

Minutes of Fleet Cycling Committee Meeting

- Date of meeting** 17th March 2021 at 20:00
- Venue** Zoom, organised by Andrew Perkins
- Minute taker** Andrew Perkins, Secretary
- Other Attendees** John Crossley, Chair
Lisa Chapman, Promotions Officer
Colin Waters, Treasurer
Ed Humphrey, Rides Secretary
Kaye Hicks, Welfare Officer
- Apologies** Saty M, Web Master

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. Items with no actionee are usually decisions or information only, and will also not appear in the next minutes.

Ref	Item	Actionee and any deadline
Items from meeting of 18 November 2020		
86	<p>Fleet Flyer 2021: attendees agreed to continue the suspension of work on this, given the uncertainty around whether it could be held, and the amount of work which would be wasted. It was suggested that it could be held in the form of a self-certified ride, with no signage, but medals awarded. This would involve much less work. Alternatively, it could be postponed to, say, September. In either case, we can defer further consideration until the next committee meeting, in two months' time.</p> <p>Update 20-Jan-2021: considered and again deferred to next meeting, with view to possibly holding in Sep-2021. Andrew searched the web on 27-Jan for other events in September, and found:</p> <p>British Cycling Road rides: <i>none after July</i> Fleet half marathon: <i>no, cancelled for 2021</i></p> <p>Fleet 20: 12-Sep-2021</p> <p>Update 17-Mar-2021: in light of so much uncertainty around the rules, and what other events there might be drawing people away, the committee decided to postpone until May 2022. (need to start discussing in Sep-2021)</p>	All, at next meeting

Ref	Item	Actionee and any deadline
92	<p>Suggestion #1 from 11-Nov EGM: More prominent address for the booking sheet, on Facebook and other places, aimed at helping those not familiar with technology so they can make their own bookings easily.</p> <p>Action: Andrew will implement this</p> <p><i>20-Jan-2021: Andrew proposes postponing this until we plan to restart rides, as this will reduce the likelihood of malicious third parties defacing the sheet meanwhile. Approved at meeting of 20 Jan 2021.</i></p> <p>Update 17-Mar-2021: Andrew has updated "About" on both Facebook groups, to include: "For latest information and to book a slot, see https://www.fleetcycling.org.uk/about-rides/post-lockdown-rides/".</p> <p>Andrew will also will create an announcement in both groups, to say when rides re-start, and include the link. This item can then be closed.</p>	Andrew: 23-March
95	<p>Andrew agreed to produce a reference card for ride leaders to ensure they include all important items in their pre-ride briefings.</p> <p><i>TBD, before rides restart.</i></p> <p>Update 17-Mar-2021: Andrew has produced, and sent to the committee in the afternoon of 17-Mar. Comments welcome (Ed provided one at the meeting: explain back marker system if being used). Andrew will update accordingly, then Ed will send them electronically to all ride leaders (along with the CUK manual) about a week before rides re-start on 29th March.</p>	Andrew, Ed: 23-March

Items from meeting of 17 March 2021

106	Minutes of the 20 January 2021 meeting were approved.	
107	<p>Resuming formal rides: the format of rides was discussed at length. Some of the considerations were:</p> <ol style="list-style-type: none"> a) We are going to have to limit rides to 15 or possibly 6, depending on CUK advice b) CUK Alton are running a system whereby people form groups at the start point. They feel this works for them. c) If rides start with more than 6, then we would probably split into groups on the road, and will have to split up at coffee stops for now. This may be difficult to enforce. d) It is technically and practically difficult to have a "waiting list" system. Someone (possibly ride leaders) would have to be frequently monitoring the booking sheet in the days before a ride. e) Some people may decide not to join rides because they do not wish to book then have to remove themselves if they can't make it, thereby wasting a slot. <p>The committee decided that, for now, we will continue with the system of booking rides of 6 people on the Google Sheets booking sheet. We can reconsider this in due course.</p> <p><i>Secretary's note: Committee needs to open up the sheet for bookings around 22-March, and send out a Mailchimp. I will take initial responsibility for these actions.</i></p>	Andrew, 23-March

Ref	Item	Actionee and any deadline
108	<p>Migrating comms from WhatsApp to Signal: the committee discussed this. Some considerations are:</p> <ul style="list-style-type: none"> a) Many people already belong to a number of WhatsApp groups, so would still have to keep WhatsApp, but use Signal as well. b) The security implications of WhatsApp are not an issue to most people. c) To gain the security benefits of not using WhatsApp, one would have to completely remove the app. So in the present environment (see (a) above) there will be little security benefit <p>The committee decided not to move from WhatsApp to Signal for the general Fleet Cycling informal comms, nor for the committee.</p>	
109	<p>Finances and club kit status:</p> <p>Colin summarised the finances and status of club kit. See the report at the foot of this document.</p> <p>Colin reiterated that he would like to hand over his role as Treasurer and Kit Manager, after many years of service. General understanding, and appreciation of his 27+ years' work, was expressed by the Committee.</p> <p>Colin agreed to sound out a person he knows to possibly take this role.</p>	Colin
110	<p>Semaine Federale 2021:</p> <p>There are still great uncertainties as to whether this will take place. No action will be taken as yet. Given that this is not specifically under the auspices of Fleet Cycling, it will be removed from future minutes – interested parties have a means of communicating with each other.</p> <p><i>Secretary's note: Notwithstanding the above, I don't have a problem with Fleet Cycling communications being used to promote this occasionally.</i></p>	
111	<p>Away rides:</p> <p>Colin believes that the government's Stay Local directive ends on 12th April.</p> <p>Ed will organise a New Forest ride as soon as we can have a big enough group and the rules allow. Ed will monitor the rules and dates, and arrange at his discretion.</p>	Ed
112	<p>Summer social event:</p> <p>Lisa will contact the Water Witch in Odiham, for July/August.</p> <p>Lisa will contact Calshott about a velodrome day.</p>	Lisa
113	<p>Preparation for AGM:</p> <p>Andrew reminded all that their reports would be required by 14th April</p> <p>John suggested allowing about 10 minutes for the promised presentation on cycle ways by Steve Forster, Hampshire County Councillor. Andrew said that Steve has not replied to his emails to confirm his attendance, nor to provide further materials if available.</p> <p>Suggestions from Kaye, based on her recent experience with the Alton AGM:</p> <ul style="list-style-type: none"> • Reports should go out in the email invitation from Cycling UK. (Andrew will ensure reports or links also go in the email from Mailchimp and the message on WhatsApp) • The invitation should ask attendees to provide questions beforehand, but also assign someone to watch the chat box for further questions, and allow a "hand-up" question. • In the agenda, allow timeslots for questions and answers. <p>All of the above were accepted – Andrew will implement them.</p>	All, 14-April
115	<p>Next meeting will be Weds 19-May-2021 on Zoom. Andrew will send out Zoom login details.</p>	Andrew, 18-May

Andrew Perkins, 18-Mar-2021

FLEET CYCLING

Financial Statement to for FY20 - Date 15 March 2021

Income and Expenditure		2020	2019	2018	
		2020 £	2020 £	2019 £	2018 £
Fleet Flyer (uses Fleet Cycling Co-op Acc)					
Entry Fees			£795.00		
Donations			£30.00		
Raffle Proceeds			-		
Event Income			£825.00	8,468	6,911
Trophies/Medals/Prizes		-			
Insurance		-			
Food, Refreshments		-			
Publicity		(£ 115.00)			
Website (Note - website hosting £75.50 - domain £17.48)		(£ 92.98)			
Event Hire		-			
Rider Numbers		-			
Registration Fees		-			
Entry Fee Refund		(£ 110.00)			
Charitable Donations		(£ 250.00)			
Event Expenditure		(£ 567.98)		1,992	839
Fleet Flyer Surplus		£257.02	£198.00	£72.00	
Clothing (uses Fleet Cycling Lloyds Acc)					
Sales		£2,451.30	2,605	160	
Opening Stock	£993.60		-	507	
Purchases	(£ 1,810.80)		(4,607)	-	
Less: Closing Stock	£1,362.60		1,369	-	
Plus: Write off	-		(376)		
		(£ 448.20)	3,614	507	
Gross loss/surplus on Clothing		£2,003.10	(1,008)	(347)	
Sponsorship		-	2,000	-	
Net Profit on Clothing		£2,003.10	(993)	(347)	
General (uses Fleet Cycling Lloyds Acc)					
Annual Subscription Allocation from CUK	£200.00		200	200	
Donations	£614.10		-	5	
Total General Income		£814.10	200	205	
Promotion	(£ 41.85)				
Website Costs	(£ 141.14)		(188)		
Miscellaneous	(£ 23.99)			207	
Total General Expenses		(£ 206.98)	12	207	
Net General Income / (Expenditure)		£607.12	(12)	(2)	
		£2,867.24	1,202	(277)	
Accumulated Surplus					
At beginning of year		£1,052.81	653	1,178	
For the current year		£2,867.24	1,202	(526)	
		£3,920.05	1,885	652	
Assets					
Bank Balances		£2,194.25	7,333	692	
Stock - Clothing		£1,362.60	993	-	
Cash-in-hand		£61.20	-		
Less Liabilities					
Accruals - Charity Payments		-	(6,278)	-	
Creditors/Debtors		£302.00	(194)		
Website pre-payment		-	(40)	(40)	
Fleet Flyer Expense		-			
Total Funds		£3,920.05	£ 1,855	£ 652	
Check		-			

Financial Summary

2020

Current Account - Co-operative and Lloyds Bank

Balance at Start of Year		£7,330.81	
Net Receipts		(£ 5,075.36)	
Equipment Purchase		-	
Less Cash counted above in Net Receipts		(£ 61.20)	
Balance - Co-op on date noted	£257.02		02/03/21 from bank actuals
Balance - Lloyds on date noted	£755.23		
Balance at Period End	£1,012.25	£2,194.25	
Plus Cash in Hand		£61.20	
	check balance	0	

Paypal Account

Balance at Start of Year	-	Paypal Balance £2.67 written off
Net Receipts	-	
Balance at Period End	-	

Total Cash In Bank at year end

£2,255.45

Less Liabilities

Accruals - Charity Payments	-
Creditors	-

Effective Cash in Bank at year end

£2,255.45