

**CTC Oxfordshire Committee Meeting,
held at 7:30pm on Wednesday 14 September 2011
at 140 Poplar Grove, Kennington**

Those present- James Dawton, Steve Swanton, Neil Warner, Richard Morris,
Helen Beane, Peter Hallowell (from 9pm).

- 1) **Apologies for Absence:** Peter Hallowell, Phil Wray, Jon Gammage.
- 2) **Minutes of previous meeting held on 11 May 2011.** Accepted and signed.
- 3) **Review of Actions from previous meetings**
See Tables – Actions from previous meetings.
- 4) **Secretary's Report**
Correspondence received:
 - Emailing from CTC NO re Member Group surveys – passed to googlegroup
 - AGM Pack received on 13 September and distributed to googlegroup
 - Letter of thanks received from Whizz-Kidz for the £54 raised by raffle at Pot Luck Supper
- 5) **Registrar's Report**
The last report was 10th May 2011.
Membership on 4th May 2011 was 1,300
Membership on 8th September 2011 is 1323
There has been an increase of 23 members.
The number of new members since 4/5/20 is 95
Therefore there have been 72 non renewals.
There are 15 members with Wantage as their default member group
And 4 members with Oxford City as their default member group.

Helen has modified the welcome pack that she sends to new members.
The current ride lists are no longer included. There is clear direction to the web site.
- 6) **Finance**
Having received £467.37 in subscription allocation from the CTC and after a few small items, the accounts now stand at: £2986.86 in the deposit account and £141 in the current account. Peter hopes to have the accounts audited by the time of the AGM. Peter had received the Treasurer's AGM pack from CTC NO.
ACTION 11/45 Helen to send publicity expenses claim to Peter before end of September.
- 7) **Welfare Officer's Report**
Phil reported that all has been very quiet over last few months. Vera's legal case for damages re her accident continues to grind on very slowly but is in the capable hands of CTC solicitor, Paul Kitson. His advice is being closely followed and derisory settlement offers are being rejected as he suggests. Vera is still receiving little bits of rehabilitation but is back on her bike.
- 8) **Communications (Publicity Officer and Webmasters Report)**
 - (a) Website developments
The company that hosts our website – Mythic Beasts – also manages our email. Richard has created a new group called committeemembers@oxonctc.org.uk, which allows the Committee to communicate without inconveniencing other members. He is now in the process of investigating the possibility of creating a further email list,

which could include all Oxfordshire CTC members for whom we have an email address.

The current website is regularly updated to include the usual ride details and to publicise events such as the Pink Pedal and the New Forest Weekend. Most of the information is now up to date.

The ISIS and Wantage groups both have their own websites which can be accessed independently or through links on the Oxfordshire umbrella site. Both of these sites use Wordpress and Richard is planning to do the same for the Oxfordshire site. We have already bought a new domain name (ctcoxfordshire.org.uk) and Richard has installed the necessary SQL database and the latest version of Wordpress. He plans to have some of the basic web pages running by Christmas, though the date for the final switchover is still to be decided.

(b) Publicity activities – covered above.

9) **Subsidiary Member Group Reports**

(a) Midweek

All runs have gone ahead as scheduled. Numbers have been down a little over the summer with holidays, illnesses, new puppies and even work leading to several regulars missing several rides. As usual the rides have extended far and wide beyond the borders of Oxfordshire.

(b) Isis Cyclists

For ISIS, highlight of the summer was Big Pink pedal ride when some 70 cyclists raised over £7000 for Oxfordshire Radcliffe Hospital's Breast screening appeal. Everyone dressed in pink (even Ellen) and Travis Perkins provided great support with pink vans.

(c) Oxford City

Rides continuing much as normal. James was contacted by CTC NO as AGM date of 2 October is 'technically' too early. However, as the date has been published on website and in Oxfordshire Cyclists it has not been changed.

(d)Wantage

Tuesday evening rides finished on 6th September and Turbo training sessions have restarted at Ginny's. Due to requests from new riders, beginners' rides will be continuing on an occasional basis through the Autumn and Winter – first this Saturday morning.

Neil led a ride to the Bike Blenheim Event, which had been moved to August from previous October date. Much better date and better organised this year - British Cycling put lot into it. Lots of small stands selling refreshments to meet demand. Over 700 took part in the Brompton World Championships.

Some long-standing committee members will be standing down at the AGM, so there will be some new faces on the committee next year.

(d) Witney (informal group) – No report received.

10) **Events Review**

(a) Century ride (22 May) from Benson. Good ride - challenging route and blustery conditions made for a tough day. Given the weather forecast there were a number of no-shows. 8 took part, 5 completed and 3 did part of the ride.

(b) Bike Week (18-26 June) – No special events were organised for Bike Week by CTC Oxfordshire this year. Uptonogood - On Sat 18th June Steve and Peter manned a stall at this large village run off-road event. There was some interest and it was useful to meet some of the organisers but it was not really productive either from a

recruitment point of view or generating interest in CTC Member Group rides. Not viewed as a priority to attend next year.

Some joint rides were organised in Oxford by City MG with Cyclox and Sustrans.

(d) Midweek Group Cotswold Audax (13 July) – no report. Peter felt had been slightly down on last year due to late scheduling in Audax calendar.

(e) Pot Luck Supper (16 July) Successful event. Despite very wet conditions during the day we were blessed with a fine evening. 26 people attended and enjoyed a convivial evening. £54 raised through the raffle for Whizz-Kidz.

(f) Summer Social – Aunt Sally - Wed 10 August. Cool overcast evening. 8 people met and after a drink and supper there was only a short time to play Aunt Sally before the light faded. May just do as an Oxford event next year.

11) Events Programme for 2011

(a) Joint ride 2011 – Sun 18 September (Wantage hosted) Neil leading the ride from Wantage. Groups to meet for coffee at Aston Pottery and ride together to lunch at Sparsholt.

(b) New Forest Weekend Away – 7-9 October – in hand. Based in Lymington, 2 rides to be led by Richard (50 miles) and Steve (leisurely 28 miles) planned for Saturday. Richard leading a 40-miler on Sunday or there is the option to ride the Gridiron 100km organised by CTC Wessex. Details of the weekend and an accommodation list have been prepared by Steve and circulated to all MGs. Steve asked if the weekend could be publicised to members of Isis, as the leisurely ride on Saturday is aimed at those who are comfortable at 20 miles and might like to try a longer ride given all day.

(c) Event ideas for 2012- Deferred for later discussion. A repeat of Century ride to be considered.

12) CTC Oxfordshire AGM 29 October 2011.

(a) Minutes of Last year's AGM – to be published on website.

(b) AGM agenda and production of Officers' reports to be published on website two weeks before AGM. SMG reports to be published in time for SMGs AGM and sent to Steve Swanton.

(c) Discussion of new CTC policies and actions/motions arising for this year's AGM. - A motion is to be passed for AGM to define area of operation of CTC Oxfordshire and SMGs to define their own areas. Steve to put forward a proposal to extend the area of operation to the geographical boundaries of the County, which include RG (Reading) & SW (Swindon) postcodes but are in Oxfordshire. Wantage Committee to take a lead on whether to extend their area to include West Berkshire.

(d) Any other motions for this year's AGM? No.

13) Provisional date and venue of next meeting –Tuesday 15th November 2011 at James Dawton's.

14) Any other business.

a). CTC Oxfordshire Jerseys. Consider whether to arrange with for members to order their jerseys directly from manufacturer.

Meeting Closed: 22:15

Accepted as an accurate record:

Signed



Date

15th November 2011

Table 1 - Actions arising from previous meetings

Actions from meeting on 17th November 2010

No.	Action	Person Actioned	Outcome	Status
11/2	Update the email addresses for committee members	Richard	Done	Complete
11/3	Update contact names on website	Richard	Awaits feedback from James/Steve under 11/17	Ongoing
11/7	Remind Graham Smith of two actions arising from AGM re CTC policy on contacting non renewals and Cowley Road survey	Steve	Not done	Ongoing
11/11	Circulate SMG Committee members to Google Group	SMG reps	Info received from City & Wantage	Closed
11/12	To invite new SMG committee members to join googlegroup	Steve	No further action this year	Closed
11/13	Revisit guidelines on riding in groups	All	Ongoing	Ongoing

Actions from meeting on 5th January 2011

No.	Action	Person Actioned	Outcome	Status
11/17	To review updated list of local contacts sent under 11/16	James & Steve	Need to review contacts on website	Ongoing

Actions from meeting on 11^h May 2011

No.	Action	Person Actioned	Outcome	Status
11/30	Add Witney report to minutes	Steve	Done	Complete
11/31	Add committee meeting minutes & reports to web site	Richard	January & May draft minutes now on website	Complete
11/32	Put together a draft of guidelines on cycling in groups	Richard	Done	Complete
11/33	Send R.M a Wantage doc on cycling in groups	Steve	To be done	Ongoing
11/34	Complete list of members in Oxon. Who have agreed to have their email addresses used	Richard	Done for Oxford – 75 names on list	Ongoing
11/35	Send R.M. Membership list	Helen	To be done	Ongoing
11/36	Contact N.O. re claim of subscription allocation.	Steve	Superceded	Closed
11/37	Publish details of Century ride to Ox. City members.	Helen	Done	Completed
11/38	Inform S.S. Of MW Group rides for bike week.	Peter	Done	Completed
11/39	Inform Group members details of pot -luck supper.	Group Reps	Done	Completed
11/40	Send P.H. advert for Aunt Sally evening to go in Ox. Cyclist Mag.	Helen	Done	Completed
11/41	Investigate accommodation etc. in New Forest	Neil	Done	Completed
11/42	Send P.H. advert for New Forest W/E to go in Ox. Cyclist Mag.	Helen	Done	Completed
11/43	Send P.H. advert for Club Jerseys to go in Ox. Cyclist Mag	Helen	Done	Completed

Table 2 - New actions arising from meeting

New actions from 14 Sept. 2011

No	Action	Person Actioned	Outcome	Status
11/44	Look at Oxfordshire list for email distribution	Richard		
11/45	Email Amanda W re publicising New Forrest weekend in ISIS cyclists' newsletter	Helen	Done, and details appeared	Completed
11/46	Publish last years AGM Minutes on website	Richard		
11/47	To ask Isis for a report for the AGM	Helen		
11/48	To contact Jon Gammage for a Rep from Witney to attend AGM and prepare a report.	Steve		
11/49	To send a message for submitting motions to AGM three weeks before 29 th October.	Steve		
11/50	To send reports to Steve for AGM by 8 th October	All		
11/51	To circulate the price list of jerseys to the committee	Helen		
11/52	To take jersey stock to AGM	Helen		
11/53	To circulate copy of provisional minutes to all committee members.	Helen		