

Chester & N Wales CTC Caer a Gogledd Cymru
Minutes of the committee meeting 18th February 2016 (7.30pm) @ Deeside Leisure Centre

Present

Lowri Evans, Colin Bell, David Matthews, John Ferguson, Martin Brooks, Janet Gregory (for Peter Williams) & Brian Joyce.

Apologies: Mike Cross, Ifor Jones, Doreen Lindsey, Gwenda Owen, Brian Lowe, Sue Booth, Peter Williams & Julia Rogers.

1. Minutes from 3rd December 2015

Agreed nem con.

2. Matters arising

2. Ride Leader Workshop in N Wales. There was a very good turnout in spite of the short notice.

3.11. Brian Lowe contacted NO regarding editorial decisions for the Link & Website. The response from NO was circulated. It was agreed that the editors should continue to decide what should be published, but they should take up the NO offer to check any potentially controversial items.

Action Glennys Hammond to be informed of the decision.

3. Secretary's Report (circulated)

Discussed and accepted.

3.7 First Aid Evening at the Bike Factory. The possible dates were discussed. It was agreed the event should be primarily for C&NW CTC members and Two Mills CTC members and members of the newly formed Ruthin CC (affiliated to CTC) could also be invited.

Action Secretary to inform the Bike Factory & Steve Evans that 29th March is the first choice of dates.

(Note there was a change of date the following week due to the Bike Factory requesting a different date. Moved to Thursday 21st April)

4. Treasurer's Report (circulated)

a. Financial Regulations

The notes drawn up by the subcommittee had been circulated.

The recommendation for updating signatories for the bank account to the current secretary, treasurer and chairman was agreed.

Action Treasurer and chairman to update the signatories

Following amendment the recommendation for authorising expenditure for hiring halls, training events etc was accepted.

'the agreement in principle of the treasurer and one of the other signatories should be obtained before expenditure is incurred'

If volunteers expect to claim expenses/fees for attendance at events/meetings on behalf of the C&NW CTC they should gain agreement before the costs are incurred'.

Colin Bell had produced a spreadsheet template to help event organisers plan & keep track of income & expenditure.

Action Treasurer to circulate the spreadsheet.

- B. **Charity Donation.** The response from NO confirming that the Charity donations were acceptable was circulated. It confirmed that the donations were within the rules. Colin Bell confirmed that the donations (Sustrans cycle paths £120 and Cyclists Defence Fund £200) had been paid.
- C. **Treasurer's Report** this was accepted in the new format (produced straight from the accounts package) on the proviso that the full document was also circulated to the committee each time.
- D. **Honorarium** discussed and agreed £450 should be paid as last year
Action Colin Bell to arrange the payment
- E. **Online payments** There were discussions regarding online payment systems; Janet Gregory uses a system for the Two Mills Spring 50 and Sue Booth is hoping to have online entries for the Bob Clift Memorial Rides. Currently the C&NW CTC website isn't secure for taking online entries & payments. It was noted that some of the online entry systems have had problems (for one large Audax event a request for a refund stopped all other entries to the event) also there may be automatic refund in the event of cancellation. It is important that it is made clear there are no refund in the event of the rider cancelling the entry.

Discussions then moved onto the link accounts

5. **The Link (report circulated)**

- a. **Link Legacy money.** A question had been raised by David Ackerley regarding the amount of the £1000 Link legacy money that was still available. Colin Bell said that prior to the last edition £200 had been used. It was calculated that the change to A4 had resulted in a loss of £1.19 per copy (total £180) resulting in £620 remaining. It was agreed that the Link legacy money should be spent on supporting future issues and the sum remaining should be reported in future treasurer's reports.
- b. **New layout and costs.** Martin Brooks confirmed there had been good feedback following the change to an A4 sized copy. Martin has new software (Publisher) that should make it easier to edit the publication. It was noted that the change to A4 means that the quality of photographs needs to be better to ensure they don't appear grainy.
A costing sheet and report for comparing printers and various sizes of edition had been circulated. The larger size resulted in increased postage as it was a large letter. The last edition was 36 pages.
It was agreed to change printers to Bentley Press in Wrexham. Currently subscriptions are £10 for 4 editions (with 3 produced per year). As changing printer would still result in a loss per copy it was suggested that the subscription rate should be changed to a year's subscription (i.e. 3 copies for £10 Spring, Autumn and Christmas) with the main renewal time being 1st October onwards.
Action Martin Brooks to look at the renewal patterns (dates and numbers) so new subscription can be decided.
To increase the number of subscribers it was agreed to produce 30 spare copies of the next edition so that they can be used for marketing purposes (73 subscribers had renewed so far with an additional £86 collected as Link donations). The editor was glad to note that people are sending items in for publication.
- c. **Preparation for editor moving overseas.** Martin Brooks confirmed that he would be happy to continue editing the Link but there would be a need for someone in the UK to manage the collection of advertising (& the revenue), collection & posting of the copies and aspects of subscription renewals and subscription database.

Action: Martin Brooks to consider what would be required and draft an advert for UK Link organiser for the next edition of the Link.

6. National Councillors Report

A document from National Office had been received and circulated earlier in the day. It announced the new name & tagline for CTC; 'Cycling UK' with the tag line 'We are Cycling UK' This was noted by the committee.

A query had been sent to NO regarding the translation of the name and tag line into Welsh with regards to possible confusion that could arise with the abbreviation of UK (DU) and the word black (du).

7. Right to Ride (*circulated*)

A report was received from Peter Williams & thanks were given for his work. It was noted that Peter had been able to report good news with '20's Plenty', the new shared Cycle path by the A5117 with toucan crossing of A540. Funding had also been announced for cycling route in the Deeside/Flint area.

8. CTC Cymru (*circulated*)

The report was accepted.

9. Publicity

John Ferguson reported that C&NW CTC Facebook now had 209 members.

It was understood that Sue Booth and the Chester group would be arranging publicity at the Chester Cathedral rides event.

10. C&NW CTC Website (*circulated*)

Thanks were given for the work carried out by Glennys & John Hammond. (Earlier there had been discussion relating to the possibilities of one line payments see 4e)

11. Events

- a. All tourist competition events have been registered with NO and were on the website.
- b. AGM – Neuadd Eleanor in Llanfair DC booked for the AGM
- c. 1st Aid evening at the Bike Factory (see section3)
- d. New Years Day 2017. It was agreed to go to the White Horse in Churton again. Booking for about 50 with about 15 vegetarians. David Matthews agreed to organise it.
- e. Tri Vets – Laurie Mason had sent word that the event is filling up
- f. Bob Clift Cheshire Cycleways. It was confirmed that Sue Booth was making progress with the arrangements for the event.
- g. Audax events. Dave Matthews confirmed that he had been able to arrange parking for Audax events. He also noted that entries were moving away from the 100k events in favour of the longer events.

12. Winged Wheel (*circulated*)

Janet Gregory presented the report as Peter Williams was on holiday.

The report was discussed and it was agreed that the winged wheel should go to the Wirral Transport Museum in Birkenhead where it would be put on display, on condition that there was a suitable loan agreement.

Action Lowri Evans to make arrangements to collect the Winged Wheel from Alf Jones Cycles and get it to the Spring 50 so Peter Williams could collect it & take it to the Museum

Action The agreement to be circulated to the Committee before it is signed & the Winged Wheel taken to the Museum.

Action Information about the Winged Wheel to be drafted to go on display

Thanks were given to Peter Williams, Reg Waud and all others who had worked hard to restore the Winged Wheel and find a suitable location for it to go on display.

13. Welfare

No report

14. AOB

None

Meeting ended at 9.30pm

Date of the next meeting Thursday 19th May 2016