

KINGS HILL WHEELERS CYCLING CLUB

Minutes of committee meeting held on 28 July 2020 at 11.45 on Zoom.

Those present: Mat McLoughlin, Jerry Teasdale, Margaret Colman, Stuart Skilton

Apologies: Mark Owen Watson, Lisa Waspe, Neil Sherlaw

It was agreed that the minutes of the last meeting were a true record.

Matters arising from the minutes of the previous meeting:

It was agreed that any matters arising would be covered in the agenda.

Chairman's Report

1. The Chairman stated that he had conducted very positive meetings with each committee member, and that the club is going in a positive direction. As a result, his action plan had been revised which was agreed by the committee.
2. Six of our sponsors have made their donation for this year, with one outstanding.
3. A new cycling club, K20, has been formed as a break away from SFA. Some of our members are also members of K20. It is considered that they will be a club with whom we can build synergy.
4. In general, the chairman continues to receive positive feedback on the way the club is run.

Secretary's report

The membership currently stands at 56, with 2 other riders who have stated their desire to join.

Jerry will send a membership list to Margaret/Neil to ensure that the WhatsApp groups are up to date.

Treasurer's report

1. The accounts were circulated before the meeting, and agreed.
2. The 2 quizzes raised £300 that will replace the shortfall from one of the sponsors. It was agreed that the money should now be sent to our charities.
3. The Tony Hudgell fund has so far raised £95. Lisa has circulated a WhatsApp to members asking whether they would like to donate to this fund. The final total, along with a club jersey, will be presented to Tony Hudgell.

Events Report

1. Stuart expressed his disappointment that RideLondon had been cancelled given the positive response we had received to our team entry.
2. Other events that have happened are the virtual quizzes (as reported above) and the Folkestone ride.
3. Future events include the following:
 - Another Folkestone ride, date to be agreed.
 - A coastal ride in August. Stuart will liaise with Lisa and Margaret.
 - A cyclopark event. Stuart will liaise with Lisa.
 - It is not known if the Velodrome event planned for November will take place as the track is currently closed. Stuart will monitor the situation.
 - It is unlikely that the golf day will take place this year as the clubhouse at Kings Hill is closed. Neil and Jerry will monitor the situation.
 - It was stated that it would be good to hold a social event sometime next month, maybe a picnic so that families can attend. Possible venues include Hermitage Farm, Linear Park, West Malling Country Park and the Spitfire pub. The committee will explore these options and share their views by 8 August.
 - Stuart will be responsible for this year's Christmas meal.
 - The Italian trip may now take place in July 2021.

Media Report

1. Margaret has written blogs from Kent and Sussex Air Ambulance and Action for Medical Research. These have been circulated to the committee with a view to including them on the website. Heart of Kent Hospice will be approached to see if something similar can be provided.
2. The possibility of a photo shoot and cheque handover will be pursued with our charities.

Clothing Report

1. The latest clothing delivery will be at the end of next week.
2. Mark has some existing kit available that he will offer to the members.

Covid-19

Our approach to Covid-19 was discussed and it was honestly felt that, as a committee, we did the best we could in the following areas:

1. Interpreting Government and British Cycling guidelines and making them relevant to the club.
2. Keeping members' safe.

Of course we accept that we don't always get things right, and are always open to suggestions and feedback from the membership. However, disappointment was expressed at some members who, on more than one occasion, flouted these guidelines, when they were on a club ride.

The wording on the website has now been changed to reflect the current situation and up to date guidelines.

Minors

On a few occasions recently, we have agreed to a minor (anyone under 18 years of age) joining us on a ride. This is allowed for under the terms of our constitution provided the legal guardian accompanies him/her on the ride. On one occasion, this was not the case so, on examination of various documents produced by British Cycling, we were covered provided a waiver form was signed (or the wording of such a form agreed) by the legal guardian. However, on further examination of including minors in club activities, we may need to appoint a welfare officer. Jerry will do more research on the subject and report back to the committee.

Insurance for Guest Riders

Recently, a WhatsApp message was sent that stated that guest riders must be covered for 3rd party liability, as we ask from all members. This was done because we felt that we may not be covered for insurance purposes without it. However, on further examination, it transpires that British Cycling will allow guest riders to participate on "one or two" club rides, provided there is an intention to join the club. Jerry will contact British Cycling to find out what "one or two" actually means.

It is still considered that all people who join our rides should be covered for 3rd party liability. However, this is a difficult requirement to police. Therefore, we obviously continue to welcome guest riders with a view to them joining the club permanently, and **recommend** that they should have insurance cover.

Time Trialling

Stuart gave an update on how we may participate as a club, including joining with other clubs. The committee reaffirmed its wish for the club to provide this facility but, in reality following time lost in lock down, it will not happen this year.

Club Rides

1. It was agreed that weekly rides have been better organised since Mat took over the role of Club Rides Manager. (The published rides on our website have also made a positive difference.) However, this is only a temporary measure and it was felt that we need someone in this position on a more permanent basis. We have tried to fill this position on more than one occasion in the past, but without success. Therefore, if any of the members are interested in this role, please form an orderly queue outside my front door!

2. In examining insurance requirements (as referred to previously), it transpires that every club ride should be risk assessed and a document produced. Stuart has some experience in this field and will liaise with Mat.
3. Before lock down, the club had met with Lauren Mortimer, general manager at David Lloyd, and agreed to a closer relationship between the 2 clubs, which included using DL as our base. David Lloyd has only recently reopened following lock down, so Jerry will meet with Lauren (at a convenient time) to reinforce this relationship between the 2 clubs.
4. Mat recently had a very positive discussion with Rick Gambling, part of which was the idea of a workshop to cover basic bike maintenance. Mat will approach Tim Watling at West Malling Cycles to see if he would be agreeable to this. Also, Stuart will look at puncture repair videos on YouTube and make recommendations to Margaret for inclusion on the website.
5. Since the relaxing of the lock down restrictions, club rides have grown at a very pleasing rate. This is demonstrated by the reintroduction of the Thursday evening rides that have been attended, on occasions, by 18 riders. The same can be said for the Sunday morning rides. However, we are mindful of the fact that these rides are favouring the stronger rider. It is known as a fact that some members are avoiding Sunday mornings because they think they will hold up the group. As a club, we need to ensure that we continue to cater for all abilities, as is stated in our advertising literature.

1st Aid Kit

1. In the British Cycling guidelines on rides, it states that a 1st aid kit should be taken on all club activities. It was pointed out that, after one of the Action for Medical Research sportives last year (the "Davina" ride), a 1st aid kit was given out. Jerry will look at the content and make recommendations on whether these kits are available and whether the club should purchase some.
2. It was also agreed that all members must carry emergency contact details with them on all club rides. The easiest way is to buy an ICE (In case of emergency) card that is easy to obtain.

Change to the Constitution

Our constitution was drafted and incorporated when the club was founded and, as the club is a very different organisation now, will need to be updated. Jerry will be responsible for this and will present an amended version for incorporation at the AGM.

Any Other Business

1. It was reported that, on occasions, a rider has been dropped from a group. Whereas it is a rare occurrence, it should obviously be avoided if possible. Therefore, it is every rider's responsibility to ensure that any other rider behind them is always in touch with the group. Jerry will ensure that our Ride Etiquette document makes this clear.

2. Mat has 500 flyers that were produced to promote the club. These were to be distributed through a number of outlets but, because of the restrictions on handling paper, many of these aren't now possible – at least for the time being. The flyers are not date specific, so can be saved until such time as it is safe to do so. However, if anyone has any ideas as to how they can be distributed safely, please contact Mat.

Date of Next Meeting

As there was a huge amount to discuss at this meeting and a lot of follow up actions, the committee will reconvene when necessary.

The meeting closed at 14.30.