

Minutes of Fleet Cycling Committee Meeting

Date of meeting	2 nd October 2019 at 19:30
Venue	Andrew's house
Minute taker	Andrew Perkins, Secretary
Other Attendees	Ed Humphrey, Chair John Crossley, Chair-elect Lisa Chapman, Promotions Officer Colin Waters, Rides Secretary Liz Ellicott
Apologies	Saty Mukherjee, Web expert

Note: the sequence of reference numbers below is continued from meeting to meeting, to keep track of actions. Actions closed in this meeting are shaded in green, and will not appear in the next meeting's minutes.

Ref	Item	Actionee	When
Actions from meeting of 22 August 2018			
15	<p>Seek advice and generate a policy for riding in large groups (some have been over 20 people).</p> <p>29-Aug-2019: Saty volunteered to take this on from Colin, and complete by the AGM.</p>	Saty	13-Nov 2019
Actions from meeting of 9 January 2019			
26	<p>Training for ride leaders</p> <p>Ed has some details of courses, from Julie Rand at CUK. Could gauge interest using mailchimp (see below) and Facebook. Could probably be run at HLC (contact would be Luke there). Ed will get dates from CUK.</p> <p>2-Oct-2019: Andrew will contact CUK to get a price for a course. Colin can then apply for a grant from CUK to cover cost. [update 26-Oct: standard price for a 9:00-5:30 course in Guildford is £112.50 per person. CUK can send a trainer to give the same course for a maximum of 6 people, at £740 - £123 per person. We would need a classroom-type space with PowerPoint facilities]</p>	Andrew and Colin	
Items from meeting of 1 May 2019			
35	<p>Christmas party: committee agreed that Lisa will choose a date in early December, e.g., 3rd, 4th or 10th December. Venue will be The Hart House in Fleet High Street, if available. Lisa will contact them and book the date for an event similar to that of 2018.</p> <p>[By end October, all was arranged, for 3-Dec at the Heron on the Lake – Hart House has closed]</p>	Lisa	Next meeting
37	<p>Pedal Heaven maintenance evening for members: Lisa is awaiting a date from Des at PH.</p> <p>2-Oct-2019: in progress</p>	Lisa	

Ref	Item	Actionee	When
38	<p>Potential club outing to Herne Hill cycle track: Ed has contacted the authorities there. They can provide a two-hour session, including loan of track bikes (riders should take helmets, and pedals if they do not wish to use the strap-on toeclips provided). Cost would be £210 for up to 15 people; £308 for up to 22; £420 for up to 30. Ed will canvass support when on regular rides, then decide whether we should go ahead and issue a mailshot via MailChimp to get complete numbers.</p> <p>2-Oct-2019: still outstanding</p>	Ed	
39	<p>Lisa will get some business cards printed for leaving on the counter at Pedal Heaven and potentially other cycle shops etc. Andrew will generate a QR code for inclusion, so people can capture it and go straight to the website (on an iPhone, the camera automatically detects QR codes by default, and gives the option to go straight to the address).</p> <p>Update: Andrew emailed the QR code to Lisa on 3-May.</p> <p>2-Oct-2019: still outstanding, although Lisa has made progress.</p>	Lisa	
42	<p>Old bikes and jumble sale at Frogmore Leisure Centre (which is also run by Everyone Active): Ed will talk to Wally Happy and Chris White about what could be arranged. Andrew and Colin said they would be interested in putting items into a cycle jumble.</p> <p>2-Oct-2019: still outstanding</p>	Ed	
44	<p>Colin said he believes we need to create a generic risk assessment, as CTC used to have one (for insurance purposes) but no longer do. He will progress.</p> <p>Update 26-Oct-2019: Andrew contacted Julie Rand at CUK and she confirmed by email that we do not need a generic risk assessment: "no it's not practical therefore we don't require one for regular group rides, only registered 'events' open to the public such as the FF [Fleet Flyer]."</p>	Andrew	
Items from meeting of 02 October 2019			
55	Minutes of previous meeting (29-Aug-2019) were approved.		
56	Some items were reviewed but the meeting was curtailed in order to spend time on Fleet Flyer planning.		
57	Next meeting TBD.	Andrew	

Andrew Perkins, 26-Oct-2019