



**MINUTES OF THE WOODHALL WHEELERS AGM HELD ON 21
OCTOBER 2016**

Attended:

Dorothy Brewster	David Finney (DF)	Gordon Pullan
Neil Brewster	Tim Godden (TG)	Ady Rae
Paul Critchley (PC)	Karen Greetham (KG)	Rich Sanderson (RS)
Vernon Dunsford	Dean Liley (DL)	Richard Woods (RW)

Apologies:

Ian Hartley	Doug Leoncavallo	Nick Parry
Keith Hillsmith	Andy Marland	Tim Rhodes

Item 1 – Welcome. The Chair (DL) welcomed members to the meeting.

Item 2 – Election of Committee Members. It was unanimously agreed to re-elect:

Chair	Dean Liley
Treasurer/Sec	Rich Sanderson
Committee Member	Paul Critchley
Club Kit Member	Tim Godden

Item 3 – Apologies. The Treasurer/Sec presented apologies received and stated the meeting was quorate.

Item 4 – AGM 2015 Minutes. It was unanimously agreed to accept the minutes with 2 name spelling errors corrected. (Sec note: Revised minutes posted on WW club website – 26 Oct 16)

Item 5 – Actions and Matters Arising. The Sec reviewed the minutes and reported:

Club Accounts – action ongoing with PayPal and covered in Item 6

Membership – Paul Critchley explained that the Club was still in its infancy and did not have the required support in place for young riders, however, it was worthwhile reviewing the under 18 age policy – covered in Item 10.

Subscriptions – The Sec reported that collecting subscriptions through British Cycling was working well. The Chairman reported ongoing efforts to gain business support rather than sponsorship for the Club. Andrew Turner, not present, agreed in 2015 to compile a Co-op Community Champion bid but work ongoing whilst the Club decides the focus of the bid.

Action AT

Training – Both Tim Godden and Dean Liley agreed to look again at Ride Leader and 1st aid Training respectively. **Action TG & DL**

Membership Database – Karen Greetham reported ongoing investigation into the issues of data protection and the storage of member’s contact details. **Action KG**

Spares – It was discussed under AOB that riders were not carrying spares. The website was updated to include pre-ride preparation but the situation is ongoing and therefore covered in Item 10.

Item 6 – Club Accounts. The Treasurer reported that the accounts, as posted on the WW website, had been audited by Gordon Pullan. A summary was shown:

Bank	£292.28
Cash	£0
PayPal	£23.01 (Sec note: Money has since been transferred from PayPal to club accounts)

Membership was reported as 30 paid-up members with at least 20 anticipated to renew their membership.

It was unanimously agreed to accept the presented financial position.

Item 7 – Expenditure. The Treasurer outlined proposed expenditure on maps (£20), stationery (£10) and a stock of club jerseys (£120). Members felt holding stock was unnecessary given the limited assets of the club and the ability to place regular orders. It was unanimously agreed to support expenditure on maps and stationery.

Item 8 – Subscriptions. It was proposed by the Treasurer and unanimously accept to retain the 2017 subscription at £12pa with pro rata per quarter for members joining during the year.

Item 9 – Club Constitution. It was proposed by the Secretary that the notice required to call meetings be reduced from 21 to 14 days. The change was unanimously accepted and a new constitution signed by the Chairman and Treasurer/Sec. (Sec note: revised constitution posted on the WW website – 26 Oct 16)

Item 10 – Club Policies. The Sec explained that many of the Club’s policies had never been formally agreed. After discussion it was agreed to adopt the following policies:

Policy	Policy Detail	Comment
Lower rider age limit	Riders must be aged 18 or over unless accompanied by parent/carer	The Club, as yet, does not have the capacity to manage young riders
Helmets	Riders, without exception, must wear helmets on club rides	
Mudguards	Riders participating in club rides 1 Nov – 28 Feb must fit full length mudguards	The Club is keen to encourage close group and chaingang riding
Rider Visibility	Riders participating in club rides 1 Nov to 28 Feb must wear high visibility clothing and/or fit high intensity, non flashing, lights	High visibility always makes sense but is more of an issue in the winter period
Guest Riders	Guest riders may ride with the Club up to 3 occasions before purchasing membership	
Bicycle Spares	Riders must ensure their bicycle is serviceable before the ride and must carry equipment and spares to fix punctures and minor mechanical breakdowns	Other riders will always help but are not responsible for providing spares

No Drop	The Club operates a 'no drop' policy – all riders leave and return together	Riders do need to ensure that they are fit enough for any ride they enter
Ride Leader	A ride leader will be nominated for all club rides	
Back Marker	A Lanterne Rouge will be nominated when deemed necessary by the ride leader	

Item 11 – Club Kit. Tim Godden explained the need to consider a new supplier, Ellmore Group. It was unanimously agreed to move supplier to Ellmore Group. The Committee explained details associated with the proposed change of supplier:

Kit design – the supplier will charge £60 for the process of computerising the current club kit design prior to manufacture.

Delivery charges – all orders irrespective of size will incur a £24 delivery charge. The supplier is content to receive an order each month but the Committee recommended that the Club pays for 4 deliveries per year.

Order dates – order dates will be the 1st of Nov, Feb, May & Aug with delivery around 6 weeks.

Pricing policy – all items will be charged at a £1 premium over the Ellmore list price as a contribution to delivery charges.

Kit standardisation – random changes to the colour pattern on club kit have been experienced and these will now be resolved. It was agreed that Tim Godden and Richard Sanderson would visit Ellmore and assist the supplier in creating visualisations of the kit. By majority decision it was agreed that long sleeve jerseys and jackets should revert to the original white sleeves. David Finney agreed to ask Katy to provide Ellmore with the original WW logo.

It was unanimously agreed to move supplier to Ellmore. **Action TG**

Item 12 – Club Rides. It was unanimously agreed that the current mix of rides met the needs of members. Members expressed their gratitude for all the work Richard Woods has conducted to improve the website and to promote the club through use of social media. (Sec note: post meeting it was agreed by the Committee that advertised rides need to be led by a club member. As it would happen, a visitor turned up for a ride on Sat 22nd Oct and was surprised not to meet anyone. A rota will be built for Saturday rides – volunteers required. **Action RS**)

Item 13 – 2017 Trips. The Sec apologised for the lack of trips in 2016 and sought preferences for 2017. There was support for 1 or 2 night trips in the UK and club participation in sportifs. **Action RS**

Item 14 – Training. Both 1st Aid & Leader training were covered under Item 5.

Item 15 – AOB. There was discussion about raising the club profile through participation in events. It was agreed to:

Organise the Brian Garrill memorial ride again in 2017 and to raise funds for the Lincs & Notts Air Ambulance. **Action RS & RW**

Support the Woodhall Spa Food & Fitness Festival. **Action RS**

Investigate the production of flyers advertising the club. **Action RW**

Consider supporting other events. **Action All Members**

Further, it was agreed to run a roadside breakdown maintenance course covering simple repairs including punctures and broken chains. **Action TG**

Item 16 – DONM. The Treasurer/Sec announced the next AGM would be held in October 2017.

e-signed

R V SANDERSON
WW Treasurer/Sec