

**GILLINGHAM & DISTRICT WHEELERS**  
**COMMITTEE MEETING**  
**MINUTES from Wednesday 25<sup>th</sup> September 2019**

**LOCATION: Little Hayes, Gillingham**

Item	Details
1	<b>Chairman's Welcome:</b>
2	<b>Apologies:</b> Apologies received from – Mike Smith, Stephen Hill Absent: John Phillips Members present – Geoff Percival, James Little, Sarah Roberts, Peter Humphreys, Vince Hounsome, Marlene Little, , Chris Mullett Ted Greenwood Resignation: Scotty McMorrin has informed Geoff Percival that for personal reasons he no longer feels able to act as Welfare Officer for the Club.
3	<b>Minutes of Last Meeting:</b> Minutes of the last meeting held on 6 <sup>th</sup> August 2019 were approved by the Committee.
4	<b>Actions from Previous Meetings:</b>
4a	<b>Club Trophies:</b> MS has contacted last season's trophy winners requesting their return. It was proposed that MS carries out an audit of the trophies with a view to suggesting which should be updated / replaced with new ones.
4b	<b>Club Constitution:</b> EG volunteered to look at the Club Constitution taking account of the comments put forward following the last meeting. The broad framework of the document is suitable but it needs to reflect the actual position of the Club as it is now, particularly with regard to the 'job descriptions' for committee roles, and safeguarding of vulnerable people. JL suggested that all committee members put together a brief description of their role which can then be passed to Ted to assist him.
5	<b>Treasurer's Report:</b> Currently there is £10,395 in the club bank account. Most of the TT and Hill Climbs entry fees are yet to be banked, but a payment of £1,116 is now due to Cycling Time Trials as governing body for the TTs & Hill Climbs. The John Holman Road Race made a surplus of £578. A donation of £110 has been made to the Clic Sargent Charity in respect of use of Henstridge Airfield for the Circuit Races.
6	<b>Competitive Cycling Update:</b>
6a	<b>Road Racing:</b> The John Holman Memorial Road Race was held on 18 <sup>th</sup> August and had positive feedback on the course from various people. MS has suggested we seek to use the same course in 2020 but perhaps with a change of Race HQ due to the track to the Shaftesbury Cricket Club not being ideal for racing bikes. MS has suggested the café at Guy's Marsh as a possible alternative. The Committee agreed we should seek to hold two road races and 4/5 circuit races in 2020, but it was felt that there would be little benefit to club members from making one of the road races a National B event. The Committee were happy with the proposed dates for races put forward by MS. The Committee also agreed not to put the club forward as hosts for the BC Regional Championships.
6b	<b>TT Review:</b> VH felt that overall the TT season went reasonably well. GP noted the need to ensure there are sufficient helpers each week and this was back by JL and ML. ML has suggested that we should seek help from members who live locally to the various courses to spread the load. It was suggested we promote the first two 6 mile TTs as 'Try a TT' events, and possibly replace a 10 mile event mid-season with another 6 mile 'Try a TT'. VH also said it would be good if we could have a 25 mile event and EG said he would look for some route options. It was also agreed that in 2020 we should enforce having no competitors stopping at the finish as this is very distracting for the time keepers.  <b>Open TT 2020:</b> Daryol Laws has offered to run the Open TT in 2020 and the Committee agreed we should take him up on the offer. MS please to confirm the date with CTT and with Daryol.  <b>Hill Climbs Review:</b> The Double Bulbarrow event was very successful with a lot of entries from outside

	<p>the Club and we will try to build on this success in 2020 by promoting it even more widely. It was not felt that we should make it an official CTT Open Event at this stage due to the costs this would add. Entries for the Mere Down events have been low, but were not helped by poor weather on the Wednesday evenings. JL wondered whether we should look at some other hills to use within the series to mix things up a little. It was agreed that the final Sunday morning double climb would not be run in 2020 due to the low take up over the last two years. SR suggested replacing it with double runs on the first two Wednesdays. It was also felt we need to talk with Jerome Young before finalising any ideas.</p> <p>PH also suggested we ask the membership for ideas on increasing participation.</p>
7a	<p><b>Introductory Rides:</b></p> <p>It was felt that there was no real benefit of offering the Introductory Rides during the autumn as rider participation generally tails off at this time of year and the weather is variable. However it was agreed that they should be offered in the Spring, from late March onwards. It was noted that those who did come along to the first rides have continued to join the club rides on a Saturday and the initiative has therefore been a success.</p>
7b	<p><b>End of Season Celebration:</b></p> <p>EG confirmed that the Cucklington Village Hall has been booked and that Creative Catering have been confirmed. He ran through the proposed menu and confirmed that any special dietary needs could be catered for. We discussed timings for the evening and EG will confirm these with Donna Pearce at Creative Catering.</p> <p>We will have linen tablecloths and napkins, and Creative Catering will provide glasses.</p> <p>The price to charge was discussed and it was agreed the price would be set at £28-00 per head, for a 3 course meal with teas &amp; coffees after, with the Club paying the balance of the costs of the evening. At this price the cost to the Club is likely to be between £300 &amp; £400 depending on final numbers.</p> <p>Drinks will be on a BYO basis. People will need to take their own rubbish away with them.</p> <p>JL &amp; ML will design a Google Forms booking form and send this out to members, with a booking deadline of Sunday 3<sup>rd</sup> November.</p>
7c	<p><b>End of Season Awards:</b></p> <p>The Committee have to decide on three of the end of season awards:- Best Newcomer, Clubman, Achievement.</p> <p>Conrad Cronin-Webb and Nick Hudd were proposed for Best Newcomer.</p> <p>Roger Limerick was nominated for Clubman.</p> <p>No nominations were put forward for the achievement award at this stage.</p> <p>JL will send a form around to the Committee for nominations and votes.</p>
7d	<p><b>Volunteer Rewards Scheme:</b></p> <p>JL proposed changing the end date for the Volunteer rewards Scheme from 31<sup>st</sup> December to 30<sup>th</sup> September together with widening the options for the choice of reward from just a discount on Club Kit to a discount at the forthcoming dinner and Wheels vouchers. It was agreed that this would make sense and might encourage more people to attend the dinner.</p> <p>JL, MS &amp; VH need to liaise to ensure the points are updated so we can agree the value of each point this year, asap.</p>
7e	<p><b>Member Welcome E-mail:</b></p> <p>JL had submitted a draft wording to the Committee and everyone confirmed they were happy with this. It was suggested that we should endeavour to enhance the layout to ensure it is as easy as possible to read.</p>
7e	<p><b>Club Gazebo:</b></p> <p>The Committee agreed with MS's suggestion to initially look at a 3m x 3m gazebo, with Club branding. It was agreed MS should obtain a couple of detailed quotes for a gazebo of suitable durability and present these at the next meeting.</p>

8	<b>Items for Discussion at Future Meetings:</b>
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9	<b>Ideas for Future Events:</b>
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10	<p><b>Any Other Business:</b></p> <p>JL noted that one of the stop watches has frozen. VH will check if this is just a battery issue or whether</p>
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	a new stop watch needs to be purchased.
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11	<b>Date of next Meeting:</b> Next Committee meeting to be held on Wednesday 6 <sup>th</sup> November 2019, again at Pete's house: Little Hayes, Bay Road, Gillingham.
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<b>SUMMARY OF ACTIONS ARISING / CONTINUING</b>	
ALL	Send brief 'job description' of your committee position to Ted.
EG	Review Club Constitution and propose amendments.
MS	Confirm Open TT with CTT and Daryol Laws
MS	Contact existing trophy holders to ask for their return if not done so already. Determine which trophies need to be replaced.
MS	Obtain detailed quotes for the cost of a GDW gazebo.
EG / ALL	Consider routes for a 25 mile TT course
JL	Discuss Hill Climb series with Jerome and seek other members feedback
JL/ML/EG	Liaise re timings for Dinner, design booking form and send to membership.
JL / ALL	Nominations / votes for End of Season Awards
MS / JL	Liaise re Competitive Award winners
JL/VH/MS	Ensure Volunteer Rewards Points are updated to end of September, calculate total points and propose value of each point. Contact Wheels regarding obtaining vouchers.
VH	Check stopwatch that is not working.

<b>Ongoing Items for Future Discussion</b>	
Bike Boxes	The committee had agreed in principle to the purchase of 4 bike boxes, to be hired out to members, but the actual purchase will be dependent on having a suitable storage facility.
Club Storage	Central storage facility for club property, eg signs, race numbers, banners etc
Club Admin	Review and update the risk assessments for club events Members questionnaire
Publicity	General publicity ideas once website has been completed