

Bedgebury Forest Cycle Club Committee Meeting

The Old Pantry, Bedgebury Pinetum & Forest
Wednesday 02 July 2009

Chair: Geoff Hodgson
Secretary: Malcolm Stoddart

Attendees: Alex Osborne, Gary Scott, Brian Osborne, Paul Young, Andy Bocking, Ian Smith, Alice Jarvis, Terry Jarvis

Apologies: Carl Abrams, Dave Coppins, Ray Blackwell, Christine Blackwell, Carol Hodgson, Robert Dodson

Meeting Start: 1837hrs

Minutes of Last Meeting

The minutes of the April meeting (the May meeting was cancelled due to lack of venue) were signed off as a true and accurate record.

Proposer: Gary Scott
Seconder: Geoff Hodgson

Matters Arising from the Last Meeting

The updates on the Action Points from the previous meeting were as follows:

- **Singletrack and Free-ride**
 - Carl Abrams to liaise with Tim Bizley (*re development of free-ride area*). Rob Dodson to post on website to see if anyone outside the club is interested in taking on the Freeride area.
Discussions have taken place and a topic on the forum was created but no-one has been forthcoming – Action Point CLEARED
 - Gary Scott to obtain quotes for work
The meeting decided that any Free-ride development discussions should be put on hold for the moment as there was seemingly little interest - Action Point CANCELLED
- **Webmaster**
 - Dave Coppins to supply minutes for upload to website
Action Point CLEARED
- **Racing**
 - Carl Abrams, Gary Scott & Michael Paine to fact find with Marin
The club has decided that further contact with Marin, following delivery of the club bikes, may prove beneficial and so arrangements to be made to meet with them –Action Point ONGOING
- **Merchandise**
 - Malcolm Stoddart & Paul Young to discuss options and collate prices and supplier lists for future use
Action Point ONGOING
- **Any Other Business**
 - Dave Coppins to explore the Gift Aid options
Action Point ONGOING

All actions completed from previous meeting.

Officer's Comments

Working Parties & Singletrack – Ian Smith

Ian reported that the June trailbuilding day which was working on development of a new short link between sections 3 & 4 was well attended. Although the section has not been finished and is not open for use, he did make clear that the FC had been told of the works and that they were going to contact him to arrange a check of the works.

He did say that he was still waiting for them to arrange to look at the section worked on at the site known as 'Bluebell Hill' but that FC contact had not been forthcoming. There was a general discussion as to FC contact and also with regard to IMBA's professional trailbuilding standards scheme.

Ian also made comment that it would be in the interest of the club to purchase its own tools and a bike trailer as relying on the FC to supply these was not sufficient. Storage for the tools is now available and the committee agreed a purchase of essential tools should be made and that prices should be sought for a strong box to keep them in.

- o *Action Point 01-01072009 Ian Smith to compile a list of tool requirements and prices, to include a strong-box for storage*

Free-ride

No officer was available to discuss but with previous attempts to create interest in development of the Free-ride at Bedgebury seemingly coming to nothing it was agreed that the topic should be dropped from the meeting agenda until further notice.

Training & Go-ride – Gary Scott

Gary confirmed that he would be seeking to speak to the other club coaches after this race meeting 04 July to arrange dates for the next round of training courses, which would be split as follows:

Tim Bizley - Ladies Intermediate
Carl Abrams - Junior Intermediate
Michael Paine - Junior Beginners (to assist in reaching full Coach status)
Gary Scott - Adult Advanced Technique sessions

When the dates are arranged they will be posted to the website with all relevant information.

Sessions with Angley school have been delayed and will probably not take place until school restarts in September - this is due to a clerical oversight at the school and is beyond club controls. In the meantime a 'taster' session is being developed with St. Gregory's School in Tunbridge Wells.

There are still funds available to train up to 2 more coaches for the club (Andy Bocking reiterated his desire to participate).

Gary gave an update on the changes to the training area and the erection of the sheds. He mentioned that issues of security for the site are being looked into and steps taken to improve this. As an aside, it was mentioned that this area and in particular the Christmas tree plantation next to the training area would be the place most likely for future development of a BMX track. A general discussion took place on the background to this proposal and suggestions that it be discussed at a later meeting.

- o *Action Point 02-01072009 Dave Coppins to raise an Agenda item to discuss BMX development at a meeting deemed appropriate by him.*

Fundraising

This was moved up the Agenda as it was discussed as part of the Training officers report. A general discussion took place but Michael Paine to present an update and overview at the next meeting.

Welfare Officer

Alice Jarvis is currently taken the necessary courses and should be qualified as a Welfare Officer in her own right in the very near future.

Website / Forum

With apologies from the Webmaster, a general discussion took place where it was agreed that the website and forum were providing a positive image for the club and contributing greatly to club ride participation and promotion of membership.

Events – Andy Bocking

Andy reported that the Saturday club rides have been very successful recently with good number taking part. The June outride was not so successful but that he is relocating the July ride from Tilford to Swinley and hopes for more participation. He also confirmed that there will be no official out-rides entered to the calendar for August and September as he feels with holidays and the Insomnia event there may be little uptake.

Andy has been liaising with the British Heart Foundation with regard to the Insomnia 09 night event in September and it can now be officially place on the events calendar. He says that the BHF have been very positive and in light of information and advice from the club have already looked at changing their timing system for the event.

Andy also provided copies of the layout for the next BHF leaflet that will carry the Insomnia graphics designed by Malcolm Stoddart and used to advertise the event. This presents a very good image for the club and raises the profile quite considerably. The t-shirts to be given out by the BHF for this event will be black, which is a big change for them and reflects how the clubs influence and professional approach has been accepted.

- *Action Point 03-01072009 Andy Bocking to arrange another Insomnia sub-committee meeting*

Race – Geoff Hodgson

The race for 04 July will be run on the same course as the June event barring any changes by FC. Geoff and Ray to check the course Friday to ensure all is ready.

Junior – Alex Osborne

No updates to Junior issues by Alex has been working on a Boar motif for possible use with signage to show BFCC input. It was agreed that the progress made by Alex and Brian was excellent and further development should be carried out and reported at the next meeting.

- *Action Point 04-01072009 Malcolm Stoddart to work on a simplified Boar design for use on markers etc*

Women's – Alice Jarvis

Alice felt that the profile of the club and especially that for female riders could be raised by placing posters in the female toilets. A general discussion took place to establish the type of material require (please see Marketing below)

- *Action Point 05-01072009 Alice Jarvis to source and obtain prices on appropriate poster holders (A4 size) for placing in toilets blocks*

Marketing – Paul Young / Malcolm Stoddart

Paul confirmed that the club shirt order had been received and that most had been distributed/paid for. Arrangements were being made to get the last shirts out to those who requested them.

He has also sent press releases for the Race events to the local press but uptake has been low. Nevertheless he is happy to continue sending this out to try to raise the profile of the club and generate local support.

Following a general discussion on the type of promotional material currently required for the club it was decided that a sub group for this purpose should look into what was needed and report back to the committee at a later date.

- o *Action Point 06-01072009 Paul Young, Andy Bocking, Alice Jarvis and Malcolm Stoddart to liaise and develop suitable advertising/promotional materials for on site and general club use*

Ian Smith had presented a box of business cards with basic club details and these were distributed round the members present. It was agreed that more should be acquired as appropriate.

Malcolm Stoddart presented some ideas of merchandise for the club: the Buff design is now fixed and will be sent to them in the next week. In response to a request for club t-shirts he told the meeting that these may be an impractical purchase for the club at this time given the variables and costings but that this could be revisited at a later stage in the clubs development. He did however suggest that a club polo shirt for committee members may be something to consider to represent a professional image for the club outside of riding activities. He is also continuing to look into costings and viability of drinks bottles and 'beanie' hats.

- o *Action Point 07-01072009 Malcolm Stoddart to post to the Forum for club members attending this weekends race meeting to wear their shirts to enable photos to be taken for promotional materials etc* **CLEARED 02072009**

Financial

Christine Blackwell had provided the current balance sheet by e-mail which showed a healthy £9.5k balance which had not yet included race incoming or members payment for club shirts.

Other Agenda Items:

FC's promotion of BFCC – raise profile of club

It was agreed that currently communications between the FC and the club are below that expected. It is hoped that with the expected appointment of the Bedgebury Cycling Development & Coaching Officer this will improve as they will be an FC employee and automatically a member of the BFCC committee but there is no clear sign as to the date this position will be taken up and an officer appointed.

There are no current details on the request to the FC to move the club notice board to the Quench building

BHF Insomnia 09 Event

Covered previously by the meeting

Safe Bike Area

FC have been made aware that the security racks are not of a size suitable for many MTBs

Forest Users Group

This has recently seen some activity from the FC- reports to be given at next meeting

Shirts & Other Merchandise

Covered previously by the meeting

Marketing the Club at Quench

Once the promotional items are decided upon, steps to be taken to approach David Cole to allow them to be sold/ displayed in the Quench premises.

Any Other Business

Cheques – Paul Young had a few cheques for club shirts which were passed to Geoff Hodgson to give to Christine Blackwell.

Membership Officer – as David Hiscock is no longer in the position to remain as Membership officer the club has to actively seek someone to take over the position. Although this change is not imminent it is felt it should take place as soon as is practicable.

- o **Action Point 08-01072009** Malcolm Stoddart to post to the forum a request for interest in taken on the role of Membership officer **CLEARED 02072009**

First Aid Kit – at the last race meeting (June 09) a trained first aider informed Geoff that the first aid kit held by the club was insufficient to deal with many of the injuries that could be expected from mountain biking

- o **Action Point 09-01-072009** Gary Scott to locate and purchase a suitable First Aid Kit to be kept in the club shed at the training area

British Cycling AGM August 14 2009 – anyone who wishes more information on this event and how you can participate is to contact Geoff Hodgson ASAP.

Secretary Details – it is unclear what details British Cycling holds for Secretary of BFCC

- o **Action Point 10-01072009** Dave Coppins to ensure details held by British Cycling are correct. Also to contact David Hiscock/Carl Abrams to see if any mail for the secretary is held by them in error.

Meeting closed: **2036**hrs

Next meeting scheduled for Wednesday 05 August at the Old Pantry

Outstanding/Ongoing Action Points

- o Carl Abrams, Gary Scott & Michael Paine to fact find with Marin
The club has decided that further contact with Marin, following delivery of the club bikes, may prove beneficial and so arrangements to be made to meet with them –Action Point ONGOING
- o Malcolm Stoddart & Paul Young to discuss options and collate prices and supplier lists for future use
Action Point ONGOING
- o Dave Coppins to explore the Gift Aid options
Action Point ONGOING
- o **Action Point 01-01072009** Ian Smith to compile a list of tool requirements and prices, to include a strong-box for storage
- o **Action Point 02-01072009** Dave Coppins to raise an Agenda item to discuss BMX development at a meeting deemed appropriate by him.
- o **Action Point 03-01072009** Andy Bocking to arrange another Insomnia sub-committee meeting
- o **Action Point 04-01072009** Malcolm Stoddart to work on a simplified Boar design for use on markers etc
- o **Action Point 05-01072009** Alice Jarvis to source and obtain prices on appropriate poster holders (A4 size) for placing in toilets blocks
- o **Action Point 06-01072009** Paul Young, Andy Bocking, Alice Jarvis and Malcolm Stoddart to liaise and develop suitable advertising/promotional materials for on site and general club use
- o **Action Point 09-01-072009** Gary Scott to locate and purchase a suitable First Aid Kit to be kept in the club shed at the training area
- o **Action Point 10-01072009** Dave Coppins to ensure details held by British Cycling are correct. Also to contact David Hiscock/Carl Abrams to see if any mail for the secretary is held by them in error.