

Wirral Cycling Group

Committee Meeting Minutes – 6th March 2024

Present: Andy Goodwin, Ian Ritchie, Dave Branch, Dave Brewer, Anne Lear, Peter Williams, Mike Elkins

1. **Apologies:** John Hampson

2. **Minutes of previous meeting (5th December 2023)**

The minutes were approved as a true record.

3. **Matters arising**

These are covered elsewhere on the agenda.

4. **Membership data**

Following the last meeting John Hampson had put a list of paid up members and a separate list of non-members (essentially those who have booked on rides, but not reached their trial quota, or lapsed members). This is in a secure area on the website accessible to ride leaders. By clicking on a rider's name, the leader can see their previous bookings / rides with WCG and judge their experience for the proposed ride. Also if a non-member is up to their "free" quota of three rides

John also prepared a guidance note for the Membership Secretary and ride leaders to set out how we handle / inform newcomers (so that hopefully they get the best experience for the new potential member and the others on the ride), and how we review and follow up their potential membership.

ACTION : Dave Branch to reinforce to ride leaders on the need to feedback on new riders so that Membership Secretary can follow up as appropriate.

Ian Ritchie attempted to contact lapsed members and consequently four riders renewed – no further action.

5. **Roles and Responsibilities**

It was agreed to put definitions for Chairman, Secretary and Treasurer on the website. It is believed that these have previously been prepared. but whereabouts not known (Dave Branch to check with John Hampson). They will need reviewing. If not available, then they can possibly be prepared from Cycling UK definitions?

ACTION : Dave Branch to check with John Hampson.

6. **Treasurer Report**

Ian now has online access to the bank account and can receive and make payments. However, Ian reported that the account can no longer be dealt with by branch staff, also communication is online or telephone. This is causing some confusion getting signatories amended to current committee

ACTION: Ian Ritchie to continue pursue

We currently have 96 paid up members for 2023/24. Bank balance is £2,861.62. It appears that there is associated interest bearing Easy Access Savings account that can be linked to our current account

ACTION: Ian Ritchie to investigate further and, if straight forward and there are no hidden conditions / charges etc., try to transfer £2,000 of funds to the Easy Access Savings account.

ACTION: Ian Ritchie is to contact to try and obtain written confirmation from Cycling UK of our membership status and insurance position. Also to change the point of contact to new Secretary

7. **Website Contact Forms**

These now come to Dave Branch for appropriate action. A spreadsheet has been set to record. The numbers of enquiries are fairly small (8 YTD) and mainly people (6 off) who are potentially interested in riding with WCG. So far one has joined us for 2 rides, 2 others are booked on upcoming rides and one booked a ride, but cancelled due to illness.

8. **Incident reports**

Dave Brewer is now the custodian of any submitted incident reports with a view to evaluating and reporting any lessons / actions that can be taken to improve ride safety etc.

Dave had reviewed 7 historical reports. There were incidents relating to road conditions, street furniture etc. It is felt that a number of incidents that should be recorded (falls, near misses etc) were not.

There is also concern regards ride leaders knowing if riders have left rides before the end or become detached from the group

ACTION : Dave Brewer to do a note about incident reports to ride leaders

9. **WCG Kit**

There is still a small stock of kit available to purchase. Peter Williams recently posted details on Facebook to remind members. Currently there is £235 of paid-for stock, which given they are the smaller sizes are thought unlikely to sell.

There are members wishing to purchase tops, but a sufficient number would be required for the supplier to manufacture and payment would be required with order.

There are also some members who would wish the design to be updated.

ACTION : Dave Branch to try and ascertain firm interest from members

10. **Liaison with External Bodies**

Dave Brewer continues to fight the good fight with Wirral Council regards the unsafe rail crossing by Eastham Oil refinery.

One issue we have liaising with official bodies is that WCG has no formal address. Peel Holdings, landlord of Energise is keen that we could share that address. A number of our members already volunteer there. This would also give us access to a meeting room for training, courses etc. as well as access to a workshop where we could potentially hold maintenance courses etc.

It was felt that before any decision is made that the committee visit the workshop and have a look for themselves and see if it fits in with Wirral Cycling Group Aims and Objectives and the group's future ambitions and needs.

ACTION : Peter Williams to arrange an initial visit to Energise Cycles for committee members prior to next meeting

11. **Ride Leaders**

We still need more ride leaders. It is felt that there are a number of members who have the necessary attributes (assuming they have the time / inclination). It was agreed that we should look to arrange an Introduction to Ride Leading session. This would cover the tasks required of a Ride Leader and the process for support and mentoring etc.

ACTION: Peter Williams to liaise with John Hampson to arrange a date and venue (possibly at Energise), then

Action : Dave Branch to publicise the event.

12. **First Aid Course**

Course arranged for 10th April at Thornton Hough. It will be led by Steve Evans MBE, a retired paramedic and keen cyclist. At time of meeting it is almost fully subscribed.

Andy Goodwin is also exploring funding for a more formal first aid qualification which could enable us to have a number of certified first aiders.

ACTION : Andy Goodwin to pursue a more formal first aid qualification.

13. **2024 Trips away**

Two trips are now arranged and in the diary.

Dave Brewer has arranged a weekend (4 rides) based in Gloucester. Dates are 13th – 17th June. The rides are on the website and members can book on as many as they can attend.

ACTION : Dave Brewer to put on Facebook and circulate details to members

Ewan Wilkinson and John Hampson have planned a 4 day point to point trip from Cardiff to Chester. This will be from 14th – 17th August. Members have been contacted to gauge interest and there appears to be sufficient.

ACTION : John Hampson to flesh out details of the Cardiff trip for further circulation.

14. **Social Events**

It was agreed to hold a charity wine tasting at Lunyalita in Albert Dock. Peter Kinsella will host and provide wine and snacks. Date confirmed as 4th June

ACTION : Dave Branch to liaise with Peter Kinsella to sort details and publicise

Manchester velodrome offer “track days” which members could find interesting

ACTION : Peter Williams to investigate details and costs

15. **Any Other Business**

As meetings are only quarterly it was agreed a committee WhatsApp group could assist communication

ACTION : Dave Branch to set up a WhatsApp group for committee members

It was agreed it would be good to support upcoming charity bike rides, namely Bikeathon (19th May) and Suicide Prevention (Sept)

ACTION : Peter Williams to coordinate activities for charity events this year

Wirral Cycling Development Group has requested a donation of £50 to produce a pop-up banner for use at events to promote cycling in the community. It was agreed to contribute subject to WCG being acknowledged on the artwork

ACTION : Peter Williams to inform Wirral Cycling Development group

Date of Next Meeting 28th May, venue to be confirmed (either Andy’s or Energise)