



**Cycle Seahaven Committee Meeting
6.30pm Monday 23rd February 2026
The White Lion, Seaford.**

MINUTES

Present: Denis B (Chair) Yvonne K (Treasurer) Roger C (Secretary) G Dave (Sub-committee Merchandising)

- 1. Chair's Welcome** Denis B welcomed the committee and sub-committee member Dave G
- 2. Apologies for Absence** Terri Crombie, Membership Sec
- 3. Minutes of the last meeting approval** – 05.01.2026 approved
- 4. Matters Arising / Action Points Update**

Roger C to sign-in to Lloyds club bank account. [Completed](#)

Denis B continuing to look for a new Membership Secretary [Completed](#)

Roger C To arrange adequate prior notification of Committee meetings so issues can be raised by members for discussion by the Committee. It was agreed that as Sub-committee members received the meeting agendas in advance and all CMs now listed in each set of minutes for members to view no further action is necessary. [Completed](#)

Dr Bike lead to replace Jamie S. [See section 6 below](#)

- 5. Feedback from members** None
- 6. Section Leads**

- **Dr Bike** (currently Jamie S)

Jamie S report

Since the last meeting a couple of minor updates are available;

To date there have not been any expressions of interest from the club members or existing Dr Bike Team so currently we still do not have a replacement lead for the 2026 season.

The schedule of Dr Bike dates, the results reporting spreadsheet and accounts sheet are all set up and ready, if they are needed.

The schedule of dates has not been issued or placed onto the club calendar due to the season currently being at risk if we don't have a lead.

A meeting occurred on site with Sustrans to discuss the use of the shared container. It has been agreed that the CSH equipment will be relocated towards the back of the container to help Sustrans with the storage of a Tri-shaw bike. Once the storage crates have been removed by ESCC we will be able to move our equipment. I'll keep on top of this and make arrangements when the time comes.

This year, the Sustainable Seaford event is not taking place. The organisers are taking a year off.

To date, I have not formally announced to Sustrans or ESCC of my intention to step down from the Dr Bike role.

As at the date of this meeting, we are only 1 month away from the usual season start date for Dr Bike sessions.

Dr Bike has an invitation from RNLI to run Dr Bike for their Summer Fayre at Seahaven academy on 4th July.

Committee discussion

Denis B suggests as many committee and sub-committee members to attend the 4th April Dr Bike session to support and encourage the Dr Bikers. Roger C confirmed he will also be attending.

Denis B to confirm Jamie S is available for 4th April session to guide and help set up

Dave G is considering picking up the Dr Bike lead from Jamie S but cannot attend on 4th April but will be at the 18th April Dr Bike session and possibly start leading at that time. In the meantime he will liaise with Jamie S about a possible handover.

- **Ride Leaders** (Roger C)

Ride stats & incidents 06.01-22.02.26

Road Rides Posted - 10

Road Rides Cancelled – 3

MTB Rides Posted - 20

MTB Rides Cancelled – 1

Total Rides Run – 26

Incidents reported - none

Despite the weather the whole range of rides continued to be offered and run successfully.

The next RL's meeting is 09.03.26 at the White Lion

- **Treasurers Report** (Yvonne K) See next page

Cycle Seaford				
Accounts @ 31/01/26				
Balance B/F @ 31/12/25				£4,396.29
Income				
Received From	Description	Amount		
Various	Memberships	£1,410.00		
		Total		
		£1,410.00		
Expenditure				
Paid To	Description	Amount		
Lloyds Bank	Bank Charges	£4.25		
Pure Crimson	Club Gilets	£534.86		
		Total		
		£539.11		
Balance				£5,207.18
Bank Balance @ 31/01/26				£5,207.18
Variance				£0.00
Balance Includes				
B/F	This Period +	This Period -	Total	
Charity Donations (Dr Bike)	£1,070.97	£0.00	£0.00	£1,070.97
Charity Donations (Jersey)	£36.00	£0.00	£0.00	£36.00
Charity Donations (Multi Ride)	£100.00	£0.00	£0.00	£100.00
Dr Bike Grant (Refreshments)	£200.00	£0.00	£0.00	£200.00
Cycling UK Grant	£304.68	£0.00	£0.00	£304.68
Website Hosting	£180.00	£0.00	£0.00	£180.00
Anti Spam Software	£35.00	£0.00	£0.00	£35.00
First Aid Kits	£50.00	£0.00	£0.00	£50.00
First Aid Training	£1,200.00	£0.00	£0.00	£1,200.00
AGM Costs	£150.00	£0.00	£0.00	£150.00
Jerseys	£534.86	£0.00	£534.86	£0.00
Seahaven Cycle Hub	£75.00	£0.00	£0.00	£75.00
Bank Charges	£51.00	£0.00	£4.25	£46.75
IT Consumables	£50.00	£0.00	£0.00	£50.00
Total Committed Funds	£4,037.31	£0.00	£599.11	£3,438.20

2026 Committee meeting dates

20th April

1st June

20th July

7th September

26th October

7th December

10 AOB:

a. Tony Rowswell (Denis B)

Denis B has proposed a Lifetime Achievement award for outstanding contributions to CSH be created with Tony being the first recipient. This has been agreed by the committee and Denis B to organize the purchase and engraving of the cup. Denis B to talk to Tony Roger C to follow up.

Denis B also proposed a new membership category of Honorary Member with Tony being the first. This was agreed by the committee.

b. New CSH Admin Role (Denis B)

Gill Peissel has proposed a new role as Club Administrator as follows:

As recently discussed with Denis B, the Ride Leaders Guidance document I put together three years ago requires updating because it still directs new RL's to the 'Membership Secretary' for onboarding.

Once ride leading assessments are complete, there are a few important final steps that allow new RL's to fully function safely. These include:

Giving RL access to the Club Calendar so their rides can be advertised

Adding RL to Cycling UK's CSH Officials list for insurance purpose

Adding RL to the website's 'Contact Us' page

Adding RL to the Ride Leaders WhatsApp group

Checking RL's first aid status (and certificates)

Providing RL with access to Facebook and Strava if required

I would be prepared to help in a behind-the-scenes manner to ensure these steps are handled smoothly and consistently. My suggestion is that post ride assessment, I coordinate the remaining processes - either completing the tasks myself or passing them to the appropriate person (e.g. Den for Facebook/Strava access, Mike Godwin for first aid, etc). This would provide continuity and give new RL's a clear point of contact.

I'm still working with Clive on the website, retain access to the Club Calendar, and remained the point of contact for Incident Reports, thus retaining communication with Cycling UK and by default the 'Lead' person. These roles combine well and will allow me to ensure CSH documents remain updated and in-line with Cycling UK policies.

If agreed by the committee, I suggest myself using the title 'Club Admin' in the RL Guidance Document, making a CSH admin gmail address and adding it to the website's 'Contact Us' page so new RL's can locate me.

The Committee agreed to Gill's proposal and Denis B will communicate the decision to Gill.

c. AGM 2026 Planner/Timeline (Roger C)

March

Collect trophies from Sarah W (Denis B) and Mike G (Roger C)

Decide next winners (agreed as Nigel Harwood and Michelle Baldwin).

Notify winners and confirm if they are attending AGM to receive their trophy (Denis B).

Organise name/year engraving on cups (Denis B)

Finalise invitations and agenda (Committee)

Seek reports and photo contributions from Committee and Sub-committee members (Roger C)

April

8th April send out AGM invitations with food options and seek charity nominations (Roger C)
Promote AGM on FB and ask anyone to contact Roger C who hasn't received an invitation and would like one.

Make presentation slides from information received (Roger C)

Practice run during 20th April Committee Meeting if necessary (Roger C)

May

13th May contact Seaford Baptist Church to confirm booking of Etherton Hall and Kitchen (Roger C)

Pay invoice for the hall as soon as received (Yvonne K).

20th May AGM at 19.30, set up from 18.00 (Committee) with jacket potatoes from 18.30 (Denis B)

The Meeting closed at 19.50