

**CTC Wessex Cycling  
Minutes of Meeting held on  
Wednesday, 7 February 2024 at 7.00 pm  
at Chapel Gate Sports Centre**

**Present:** Rob Ward, Chairman (RW)  
Tony Spotswood, Treasurer (TS)  
Steve Chisman, Secretary (SC)  
Cathy Cottenham (CC)  
Paul Manley (PM)  
Sue Ward (SW)  
Penny Buckley (PB) (Minute Secretary)

**1. Welcome & Apologies:**

The Chairman opened the meeting at 7.00 pm and thanked everyone for attending. Apologies were received from: Derek Heritage, Chris Howarth, Henrietta Howarth

**2. Notification of Any Other Business**

No other business was notified

**3. Minutes of the previous meeting: 15 November 2023**

TS reported that Tim Goodson would act as auditor. He will provide a statement confirming that the accounts are correct. TS added that Tim Goodson was not a qualified auditor. RW pointed out that the only requirement was that the appointed person was not on the Committee.

CC asked if he had to attend the AGM. RW confirmed this was not a requirement.

TS agreed to contact and confirm with Tim Goodson

**ACTION: TS**

The minutes were accepted:

Proposed: TS

Seconded: SC

**4. Matters arising**

There were no other matters arising

**5. Chairman's Report**

RW reported he had received training on the website and confirmed that SC and TS would receive training on editing

RW confirmed that, as a ride leader, he would remain on the Committee after the next AGM

**Payment for website:** RW confirmed that Tracey Shorrocks had been paid for her work.

**Historical information on the website:** SW pointed out that the Christmas Dinner was still posted on the website. A discussion followed: it was agreed that leaving such information up was a positive decision and demonstrated an active club.

**Documents visible on the website:** RW suggested the immediate previous Committee meeting and minutes + a link for the Gridiron, Cycle Jumble and events for which Wessex CTC provide support.

RW suggested that a Communications Officer, covering data compliance, safeguarding and communications, would be beneficial.

He also suggested that a nominated person might post something each month.

RW advised the meeting that he would cover Right to Ride – item 12 of the agenda within his report.

**Right to Ride.** In the absence of Derek Heritage, RW summarised his report:

DH had been contacted by Cycling UK to confirm his appointment as Wessex CTC's CAN representative. DH had liaised with BCP's walking and cycling officer, Richard Ensten, and had advised some small improvements. Due to budget constraints, actions were limited

The first stage of Glenferness Ave improvements were complete including cycle paths. DH reported that BCP was due to consider a 20 mph default speed limit council wide. DH reported that one entrance to Poole Park has been closed whilst consultation takes place. The result is massively reduced through traffic. Access for those dependent on cars was still possible.

DH asked that all members spend a little time completing the survey to support the closure. Deadline for this of 13 February

## 6. Secretary's report

**Christmas dinner:** SC reported he had replied to many emails about this. It had been a great success which everyone enjoyed.

**Lymington Tuesday Cyclists:** Sheila Ward reported a new café '777 Motorcycle Café' in Gosport St, Lymington at the foot of High Street hill offering quirky décor and a friendly welcome. There was space in the alleyway for several bike. Open 9 – 4.

**Royal Southampton Yacht Club:** <https://www.rsyc.org.uk> The manager is keen to offer refreshment facilities to cycling groups. He confirms that this would not conflict with sailing members in the season.

Contact details: Stuart, [gm@rsyc.org.uk](mailto:gm@rsyc.org.uk), tel: 023 8022 3352. Please give prior notice of visit; well worth it, great views.

**Advertisement for website:** Richard Wilson sent the narrative + photos for a bike rack for sale. SC forwarded it to RW and Chris Howarth.

## 7. Treasurer's report

TS reported a busy period between 8 Nov and 5 Feb, mostly linked to the Christmas party. The balances of the Club account at 5 February were as follows:

Deposit A/c:	£1075.39
Current A/c:	<u>£303.53</u>
Total	<u>£1378.92</u>

### Income:

Christmas party receipts	£1080.00
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### Expenditure

Kings Food Service	£1532.00
Website invoice	<u>£525.00</u>
Total	£2057.00

To cover the shortfall, TS transferred £500 from the deposit to current a/c.

To cover the depletion in funds, TS planned to discuss, with John Jackson and Michael Walsh allocating some Gridiron receipts to Wessex CTC.. TS added he would welcome members views on this possibility

**ACTION: TS**

**Auditor:** As noted at item 3 of these minutes. Tim Goodson, a qualified accountant, had confirmed he would audit the account and provide a statement. This is a common approach for groups such as Wessex CTC. TS recommended the Committee's agreement to this appointment

**Read only access to the accounts** TS had not made any progress with obtaining this access for Steve Cottenham. TS had agreed to liaise directly with Steve in the meantime. RW confirmed that for ownership, it was desirable to keep Gridiron funds separate from Wessex CTC accounts.

## 8. Bikeability

SW reported there were 2 places available for training, adding that there was someone from CTC who was interested.

SW & RW will be talking to BCP Council to get a Bikeability course going. A minimum of 6 people were required.

## 9. Website

Covered above

## 10. CTC Wessex Awards for riding achievements

RW agreed to ask Dennis Eveleigh to join CC and RW to form the awards committee.

**ACTION: RW**

SW agreed to get the cups to Maggie Ross

**ACTION: SW**

## 11. 2024 Events Calendar / AGM agenda

RW reported the calendar was now up on the website.

**Gridiron:** It was hoped to post the date shortly. (Sunday, 13 October)

**Cycle Jumble:** PB agreed to ascertain this date from Jim Hatton of Christchurch Bicycle Club. RW confirmed that Wessex CTC would cover any shortfall in costs. **ACTION: PB**

**Afternote:** *PB had spoken to Jim Hatton; the date is Saturday 1 June*

**Date of AGM .**

The date was set for 16 May, 6.00 pm followed by a social evening.

A budget of £300 was proposed for the social.

Proposed: TS

Seconded: CC

**Agenda for AGM:**

**Election of Officers:** It was noted that Keith Matthews was fulfilling 4 roles. RW agreed to contact Keith about these roles going forward **ACTION: RW**

RW suggested someone to manage Face Book and to be Publicity Officer. **ACTION: RW**

Other post holders were willing to stand again.

CC asked what would happen if a replacement was not found for RW. RW replied that the work would fall to the Secretary and Treasurer. If no-one were to stand someone could be elected Vice Chair. This could require chairing meetings pro-tem. RW would email ride leaders in the first instance. **ACTION: RW**

RW noted that now the calendar was posted and other things in place SC would be able to compile and circulate the agenda for committee meetings. **ACTION: SC**

RW noted that the rides were growing

CC noted that the 'other' Rouleurs were not on the website. RW said that Dennis Eveleigh had agreed to email this group. RW would remind Dennis **ACTION: RW**

SC was doing Registrar's job

SC agreed to obtain a list of ride leaders from Cycling UK

## 12. Right to Ride / CAN

Discussed under item 5

## 13. Date of next meetings:

**AGM:** Thursday, 16 May 2024 at 6.00 pm, at Chapel Gate.

**Committee:** Provisional date: 21 August 2024

The meeting closed at 8.00 pm