



Coventry CTC Committee Meeting
21/05/2025 7.30pm by Zoom Host - Bob Tinley

1) **Attendance** : Roy Bhakta, Marina Friend, Dave Hearn, Nigel Hickman, Shona Hudson, Brid Reeves (Secretary), George Riches (Treasurer), Mike Thomas (Guest speaker), Bob Tinley (Chairman), Sak Wathanasin

Apologies: Michael Jaye, Alan Jelley

2) **Minutes from Committee meeting 15/01/2025** discussed and passed.

3) **Matters arising from minutes:**

3.1 George queried if Alan is on the committee. Bob confirmed he is.

4) **Action Points from last meeting:**

4.1 Nigel to check ride leaders commitment to lead. Nigel spoke to Peter Farrell who said he would like to continue but had difficulties with train times. There was no response from Lester Marriner.

4.2 Marina to check with Carol Lee if she would be willing to lead some of the Let's Ride community rides. Carol agreed.
Marina commented that she has held a number of these rides and given CTC contact details to the riders. Disappointingly, this has not resulted in riders joining the club. Marina feels that it has not been a good investment of her time and is reluctant continue these rides beyond this Summer.

5) **Secretary's Report** (Brid Reeves)

5.1 Changes to Officers from AGM outlined.
George Riches takes over from Keith Jeacock as Treasurer
Bob Tinley remains as Chairman
Brid Reeves is Secretary

5.2 Changes to Club Committee
Michael Jaye joins without portfolio.
Alan Jelley rejoins the committee and continues in his Website joint management role.
Vicky Palethorpe remains as Communications and Publicity officer but has resigned from the committee.
Pip Milton and Mike Thomas have resigned from the committee.

Roy Bhakta has announced he will be resigning from his Safeguarding role and the committee from next year's AGM.

5.3 Andrew Saffrey, (Active Travel Innovation Manager for Coventry City Council) has asked if our club is interested in supporting a **Go Parks initiative** run by the Positive Youth Foundation. It would involve bidding for a sum of up to £5000 to commit to deliver 1-2 open access sessions per week fro 8-12 weeks with the aim of engaging children, young people and families in local green spaces and parks. Bob raised the need for CRB checks for individuals prepared to work with young people. It was agreed that it is not possible for the club to commit to providing this service currently.

Action Point : Secretary to mail Andrew informing him of the decision.

6) **Treasurer's Report:** George Riches

"I'm submitting a written report for two reasons. Firstly to ensure that my report consists of words with which I'm reasonably happy and secondly to save the secretary the bother of transcribing my spoken words to text."

1. The annual financial return was audited on the morning of 15th May and sent to Cycling UK in the afternoon. On 20th May, Cycling UK Accounts replied that they had received everything they need for 2024-2025.
2. I will submit an application for the annual grant within the next month.
3. The finance report for CTC Coventry (2024/25) was circulated to the committee on 20 May. Greater use of Information Technology in the future should ensure that both annual reports and interim reports will take significantly less effort to produce than was the case in the past.
4. No progress has been made on the card payment system. I propose that more thought and investigation be made into the cost and benefits of implementing and using a card payment system (including cost/benefit of a new banking account).
5. The address used by our building society for CTC Coventry and the signatories to the account need to be changed to reflect change of club officers. I understand that all the new and old signatories need to sign.

George

6.4 Discussion on Card Payment System:

George expressed that we need more time to explore the costs and benefits of a new bank account and is happy to continue monitoring the old account in the interim. Bob countered this stating that there had been a clear mandate from the committee (Zoom Meeting 18/12/2024) for opening a new bank account to enable a card payment system rather than the account currently used which only allows bank transfers and can only be monitored by visiting the bank.

This new account would enable use of the Rider HQ system to support fee paying club events and link registration to payment. It would also make it easier to pay Air Ambulance donations. Marina queried the cost of the a/c (Rider HQ). Sak confirmed that the fee for events is £50 and the cost of the a/c 1-2 % of payments. Marina is keen to advance the new system because of her experience of not being able to link payment to registration of riders. This would make it easier to organise club events.

Action Point: George and Sak to explore costs and means to advance the opening of a bank account with Metro Bank and the Payments system.

6.5 Bob re-iterated George's point that the signatories to the Building society a/c need to be altered.

Action Point : George to explore how this can be done.

7. Off the Bike Activities: (verbal reports from Dave Hearn)

7.1 Dave organised the "100 Women in Cycling" event at Coventry Motor museum. This brought together five ladies from Coventry CTC who have been granted this honour by Cycling UK : Marina Friend, Shona Hudson, Iona O'Donnell, Vicky Palethorpe and Val Ravenhill. It was a unique and proud occasion with photographs alongside Eileen Sheridan's bike. (herself being a Cycling UK 100 women inductee)

7.2 The Cyclists Memorial Service at Meriden, organised by Dave for the past 40 years was once again a great success, attended by 250-300 people. John Sullivan who has attended 70 successive services was delighted by his presentation from Cycling UK's Hannah Foster.

Dave has had messages of appreciation from the officiating vicar and from a group of visually Impaired Cyclists.

8. On the Bike Activities:

8.1 Tri-Vets (Marina)

There are a few places left. Marina has again promoted on What's App. A total of 43 have registered. Most riders took advantage of the 'Early Bird' promotion. Marina would in the future limit the Early Bird to the first x number of riders to register. Marina is busy completing the Ride Risk assessment document. Marina and Dave are meeting to finalise dietary requirements for the event.

8.2 First Aid Kits for Tri-vets.

Marina is keen that leaders and back-markers are equipped to provide basic First Aid in the event of anyone sustaining an injury. More serious injuries would be referred for medical attention. Basic portable First Aid kits cost c. £6 /unit (a total of 10 required). Marina's idea is that they can be re-used for club events in the future. It was noted that Vicky distributed kits in the past.

Action Point: Agreed to fund in principle but Marina to ask leaders and back markers to check if they are already in possession of an up to date kit. This will determine the number of kits to buy.

8.3 Proposed Overseas Tour to the Dalmation Coast 2026 (Mike Thomas)

Mike reported the success of the tour in Majorca but feels a change is needed.

He therefore proposed a week-long boat tour from Split with a maximum 32 places.

Those touring would be based on the boat for sleeping, breakfast and evening meal. Hired bikes would travel on the boat and the boat would move from island to island to visit and cycle. The basic cost for basic accommodation would be in the region of E1500. Flights and bike hire would be extra. If there is sufficient interest Mike may be able to reserve 10 places. Individuals would have to make their own bookings (30% deposit) and arrange flights / bike hire. Nigel confirmed there are flights from Birmingham to Split.

Mike has placed a notice in the bulletin to gauge early interest.

8.4 September Tour to Wales (Mike)

To date there has been a poor response to this upcoming trip.

9. **Communications and Promotion**:

9.1 Vicky has been on holiday and did not pick up the e mail sent by the secretary.

She has been actively promoting on Facebook and involved with Kiddical Mass.

9.2 What's App:

During the meeting Vicky messaged the Secretary (myself) to remind the committee that the Committee What's App needs updating to reflect the changes in the committee membership. Vicky immediately appointed me as an administrator for the What's App.

Action Point: Brid to thank former members, Pip Milton, Keith Jeacock and Mike Thomas and amend the list.

10.0 IT:

Bob and Sak continue to manage Mailchimp and George manages Ionos. Bob is keen that IT works seamlessly.

11.00 **Safeguarding:** (Shona and Roy)

Shona is concerned that both she and Roy are stepping down from this role next year. Shona is keen to identify suitable replacement/s to fill this important role. Shona suggested promoting the vacancy in the bulletin. In the past safeguarding role holders have been appointed by identifying and canvassing suitable candidates for this sensitive role. Shona identified that one person could fill the role. Agreed to try and sound out suitable candidates. Bob also raised the possibility of his own departure from his role as Chairman.

12.00 **Highways and other Cycleways:** (George)

Clifford Bridge Rd. : Only some of the trees cut.
Coundon Wedge: Needs a more secure cycleway.

13.00 **AGM 2025 Minutes - First Scrutiny:**

Reports to be added and then forwarded to Alan

14.00 **Any other Business:**

14.1 Record storage (Bob)

Bob has been reviewing Minute Books while researching Keith's records.

He is concerned all records could be lost and suggested he could archive his records on the web. Sak suggested there is room on Google Drive. Bob would prefer to store on Ionos.

14.2 Registration Officer: (Sak)

Agreed that Sak is Registration officer. George stated that he does not wish to be Data Protection Officer. However Sak pointed out that the two roles are linked. Sak reminded the committee that club members could make a data request. (Subject Access request). Bob is keen to reduce George's workload.

Action Point : Sak requested a handover from George.

Meeting closed 21.40

Next Meeting: There may be an extraordinary Zoom meeting in the near future to finalise conditions around the opening and operation of the online X Bank account.