# ACTION ITEMS FROM RIDE LEADERS MEETING ON TUESDAY 19TH OCTOBER.

## This version . 4.1, updated on 5th February 2022

## MEETING ATTENDEES

**Libby Foster**

**Marina Friend    
Andy Gilbert   
Dave Hearn**

**Nigel Hickman     
Nick Holloway                
Shona Hudson**

**Alan Jelley ...Facilitator                       
Martin Lee                       
 Teresa Moles**

**Vicky Palethorpe ... Facilitator            
George Riches                 
Peter Seamen                 
Jill Seamen                     
Bob Tinley                      
Helen Tolley   
Paul Whateley**

## APOLOGIES

**Paul Morton**

**Mike Thomas**

**Sak Wathanasin**

**Ian Smith**

**Carl Lewis**

**Lester Marriner**

**Ben Jackson**

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|  | **Topic** | **Item** | **Action & Action By** | **Status** |
|  | **RIDES PROGRAMME** |  |  |  |
| RP1 | Ride Programme on the Website | Now have a ‘Read-only’ copy of the Ride Planner on the website to give our member a reasonable outlook of upcoming rides, riding events and Tours. | Is a menu item called ‘Upcoming Rides’ | **Done**  Has subsequently been amended to be ‘**Ride & Tour Diary’** |
| RP2 | Ride Meetup | Agreed to revert to single time (09.15) and Single location (WMP P&R) from this Weekend.  Also agreed to retain the current Booking mechanism. | Rides Planner to be modified by Alan Jelley. | **Done** |
| RP3 | Mix of Rides – is it still appropriate with our Rider Profile? | Even though we have a new cohort of Riders it was acknowledge that we are still primarily a Social / Recreational riding group and it was agreed that our current profile of Short, Intermediate & Long Rides is still appropriate | No action required | **Done** |
| RP4 | Monthly New Rider and Womens Rides | Agreed to schedule a New Rider sessions on 1st Sunday of Month, and Womens Ride on 3rd Sunday of Month | Rides Planner to be modified by Alan Jelley for these monthly rides starting from the beginning of December | **Done** |
| RP5 | Offroad Rides and Drive & Cycle Rides | Agreed that Ride Leaders can schedule both of them in the Rides Planner as and when they are prepared to offer. | Individual Ride leaders | **Done** - Communicated via this document |
| RP6 | Concern that not enough rides going North. | Acknowledge that to get to the north of the area from WMP is quite challenging.  Thought is that it is not set in stone that rides have always to start from WMP, and it is possible for a Ride Leader to schedule a ride to start at a location away from WMP | Ride Leaders can use the option to start away from WMP as and when they feel appropriate and with sufficient notice for potential participants to be well aware.  Ride Leaders could look at our Tuesday rides for examples  <https://coventryctc.org.uk/sample-routes>  <https://coventryctc.org.uk/routes-library>  Can discuss with Alan | **Done** - Communicated via this document |
| RP7 | Shona Hudson does not want to lead rides out of and into WMP | Could use the Alan Jelley’s Drive and Cycle routes, or could possibly use the Tuesday Rides as a basis | As above - Shona and Alan to discuss | **Done** - Shona, Vicky and Alan have met up to progress this. |
| RP8 | Martin Lee would like some hillier routes !! | Somewhat dependent upon what Ride Leaders are preared to offer | Alan Jelley has some ideas for rides around Burton Dassett/ Edge Hill / Sunrising / Tysoe which could be a appropriate.  Could ask some of the experienced ride leaders for suggestion.  Martin to discuss with Alan | **Done** - Climbing routes identified by Bob and Alan and sent to Martin.  Martin has initiated a very successful programme of ‘Stamina Building’ Rides.  **Follow-up** - Might need to consider how this progresses in the long-term |
| RP9 | There are lots of things, including telephone numbers, equipment, etc. that could be communicated via pre-Ride emails | Could we develop a standardised Ride Briefing email | Vicky Palethorpe to prepare a draft for review | **In Progress** – Passed to Alan to do. |
| RP10 | Different Ride Leaders feel comfortable with different styles of on-road group behaviour | Each Ride Leader has the ability to communicate in a pre-ride email or in a briefing at the Meet point what their expectation is on how riders on their ride should conduct themselves on the road | Each Ride Leader will have their own approach to communicating their on-road standards.  Any issues of non-compliance to be discussed with Alan Jelley &/or Vicky Palethorpe. | **Done** - Communicated via this document |
| RP11 | We do not have a common approach to on-road signalling | This would be really useful and safer if the signalling across the whole club was uniform | Dave and Margaret Hearn to have a go at identifying what they believe the standard signalling should be.  This can then be reviewed by the RL group.  When agreed can be communicated to the whole club. | **Done** - Group Riding signals set out on the website –  <https://coventryctc.org.uk/advice-signalling>  Ride Leaders to identify any issues with the website information...then Bob Tinley to send out a pointer via the Bulletin |
| RP12 | Could do with some updates on the availability of Cafes | Can we refresh out current Cafe finder ? | George Riches to look at updating our current Cafe finder. | **In Progress** |
|  | **PROGRAMME FOR NEW RIDERS** |  |  |  |
| NR1 | We need to comprehensive approach to providing a package of rides in support for New and Improving Riders | This is a significant new initiative within the remit of the Ride Leader group but beyond the scope of this meeting (other than us having included a Monthly Introductory ride on the 1st Sunday) | Recommend to establish a working group. Volunteering to be part of the Working group are –   * Helen Tolley * Martin Lee * Paul Whateley * Andy Gilbert * Vicky Palethorpe * Marina Friend | **In Progress** – New Rider Group have had initial discussions, and a Monthly schedule of Rides planned. However still need work done on aspects such as routes.  Update Feb 2022 – A number of Introductory rides planned, advertised and carried out under the banner of the Big Bike Revival.  **Open question** - on what we do when the BBR has run it’s course and we have to decide how we will go about bring New Riders into the club on a routine, ongoing basis. |
| NR2 | Lets Ride is a very good option for attracting new Riders | We should advertise our monthly 10mi New Riders rides on the Let's Ride website, | George has agreed to do this  - a RL would need to pass their ride details to George. It would be also helpful to include a short route description to highlight some interesting points of the route which could attract the riders;  - a RL will be able to see the bookings and communicate with the riders by messaging via the Let's ride website. (There is also the option to access the riders' phone numbers or e-mails, and their ICE numbers;  - there is a small amount of admin to do after the ride. | **Done** - Communicated via this document |
|  | **TRAINING & SUPPORT** |  |  |  |
| TS1 | Ride Leader Handbook | Not everyone is aware of the Cycling UK RL Handbook, and all the other good stuff for RLs on the Cycling UK website | Alan Jelley to add link to the Cycling UK RL Toolkit in our own Ride Leader Toolkit on the Website.  <https://coventryctc.org.uk/ride-leader-toolkit> | **Done** |
| TS2 | British Cycling Ride Leader Training and Breeze Rides | Loots of good advice and a formal training scheme for Ride Leaders | Alan Jelley to add link to the British Cycling information in our own Ride Leader Toolkit on the Website.  <https://coventryctc.org.uk/ride-leader-toolkit> | **Done** |
| TS3 | Breeze Compliant Rides | Is there an option for Trained Breeze Ride Leaders to identify a compliant ride they might lead with us as a ‘Breeze Ride’ to aid their accreditation ? | In principle we do not have an issue.  Each Breeze Ride leader can ‘design’ and execute their ride to be Breeze compliant, and can indicate this in the Ride Planner. | **Done** - Communicated via this document |
| TS4 | First Aid | A consensus that having first aid training would be really useful.  Bob Tinley concerned as to the costs | Alan Jelley to take to the main Club Committee in November. | **In Progress** – Vicky Palethorpe has got funding and has arranged places on some training, however only limited numbers of RL have applied for places ? |
|  | **TOURS PROGRAMME** |  |  |  |
| TP1 | Advice for Tour Leaders | We have an outline of information for planning and leading a tour, and examples of previous tour plans | <https://coventryctc.org.uk/tour-planning>  <https://coventryctc.org.uk/repository-of-previous-tour-plans-and-reports> | **Done -** Communicated via this document |
| TP2 | Advice to Tour Participants | Tour Leaders should provide Tour Participants with a package of advice and guidance particular to your ‘style’ of tour.  Maybe also support with an individual WhatsApp group for people to share ideas | Action by each Tour Leader | **Done -** Communicated via this document |
| TP3 | Tour Programme | Nigel Hickman looking at options for a short moving on tour to Northamptonshire & Leicestershire in early April | Nigel to work on a proposal | **Done** – Nigel & Terry’s proposal is on the Website |
| Paul Whateley looking at a Weekend Single Centre Tour on the Isle of Wight in June. | Paul to work on a proposal | **Done** – Paul’s proposal is on the Website |
| Womens Group looking at a Tour in July – | Vicky / Marina / Helen to work on a proposal | **Done** – Vicky’s proposal is on the Website |
| Subsequent to the meeting Martin Lee has added a Sea-to-Sea tour |  | **Done** – Prospectus is on the website |
| TP4 | Maintain the Tour Programme | Add to these provisional tours to the 2022 Tour Schedule.  Also Tours now included in the Ride Planner spreadsheet | Alan Jelley to update website  <https://coventryctc.org.uk/2022-tour-programme> | **Done** |
|  | **OTHER ITEMS** |  |  |  |
| OI1 | Would like to see more Social Events | Outside of the Ride Leader group remit but will recommend to Main Committee | Alan Jelley & Vicky Palethorpe to take to Main Committee | **Done** – Looking at establish a Social Group |
| OI2 | Would like to do Treasure Hunts | Outside of the Ride Leader group remit but will recommend to Main Committee | Alan Jelley and Vicky Palethorpe to take to Main Committee | As above |
| OI3 | September 100km Ride | Lots of commendation about the organisation of the last 100km ride. However a suggestion that might like to go to a ‘Catering Lite’ approach ! | Bob Tinley to consider | **In Progress** |
| OI4 | Bike Week 2022 | Could do with making an early start on planning for Bike Week 2022  And carry over some of the great ideas from 2021 such as Peters 100m-in-a-week Challenge. | Vicky and Alan to look at in early 2022 | **In Progress** |
| OI5 | Follow-on Meeting ? | Proposed to repeat this meeting on a quarterly basis. | Alan and Vicky to propose dates | **Done** – was 18th Jan but now moved **to 1st March** |