

**CHESTER and NORTH WALES CTC  
CTC CAER A GOGLEDD CYMRU**

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**Minutes of the Annual General Meeting**

The meeting was held at Kinnerton Scout Headquarters at 12.30 pm on Sunday 3<sup>th</sup> November 2013

Attendance: 27 members attended the meeting.

**1. Convening the meeting**

The secretary read the notice convening the meeting and welcomed people to the meeting.

**2. Election of Chair**

Mike Cross was elected to chair the meeting. Proposed by Glennys Hammond, seconded by Dave Matthews; all in agreement.

Mike Cross welcomed members and reflected on those who had passed away during the year including Pam Cross, Brian Pendlebury & Eunice Mawson. There was a short silence in respect to these & other members who had died during the year.

**3. Apologies**

Apologies were received from: Ifor Jones, Doreen Lindsay, Bob & Jill Witton, Dave Statham, Dave Hill, Mark Jones, Sue Booth, Colin Bell, Edward Bradley, Mike Wilkinson, Patricia Seddon and Alan Oldfield.

**4. 2012 AGM Minutes**

The minutes of the 2012 AGM were available at the meeting. Proposed as a true record by Arthur Miller, seconded by Roy Bunnell; all in agreement.

**5. Annual Report**

The written report was available to all at the meeting. The Secretary briefly outlined the contents of the report and thanked all of the contributors. She emphasised that the events list was still a draft as some events were yet to be finalised.

The Chairman thanked the Secretary for the report and for the work she had carried out during the year. The report was accepted unanimously; proposed by David Ackerley, seconded by Barbara Smith.

**6. Treasurer's Report**

Treasurer's Report and Accounts were available to all at the meeting. The Treasurer's apologies were given; Colin Bell works shifts so was unable to attend the meeting. Prior to the meeting the accounts had been audited by Terry Nicholas.

It was pointed out by Andy Blomfield of Two Mills CTC that the money from the Spring 50 Tourist Trial had not been paid to Chester & N Wales CTC until after the 30<sup>th</sup> of September (the end of the CTC accounting year) therefore the amount should not appear in the accounts, only below the line as money owed to the club. (The transfer of cash was later than usual in 2013 as the event has been cancelled due to bad weather & there had been a large amount of work sorting refunds and payments).

This matter needed to be addressed otherwise the money would appear to be held in both the C&NW CTC and Two Mills CTC accounts on the 30<sup>th</sup> September. As the accounts had not yet been submitted to National Office it was suggested that the figures could be agreed as a Treasurer's Report, but the accounts would be recorded as having been received by the meeting subject to correction.

The figure of £999.80 as money owed to the Club was queried. It was explained that £949.80 was from the Spring 50 with the remaining £50 sponsorship due for the Link.

It was proposed that a rider be added to the foot of the report to point out the discrepancy of £999.80 money owed but not received by 30<sup>th</sup> September and the accounts corrected.

Proposed by Brian Lowe, seconded by Welna Bowden agreed by the meeting

## 7. National Councillor's Report

A verbal report was given by Welna Bowden (one of the Councillors for the North West region). Some of the points covered were:

- a) There was a Member Groups Workshop at last year's National AGM, this will be repeated in 2014 in Glasgow
- b) There is a member group steering committee; Brian Lowe, Janet Gregory & Lowri Evans are members of the Committee
- c) 'Brand Refresh' There has been a survey which has been completed by 7500 people. The aim is to find out how to make CTC attractive to all cyclists so the name strap line and other features of the club are being looked at.
- d) Affiliate Membership. There were questions from attendees at the meeting regarding the issue and promotion of affiliate membership. It was pointed out that affiliate members couldn't hold office, nor lead rides which presented problems to member groups. Welna Bowden stated that Council held mixed views on the issue. Ian Richardson stated that he had worked to make affiliate membership more accessible. He felt that it provided a link with development work carried out by CTC allowing new groups to be set up. There was considerable questioning as to whether affiliate members then transferred to become full members of CTC.
- e) Gift Aid. Currently CTC can take gift aid on donations to the club. They are awaiting a letter from HMRC (in spite of writing to them at least three times). The expectation is that gift aid should be available on subscriptions and there may be some money which can be claimed retrospectively.
- f) Web pages for member groups. These pages are now available on the National CTC website – currently the C&NW CTC page has a link to the main C&NW CTC site. The Secretary said that it is hope to use the pages in the future ; it should be easier to arrange now that more than one person can be issued with access to the pages
- g) Road Justice – the CTC campaign is under way to try to get cyclists treated fairly following accidents.
- h) 'Get Britain Cycling' - CTC has been active in giving evidence to the enquiry.
- i) Next year – CTC hopes to get volunteers involved with some large national events such as the Tour De France UK stages and Ride London
- j) Membership – this has now been taken in-house by CTC
- k) Tourist Competition- some of the problems faced this year were raised by David Matthews (e.g. the difficulty of adding CTC numbers to Audax results lists). It is hoped that the competition will run more smoothly next year.

## 8. Ian Richardson –CTC Cycling Development Manager for the Region

Ian Richardson outlined his work and explained that he was responsible for 6 members of staff, 1 in N Ireland, 2 in Scotland and 3 in N West England. From 9<sup>th</sup> December there will be a new cycling development officer in post, Jane Rogers, who will be based in Shotton working on inclusive cycling projects. He intended that development work should be clearly linked to CTC and result in an increase in membership.

He is also working in Wales with CTC Cymru to try to raise the profile so that policy can be influenced for example with the Active Travel Bill. He was thanked for his report by Mike Cross.

## 9. Notices of Motion

- a) *“The Chester & N Wales CTC Committee propose that the Local Rules incorporated in the Revised Policy Handbook for Member Groups be accepted”.*  
*Proposed by the Chester & N Wales Committee*
- b) *“This AGM agrees to the inclusion of a representative from CTC Two Mills in the Chester and North Wales CTC Committee on a quid pro quo and equally reciprocal basis”*  
*Proposed by Brian Lowe, Seconded by Roy Bunnell*
- c) *“Should the above be accepted by this meeting AND by CTC Two Mills, the selection of a representative to represent Chester & North Wales CTC on CTC Two Mills Committee is delegated to the C&NW Committee for the first year only. Thereafter selection will be confirmed by normal committee representative procedures”.*  
*Proposed by Brian Lowe, Seconded by Roy Bunnell*

*In the event that Motion ‘b’ is rejected by the meeting, Motion ‘c’ will be withdrawn.*

It was explained that the Policy Handbook for groups has been updated nationally and the changes have necessitated the updating of the Local Rules. The Chair decided to take motion 9b first.

9B. Brian Lowe introduced his motion- As Two Mills is now a Member Group (rather than a subsidiary member group) he proposed that committee representation should be on an equal and reciprocal basis for the two groups. He pointed out that the previous local rules allowed reciprocal committee representation although C&NW representative had no voting rights on the Two Mills Committee. This motion would allow that reciprocal representation to continue between two Groups equal in status.

Several members had an opportunity to express their views. Points raised included: C&NW CTC could only legislate on their own committee make up. C&NW CTC was an umbrella to several smaller groups unlike Two Mills CTC. The representation of Two Mills on the C&NW CTC committee provided a valuable contribution to C&NW CTC

Brian Joyce, (introducing himself as chair of Two Mills), seconded by Janet Gregory proposed an amendment “That this AGM agrees to the inclusion of a representative from CTC Two Mills in the Chester and North Wales CTC Committee.”

In responding Brian Lowe said that the motion did not attempt to impose legislation on any other committee. He also disagreed with the statement that Two Mills had no responsibility for smaller groups.

The revised motion was passed 19 votes for, none against.

**9C.** Not taken as not required following the amendment to 9B.

**9A.** The motion for adoption of the revised Local Rules was carried 14 for, none against.  
 Proposed Brian Lowe, seconded Mike Cross.

**Action** The Secretary is to send the revised Rules to National Office.

## 10. Election of Officers and Committee Members

A list of nominations had been drawn up by the committee and submitted on the agenda.

Post	Nominee	Proposer	Secunder
<b>President</b>	Mike Cross	Colin Bell	Brian Lowe
<b>Vice President*</b>	Arthur Miller	Mike Cross	Lowri Evans
<b>Secretary</b>	Lowri Evans	Mike Cross	David Matthews
<b>Treasurer</b>	Colin Bell	Janet Gregory	Mike Cross
<b>Registration Officer</b>	Brian Lowe	Janet Gregory	Mike Cross

(membership records)			
<b>Welfare Officer</b>	Vicky Payne	Mike Cross	David Matthews
<b>Development Officer</b> (promotions & publicity)			
<b>Rights Officer</b>	Peter Williams	Mike Cross	Colin Bell
<b>CTC Cymru Rep</b>	Lowri Evans	Janet Gregory	Brian Lowe
<b>Link Editor*</b>			
<b>Invited members</b> (also reps from Two Mills and all informal groups)	Dave Matthews	Lowri Evans	Mike Cross

<b>Webmaster*</b>	John Hammond	Mike Cross	Lowri Evans
<b>Web Editor*</b>	Glennys Hammond	David Matthews	Mike Cross

David Robinson proposed that all of the officers should be elected en-block; this was seconded by Dave Matthews. Elected nem. con.

It was agreed that this proposal also included the election of the Awards Committee and Auditor although to ensure that procedures were followed there were votes on each. It was noted that the Committee should continue to look for a volunteer to undertake the role of the Development Officer.

David Ackerley was thanked for his work as Link Editor. He and Mike Cross urged people to look for a volunteer to come forward to take over as the editor of the Link. It was stressed that the work didn't require a very high level of IT skills and that David Ackerley would be happy to show a new editor how the Christmas issue was produced.

### 11. Election of the Awards Committee

The current Awards Committee of David Ackerley, Mike Cross & Arthur Miller.  
Elected nem. con.

### 12. Election of Honorary Auditor

The current auditor Terry Nicholas. Elected nem. con.

### 13. AOB

- a) The chairman thanked members for their attendance and contributions. He thanked all of the volunteers who had worked hard for the club over the year. He also thanked the tea makers & Lowri Evans for providing the homemade cake at the AGM.
- b) 2014 events. The meeting was reminded that C&NW CTC will be celebrating its 75<sup>th</sup> anniversary in 2014. Entries for the logo competition close on 10<sup>th</sup> November. The details will soon be available for the photo competition, and if there is sufficient interest a souvenir cookbook with some archive photographs may be produced. There will also be Anniversary Rides from Bickerton on 8<sup>th</sup> June 2014 followed by a celebration tea.  
David Matthews asked for volunteers for the control on the 600K Audax in August.
- c) Attendees were reminded that leaflets for rides leaders, new riders and publicity leaflets were available at the meeting & that the Secretary could supply more if people requested them.

The formal meeting closed at 2.05pm.

### **Presentation of Certificate of Merit**

After the AGM Mike Cross presented a CTC Certificate of Merit to David Robinson in respect of the work he had carried out for cycling. The President read out the citation; this included being a National Councillor and Chair of the CTC National Council. Congratulations to David.