



CENTRAL LONDON CTC

Committee Meeting Minutes

Tuesday 18 September 2018 at 19.00
Calthorpe Arms, Grays Inn Road, WC1X 8JR

Present:

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

1. Apologies: None
2. Minutes of the last meeting were agreed a true record
3. Matters arising

Lisa's action on insurance carried forward from previous minutes (item 9 on previous minutes). Roy raised the issue of riders refusing to give their names and Lisa will also check with CUK what the insurance position is in these circumstances.

Action: Lisa

Roy confirmed that he had made contact with 2* riders who might be willing to lead 1* rides (item 6 on previous minutes).

4. Administration

Photo competition

It was decided that we did not have all potential photos of the quality needed for the competition and that we would try to obtain these.

Action: Paul Krebs

All photos must be distributed to the Committee and 10 shortlisted by 15 October so that Richard has time to print them for the AGM.

Richard said that captions would be useful on the Hadrian's Wall photos on the website and Lisa said that she will have a go at identifying the places pictured and then forward them to those Committee members who were on the trip for their input.

Action: Lisa

Volunteer photographer

CUK contacted us asking if we would like a volunteer photographer to come and take photographs of our group. Both CLCTC and CUK would have the use of these photographs.

Lisa suggested that we send CUK some of our better photos but Richard doubted whether they would be of good enough quality.

It was agreed that we would take CUK up on their offer and that the photographer would be invited to come on a 2* ride, as this group always has a good turnout. The Saturday

Regents Park rides would also be suggested for a different aspect of the Club and, if the photographer was willing, some photographs of the 1* group would give a complete perspective, as each star group within the Club has something different to offer.

Action: Lisa

Charity advertisements

Colin raised the issue of charities who contacted CLCTC offering places on Ride London and other events in return for fundraising. He queried whether we could advertise these on our website to enable members to take part if they wished. CLCTC

receives about 3 – 4 such requests a month during the ride season (about 5 months).

Lisa wasn't happy with this suggestion because of the work involved in checking that the event was in accordance with CLCTC's goals. It would be necessary to read each charity's Terms and Conditions to establish how much of the money raised by participants was going to the charities rather than paying administration costs and/or a profit for the company running the event.

We agreed that we would not include charity advertisements on our website.

5. Finances

Accounts for the period 1 October 2017 to 17 September 2018 were circulated at the meeting.

- Accumulated Funds total = £3,237
- Deficit for the period = £40
- Ride money for the period = £796

It was noted that the room hire for the Calthorpe Arms is now £40, rather than £30. The cost of the AGM was £300 and the cost of the Summer Social £550, slightly more than budgeted for because of the good turnout.

The budget for the period 1 October 2018 to 30 September 2019 was presented and was duly approved by the Committee. The budget forecast a deficit of £83.

6. Rides list

4* The list is mostly complete with 3 missing dates which Jon believes he will be able to fill.

Action: Jon

3* Paul F said that numbers had picked up since the last meeting. He had a few volunteers for the next rides list. However, there will be one ride leader less for a while, which may affect the number of rides they are able to offer. He plans to offer more easier 3* rides as these tend to be more popular. Paul believes there is still a perception that 3* rides are harder than they really are.

Action: Paul

2* Christine's list is complete.

1* Roy has had offers for 3 Sunday rides and 2 Saturdays. However, he has found that there are several people who will fill in at the last minute so the list is never as bad as it looks. Various suggestions were made as to who could be approached to lead rides.

Action: Roy

Rides list timetable:

Deadline for completion of spreadsheet: 10 October 2018

Rides to be uploaded to website for checking by 13 October 2018

Deadline for completion of proof-reading: 18 October 2018

Action: All star co-ordinators

7. Tours and weekends

There are several tours planned for 2019.

Tom and David's Netherland's tour will take place at the beginning of May.

The Welsh tour will start on 15 May although there may be a pre-extension. The plan is for most people to come back on the following Monday although those who wish to go back on the Sunday can probably be accommodated.

There is also a trip being planned for either Brittany or Spain at the end of August.

David Kurtz is also arranging two tours: a fixed center tour in Majorca in April and an Alpine Audax in July, both of which are already on the website.

8. Welfare

Nothing to report.

9. Website

Richard reported that we have now moved to a new website and host. Good feedback has been received. Richard is also working on the Forum, which is nearly complete. Richard will email the Committee and one or two others with a link to the

Forum for testing. He hopes the Forum will be live before the AGM. It was agreed that the testing period would be the ideal time to start formulating policies in relation to use of the Forum. It would also allow us to set up some initial categories within the Forum.

We discussed at some length how the Forum should be managed. It was agreed that we shouldn't allow external advertisers to clutter up our website but that it was acceptable for CLCTC members to advertise on the Forum.

We discussed whether only members would have access to the site but this was not ideal as the Forum would be an ideal area to promote our Club to newcomers. It was agreed that non-member attendees would be allowed access by moderators. We want the area to be as open as possible with the proviso that we could introduce restrictions if necessary, in the light of experience.

It is envisaged that moderators will make their own decisions as to what is acceptable and what is not, liaising with other moderators where necessary.

Ride reports will be put on the Forum. There will not be a Blog.

Richard will update our privacy policy to reflect the fact that email addresses will be saved via the Forum.

Action: Richard

10. Data Protection

Richard said that he has not contacted members and attendees to ask for their specific consent to how we manage their personal information because of CUK's suggestion that we trial their new group management tool which would allow communication with members without having direct access to their personal details.

Lisa said that, as CLCTC is currently data controller for the personal information that we hold, we would have to ask our members whether they would be happy for us to share their data with CUK and would have to give them details of how CUK will protect and may use their data. It would be necessary to ask CUK some questions about how they hold the data and the purposes for which it would be used (by them), if any.

Richard pointed out that there has been a long-standing problem with CUK acknowledging which riders are members of CLCTC, because their perception of who is a member of our Club depends on a list of postcodes, which are only sometimes matched with the postcodes of our regular riders. The only riders who we can be sure are recognised by CUK are members of the Committee and volunteers (ride leaders). Were CUK to hold data on our riders, we may lose access to those with postcodes outside our official area.

Richard also highlighted the ways in which we use personal data that go beyond just emailing riders. For instance, we keep a record of attendances and it is questionable whether CUK's database would include this information.

We agreed that we would volunteer to be a trial group for CUK's group management tool so that we could see how it worked.

Lisa will draft an email to CUK and Richard and Colin will review.

Action: Lisa

11. Government Consultation

We agreed that we would respond to the Government consultation on the "Proposed new laws to ensure that cyclists face comparable charges to motorists". We were happy with CUK's response and would send a modified version.

Action: Colin

12. AGM

Lisa has sent CUK the date and time of our AGM.

It was agreed that a bottle of prosecco should be purchased for the winner of the photo competition

Action: Colin

Roy said that he would be stepping down as 1* co-ordinator. He agreed that he would try to find a replacement.

Action: Roy

We agreed we should have a short section on GDPR

Action: Lisa

13. Meeting dates

AGM – 16 November 2018

23 January 2019

7 May 2019

16 September 2019

AGM – 15 November 2019

14. AOB

It was agreed that Great Hadham Country Club should be booked for the 2019 Summer Social.

Action: Lisa

There being no further business, the meeting was closed at 9pm.