



Seaford – Newhaven - Peacehaven

## Minutes of Cycle Seahaven Committee Meeting

Tuesday 10<sup>th</sup> September 2019, commencing at 19:30

### Present

Guy Reynolds (*Chair*), Michelle Brett, Kirstie Forcey, Gray Brett, Jamie Simmons, Mike Winsler.

Sarah Clark and Lee Turner attended as observers.

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### Apologies

Denis Bass, Sarah Winsler, Tracy Martin, Tim Venables, David Tyler

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### Action Log 2019

Due to unavoidable circumstances, AL had not been compiled or completed for the previous two meetings. MB stated that it would be updated and emailed to committee

Ongoing 26, 29, 32, 33

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### Updates from Leads

#### Ride Leaders

- i. 1 new ride leader: Jamie Simmons (Radios from Roy to be passed to Jamie)
- ii. 1 ride leader converted to both disciplines: Kirstie Forcey
- iii. Incidents since last meeting – 5 logged.
  - a. SDW - two reported. 1 missing: KF to chase
  - b. X has been on numerous rides with the club, most often Ladies rides. Has been on more than the three guest rides, but register not completed (except 1<sup>st</sup>). Not joined as member. On a ride with Paul Sandles, X fell and broke her finger. Incident report form completed correctly. Den to chase regarding joining. MW to bring this up with RL's.
  - c. Member fell on ride with Gray Brett. Rider error, form completed.
- iv. Discussion regarding Biofreeze [ <https://amzn.to/2lOmlzA> ] and maybe adding it to first aid kit. To be brought up at next RL meeting
- v. Ride Leaders meeting due

#### Treasurer and Membership

SC provided the accounts from 26<sup>th</sup> July to 30<sup>th</sup> August 2019

- i. Income had been £1,935.37. Being: Paris ride - £500:00; CWA donations - £147.00; SDW - £601.42; SDNPA (Kirstie) - £650.50; NM (HH) subs – £00:00; NM (S) subs x2 - £15:00; MR (HH) - £00.00; MR (S) x3 - £21.95
- ii. Expenditure had been £1,931.15. Being: SDNPA (Kirstie) - £650.00; TSO Host (web) - £14.38; SDW (Upham Pub Company) - £958:00; Dave Sutton (Dr Bike stock) - £80.14; Tracey Martin (SDW) - £87.21; Denis Bass (SDW) - £91.42; Tracey Martin (Paris refund) - £50.00.
- iii. The balance as at 30/08/19 was £3,696.64 of which £2,000:00 is estimated for use
- iv. Membership at 30/08/19 was 400 of which 148 are female and 74 household.
- v. CWA donations to date: £812.20

#### Events

- i. Summer party was a success. Accounts to complete.
- ii. Bonfire Party advertised and details put up.



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- iii. Christmas Party date and venue booked. Date advertised.
- iv. Try to get MTB's into gentle road riding with a venture to a fruit picking farm on Sunday. Road riders invited and road RL's will be on hand with advice

### 4 **Constitution: changes before AGM**

Due to Committee member who was in charge of this leaving, work hasn't yet started.

- GR i. 'Audit' where draws the line between this and 'Independent Examination'?  
SC & MB to look into
  - ii. Community Amateur Sports Club – to put back into constitution or leave out  
It was decided to leave out as we were nowhere near reaching any of the benefits that being registered as a CASC would provide. Also not registered with the Inland Revenue previously, as required to be classed as a CASC
  - iii. Electing Officials  
It was decided that when opening the nominations for the 2020 Committee, that the nominee stated if they wished to stand for any of the three official roles, or the Vice Chair. None of this would be made public until applications had closed and nominees were on website
  - iv. Term for Officials  
Discussed having a maximum term of 3 years for Officials. Decided that this would be reviewed on a case by case basis dependent on who was available to take the position.  
GR to reword above points and send to Committee for agreement.
- KF Will sort date and venue for 2020 AGM

### 5 **Bikes in Container**

- KF CSH were informed by Sustrans that the container for CSH was due. Unfortunately the suppliers have withdrawn, and Sustrans are now looking for new suppliers. KF suggested that, especially as bikeability are due to be putting their bikes into the container, CSH bikes are disposed of (most are in an unrideable condition). This was agreed as long as we are able to borrow Sustrans bikes on them odd occasion when necessary.

### 6 **Events: planning considerations**

- GR i. On this year's SDW 3 day, there were eight falls on the second day, due to the conditions. Not all requiring incident reporting, but enough to consider cancelling as riders of all experience levels were finding it difficult. Caveat to be created to cover future events (/rides) stating that RL's have the right to cancel for safety reasons.
- ii. Temporary insurance cover to be sought by CSH for support crew when borrowing vehicles

### 7 **Cub Scouts**

- MB Email received from 6<sup>th</sup> Seaford Wolves Cub Scouts:  
*We are looking to invite one of your colleagues to visit our local Seaford Cub Scout group and assist them in earning their Cyclist Activity Badge.*  
*For this badge they have to achieve the following:*
  1. Show you can clean and oil a bicycle. Show how to pump up the tyres and mend a puncture.
  2. Talk about the safety measures you need to take when you cycle in bad weather.

*Next, choose one of the two options. Finish all the tasks for the option you choose.*

*Option 1*



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- Show that you can mount and dismount your bike properly.
- Show how to keep your bicycle in a roadworthy condition. Why is it important?
- Explain why it's important to use lights and reflective clothing.
- Go for a short ride in a safe place to show an adult that you can ride safely and confidently.

### Option 2

- Find out about the safety equipment you need for cycling off-road.
- Show that you're able to control your bike over different types of terrain.
- Find out where, in your local area, is safe to cycle off-road.
- Plan and carry out a five-mile cycle ride off-road.

No date we will work around you, our Cub Pack meet on Wednesday evenings 6.30-8.15 at The Salts, Seaford.

Interest was shown by various members of the Committee and it was decided to ask members via the blog. MB to arrange.

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### Ride Leaders Page

MW Currently password protected, RL unable to access easily.

It was discussed if this was necessary. Agreed that forms (Incident and guest registration) needed protecting. GB to link RL's to both forms via email and remove links from website.

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### Webpage feedback: Committee responses

GR A discussion held regarding the layout and how answers were to be addressed

It was decided that a flow of conversation would be best, as in a 'WhatsApp' message. To begin with, all questions must be circulated to all members of the committee to agree an answer.

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### Health & Safety

None. This item to be removed from agenda as H&S is covered in Ride Leader report.

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### AOB

- SC i. Free membership for final three months of year when signing up for 2020: MB to promote
- ii. Pay Pal charges to increase on application forms: MB
- JS Requests that everyone responds to emails – even if just 'received'
- MW i. Reminder that if RL are unable to continue with an advertised ride, that they put it to others before cancelling (eg: Family Forest Ride): MW to bring up at RL meeting
- ii. Promoting rides – to be blogged and put onto Facebook. Webmasters ask that RL's send details to them to do so.
- GR Outstanding items received from TV to be carried over to next meeting.

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**Date of next meeting: Tuesday 22<sup>nd</sup> October 2019**