



Cycle Seahaven Committee Meeting

7.15pm, Monday 30th October 2023

The White Lion, Seaford

Present: Denis Bass (Chair), Yvonne Knight (Co-opted Treasurer) Vivienne McLachlan (Treasurer) Gill Peissel (Membership Secretary), Lindsay Stirton (Secretary), Sarah Winser (sub-committee various roles).

- 1. Chairs Welcome:** Denis opened the meeting by welcoming everyone. Ian Cairns paid a fleeting visit to introduce himself after taking on the role of Local Liaisons Officer (previously Campaigns Manager). Ian will be acting in a sub-committee capacity.
- 2. Apologies for absence:** None
- 3. Minutes from previous meeting:**
The minutes for the meeting 18th September 2023 were approved.
- 4. Matters Arising/Action Points Update:**
 - Denis to confirm next ride leader meeting date, and to advertise on club calendar – Done, and Denis confirmed the next RL Meeting is 10.01.2024.
 - Gill to get new ride leaders (Tina and Michelle) listed on website and registered with Cycling UK for insurance purpose - Done
 - Denis to send Gill documents to go in Dropbox - Done
 - Sarah to get in touch with Tina and Michelle to offer free ride leader jerseys. - Done
- 5. Feedback From Members:** None
- 6. Wellbeing Update:** There are no further updates.
- 7. Parental consent Forms:**

Gill recently established the clubs 26 youth members parental consent forms were out-of-date/incomplete and still in paper copy form, so made a new online form in line with Cycling UK's but after sending it out to parents, didn't receive any replies. This was thought because there are presently no 'family' rides being offered and haven't been for some years. The committee agreed Gill should remove all youths from an 'active' status in the membership data until parental consent forms have been completed. This has reduced membership numbers by 26. Gill will advise RL's of the parental consent situation in case a family led ride is organised in the future.

8. Inactive Ride Leaders

It was established there are very few inactive RL's compared to last year and Denis will liaise with them to offer any help if needed.

9. Section Leads:

Dr Bike:

Jamie emailed his update - *"The season has now closed and we are making arrangements to complete a stock check and general tidy up of the tools and parts trays. Subject to that review we may spend some more of the parts budget to top up the stock. The current status is;*

- *Total donations achieved of £1,095.60 from cash and sum up donations and with Sum up fee's taken into account.*
- *71 Bikes security marked*
- *173 bikes worked on*
- *Tools budget starting at £554.39 with £62.39 spent leaving a closing balance of £492.*
- *Refreshments budget of £200 agreed with £42.88 spent leaving £157.12 unspent.*
- *Over the season we have sold 6 donated bikes and still have two in stock to sell. One is already allocated but hasn't been checked over yet".*

Gill expanded on the bike marking project advising there are 59 kits left and Jamie has agreed the scheme could resume when Dr Bike season starts again next year. Gill has notified The Eastbourne and Lewes Community Safety Partnership of the final figures, who will in turn notify the Police & Crime Commissioner who funded the Bike Marking project.

Ride Leader Coordinator.

Six Weekly Stat Update -

Road rides - 14

Road rides cancelled - 6

MTB Rides - 15

MTB Rides Cancelled - 1

Total Rides (that went ahead) – 28

There was 1 reported incident.

First Aid Update

Two respondents have pulled out so it was suggested that these spaces be re-advertised in the RL WhatsApp Group and via FB. It is considered too late to open up to members.

Ride-Leader meeting – 23.10.2023

At the RL's meeting a suggestion was raised to change some wording in the websites Club Rules and Safety to take responsibility from a RL and put the onus onto a rider in organising own recovery arrangements in the event of mechanical breakdown. The committee agreed this to be a beneficial and necessary change.

Therefore,

'CSH suggest accomplished Riders carry a minimum toolkit including at least one spare inner tube, and will help others in event of breakdown but this must not be relied upon. *Some Ride Leaders carry radios but it is recommended Riders carry own mobile phone for recovery arrangements'*

will change to

'CSH suggest accomplished riders carry a minimum toolkit including at least one spare inner tube, and will help others in event of breakdown but this must not be relied upon. *It is a rider's responsibility to have in place their own recovery arrangements should they be unable to complete a ride for any reason'*.

Treasurers report

The jersey order expenditure was given committee approval by email on 09.10.2023.

10. Voting Agenda Items Notified in Advance: None

11. Date of Next Meeting: 11th December 2023 at 7.15pm.

12. AOB

Jersey Update

The jersey order is scheduled for delivery around the middle of November. Sarah collected orders for Gloves x 5 + Jerseys x 14, and we ordered an extra – 20 x of each which reached the subsidy limit but further sales will be recouping funds. After the jersey company made a couple of mistakes regarding the order Den negotiated an excellent P&P deal of just £9.00 on this large delivery.

The committee acknowledged Sarah's efforts in the organising of a photo shoot of members wearing new jerseys, and also Clive who has updated the website's home page with the resulting new wonderful pic.

The committee send thanks to all subcommittee members who help enormously with the smooth and progressive running of the club, and to Jamie and his Dr Bike Team who have now finished sessions until next year.

Action points

- Den to liaise with inactive RL's and let Gill know outcome so the websites Contact Us page can be updated as necessary.
- Sarah to re-advertise First Aid Training spaces on FB and RL's Whatsapp.
- Viv to submit the completed Lloyds Bank forms to add Yvonne to the account.
- Gill to adjust any youth's membership data to an inactive status until a Parental Consent form is completed.
- Gill to add the new Parental Consent Form to the website and make necessary adjustments to the Club Rules & Safety, Essential Info & RL's Guidance.
- Gill to notify RL's of the present Parental consent situation.
- Gill to make amendments on the websites Club Rules and Safety document regarding RL meeting suggestion, and put new version on the website.

- Gill to add Ian Cairns and his Local Liaison Officer role to the websites Contact Us page.
- Gill to check off jersey payments against jersey orders in preparation for the delivery.