

Stevenage & North Herts CTC
Annual General Meeting
22nd October 2015 – 20:00 – Marriott's Sports Centre

Attendees

- Jim Brown
- Jill Borchers
- Luke Peters
- Robert Finney
- Paul Boielle
- Bill Hayes
- Loyd Davies
- Dave Hall
- James Partington
- Tina Walker
- Daniel Mann
- Alan Baxter
- Marco Latschrauner (from 20:10)
- Mike Allen (from 20:10)
- Gary Spicer (from 20:50)

Apologies

- Jackie Cooper
- Zoe Nuttall

- 1) Members were welcomed to the meeting by Jim Brown and apologies for absence were informed to the group.
- 2) Election of chair for the meeting
 - a. Tina Walker as chair for 2014-15 continued in the role
- 3) Minutes from 2014 AGM (30th October 2014)
 - a. No matters arose from these minutes
 - b. The minutes were accepted as a true record of the 2014 AGM.

Proposed by Robert Finney
Seconded by Daniel Mann
Carried 12-0
- 4) Report and Accounts for the period of 1st October 2014 to 30th September 2015
 - a. Jim Brown led the meeting through the report which has been prepared thanks to input from various people.
 - b. There was reference made to the Street Velodrome potentially not being worth the time that was put into it for us as a group in terms of what we got out of it. Tina Walker has advised that the Street Velodrome will not be coming to Stevenage in 2016.
 - c. A reference was made to an incident that occurred during the Stevenage Circular Cycle involving one rider in a road traffic collision. The rider has now returned to work and is recovering.

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- d. Concern was raised about some riders wearing headphones on rides making communication difficult.
- e. Daniel Mann reported that 228 riders took part in the Baldock Cycle Challenge.
- f. An excellent job was done in getting new cycling jerseys prepared for the group this year by Bill Hayes with assistance from others. There are currently three jerseys remaining in stock. We may look at getting more from a different supplier in 2016 depending on demand. The group put its thanks on record to Bill Hayes for spearheading this.
- g. Advances were made in publicity material this year with business cards, leaflets and posters all being prepared. There was also an appeal for help with distribution of these.
- h. Paul Boielle led the meeting through the accounts report that he had prepared as treasurer. Stuart Hammond is to audit the accounts.
- i. Paul Boielle noted that he will need an additional signatory for the group bank account. This will need to be confirmed at the next committee meeting but Tina Walker was suggested as the new signatory.
- j. Luke Peters made note that in an effort to better control and predict event finances in 2016, he and Paul Boielle will be preparing a budget to work out the breakeven point and other crucial data. This will help make decisions on prices of the event in 2017.
- k. Loyd Davies asked about increasing the margin that is made as a result of events. Work is already planned for the Start of Summertime Specials to better prepare for this and plan this. Jim Brown responded to this on behalf of event organisers to state that although profit is important for the group, the main priority must be rider experience and that increasing prices too much could lead to riders expectations rising beyond what we can realistically deliver.
- l. The meeting accepted that the report was accurate and the accounts be filed with CTC National Office in their current form.

Proposed by Tina Walker

Seconded by Robert Finney

Carried 15-0

5) Election of Mandatory Officers

a. Chairperson

- i. Tina Walker has been nominated as chairperson with Daniel Mann acting as deputy chairperson.

Elected unopposed with no objection

Proposed by Paul Boielle

Seconded by Bill Hayes

b. Secretary

- i. Jim Brown has been nominated as Secretary with Gary Spicer and Luke Peters acting as deputy secretaries

Elected unopposed with no objection

Proposed by Tina Walker

Seconded by Paul Boielle

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- c. Treasurer
 - i. Paul Boielle has been nominated as Treasurer
Elected unopposed with no objection
Proposed by Luke Peters
Seconded by Daniel Mann
- 6) Election of Other Key Roles
- a. Registration Officer
 - i. Jill Borcherds has been nominated as Registration Officer
Elected unopposed with no objection
Proposed by Tina Walker
Seconded by Jim Brown
 - b. Welfare Officer
 - i. It was agreed to defer this to the next committee meeting to allow a chance for Kelly Baker to advise if she wishes to continue in this role.
 - c. Promotions and Publicity Officer
 - i. Jim Brown has been nominated as Promotions and Publicity Officer
Elected unopposed with no objection
Proposed by Luke Peters
Seconded by Tina Walker
- 7) Election of Other Local Roles
- a. Social Secretary
 - i. It was agreed to defer this to the next committee meeting to allow a chance for Jackie Cooper to confirm if she wishes to continue in this role
 - b. Website Manager
 - i. A website management team of Daniel Mann, Luke Peters and Loyd Davies have been nominated.
Elected unopposed with no objection
Proposed by Jim Brown
Seconded by Gary Spicer
 - c. Rides Co-ordinator
 - i. Tina Walker has been nominated as rides co-ordinator with Luke Peters deputising.
Elected unopposed with no objection
Proposed by Daniel Mann
Seconded by Gary Spicer
 - d. Resources Management Team
 - i. It was agreed to rename the Events Management Team to Resources Managers to better reflect the role of the team.
 - ii. Daniel Mann and Luke Peters have been nominated as Resources Managers
Elected unopposed with no objection
Proposed by Jim Brown
Seconded by Tina Walker

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- e. Auditor
 - i. Stuart Hammond has been nominated as auditor of accounts
Appointed unopposed with no objection if Stuart accepts.
Proposed by Luke Peters
Seconded by Robert Finney

- 8) Accredited Volunteers
 - a. The accredited volunteers list has been updated to better reflect the current active volunteers. Please see the updated version of the report for details once circulated by Jim Brown.
 - b. It was noted that during 2014-15 James Partington and John Crouch were both added to the list of accredited volunteers.

- 9) Nominations for Sport Stevenage and Cycle Herts
 - a. Jill Borchers was nominated as Sport Stevenage representative
Elected unopposed with no objection
Proposed by Daniel Mann
Seconded by Jim Brown
 - b. Cycle Herts meetings usually take place in Welwyn
 - c. A group of Jim Brown, Tina Walker, Robert Finney, Gary Spicer and Daniel Mann will be placed on the mailing list for this with the person(s) attending meetings being arranged between them
Elected unopposed with no objection
Proposed by Paul Boielle
Seconded by Dave Hall

- 10) Proposal – Stevenage & North Herts CTC will completely separate from Hertfordshire CTC and will become autonomous in our own right. Mutually beneficial connections should be maintained between the two groups where possible.
Propose by Paul Boielle
Seconded by Luke Peters
 - a. Paul Boielle and Tina Walker provided a history of the relationship between Stevenage & North Herts CTC and Hertfordshire CTC.
 - b. Paul Boielle advised that in his position as Hertfordshire CTC Committee member, no meetings had taken place or been called since the previous county AGM in November 2014.
 - c. Proposal was carried 15-0.
 - d. An agreement was made that although we will take note of the money that is in the Hertfordshire CTC account, in the interests of positive relationship, we will not act upon this at the current time.
 - e. It was also noted that Hertfordshire CTC may now no longer be an accurate description of the area they now cover although riders are allowed to ride with any group that they wish.

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- f. Some events may need to be resolved as to which group they now belong to following this resolution as they are often organised by Stevenage & North Herts CTC as Hertfordshire CTC events.

11) Nominations for Hertfordshire CTC Committee

- a. Due to proposal above being carried, this item is no longer relevant.
- b. It was noted that individuals can still put themselves forward at the Hertfordshire CTC AGM if they wish.

12) Scout Garage

- a. Last year a payment of £250 (more than the £200 agreed at the 2014 AGM) was made to Stevenage Scouts for the use of a garage that they owned as part of the Canyon Playcentre in Shephall.
- b. It was discussed at length and no agreement could be met.
- c. It was agreed to defer this to the next committee meeting allowing time for this to be considered and Stevenage Scouts to be contacted if necessary.

13) Any other business

- a. 2016 is the 70th anniversary of Stevenage New Town.
 - i. The bulk of the celebration will take place between 12th June 2016 (Stevenage Day) and 19th November 2016 (finale event) with opportunities to 'badge up' events that are in the town.
 - ii. Jim Brown has advised that he is able to attend so ideally we would be looking for at least one more person to attend.
- b. Robert Finney suggested that rules for rides be put into place to give ride leaders guidelines on speeds and distances that they should remain within. This is in response to feedback from a number of riders who are saying that rides are now too fast for them to continue taking part in.
 - i. It was agreed that this should be deferred until the next rides committee meeting, at which point a number of the group's leaders will have taken part in a ride leader training workshop.
 - ii. At least 7 ride leaders are known to be booked onto the workshops in Stevenage on 7th November with some considering travelling to other workshops elsewhere.
 - iii. Those who attend a workshop will be asked to feedback to the committee at the next meeting.
- c. Due to time constraints, Jim Brown was unable to present the CTC report for 2014-15 but will circulate it via e-mail after the meeting.

14) Meeting closed at 21:56.