high, to some extent reflected the big increase in rides and riders, and the more hazardous nature of the surface when riding off road. Statistical analysis carried out by MW, revealed that most reported incidents were fairly minor, and that a majority of accidents were related to the riding surface or just bad luck that an "off" resulted in an injury.
  - e. DS volunteered to look at the form and see if it could be improved to add any learning points/training needs if applicable.

- f. DS will also assess each Incident Form to determine whether a follow up visit/call to the injured person would yield information of value.
7. **Rider Safety** MW suggested methods of Ride Leader training.
- a. It was agreed that he approach ESCC Bikeability for a quote for providing certified training at Level 3.
  - b. This could then be cascaded through the Ride Leaders.
8. **Any Other Business**
- a. **Bike Bells** – CA submitted a paper which stated that a proposed provision of bells found they were too small to fit most bars and the idea was dropped.
    - i. A proposal was discussed to give all members, who wished to take part, a subsidy of £3 to purchase a bell of their choice at Mr Cycles. This was agreed, DB to arrange with Mr Cycles.
  - b. **Forest Trail and family Ride and Games.** JB reported that:
    - i. It had not been possible to arrange this for September and it would be re-arranged for the Saturday, October 13<sup>th</sup> as a Club Members' Barbeque, paid for by the Club with optional donation to CWA.
    - ii. For children on 31<sup>st</sup> August at 2,30 there would be a Family Health Ride along the seafront, ending at the Salts with games.
  - c. **Seahaven Radio** Members were reminded that Seahaven Radio would welcome live contributions from Team Leaders.
  - d. **Club Shirts** DB reported:
    - i. All items had now been delivered and would shortly be fully distributed.
    - ii. There had been problems in the process:
      - 1. The sponsorship of £1000 had suggested a reduction in price of the shirts by £10. Unfortunately, the cost of shirts was higher than expected and the demand was much higher, resulting in a shortfall being borne by the Club. (full details will be produced shortly).
      - 2. The offer of different styles of garment together with names where required, also complicated the ordering process.
      - 3. Some jerseys had already shown signs of wear where rucksacks were used. DB had discussed this with Owayo who blamed a new fabric but offered a further 10% discount off next order.
      - 4. A number of suggestions were made to obviate such problems in the future and would be passed on to the next Club Shirts sub-committee.
    - iii. The garments in stock at the moment are:
      - 1. 1 of XL Wind Jacket
      - 2. 1 of size 12 Winter Jersey
      - 3. 1 of Large Long Sleeve 3/4 zip Jersey
      - 4. 2 of XL short sleeve Jersey
      - 5. 1 of size S7 Ladies running singlet
  - e. **Training on Trello** This would be arranged asap.
  - f. **Dr Bike** DS request additional tools costing approx. £150. This was approved.
9. **The meeting closed at 9.45 pm.**
10. **Date of Next Meeting Tuesday, September 18<sup>th</sup> at 7.30 pm at the White Lion.**