



## **Cycle Seahaven Committee Meeting**

**6 March 2023**

**The White Lion, Seaford**

### **Report**

Present: Denis Bass (Chair), Lindsay Stirton (Secretary), Vivienne McLachlan (Treasurer), Gill Peissel (Membership Secretary), Gwydion Jones (Ride Leader Coordinator), Jamie Simmons, Sarah Winser

1. **Chairs Welcome:** Denis opened the meeting by welcoming members of the committee.
2. **Apologies for absence:** none
3. **Minutes from previous meeting:** Minutes were approved for the meeting of January
4. **Matters Arising/Action Points Update.**
  - *Action Points.* It was agreed that action points would be published alongside but separate from the minutes of each committee meeting and the AGM.
  - *First Aid Kits.* Gwydion had contacted First Choice medics to ask for confirmation of the £310 paid to them by CSH. First Choice is looking into this. Gwydion will get back in touch re: confirmation, and to enquire about the suitability of their basic first aid course for CSH ride leaders and members. He would ask about the possibility of getting more cycling-specific provision by topping up the £310 already paid if necessary.
  - *Request for a Debit Card.* CSH committee discussed a request by Viv for a Debit Card to pay for items. Difficulties had arisen paying the RideWithGPS club subscription, due to the PayPal account no longer working, and the only option (in the absence of a club debit card) was for one of us (Denis) to pay and to seek reimbursement from CSH. It was agreed that we would approach Lloyd's Bank and request a debit card.
  - *Cycling UK Incident Form.* Cycling UK has notified us of their requirement that incidents are notified using their PDF form. Gwydion would correspond as to whether their form was really a requirement, since our own Google Form contained the same information.
5. **CSH Wellbeing Advisor feedback**

*Wellbeing Team.* Sarah gave an update on the work of CSH wellbeing team. While details of the work of the team are necessarily confidential, Sarah reported that the team had been able to assist members on a number of occasions. Denis noted thanks to Sarah and the team for this aspect of the club's activities.

**6. Feedback from Members:** none

**7. CSH Jersey Update**

Several more jerseys had been sold at the AGM and on rides. All outstanding jersey payments from members have now been received.

We will take the opportunity of the Ride Leaders meeting to encourage ride leaders to promote jerseys on rides.

Denis will update the Committee on the current situation on jerseys as soon as the latest order of jerseys (and the accompanying invoice from Pure Crimson) has been received. This will be reported at the next (April) committee meeting.

Gwydion will update the committee as to which ride leaders have received their complementary shirt, and which had still to be given one.

**8. Section Leads:**

a. Dr Bike.

Jamie Simmons will continue as Dr Bike lead. Lee and Donna Turner will be taking charge of the refurbishment and sale of donated bikes.

Jamie had met with Sustrans and East Sussex County Council on Monday 27 February. Jamie reported that the meeting was productive and discussed working relations, and the use of The Hub, Peacehaven. There were plans in development for a refresh of The Hub, including a longer term plan provision of secure storage for CSH within the container. ESCC are planning a small fee for users of £50 per year for the use of The Hub.

A stock-take of the various items owned by the different users of The Hub is planned. Relatedly, a review of the tool kits will be undertaken. There are currently three complete tool kits at The Hub, which are the property of Sustrans and ESCC, as well as various assorted tool. The Dr Bike team is looking to add to these assorted tools to create a fourth complete tool kit, which would be owned by CSH.

The Dr Bike team are working on maintenance issues in relation to the ESCC-owned e-bikes including repair of a broken crank shaft.

The entire Dr Bike met on Saturday 4<sup>th</sup> March to plan Dr Bike Sessions for the coming year. The Dr Bike team are on board with the plan to run all the sessions from Peacehaven. The Dr Bike team plans to run some maintenance sessions at 3-5 of the 14 planned Dr Bike sessions in the year. The first Dr Bike session of the year will be on 1 April, and this and all subsequent sessions have been published on the CSH Facebook page.

Dr Bike's insurance has been updated for the year.

Dr Bike are happy to take on the bike marking project and bring this to completion. Jamie Simmons updated the committee on the various options (at various different cost levels from around £10 to upwards of £30 per bike) for marking bikes, Gill would liaise with Sussex Police and Cycling UK to see if they had any views as to which options were best for us, and would (along with Jamie) put forward recommendations as to which option to go for.

b. Ride Leader Co-ordinator:

	<b>January</b>	<b>February</b>
Road Rides (Cancelled)	7 (3)	13 (2)
MTB Rides (Cancelled)	10 (1)	13 (0)
Total Rides (Cancelled)	17 (4)	26 (2)

Ride Leaders active/non-active status is being revised, together with an updated list held by Cycling UK for insurance purpose and the Club websites Contact Us page.

c. Treasurers Report.

Cycle Seahaven Accounts as at 18/02/2023

**Balance B/F (as at 31/12/22)** £4064.70

Income

Received From	Description	
Various	Memberships	£1848.00
Various	Jersey Sales	£242
Dr Bike	Donations	£4
SL First Aid	Refund	£104.16
	<b>Total</b>	<b>£2198.16</b>

£6262.86

Expenditure

Paid to	Description	
Pure Crimson	CSH Jerseys	£551.33
TsoHost	Web Site	£57.46

Cycling UK	Subs	£85
Paypal/RWGPS	Subs	£211.54*
Denis Bass	Trophies, Gifts & AGM catering	£105.99

Total £1011.32

Total Expenditure £517.42

Balance £5251.54

Bank Statement Balance (31/12/2022) £5251.54

Difference =/- 0

Balance Includes	B/F	This Period	Total
Charity Donations	£0.00	£4.00	£4.00
Cycling UK/LDC Grant	£1079.87	0.00	£1079.87

\*Due to a payment glitch with PayPal, Denis paid Ride With GPS £211.54 with his personal PayPal account on 20.01.2023, and was reimbursed £211.54 from the club account on 10.02.2023.

d. Webmaster Update.

Text had been added to the Membership section to assist members renewing their membership. "If you are **rejoining** CSH, payment details may be obtained by contacting the membership secretary at our websites Contact Us page or completing a new application form indicating your past membership number, and payment options will be sent to you."

The web team (Clive, Sarah, Gill) will meet on 3<sup>rd</sup> April.

e. Membership Secretary's Update

We currently have 316 members, including 8 new and renewals since the AGM. We await payment from 51 members.

Gill will send one more reminder email advising members data will be deleted on 31.03.2023 if membership payment hasn't been received.

9. **Voting Agenda Items Notified in Advance:** None

10. **Date of Next Meeting:** 17 April 2023, 7:15pm in White Lion

11. **Any Other Business.**

It was agreed committee meetings would continue to be held at six weekly intervals with any necessary emailed discussion in between.

- Feedback on the AGM. The feedback on the AGM had generally been good, although there was some criticism of the PowerPoint slides used in the presentation, which are noted from next year.
- Based on informal feedback from members, the Committee felt that it would be better to hold the AGM later in the year, but no later than April.
- The Committee agreed to continue with the Ride Leaders Grant. Ride Leaders can apply to the Committee for grants up to a maximum of £200 to support CSH cycling activities.
- We agreed to advertise for a campaigns coordinator and a newsletter article writer (to write for Seaford Scene, etc.)