



Minutes Cycle Seahaven Committee Meeting

Monday 28th June 2021 – Zoom meeting commencing at 7pm

Members Present

Joanne Barlow, Chair
Lee Turner
Carol Bryant

Denis Bass, Secretary
Donna Turner
Sarah Clark

Viv McLachlan, Treasurer
Dave Sutton
Charlie Ireland

Invited guest observers

Sarah & Mike Winsler, Christina Chamblor, Jamie Simmons, Gray Brett

1. Chair Jo Barlow welcomed all to the meeting especially our guest observers, stating her disappointment that due to the weather forecast we had to revert to a Zoom meeting.
2. Apologies for absence – Clive Aberdour, Simon Mc Farlane
3. Minutes of the last meeting – March 19th, 2021 were agreed as true record of the meeting proposed DB seconded, VMcL agreed unanimously.
4. Action Points from 17.05.21 meeting
 - 1) CI confirmed that we should select individuals (ideally 6 per course) CB agreed to coordinate with the RL's
 - 2) E Bike Rides – JB has spoken to RL, agreed no further action at present
 - 3) JB to write to DS & CB with a proposal
 - 4) Webmaster – Spam email – CA's report - to consider the options and install one of them to replace our existing contact form. - Done. After considering and trialling two options, both proving to be not ideal, I managed to use the existing contact form and changed a setting which had the desired effect, ie spam being blocked rather than being allowed through as 'probably spam'.
 - 5) Website – Missing photos from RL pages – CA's report - Done. Pages rebuilt. A few ride leaders have not sent me photos. However, I have said at a ride leaders meeting and on the ride leaders WhatsApp group that profiles are optional and don't have to include pictures. Also, I've offered to delete anyone's profile if they prefer for it not to be on the website. JB offered her thanks to CA for his work on both items.
 - 6) Welfare Officer - SW & CC in attendance – now an Agenda item
 - 7) Non-Members on rides, matter closed – included later in the meeting.

8) Bike Ability – DT advised that to date no further progress she will update at the next meeting – **Action DT**

9) Role of Ride Leader – DS produced a proposed document, to be circulated and discussed at July Committee meeting.

10) Rides with a Peacehaven start and finish – now actioned – matter closed

5. Chair's report – Ride Leaders teaching and coaching

Report from JB attached

6. **Feedback from members**

a) CSH Incident report – DS has discussed this with GB. GB confirmed that he has refreshed the Google Doc report – a Doc will be sent to Secretary for future updating

7. **Section Leads**

I. Ride Leader Coordinators

DS gave an update on the RL meeting held on 7th June, the draft minutes for this meeting are now on the website. DS asked for committee approval to replace the batteries for the CSH walkie talkies. This would involve 9 batteries @£15.00 each Total £135. This was approved unanimously. **Action DS to update CSH Radio list and replace CSH owned Radio batteries.**

II. 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. DS & CB responded – excellent turnout for improved number of rides.

III. 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.

IV. Dr Bike

LT gave an update on the Dr Bike activity, commenting that we (CSH) are the largest DR Bike in UK according to Cycling UK. The committee gave a vote of thanks to Lee and Donna for their work with all DR Bike events.

V. Treasurer/Membership

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

SC gave the Membership Update. Current Club Membership sits at 342 members. SC proposed that we update the membership application to ask new members where they heard about CSH before they joined – **Action - CA on website**

VI. Webmaster Updates

1 I have completed the *CSH Fallback Site*. This website will only be used if there is a major failure on our operational website and it can't be quickly recovered. In theory, this shouldn't happen as back-ups are done so it should be possible to recover to an operational state quite quickly. However, in practice, if there is a problem in recovering I'm not sure how helpful the support service of our hosting company would be. Therefore, to be on the safe side, I have built a basic website which just has the essential pages we need on a website such as the club calendar. So, if the operational website is down, an email would be sent to all members to advise them

to use the CSH Fallback Site. If you'd like to take a look the website address is: <https://seahavencyclist.wordpress.com/>

I should add that this website is free. I wanted to call it *cycleseahaven* rather than *seahavencyclist* but unfortunately Wordpress wanted to charge for that name.

2 The website subcommittee comprising Sarah Clark, Dave Sutton and me will be meeting on Tuesday 7 July to discuss the third and final phase of improvements to the website. Most of the improvements have been made in the first two phases so this third phase will be largely a 'tidying-up' exercise.

3 The use of *Enquiries* on the committee contact form seems to be working well although Denis is probably the best judge of that as he receives the enquiries.

VII. Social Media

CI reported an increase in the CSH Facebook activity, posts were up by 4000, the engagement results were up and we were now reaching many more sites. The Davina ride provided excellent responses. JB thanked CI for his continuing work to improve the CSH FB pages.

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. The committee agreed to donate a Family membership to the RLNI along with a £50 Voucher from Mr Cycles.

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

JB proposed that CSH hold a BBQ (or similar) during the summer when we are permitted to hold a group event. **Action - JB to follow up proposal as permitted**

8. Voting Agenda items notified in advance

None

9. Welfare Officer

JB welcomed SW and CC to the meeting, stating that the committee wished to debate and listen to the proposal of having a Welfare Officer role in the club. SW gave her reasons from her experience as a RL. On occasions some ladies had wanted to share anxieties related to riding and other personal issues. It was felt that a suitable person who was experienced in personal welfare would be better suited to independently discuss these matters individually; an appointed Welfare Officer would be better able to deal with these matters. It was proposed that CC would suit that role and this was agreed, but in future an assistant may also be appointed. This proposal was agreed by the committee, to take immediate effect

10. AOB

CA asked all committee members (and members) to consider a contribution to the next Newsletter – articles to CA by 4th July

DS Advised the meeting that the "Ride Leaders Guidance and Expectations" report will be circulated with the minutes for discussion as an Agenda item at the next meeting.

DT & LT commented that any club member can book an E Bike at any time for a maximum period of 2 weeks, they hold the booking form, booking through them.

Gray Brett, as an observer acknowledged that he was responsible for damage to the E Bike when it was loaned but stated he carried out a repair to the Maxwell bracket.

Meeting closed at 2105hrs.

DONM – 7pm 19th July 2021 – Zoom meeting

Appendix A Treasurers Report

Cycle Seahaven

Accounts as at 26.05.21

		£
Balance B/F (as at 30.04.21)		8176.44
Income		
<i>Received from</i>	<i>Description</i>	<i>Amount £</i>
	Membership	
Various	Renewals	30.00
Various	HH Membership Renewals	28.26
Dr Bike	01.05.21	110.00
Dr Bike	15.05.21	34.66
Dr Bike	22.05.21	40.00
		242.92
	Sub Total	8419.36
 Expenditure		
<i>Paid to</i>	<i>Description</i>	<i>Amount £</i>
D Bass	Trailer Parts	145.63
C Aberdour	Akismet Subs	27.00
PayPal	Zoom Subscription	14.39
D Turner	Dr Bike Consumables	93.51
D Turner	Dr Bike Subsistence	15.00
		295.53
	Balance	8123.83
	Bank Statement Balance (as at 26.05.21)	8123.83
	Difference +/-	0.00

Balance Includes

Charity Donations		Paris Ride	
B/F	0.00	B/F	2050.00
This Period	184.66	This Period	0.00
Total	342.91	Total	2050.00

