



CENTRAL LONDON CTC

Committee Meeting Minutes

Thursday 10 May 2018 at 19.00
Calthorpe Arms, Grays Inn Road, WC1X 8J

Present:

Colin Hartridge-Price
Derek Adlam
Paul Krebs
Paul Foster
Christine Johnson
Richard Philpott
Lisa Percival
Roy Watson

1. Apologies: Jon McColl
2. Minutes of the last meeting were a true record
3. Matters arising

There were no matters arising

4. Administration

No administrative matters arose

5. Finances

Accounts for the period 1 October 2017 to 08 May 2018 were circulated at the meeting.

- Accumulated Funds total = £5435 [£3555 excluding tours deposits]
- Surplus for the period = £2158 [£278 surplus including tour deposits]
- Ride money for the period = £462 [budget for the period £488]

Richard said that the website costs were currently about £65 pa for hosting and approximately £10 every two years for each of our domain names. However, he is currently in the process of moving the website to a different host, the cost being approximately £40 pa. There will also be a migration cost of about £15.

6. Rides list

1* Roy reported that, as usual, the flow of new rides has got off to a slow start, with 3 offers so far. However, we have missed very few rides on this list as people have come up with rides at the last minute. This pattern will probably continue. Paul suggested Roy contact one of the 2* riders who may be willing to lead a 1*.

Action: Roy to make contact

2* Christine said that there are 9 dates to fill but Christine doesn't anticipate any problems with filling these

3* Paul F said that numbers were down and he was struggling to find leaders. He hoped that some of the stronger 2* leaders would step in. There was a discussion around maybe amalgamating the faster 2*s with the 3 stars and organizing rides that were more 2* than 3* in character, but not until Paul established whether things picked up over the summer.

Rides list timetable:

4 June 2018	Spreadsheet must be complete
20 June 2018	The list will go live so the review and proof-reading must be complete by this date

Action: All star co-ordinators

Summer Social

This will take place on 22 July 2018. Great Hadham Country Club has been booked, as usual. The ride leaders are:

1* Michael Belcher
2* Richard Philpott
3* Paul Foster

7. Tours and weekends

There has been one successful tour to Holland and there will be another next week to Hadrian's Wall.

Paul K reported that he has had various offers to lead rides next year:

- A spring ride in France with a ferry crossing
- An Easter ride to Majorca (Easter is 21 April 2019)

We wondered whether it would be possible to move one of the tours to the Autumn

Action: Paul Krebs to discuss with tour leaders

8. Welfare

Nothing to report.

9. Insurance

There was some discussion about the guidance note for Member Groups on Cycling UK's website. Of particular concern was the paragraph stating that tours may not be insured if they constituted a "package" (because travel and/or accommodation were provided) and had not been organized via a bonded travel operator. This was not of serious concern as the Club would underwrite a failed tour. However, we would look further into this.

Action: Lisa

We also discussed the paragraph stating that we are insured for rides provided we are aware of all participants, either by collecting name and Cycling UK membership number or by completion of an entry form. We decided that we should ask participants whether they are members of Cycling UK when we collect the names. As regards newcomers, we would direct them to the Essential Information page if they contacted us about coming on a ride.

Action: all ride leaders [note we didn't discuss a means of communicating this to Ride Leaders]

10. Data Protection

We considered the first draft of our Privacy Policy, along with a summary of the General Data Protection Regulation requirements, circulated by Colin. We made a few amendments and additions to this Policy which Richard will re-draft and circulate.

Action: Richard

Richard also raised the issue of our link to the LCC alerts, which is a Yahoo service. He will note on the page with the link that CLCTC do not control this service and include a link to Yahoo's privacy policy.

Richard will also include some wording about Google Analytics which we use to analyse the use of our website.

Richard also noted that IP addresses are logged when emails are sent through our website. This is for spam prevention. Again, Richard will include some wording.

As regards the GDPR's requirement to obtain consent to hold data (in the absence of any other specified reasons), Richard will draft an email to everyone and circulate it.

Action: Richard

11. Website

Richard said that he is moving our website from a non-UK to a UK host. He does not want to implement the current website on a new host and has therefore altered his priorities to first working on the new website and email page and transferring it on or around 25 May, when the GDPR comes into force. The forum, which is more difficult, will be done at a later date. Richard is going away on 6 June so hopes to get the transfer complete by then.

Action: Richard

12. Club clothing

It was agreed that Colin should sign the new Pactimo contract.

13. 40th Anniversary

We decided that we would not do anything for our 40th Anniversary but would wait

until our 50th.

14. Meeting dates

18 September 2018

AGM – 16 November 2018

23 January 2019

7 May 2019

September 2019 (No date yet)

AGM – 15 November 2019

15. AOB

None