



Cycle Seahaven Committee Meeting

6pm Monday 4th November 2024

The White Lion, Seaford

Present: Denis Bass (Chair), Yvonne Knight (Treasurer), Gill Peissel (Club/Membership Secretary), Jamie Simmons (Dr Bike Lead), Roger Case (prospective Club Secretary).

1. **Chairs Welcome:** Denis opened the meeting at 6pm by welcoming the committee, Jamie and Roger Case. Roger will be taking over the role of Club Secretary from Gill and be co-opted onto the committee at the next meeting. Denis, Yvonne and Roger agreed future committee meetings will continue to be held six weekly on Mondays at 6.30pm.
2. **Apologies for absence:** None
3. **Minutes from previous meeting:**
The minutes for the meeting held on 23.09.2024 were approved.
4. **Matters Arising/Action Points Update:**
 - Sarah to advise Choice Medics we are postponing our interest until next year. *Completed*
 - Jamie to compile a step-by-step approach for Sarah to enable easier management in organising future multi-rides. *Ongoing.*
 - Jamie to confirm with Zurich regarding contents cover for the kit & equipment held in the storage containers. *Ongoing (see Dr Bike Zurich Insurance under Item 6).*
 - Yvonne to make up the audit file. *The file has been compiled and submitted.*
 - Denis to liaise with Sarah regarding some missing glove data. *Ongoing.*
 - Denis to pass his updated jersey project spreadsheet to Gill for reconciliation. *Ongoing.*
 - Gill to organise the removal of title RL Coordinator on the Contact Us page. *Completed*
 - Gill to update the RL Guidance & Rules & Safety documents regarding the duration of validity for a guest form. *Completed.*
 - Denis to chase up who will be collecting the Ukrainian clothing boxes. *Ongoing.*

5. Feedback From Members: None

6. Section Leads

- **Dr Bike as reported by Jamie**

- **General Update** up to Saturday 19th October 2024 (last session of the year)
 - 15 Dr Bike events held so far this season including Seaford Sustainability fair and Newhaven RNLI
 - 1 cancelled event for the season and sadly our last session
 - 2 bikes worked on for members of the public during the multi ride event.
 - 6 Bikes received security marking
 - 140 bikes received our attention
 - £1,794.19 received in donations after fee's
 - £15.81 paid in Sum Up Fee's

 - £361.83 allocated to the food bank prior to the AGM and now settled.
 - £1,432.36 so far allocated to the RNLI

 - These figures include 17 donated bikes that have been sold on.
 - We have three bikes in stock ready for next season and another two promised and awaiting collection.

Expenditure summary:

- £540.48 opening balance for the Cycle UK Grant
 - £160.85 spent so far
 - £379.63 retained balance at the close of the season and carried forward

 - £200 opening balance for Refreshments budget
 - £44.27 spent so far
 - £155.73 balance unspent.
- **Zurich Insurance**

Zurich advised they are now unable to meet Dr Bikes requirements and refunded our payment on 09.10.2024. Cycling UK have switched insurance brokers to Bikmo who have confirmed in writing the Dr Bike Team are viewed as Cycle Seahaven 'Officials.' As such they receive the same public liability cover as other officials, officers and ride leaders who have received suitable experience or training, recognised as such within the club, and listed with Cycling UK.

However, fire, theft and accidental cover regarding the kit and equipment will not be included. The committee discussed whether these items were worth insuring and Jamie agreed to investigate if a secondary policy can be arranged for a reasonable fee.

Jamie will implement two systems to meet new insurance criteria:

- 1) An assessment record of team members experience.
- 2) A record of actions to include a brief description of any bike worked on, the repair undertaken and by which team member.

- **ESCC Meeting Update**

Jamie attended the ESCC Peacehaven Cycle Hub Stakeholders meeting on 30.09.2024 where it was agreed Dr Bike could continue to use the Hub as a base for Dr Bike sessions, and year-round storage of equipment. Jamie reported to ESCC that CSH accepted a possible annual usage fee but expressed concern at contribution to the Hubs electricity bill as Dr Bikes own was negligible and it was impossible to monitor usage of other stakeholders. ESCC agreed there would be a user agreement between themselves and CSH, and an invoice received for £75 has been settled.

Denis thanked Jamie for the additional workload that has recently transpired, spanning over several months of discussions, numerous phone calls and emailed follow ups.

- **Ride Leader Coordinators**

Ride Stats (for period 23.09.2024 – 03.11.2024)

Road rides posted x 24
Ride rides cancelled x 3
MTB rides posted x 12
MTB rides cancelled x 3
Total club rides run x 30

There were no reported incidents.

enabled the club to organise schemes such as the Jersey Project that perhaps couldn't be accomplished with a lesser income.

The discussion continued where else these accumulated monies could be spent and Denis suggested we ask/give some proposals at the next AGM.

- **Merchandise Figures**

This subject heading has been changed to accommodate the expected proposed variety of clothing the Jersey Team is looking at once the present figures are reconciled.

Figures remain the same as previous committee meeting.

CSH Merchandise Figures from Nov 2021 to July 2024	
Jerseys purchased from supplier	143
Jerseys sold to members	81
Jerseys given free	24
Remaining jersey stock	38
Gloves purchased	42
Gloves sold to members	?
Gloves given free	?
Remaining glove stock	23
Stock Value	£1,175.19
Total invoice spend incl p&p (£108.72)	£4,430.95
Expected member payments	£1,580.88
Subsidy Spent	£1,651.88
Subsidy Remaining	£1,348.12

7. Trailer Info Update

Denis and Gill are reviewing the trailer's T&Cs sheet given out to prospective users. If a user doesn't have a tow bar, the local Lions Club have confirmed their minibus has a tow bar and is available for hire. Denis will finalise the T&C's sheet, and use of the trailer will be advertised in the next Newsletter.

8. Voting Agenda Items Notified In Advance – None

9. **DONM** – Monday 16th December 2024, 6.30pm at The White Lion, Seaford.

10. AOB

Stolen E-bike

Denis received an email from a non-member who advised her new e-bike had been stolen. She asked if CSH could do anything to help such as reporting the theft details to our members. The committee felt although she was a non-member we didn't receive many of these request types and so on this occasion we would post her photo of the stolen bike in our FB group.

Old Excelsior Medals

Denis received from a friend a pack of cycling competition medals awarded to a Mr E R Marsh between 1930 to 1937, who was a member of Brighton Excelsior Cycling Club. The friend had no connection to the cyclist who had won them but wondered if CSH had any connections that would enable the medals to be returned to the rightful family or cycling club. Gill will contact Brighton Excelsior CC to see if this is possible.

Sustainability Fair 2025

Jamie confirmed a provisional booking for the Sustainability Fair & Cycle Fest at Seaford is on the club calendar on Saturday 21st June 2025 12pm – 4pm.

Transport Planning Updates

Ian Cairns forwarded an email from Kevin Rice that reported the Local Transport Plan 4 had been presented to ESCC Full Council for approval and been adopted. Full details of the report can be found here

<https://democracy.eastsussex.gov.uk/documents/s61714/Report%20of%20the%20Cabinet%20to%20Full%20Council.pdf> Also the Local Cycling & Walking Infrastructure Plan (LCWIP) was presently being reviewed. Ian has asked that CSH be kept informed of further consultations for opportunity to give input.

Roger referred to the lack of a cycle path in the new Exceat Bridge plans and said his latest newsletter received from Carolyn Lambert advised '*the public enquiry is now due to take place sometime in May 2025*'. Perhaps this gives us an opportunity to restate the need for adequate controlled cycle (and pedestrian) crossing of the traffic lanes given the route is a National Cycle Route (2).

RWGPS

Gill has changed the subscription to inactive. This means the account remains 'premium' until Jan 18th when the subscription will lapse and we shouldn't then be badgered for payment. The committee agreed Gill to investigate how to delete the club account and ensure members data is deleted after January 18th to conform with club GDPR protocol.

Church Ride

The administer for Laughton, Ripe and Chalvington parish emailed Gill regarding providing cyclists with refreshments on certain dates in exchange for a small donation. Gill posted the idea on FB but the committee hadn't heard of any take-up. Via the RL's Whatsapp Group Clive said the Tourers would prefer to spend their money in local cafes which directly benefits the community.

Well-Being Team Update

Sarah Winser (subcommittee) arrived to the meeting at 7.20pm, and was able to give an update on the Wellbeing Team who had met up for a check-in, and all was well.

Denis closed the meeting at 7.35pm and thanked everyone for attending.

Action Points

- Denis to liaise with Sarah regarding missing glove data. (*ongoing*)
- Denis to pass his updated jersey sales spreadsheet to Gill for reconciliation (*ongoing*)
- Denis to chase up who will be collecting the Ukrainian clothing boxes. (*ongoing*).
- Denis to approve the new trailer T&C's sheet for prospective users.
- Gill to change future committee meeting times on the club calendar.
- Gill to advertise the stolen e-bike as such on the clubs FB group.
- Gill to contact Brighton Excelsior CC regarding returning the medals.
- Jamie to compile a step-by-step approach that enables easier management in organising future multi-rides. (*ongoing*).
- Jamie to investigate with Bikmo a secondary insurance policy covering Dr Bikes equipment against fire, theft and accidental damage.