



Minutes Cycle Seahaven Committee Meeting

Monday 17th May 2021 – Zoom meeting commencing at 7pm

Members Present

Dave Sutton, Chair
Lee Turner
Carol Bryant

Denis Bass, Secretary
Donna Turner
Sarah Clark

Viv McLachlan, Treasurer
Clive Aberdour

Invited Guests

Roger Lambert, Simon McFarlane

1. Vice Chair Dave Sutton welcomed all to the meeting especially our guests, stating that our Chair Jo was unwell.
2. Apologies for absence - Jo Barlow, Charlie Ireland
3. Minutes of the last meeting – March 19th, 2021 were agreed as true record of the meeting proposed DB seconded CB agreed unanimously.
4. Matters Arising / Action Log Update

First Aid Courses. CI absent hold this item for next meeting - CI informed the meeting that he had been in touch with 1st Aid course providers Choice Medics. They are now up and running delivering courses face to face but obviously having to comply with any COVID restrictions. CSH Just need to provide a date ideally after June 21st when hopefully any restrictions if any will be minimal. **Action Point CI to book date. Advert on CSH Website detailing the course with priority places to Ride Leaders.**

EBike – continue the action.

DT confirmed that Tansleys can action the printing of 1000 leaflets and visiting cards for CSH at a cost of £100 (leaflets) and £50-£70 for the cards. Committee agreed, proposed by VMcL and seconded by LT and DT to organise printing.

5. **Feedback from members**
 - a) Gray Brett sent thanks to the committee for their support with his rider training initiative and as a previous webmaster praised Clive for his work on the current CSH website.

6. Section Leads

I. Road Rides

DS asked for comment/approval of the RL Coordinators report – the committee unanimously approved the style and monthly reporting. CB reported that she was happy with all organised rides. April saw a large increase with 24 road rides ridden.

II. MTB Rides

DS reported that 18 MTB rides had taken place in April, a good number with only a small number of MTB RL's.

Action JB to write to MTB Leaders to see what the Club can do to assist them to put on some rides.

III. Dr Bike

LT gave an update on the Dr Bike activity, confirming that recently he had secured a grant from Cycling UK. This grant allows funding to support Dr Bike activity on site i.e., the purchase of tools and equipment and coffee at each event for the volunteers. All parts supplied to users of Dr Bike will be given FOC to clients and they are non-members (CSH) a recommendation to join in addition for the work carried out to their Bike, a donation to our chosen charity. A proposal is being considered to partner CSH with Cycling UK for Dr Bike. A vote of thanks to Lee and Donna for all their work with DR Bike events.

IV. Treasurer/Membership

VMcL Gave the Treasurers report this is attached as Appendix A.

SC gave the Membership Update. Current Club Membership sits at 333 members, with 51 not renewing since last year. The committee discussed and approved unanimously that from May 1st any member who had not renewed is now considered as a non-member and not entitled to any membership benefits offered by CSH. No further reminders will be sent to 2020 members.

V. Webmaster Updates

- VI. CA gave an update on the work of the Website Subcommittee which comprises CA, SC and DS. The latest modifications were to the sub-menus. These improvements plus those already made to the main menu, home page and blog (latest news) formed the bulk of the improvements to be made. CA expressed the view that, although there was potential for making further improvements to the website, they would have minimal effect so were not worth doing. He reported that about 80% of the page views on the website were accessed from just the main menu, without going to sub-menus, which indicates that information is more easily found now.
- VII. CA reported on the scam problem. The tool on the website to block scams, Akismet, had stopped working; the account had been suspended. He had contacted Akismet Support who agreed to restart the account on payment of a donation: £27 was paid as this seemed to be the going rate. However, it has since transpired that Akismet doesn't work correctly with the contact form we're using and Wordpress no longer recommend it's use. Akismet Support have suggested other options. **CA will consider the options and install one of them to replace our existing contact form.**

CA proposed and the committee approved the use of an email address – enquiries@cycleseahave.org.uk for anyone having a CSH enquiry, this would be

forwarded automatically to the Secretary, upon receipt the Secretary would pass it to the appropriate person for action – all agreed to this proposal. CA to make the necessary changes.

LT informed the meeting that secretary@cycleseahaven.or.uk was inactive, CA to reinstate this email address.

CA was concerned that some photos had gone missing from the Ride Leaders Profile page and one from the Dr Bike page. Ride leaders had been advised through the RL WhatsApp group. **CA was rebuilding the pages and hoped to have them complete by the end of the week.**

The Incident report form is currently held by Gray Brett, DS agreed to take over this responsibility, he will contact GB to arrange handover.

VIII. Events

DT advised the committee that the RNLI event, last held in 2019 will take place in Newhaven on Saturday 11th September 2021, committee agreed that we should be present, more details to follow.

VMcL advised that the 2021 Paris Ride, organised by Rob Blackman is cancelled due to the pandemic.

- IX. **Campaigns.** JB actioned the advert as promised, and Ian Cairns has offered to assist Simon as a sub team to work on campaigns.
- a) **Newhaven Sustainable Hub.** Planned opening end May. Will be a cafe, bike repairs, e-bike hire, secure parking etc... sure they'll be in touch soon once open.
 - b) **Exceat Bridge rebuilding** – Seaford Town Council have a planning meeting on 25 May. SMcF advised the committee of his concerns regarding the likely increase in the speed of road vehicles when two-way traffic speeds up due to improved traffic flow and what actions are in place to protect other road users i.e., cyclists using the road either side of the bridge.
 - c) Egrets way – The final section to Lewes has been approved, a local team of parishes are working together to raise funds to ensure the surface is made from the higher grade material to match the Southease to Deans farm section.
 - d) Cycling East Sussex (CES) working together to pressure ESCC to focus on more walking / cycling/ active travel.
 - e) Seaford Community Partnership (SCP) – Two projects are under way.
 - a) Producing an outline map to be turned into a cycling map of Seaford. This will be led by a consultation involving local cyclists.
 - b) Funding proposal to have an expert create proposals for public realm improvements to Seaford to make walking and cycling better to increase uptake.
 - f) Lewes Cycling and Walking Forum - Peacehaven and Newhaven councillors are working together to try and improve the link between Newhaven and Peacehaven where there is no specific route 'proper' route. There were also discussions around a linking path between Meridian and the Big Park. Trials of electric cargo bikes are also being organised by Lewes District Council to replace local deliveries - looking for proposals to self-fund.
 - g) "A Greener Seaford" Eco Fair will be held at The Salts on Sunday 1st August. The event will have stalls, activities, speakers. All local environmental groups have been invited. CSH fit in perfectly as zero emissions transport / hobby and repairing via Dr Bike. CSH will be invited to attend.

- h) SEA Hub - Seaford Environmental Alliance (SEA) are in the process of opening a "hub" in Seaford later this year (it's 90% sure). It will be a multi-use community space with a focus on the environment. If all goes to plan SEA would like to offer Dr Bike a space to hold sessions for free (during the winter season) - either as part of a Repair Cafe or standalone. Can discuss more once everything is agreed.

7. AOB

a. Welfare Officer

- i. DT raised the matter that CSH still does not have a welfare officer as raised previously by SW. The committee generally felt that this was a good idea subject to clear boundaries set by the role. It was agreed that it would be good to invite both SW and TC (proposed welfare officer) to the next meeting to discuss further.

b. CSH Jerseys

- i. DB discussed his second report on the development of CSH Jerseys, quoting a confirmed price for each Jersey at £24.99 (incl VAT) using Stimulus Sport as the supplier. Following a discussion, the committee approved a purchase of 5 Jerseys and before ordering DB will submit a revised Jersey colour range for Road and MTB Jerseys.

c. CSH Tee & Polo Shirts

- DB gave an overview of the supply of these items, committee agreed to review after a Cycling UK decision to provide Dr Bike Tee/Polo shirts. Review at the next meeting.

d. Pop Up Shelters

DB presented his proposal as presented beforehand to the committee, a discussion followed with LT & DT highlighting the H&S benefits of having a professional covered area for Dr Bike volunteers and the provision of additional CSH awareness with the use of high-profile canopies as proposed. DB proposed we spend £1,260 on two units which would include two gutters (for joining the Canopies during wet weather) a set of sandbags and a FOC carrying bag for our existing shelter. Seconded by LT and unanimously agreed. DB will action tomorrow with the supplier.

e. Trailer update

DB provided details of the current development of the trailer modifications, explained that he had spent more than first estimated due to the need to manufacture 6 steel "shoes" to facilitate the carrying of longer frame bikes, bikes with wider tyres (up to 3" tyres can be carried now) and road bikes with full mudguards, the committee approved the additional spend and DB would submit a final set of receipts for £145.63 to the Treasurer for payment (This includes £7.58 for replacement bulbs on the trailer)

- f. **Checking that riders on rides are members.** CA expressed concern that we do not have an effective way to check/confirm that all riders on rides are current members,

a discussion ensued without a positive conclusion – further discussion will follow at the next meeting.

- g. **Covid 19 revised regulations** – DS referred to the latest guidance and his copy email from Tom Page where Cycling UK - *“Latest update: From Monday 17 May, groups of up to 30 people from any number of households will be permitted to meet outdoors, which effectively removes any limits on group riding up to this number. However, Cycling UK still advises that limiting group rides to a maximum of 15 people is sensible”*.
- h. **Bike Ability** – DT referred to the training that Diana Norman had received in her role with school children – DT agreed to discuss this with Diana and report back to the committee.
- i. **Clarification on the role of the RL** – In JB’s absence DS took this item – to clarify the situation of rider training, we are not insured to act as a trainer to cyclists who are seeking ride training, however there is an insurance policy, issued individually at £80 per annum. DS agreed to discuss the matter further with Gray Brett outside the meeting and report back. VMcL considered that this was a worthwhile way to spend club funds. This will be added as an agenda item for next meeting.
- j. **Rides with a Peacehaven start are needed** – SC asked the committee to consider adding rides to the calendar which start and finish in Peacehaven. The committee agreed and this will be raised at the next RL meeting.
- k. **Martello Fields Event** – DB referred to his paper and explained the rationale behind his proposal, a discussion followed, and the idea was rejected as it was not considered to be something the club should be involved with albeit the net result could have meant money could have boosted the charity donations to our chosen charity – this matter is closed.
- l. **Future committee meetings** – DT asked if the next meeting and future meetings could be face to face in a meeting room – a brief discussion followed, it was agreed that at present and the foreseeable future that Covid-19 regulations and guidance make it unlikely that it is a safe practice, and we shall continue until further notice holding Zoom committee meetings.

Meeting closed at 2130hrs.

DONM – 7pm 21st June 2021 – Zoom meeting

Apologies for next meeting received in advance – Dave Sutton, Sarah Clark

Appendix A Treasurers Report

Cycle Seahaven
Accounts as at 30/04/21

Balance B/F (as at 29.03.21) £ **7896.25**

Income

<i>Received from</i>	<i>Description</i>	<i>Amount</i>
		<i>£</i>
Various	Membership Renewals	203.00
Various	HH Membership Renewals	13.00
Dr Bike	17.04.21	115.25
Dr Bike	24.4.21	43.00
		374.25
	Sub Total	8270.50

Expenditure

<i>Paid to</i>	<i>Description</i>	<i>Amount</i>
		<i>£</i>
Burtech	Trailer Parts	40.00
PayPal	Zoom Subscription	14.39
D Sutton	Dr Bike Parts	39.67
		94.06
	Balance	8176.44
	Bank Statement Balance (as at 30.04.21)	8176.44
	Difference +/-	0.00

Balance Includes

Charity Donations B/F	0.00	Paris Ride B/F	2050.00
This Period	158.25	This Period	0.00
Total	158.25	Total	2050.00