



Cycle Seahaven Committee Meeting

7.15pm, Monday 11th December 2023

Held via Zoom meeting (due to ill/recovering health)

Present: Denis Bass (Chair), Yvonne Knight (Treasurer) Lindsay Stirton (Secretary), Gill Peissel (Membership Secretary).

1. **Chairs Welcome:** Denis opened the meeting by welcoming everyone.
2. **Apologies for absence:** Viv, Sarah, Jamie.
3. **Minutes from previous meeting:**
The minutes for the meeting 30th October 2023 were approved.
4. **Matters Arising/Action Points Update:**
 - Den to liaise with inactive RL's and let Gill know outcome so the websites Contact Us page can be updated as necessary - completed
 - Sarah to re-advertise First Aid Training spaces on FB and RL's WhatsApp - completed
 - Viv to submit the completed Lloyds Bank forms to add Yvonne to the account - completed
 - Gill to adjust any youth's membership data to an inactive status until a Parental Consent form is completed – 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 - completed.
 - Gill to notify RL's of the present Parental consent situation - completed.
 - Gill to make amendments on the websites Club Rules and Safety document regarding RL meeting suggestion, and put new version on the website - completed.
 - Gill to add Ian Cairns and his Local Liaison Officer role to the websites Contact Us page - completed.

- Gill to check off jersey payments against jersey orders in preparation for the delivery - completed.

5. Feedback From Members: Two Ride Leaders who attended the First Aid Course emailed to say thank you to CSH for organising and providing finance.

6. Jersey Update

Sarah left a note advising the jersey order was received mid November and unfortunately the WOW order had been erroneously missed off. This has been rectified and the ladies who ordered have been notified and should be receiving their jerseys mid December. The rest of the order went well. At time of speaking to Sarah, all jerseys had been delivered and paid for, except one.

Gill added the total cost of jersey subsidy is now running at £1,437.28, leaving a remainder of £562.72, although more revenue will be received with the sale of jerseys/gloves held in stock.

7. C7 Project and Local Transport Plan

Lindsay updated the Safer C7 Project has appointed the specialist urban design, engineering, and transport planning company, PJA to start work in January 2014. Further information may be found at this link <https://www.thec7road.co.uk/safer-c7-project>

8. AGM – Friday 24th May 2024

Lindsay has still to book the chosen venue, Seaford Baptist Church. Once confirmed information can be advertised in the next Newsletter. The format will be similar to this years AGM and Denis will supply food. Denis is keen to investigate more substantial equipment to improve the presentation.

9. Section Leads:

Dr Bike:

Although Dr Bike is not offering sessions at the moment, Jamie emailed his updates.

One more bike has been reserved and once sold the Dr Bike data can be finalised for the 2023 season.

He had received an email from Zoe Currie who has taken over from Liddy Leading as the Cycle Training Co-ordinator within ESCC, and a meeting is being arranged for January.

Jamie had received an email regarding Newhaven planning a large event on 06.07.2024 to mark the 200th Anniversary of the RNLI, to include the Summer Spectacular at Denton and a walking procession.

Ride Leader Coordinator.

Six Weekly Stat Update -

Road rides - 19

Road rides cancelled - 9

MTB Rides - 14

MTB Rides Cancelled - 1

Total Rides (that went ahead) – 23

There was 0 reported incident.

First Aid Course Update - 18.11.2023

Eight RL's attended and passed, and have received their certificates. There was very positive feedback regarding how the course was led by Neil Bustin who is a paramedic himself and has a military background. RL said they now felt more confident in using their first aid skills.

Treasurers Report

The committee acknowledged Viv's commitment in serving as CSH Treasurer for four years and agreed a thank-you card would be appropriate as Viv wasn't able to attend this last meeting. Yvonne said the transition had gone well.

Denis advised the club's usual auditor David Gibbons would not be able to continue due to ill health. The committee gratefully acknowledged David's past good work in completing the clubs previous audits.

Denis advised a new auditor has come forward named David Greeves.

Cycle Seahaven
 Accounts as at 28/11/23
Balance B/I 30/10/2023 4011.1

Income

<i>Received From</i>	<i>Description</i>		
Various	Memberships	13.00	
Various	Merchantdise	109.00	
Dr Bike	Dr Bike	3.00	
Various	WOW Dinner	30.00	
		Total	155.00
			4166.10

Expenditure

<i>Paid to</i>	<i>Description</i>		
Rosario Borrelli	Wow Dinner	110.00	
Sarah Winser	Postage	9.46	
J Simmons	Dr Bike	15.00	
		Total	134.46
		Balance	4031.64

Bank Statement Balance (28/11/23) **4031.65**
 Difference =/- 0

Balance Includes	B/F	This Period +	This Period -	Total
Charity Donations	770.30	3.00	0.00	773.30
Dr Bike Grant (refreshments)	157.12	0.00	0.00	157.12
Cycling UK Grant	555.48	0.00	15.00	540.48
Committed Funds				1470.90

Membership Update

New Members - 2

New Total - 328

When I advised RL's of the current youth and parental consent situation it raised several questions regarding youth riding protocols. These will be revisited at the next RL meeting on 10.01.2024.

It was agreed Gill will write an article for the next newsletter highlighting the committee's youth concerns.

10. Voting Agenda Items Notified in Advance: None

11. Date of Next Meeting: 22.01.2024

12. AOB

- Lindsay previously advised he would be stepping down from his role as Secretary in the New Year. He agreed to carry on with his secretarial duties until this time but announced this committee meeting to be his last as would be absent from the next meeting date in January. Lindsay also agreed CSH could continue using his Dropbox account for data storage. The committee thanked Lindsay for his help on the committee for the last two years.
- We briefly discussed implementing Vivito, a new app to aid with the running of a cycling club. However, it was decided the app could not offer any more than we already have, and might actually put members off having to install and plan within an app, as opposed to the existing Club Calendar.
- Denis received an email from Sharing Skills (who hosted this years Cycle Fest at The Salts) regarding a CSH/Dr Bike invitation to a Sustainability Fair on 01.06.2024 at Seaford Head Lower School. The committee was in agreement we should attend so Denis will liaise with Jamie (Dr Bike).
- RNLI – 06.07.2024 (re Jamies email). It was agreed CSH/Dr Bike should attend.

- Yvonne shared she holds a first aid certificate, and is signed up to complete 'First Aid In Mental Health' course shortly. It was suggested Yvonne would be a good addition to the Wellbeing Team and to liaise with Sarah Winsler.

Action points

- Lindsay to book Seaford Baptist Church for AGM on 24.05.2023.
- Denis to advertise the AGM details in the next Newsletter (January).
- Denis to respond to Jamie's email regarding the RNLI event.
- Denis to liaise with Jamie regarding attendance at The Sustainability Fair on 01.06.2024.
- Gill to arrange Viv's email details switched with Yvonne's on the websites Contact Us page.
- Yvonne to liaise with Sarah about joining the Wellbeing Team.