CHIPPENHAM & DISTRICT **WHEELERS**

Club Plan and Handbook

Last updated April 2025

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CLUB MISSION STATEMENT

"TO ENCOURAGE CYCLING IN ALL ITS FORMS"

We aim to develop a greater volunteer base to help to expand and grow all parts of the Club Plan.

To facilitate this, we need to measure, manage and prepare to support the growth of the club. Alongside the growth of the membership we need to develop a strong team of volunteers across all disciplines – this is critical to the success of the expanded plan.

In order to guide and grow our club, we have developed a series of objectives as follows;

GOVERNANCE

YOUTH

COACHING

COMMUNITY

COMMUNICATION

ACTIVITIES

These objectives are described in the main body of this Handbook. Please speak to any Committee Member if you have any comments or suggestions regarding the Club Plan, or if you are willing to volunteer to assist the committee deliver our objectives and substantial programme of events.

CLUB OBJECTIVE #1 – GOVERNANCE

We will operate a review process of the club constitution, governance procedures and communication to members. This will help to ensure that the club is managed to the highest standards and continues to operate in an efficient and effective manner.

Objective:

To encourage the involvement of a wider membership in the running of the club by actively seeking volunteers and encouraging involvement at all levels and in all activities. To ensure committee decisions are fully communicated in an appropriate and accessible manner. This includes giving the membership full access to the committee and visibility of decisions taken.

We will do this by appointing an ex-officio Governance Co-ordinator.

The Governance Co-ordinator's specific responsibilities are to:

- Encourage the involvement of a wider membership in the running of the club by actively seeking volunteers and encouraging involvement at all levels and in all activities.
- Ensure that committee decisions are fully communicated in an appropriate and accessible manner.
- Own and enforce the club constitution to ensure that the Chairman and Committee Members are acting in accordance.
- Ensure that any actions arising are given to the right committee member based on their role; liaises with the Chairman on matters of conflict.
- Ensure that any resources required for delivery of the Governance Strategy are made available.
- Contribute opinions on the Club Committee whether to implement recommendations on proposed changes to the Governance Strategy
- Development of the Governance Strategy to ensure that it will meet the Club Member's needs and that the Club keeps progressing towards the Strategy target.
- Report at every committee meeting any official correspondence or constitutional matters or any new ideas.

We will continue to encourage involvement in all club activities by all members new and old. This will provide a volunteer base for all tasks from marshalling to making tea.

CLUB RULES

1. The Club

The Club shall be known as CHIPPENHAM & DISTRICT WHEELERS. The Club colours shall be ORANGE, BLACK and WHITE.

2. The Object

The object of the Club shall be to “encourage cycling in all its forms”.

3. Membership

Membership of the Club is open to all. Candidates for membership must be approved by the committee. The minimum age limit to be eleven years, except when parents of the applicant are active riding members of the Club. *Members under 16 years of age must be accompanied by a parent or guardian when participating in a non-competitive Club event on an open road.*

4. Affiliations

Club affiliations to be: British Cycling, Cycling Time Trials, Cycling UK, Western Time Trials Association and any other association agreed by the committee.

5. Annual Subscription

5.1 Annual subscription fees are shown in the following table.

Membership category	Annual fee	Notes
Senior	£40	Aged 18 or over at time of joining.
Couple	£60	Aged 18 or over at time of joining.
Under 18	£5	Aged under 18 at time of joining or renewing.
2nd Claim	£40	Not eligible to be awarded club trophies
Life	Free	Nomination required by two Senior members and to be approved at a general meeting.
Honorary	Free	To be awarded at the recommendation of the committee and reaffirmed annually at the AGM.

5.2 Membership includes full section membership to Chippenham Sports and Social Club (CSSC) with the benefits this provides to members and the club.

5.3 Membership categories are not to be confused with the age categories as set out by affiliations (e.g. British Cycling).

5.4 Subscriptions are due annually on 1st April. Fees shall be paid before the end of April allowing for our returns to be submitted to CSSC.

5.5 New members joining throughout the year will pay pro-rata subscriptions shown in the following table.

Membership category	Annual fee and joining in months of April to June	Fee when joining in months July to September	Fee when joining in months October to December	Fee when joining in months January to March
Senior	£40	£30	£20	£10
Couple	£60	£45	£30	£15
Under 18	£5	£3.75	£2.50	£1.25
2nd Claim	£40	£30	£20	£10

5.6 Existing members renewing their subscription will pay a pro-rata fee to align them with 1st April renewal, the same as new members.

5.7 When all memberships are aligned with 1st April, any member not paying their subscription by 1st May shall cease to be a member of the Club and will not be permitted to take part in club activities or enter any competition in the name of the Club.

5.8 Any member wishing to resign from the Club to join another should write to the General Secretary via email such that club records can be maintained.

6(a). Officials of the Club shall be:

President and Vice Presidents, and the Committee comprising;

Chairman
General Secretary
Treasurer
Competitive Events Co-ordinator aka Racing Secretary
Non-Competitive Events Co-ordinator
Social Events Co-ordinator
Plus four other ordinary members.

The committee shall be elected by vote at the Annual General Meeting (AGM).

The AGM shall be called in the month of November each year. At least 21 days notice of the AGM to be given to members. Motions for the agenda to be with the Secretary 14 days prior to the meeting to enable the agenda to reach members 7 days prior to the AGM.

Special General Meetings may be held at any time at the request of seven members. The Secretary to give one week's notice of the same. The General Secretary may call an extraordinary General Meeting giving one week's notice.

6(b) Club Officer Duties

If a duly elected Club officer or official finds that they are not able to carry out their duties, they should inform the General Secretary. The Club Committee is then empowered to co-opt a club member to carry out those duties until the next Annual General Meeting.

6(c) Ex-officio roles

Ex-officio roles shall include:

Governance Coordinator
Youth Coordinator
Coaching Coordinator
Community Coordinator
Communication Coordinator
Website Coordinator
Club Archivist
Welfare Officer

The Club Committee is empowered to co-opt a club member to any vacant ex-officio role should a member express interest. For avoidance of doubt ex-officio roles do not carry voting rights at club committee meetings.

6(d) Quorum

A quorum at a General Meeting, where a change in the club rules may be made, is to consist of 20% of the membership or 30 persons whichever is the fewer.

6(e) 2nd Claim members

Any committee or sub-committee may not comprise of more than 1 (or 20%, whichever is the greater) 2nd claim member.

7. Committee Meetings

Committee meetings shall be held monthly, except when a General Meeting is held in the month and at any time deemed necessary by three members of the committee. All discussion in committee is strictly private and confidential.

8. Sub Committees

The committee shall, by resolution, appoint any sub-committee needed, and co-opt any member for special duties.

9. Club Activities

Club activities shall be arranged by the committee, and a notification of these events made available to members.

10. Discipline

The committee shall have the power to expel or otherwise deal with any member guilty of conduct detrimental to the interest of the Club. Anyone wishing to make a complaint against the Committee or any member of the Club shall do so, in writing, to the Secretary.

11. Other Matters

The committee has the authority to decide all matters not provided for in these rules.

12. Accounts

The accounts shall be made up to 30th September, duly audited and submitted to the AGM

13. Trophies

Introduction of new trophies to be submitted to the Committee for consideration before acceptance.

14. Proposed amendments to Club and Competition Rules

Club and Competition Rules may only be changed at a General Meeting by 2/3 of voting members present, subject to conditions of rule 6(d).

15. Protection of Minors

The Committee are authorised at any time to prepare and install appropriate policy regarding the suitable Safeguarding of Junior and Youth members.

COMPETITION AND TROPHY RULES AND REGULATIONS

1. Time Trials

All time trials shall be run in strict conformance with Cycling Time Trials (CTT) regulations, or any other organisation approved by the committee.

2. Racing

All road racing, track and cyclo-cross promotions shall be run in strict conformance with British Cycling (BC) regulations or any other organisation approved by the committee.

3(a) Timekeeping

All club event timekeeping should normally be carried out by a CTT approved person using a certified watch. However, in the absence of an approved timekeeper, a senior, responsible club member may carry out timekeeping duties.

3(b) Handicapping

All handicapping in club time trials shall be done by a senior, responsible person.

4. Entries

Entries for all club time trials and trophy events requiring handicapping to be submitted to the Competitive Events Co-ordinator at least 7 days prior to the event.

5. Qualification

In solo racing events, where a club trophy is competed for, the fastest 1st claim member shall be the winner.

6. The Best All Rounder (BAR) Championship

The first claim member who returns the fastest average of average speeds achieved over 25, 50 and 100 miles holds the Best All Rounder Trophy for one year. Claims required as in Rule 38.

7. Veterans Best All Rounder Championship

The first claim veteran member who returns the fastest average of average speeds achieved based on Veteran Time Trials Association (VTTA) age adjusted times (*AAT) over 25, 50 and 100 miles will be the Veterans BAR Champion and hold the Veterans BAR Trophy for one year. Claims required as in Rule 38.

8. Senior Road Race Champion

To be open to all 1st claim members competing in open road races on a points basis, to be awarded based on the number of British Cycling points obtained. The rider amassing the most points shall be the Road Race Champion, and hold the Road Race Champion Salver for one year.

9(a). Boys Youth Circuit Trophy and Junior Road Race Trophy

To be open to all 1st claim boy competing in open road races and circuit races on a points basis, to be awarded based on the number of British Cycling points obtained.

9(b). Girls Youth Circuit Trophy and Junior Road Race Trophy

To be open to all 1st claim girl competing in open road races and circuit races on a points basis, to be awarded based on the number of British Cycling points obtained.

10. Junior Time Trial Champion Trophy Best All Rounder (BAR)

The first claim Junior member who returns the fastest two performances in 10 mile events and the fastest two performances in 25 mile events calculated in Miles Per Hour, and the average calculated of the resultant speeds, shall be the Junior Time Trial BAR Champion and hold the Junior Championship Trophy for one year. Claims required as in Rule 38.

11. Ladies Best All Rounder (BAR) Championship Cup

The 1st claim Lady Member who returns the fastest two performances in 10 mile events and the fastest two performances in 25 mile events (calculated as in Rule 10) shall be the Ladies Time Trial Champion and shall hold the Ladies Championship Cup for one year. Claims required as in Rule 38.

12. Track Championship Shield

The 1st claim member who scores the most points in any open, club or club-approved meetings shall be the Track Champion and shall hold the Vintage Shield for one year. The points to be awarded on the following basis:

4 points for 1st place
3 points for 2nd place
2 points for 3rd place
1 point if qualifying for the final.

Claims required as in Rule 38

13. Junior Track Cup

To be awarded to the 1st claim Junior member with conditions as in Rule 12.

14. Youth Time Trial Champions Cup (BAR)

The 1st claim youth member who returns the fastest average speed over any four 'club' or 'open' 10 mile time trials will be the youth champion and hold the Woodland Cup for one year. Claims required as in Rule 38.

15. Club Evening 10 mile Time Trial Cup.

Awarded to the 1st claim member amassing the greatest number of points from the evening 'Jack Nunn 10 mile Time Trial' series. The award of the trophy is based on a handicapping system. 1 point per ride is awarded up to a max of 12 points (i.e. 12 rides at 1 point per ride). Only the best 6 handicap scores count towards overall points. The handicap is based on aggregate times from the best 6 previous years events, or for newcomers 2 times for that year taken from the first 4 rides (the fastest and slowest being discarded). Where a season's rides are disrupted by using different courses the Competitive Events Co-ordinator may, with the committee's approval, use that season's result to calculate handicaps for all riders. Claims required as per Rule 38.

16. Youth Evening 10 mile Time Trial Cup

Awarded to the 1st claim Youth member amassing the greatest number of points from the evening 10 mile Time Trial series.

17(a) The Ted Sawyer Cup

Awarded to the 1st claim Youth Member recording the fastest aggregate time in the Youth Evening under 5 mile Time Trial series over 6 events.

17(b) The Mrs Day Cup

Awarded to the 1st Claim Youth member amassing the greatest number of points in the Youth Evening under 5 mile Time Trial series. Points to be awarded on handicap times, the best six performances to count, with one point awarded for each ride completed.

18. Jack Nunn 10 mile Time Trial Trophies

Awarded to the Senior, Veteran, Lady and Junior 1st claim members recording the fastest aggregate time over 6 rides in the Evening Jack Nunn 10 mile Time Trial Series. The Veterans trophy will be based on the Veterans Age Adjusted Time calculator.

19. Jack Nunn Tandem Trophy (see page 29)

Awarded to the tandem pair recording the fastest handicap time in an evening nominated club event. This event is open to 2nd claim members, providing they are partnered by a 1st claim member. Such pairings are not eligible for club records.

20. Eric Fletcher Audax shield presented by R & W Bond

Awarded to the 1st claim member amassing the greatest number of kilometres whilst competing in club or open events. All qualifying events must be under AUK regulations. Any distance from 50km upwards, including 'odd' distances to qualify. Foreign events also to be included provided they comply with AUK regulations. All qualifying rides to be started between 1st November to 31st October in the following year, in line with the AUK season and supported by AUK on-line validation records, homologated brevet cards or club Audax series records showing distance. All claims to be made by 30th November. Any Open or Club event can qualify, including DIY and permanent rides, provided AUK or Club Audax series validation are used. In the event of a tie, the rider with the distance achieved with the least number of events will win the trophy.

21. Time Trial Championship

Awarded to the 1st claim member achieving the lowest points total based on results in nominated events. Points to be awarded relative to the finishing position of Chippenham Wheelers riders in each nominated event. At least one event in each of four categories must be completed for qualification. A tiebreaker should be introduced when required based on a points count back.

Events to be nominated by the Club Committee before 1st March in each year. Club events may be included when there are no qualifying events in the District. In the event of cancellations, the Racing Secretary should nominate other events where possible. Claims required as in Rule 38.

22. Nixon Cup

Awarded to the fastest rider in a designated Club 50 mile Time Trial.

23. Mike Edwards Cup

Awarded to the fastest rider on handicap in a designated Club 50 mile Time Trial.

24. Hinder Cup

Awarded to the fastest rider in a designated Club 25 mile Time Trial.

25. Gerald's Cup

Awarded to the fastest woman rider in a designated Club 25 mile Time Trial.

26. Jackman Cup

Awarded to the fastest rider's time in a designated 100 mile Time Trial.

27. 12 hour Championship Cup

Awarded to the 1st claim member achieving the greatest number of miles in a designated 12 hour Time Trial.

28. Jack Nunn Trophy

Awarded to the 1st claim member achieving the greatest number of miles in any Open 12 hour Time Trial. Claims required as in Rule 38.

29. Sheila Edwards Trophy.

Awarded to fastest first claim member in a nominated club 10 mile Time Trial.

30. Hill Climb (Roberts Tankard)

Tankard awarded to the fastest 1st claim rider in a designated event.

31. 1 Kilometre (Kilo) Trophy

Awarded to the fastest time in a designated Club 1 kilometre Time Trial.

32. Club 2-up Team Trophy.

Awarded to the fastest team of 2 riders in a designated event based on the fastest handicap time.

Medals awarded to the fastest team. Teams to be based on a lottery to be drawn 7 days prior to the event. Open to 2nd claim members providing they are paired with a 1st claim member.

33. Touring Competition (Senior and Junior)

Awarded to winners of the Club Touring Competition.

34. Best Improvement

Awarded to the rider achieving best improvement on previous year's best performance in Club evening 10 mile Time Trials.

35. Harriers Trophy for Effort

Awarded annually to the member of the Club showing what is considered to be the most determination in cycling related activities without necessarily achieving success. To be decided by discussion and general consensus by the Committee.

36. Youth Activities Award (David Evans Clubman Cup)

Awarded to the 1st Claim Young Wheeler amassing the greatest number of points awarded for Club and Cycling activities. Note: Young Wheeler Log Book or other proof required by the points co-ordinator. Member must be aged 15 or under at time of participation.

37. Club Records

Club Time Trial Records will be accepted following receipt of official result sheet or proof of performance in any event held under CTT regulations.

38. Claims

All claims for club trophies requiring proof of performance are to be forwarded to the Competitive Events Co-ordinator by 30th November. To qualify, each competitor must marshal or provide assistance for at least one Club or Open event during the season and include details of the event marshalled or at which assistance was provided.

39. Fuel Contribution

The club will contribute 50% towards the fuel for travelling to an event outside a radius of 35 miles from Chippenham in which 3 club members travel together and where all members are representing the club. For the sake of clarification this will not include travelling to Sportives or other non-competitive events. Proof of participation must be submitted to the treasurer. Subject to a budget cap and review by the committee.

40. Obeying the Highway Code

All competitors must observe the law of the land relating to road use. In particular, without prejudice to the general principles of this rule, competitors must:

- Not ride in a manner that is unsafe either to themselves or to other road users;
- Ride on the left side of the road except for safe overtaking and when making right hand turns;
- Conform to all traffic signs, signals and direction indicators.
- Where there has been an accident as a result of a competitor's contravention of the above then the competitor shall be subject to Regulation 20 for the conduct of road time trials.

For other minor incidents or infringements of this rule reported by a fellow competitor, marshal, event official or member of the public then the following action will be taken:

1st Offence: 30 sec penalty and verbal warning;

2nd Offence: Disqualification from the event and written warning

3rd Offence: Disqualification from the event, 4 week ban from all club events with written notification to both the competitor and West District Council;

Subsequent Offences: Disqualification from the event with subsequent sanction to be awarded by means of written notification from West District Council.

The offences would be cleared after a 12 month period of safe racing with no reported offences.

41. Club Evening Youth 5 mile Time Trial Cup.

Awarded to the 1st claim Youth member amassing the greatest number of points from the evening 5 mile Time Trial series. Points to be awarded on handicap times, the best six performances to count, with one point awarded for each ride completed. To qualify for this each competitor must marshal or provide assistance for at least one evening or open club event during the season. Claims required as per Rule 38 by competitors with 6 qualifying performances.

42. Club Evening Ladies 5 mile Time Trial Cup.

Awarded to the 1st claim Lady amassing the greatest number of points from the evening 5 Mile Time Trial series. Points to be awarded on handicap times, the best six performances to count, with one point awarded for each ride completed. To qualify for this each competitor must marshal or provide assistance for at least one evening or open club event during the season. Claims required as per Rule 38 by competitors with 6 qualifying performances.

43. Time Trial Restrictions

Competitor's wanting to qualify for a club trophy and to be considered for club records for all time trial events must ensure that their machine complies with current CTT regulations.

44. Ted Barlow Hardriders Challenge Trophy

Awarded to the 1st claim member achieving the highest points total based on results in the Western Time Trial Association (WTTA) Hardriders Series where points are awarded relative to the finishing position of Chippenham Wheelers riders in each event within the overall field. If the WTTA series is not run then a set of equivalent events will be nominated and the results calculated in the same way. The placing will be based on the best 6 rides as per the WTTA Hardrider rules or the highest points scoring Chippenham Wheeler in the event that no rider has completed 6 events (i.e. any points gained in the series will count towards the trophy but a rider completing 6 events would qualify over a rider with more points who only took place in 5 events).

Claims are not required as results will be taken from the WTTA Results or calculated by the Racing Secretary.

45. Sheila Wiseman Memorial - The Rose Bowl

Awarded to the fastest woman in a nominated club 10 mile time trial. Open to all comers. Usually competed at a club open 10 mile event.

46. Gary Woodward Shield

Awarded to the fastest 1st claim club member in a nominated 25 mile time trial event, usually the club open 25 mile event.

47. The Paul Winchcombe Trophy

The Paul Winchcombe Trophy was presented by Paul to the club on the occasion of his 65th birthday. The intent of the Trophy is to encourage club members to race a variety of time trial distances. The Trophy is to be awarded to first claim club members.

The Trophy is awarded for the best cumulative times for two 10 mile and two 25 mile time trials based on age adjusted times from the Veterans Time Trial Association for Veterans. Non-Veteran riders' cumulative times are based on actual times. Officially timed club events and open events may be used for claims. Claims are required as per Rule 38.

CLUB OBJECTIVE #2- YOUTH

To further develop a varied programme of youth activities to complement the well established programme for senior members.

Objectives:

We will deliver:

- Skills and safety training to youth members.
- Racing and competition opportunities across the range of ages and abilities.
- Touring and leisure riding opportunities.
- Club fellowship and good citizenship.
- An outreach programme to local schools and other youth organisations.

We will do this by appointing an ex-officio Youth Co-ordinator. The Youth Co-ordinator's specific responsibilities are to:

Encourage and report on delivery of:

- Skills and safety training to youth members.
- Racing and competition opportunities across the range of ages and abilities.
- Touring and leisure riding opportunities.
- Club fellowship and good citizenship.
- Support the Committee to achieve an outreach programme to local schools and other youth organisations.
- Ensure that any resources required for delivery of the Youth Strategy are made available.
- Contribute opinions on the Club Committee whether to implement recommendations on proposed changes to the Youth Strategy.
- Develop the Youth Strategy to ensure that it will meet Member's needs and that the Club keeps progressing towards the Strategy target.

Report at every committee meeting:

- Any official correspondence.
- Any new ideas.

YOUTH EVENING TIME TRIAL SERIES

The club has previously run a series of Youth Time Trials at the Castle Combe Race Circuit, starting in April and running every other Tuesday. These events are under 5 miles in length. Youth riders can compete for the Ted Sawyers and Mrs Day Cups as an introduction to competitive racing - see Rule 17 for competition rules. The club will run this series where there is sufficient demand and a Youth Coordinator and volunteers to help.

CLUB OBJECTIVE #3 - COACHING

To further develop a varied programme of youth activities to complement the well established programme for senior members.

Objective:

To build an effective team of coaches to fulfil a wide variety of coached activities and to develop mentoring as an additional provision.

We will do this by appointing an ex-officio Coaching Co-ordinator.

The Coaching Co-ordinator's specific responsibilities are to:

- Build an effective team of coaches to fulfil a wide variety of coached activities and to develop mentoring as an additional provision.
- Support members wishing to obtain coaching qualifications for the benefit of the Club.
- Ensure that any resources required for delivery of the Coaching Strategy are made available.
- Contribute opinions on the Club Committee whether to implement recommendations on proposed changes to the Coaching Strategy.
- Develop the Coaching Strategy to ensure that it will meet the Club Member's needs and that the Club keeps progressing towards the Strategy target.

Report at every committee meeting:

- Any official correspondence.
- Any new ideas.

COACHING TEAM

One of the club objectives is to provide coaching assistance to all members, and for that reason the club has a number of qualified coaches.
The club will consider supporting ride leader training and supporting members who wish to become qualified coaches. Please contact any member of the committee if you are interested in pursuing training or qualifications.

GO-RIDE

Our qualified coaches run a series of summer youth Go-Ride training sessions at Castle Combe Circuit, when there is sufficient demand. Dates are published on the club website.

CLUB OBJECTIVE #4 - COMMUNITY

Objective:

To provide opportunities across the community including charitable organisations to get involved in cycling in any of its forms. This includes disabled riders and visually impaired riders.

We will do this by appointing an ex-officio Community Co-ordinator.

The Community Co-ordinator's specific responsibilities are to:

- Provide opportunities across the community including charitable organisations to get involved in cycling in any of its forms, including disabled riders and visually impaired riders.
- Inform the wider community about our Club events by advertising on our club website and through social media channels.
- Ensure that a local charity or good cause is nominated each year, coordinate the delivery of funds raised from club events to the charity.
- Ensure that any resources required for delivery of the Community Strategy are made available.
- Contribute opinions on the Club Committee whether to implement recommendations on proposed changes to the Community Strategy
- Develop the Community Strategy to ensure that it will meet the Club Member's needs and that the Club keeps progressing towards the Strategy target.

Report at every committee meeting:

- Any official correspondence;
- Any new ideas.

CLUB OBJECTIVE #5 - COMMUNICATION

Objective:

To ensure that all members are aware of the full range of activities on offer. Also to provide a medium for communication of race results etc.

To communicate to the wider community an appropriate report of the club activities and results.

We will do this by appointing ex-officio Communication and Website Co-ordinators.

The Communication Co-ordinator's specific responsibilities are to:

- Ensure that all members are aware of the full range of activities on offer.
- Provide periodic newsletters by website and email.
- Oversee management of the club's social media channels
- Ensure that any resources required for delivery of the Communication Strategy are made available.
- Contribute opinions on the Club Committee whether to implement recommendations on proposed changes to the Communication Strategy.
- Develop the Communication Strategy to ensure that it will meet the Club Member's needs and that the Club keeps progressing towards the Strategy target.
- Be the recipient and responder for the comms@ email address
- Report at every committee meeting any official correspondence and any new ideas.

The Website Co-ordinator's specific responsibilities are to:

- Be responsible for provision of the club website including arranging of content. Liaison with external suppliers (domain registration, website hosting, website development, etc).
- Ensure that all members are aware of the full range of activities and programme of events on offer.
- Enable provision of newsletters.
- Enable the web site to be a showcase to the wider community of club activities and results.
- Publish a summary of the committee meetings on the website.
- Monitor website usage and observe trends/patterns.
- Be the recipient and responder for the webmaster@ email address.
- Report at every committee meeting any official correspondence and any new ideas.

CLUB OBJECTIVE #6 - ACTIVITIES

Objective:

To provide cycling opportunities across all disciplines on a regular basis to meet as many of members requirements as possible.

We will do this by appointing Social Events, Competitive Events and Non-Competitive Events Co-ordinators onto the Club Committee.

The Social Events Co-ordinator's specific responsibilities are to:

- Prepare and maintain a calendar of Social Events.
- Develop the Social Events Calendar to ensure that it will meet the Club Member's needs and that the Club keeps progressing towards the Strategy target.
- Be the recipient and responder for the social@ email address.
- Report at every committee meeting a programme of Social activities, any official correspondence and any new ideas.

The Competitive Events Co-ordinator's (aka Racing Secretary's) specific responsibilities are to:

- Prepare and maintain the calendar of Competitive Events.
- Prepare awards, trophies and medals for presentation at the end of the racing Season.
- Develop the Competitive Events Calendar to ensure that it will meet the Club.
- Member's needs and that the Club keeps progressing towards the Strategy target.
- Be the recipient and responder for the racing@ email address.
- Report at every committee meeting a programme of Competitive Events, any official correspondence and any new ideas.

The Non-Competitive Events Co-ordinator's specific responsibilities are to:

- Be responsible for preparing and maintaining the calendar of Non-Competitive Leisure and Family Events.
- Develop the Non-Competitive Events Calendar to ensure that it will meet the Club Member's needs and that the Club keeps progressing towards the Strategy target.
- Be the recipient and responder for the leisureride@ email address.
- Report at every committee meeting a programme of Non-Competitive Events, any official correspondence and any new ideas

NON-COMPETITIVE EVENTS

AUDAX / RANDONNEE SERIES

Audax rides are NOT races. Everyone rides to their own limitations and the primary objective to 'get round'. There are minimum and maximum time limits, which are designed to suit everyone from the fittest of recreational riders, to more occasional riders who have plenty of determination. The routes typically feature lots of quiet, scenic lanes. Many events can be quite hilly, and even the flatter ones usually have one or two challenging climbs.

The name Audax is Latin for "Courageous" and was first used in 1904 in France where this type of event was developed. Audax riding is designed to test the rider's spirit of self-reliance and resilience to complete the route within the set time limits. Audax events are sometimes referred to as 'brevets', meaning 'test'.

For official Audax UK events, each rider carries a 'brevet card' which is stamped at intermediate checkpoints and at the finish. When validated, the brevet card is later returned to the rider as a certificate of their achievement. Some famous Audax's include London-Edinburgh-London (LEL) and Paris-Brest-Paris (PBP). The club has had a good number of participants complete both these events.

The club runs its own series of seven Audax events each year starting with the 50km Audax in January and progressing monthly by an extra 25km each month up to a challenging 200km Randonnée in the summer.

The 100km event is the club's traditional open event, "Fletcher's Flapjack", organised through Audax UK and giving members the chance to experience an audax with other riders, typically well over 100 entrants.

The climax of the series is the club's traditional 200km Fish & Chip ride to the seaside in the summer, returning with a climb up Cheddar Gorge.

These are a great way to start with a really achievable ride and progress to longer and longer distances.

The programme of events is published on the club website via the calendar and also on the Audax page of the club website.

https://www.chippenhamwheelers.org/club-activities/audax-series/

Audax Medals

There are three levels of achievement award for cumulative distances ridden in the club Audax Series events at 350km, 500km and 750km. Prestigious medals will be awarded to club members as follows and presented at the club's Annual Awards Evening:

- Bronze Audax Medal – for completing 350km total distance in the club Audax series events
- Silver Audax Medal – for completing 500km total distance in the club Audax series events
- Gold Audax Medal – for completing 750km total distance in the club Audax series events

Note:

- A minimum of 4 of the 7 club Audax events need to be ridden to qualify for a medal
- Only the nominal distance of the event counts towards the total distance i.e. 50km, 75km etc.
- For example, you could earn a Bronze Medal by riding the 50km, 75km, 100km and 125km events making a total of 350km ridden across the 4 events
- If you ride all 7 events you could actually achieve a maximum of 875km total distance, but it's not necessary to ride all the events to earn the highest (Gold 750km) level, but you'll need to ride at least 5 or 6 of them to achieve 750km and qualify for Gold – and this will need to include the 200km event!

Open Audax

There are many open audax events running throughout the year and many of the local ones are frequently ridden by club members. Examples include Gospel Pass 150km, Barry's Bristol Butt Buster 200km, Heart of England 300km, Brevet Cymru 400km and the Bryan Chapman Memorial Welsh End-to-End 600km. Open audax events can be entered through the Audax UK website.

Chippenham Wheelers puts on its own open event in support of audax cycling in general. This is affectionately known as "Fletcher's Flapjack", named in memory of Eric Fletcher who organised this event for 20 years since the very first running in 1999. This event is advertised for entry through the Audax UK website as numbers are limited. It typically attracts over 100 riders. Club members are encouraged to volunteer to help make this event run smoothly. Club members interested in riding and/or helping at this event should refer to the details in the Chippenham Wheelers website calendar.

Club members riding in open audaxes are encouraged to register themselves with Audax UK as riding for Chippenham & District Wheelers, so that points earned contribute to our club's standing in the Audax UK club championship.

LEISURE RIDES

Note: Distances and Speeds shown are for guidance only.

Introductory Rides	**Distance:** 15 - 30km (10 – 20 miles) **Average Speed:** 11 - 15 kph (7 – 9 mph) Occasionally arranged for a Saturday or Sunday, where there is sufficient demand. A chance for any beginner to get a taster of Club cycling, suitable for people new to cycling of any age (young or old) or indeed those returning to cycling after a break. This is a very easy paced ride with no time constraints. Guided and assisted by club members who can instruct in the basics of group riding. Younger riders (under 16) must be accompanied by a parent or guardian.
Saturday Leisure Rides	**Distance:** 30 – 65 km (25 – 40 miles) **Average Speed:** 15 - 18 kph (9 – 11 mph) Generally ridden on a Saturday morning 10.00 am start. An introduction to Group and Club cycling. These are easy rides for mixed ages and abilities, using the local lanes around Chippenham, avoiding main roads wherever possible. Suitable for all beginners and youngsters alike. Routes will be posted on the website with links to GPX files available, with a coffee stop mid way. Subject to numbers on the day these rides may break into faster and slower groups simply to ensure there are manageable numbers on the road. Traditional cycling club etiquette is encouraged at all times to ensure no one gets lost or in mechanical trouble.
Sunday Leisure Rides	**Distance:** 65 – 95 km (40 – 60 miles) **Average Speed:** 18 – 25 kph (11 – 15 mph) Generally ridden on a Sunday morning 9.30 am start. Aimed at the slightly fitter and more self reliant rider with some experience of group riding skills, but still well within the boundaries of most people. Again taking to the lanes of Wiltshire avoiding main roads wherever possible. These are longer routes and therefore enable routes to encompass some of Wiltshire's great countryside and sights of interest. Routes will be posted on the website with links to GPX files available, with a coffee stop mid way. Subject to numbers on the day these rides may break into faster and slower groups simply to ensure there are manageable numbers on the road. Traditional cycling club etiquette is encouraged at all times to ensure no one gets lost or in mechanical trouble.
Challenge Rides (Seasonal)	**Distance:** 100 km plus (60 miles plus) **Average Speed:** 20 – 27 kph (12 – 16 mph) Generally ridden on a Sunday morning but sometimes on Saturdays. Aimed at the more experienced rider capable of maintaining a steady pace over a longer distance, but still using quiet roads wherever able. Traditional cycling club etiquette is encouraged at all times to ensure no one gets lost or in mechanical trouble.

Chaingang	**Distance:** 60 km (40 miles) **Average Speed:** 30 kph plus (18 - 20 mph) Saturday mornings 9.30 am starts from Cemetery Gates on London Road. A training ride for those who wish to develop their fitness and higher speed group riding skills. Aimed primarily at those who are confident in their own ability and not only able to keep up and but take part in and lead. Riders need to be able to ride safely in a close formation group. The ride takes the same circuit around Chippenham each week which offers ample opportunity to peel off if dropped by the main group.

GENERAL INFORMATION FOR RIDERS ON LEISURE & AUDAX EVENTS

Make sure your bike is safe - check brakes, wheels, rims and steering. Also ensure that nothing is loose (especially mudguards) or liable to fall off. A recently lubricated chain etc is also a good idea. Check and correctly inflate your tyres - worn tyres are the single biggest preventable cause of punctures. We also advise that you carry the following equipment:

- At least one spare inner tube, a working pump and a puncture repair kit
- Tyre levers - 2/3
- A multi tool - to adjust gears etc, and other optional tools eg: chain breaker
- Even in winter hydration is important so each rider should carry a water bottle.
- Personal first aid - plasters, antiseptic wipes etc
- Working lights and spare bulbs and batteries, between the months of October and March.
- Adequate clothing for warmth plus rain wear.
- Sufficient money for coffee and food (we normally eat in a café).

Follow the leading rider's instructions. Do not ride more than two abreast. Ride in single file where appropriate to do so, e.g. to allow traffic to pass on narrow or busy roads. Do not bunch at junctions, when needing to stop. When approaching obstructions or hazards, give warning by pointing or calling 'On the left' (or right) as necessary. Give warning of approaching traffic, especially on quiet roads, by calling 'Car up' for traffic from behind or 'Car down' for oncoming vehicles. When slowing down abruptly, call 'Easy' or 'Stopping' as appropriate.

If you pass the leading rider on a hill, wait at a suitable place at the top. If you 'drop' a slower rider, wait at the top of the hill or at the next junction in a visible position, not obstructive to other road users.

When approaching horse-riders from behind, slow down, call 'Cyclists behind' to let them know of your approach, and give them plenty of room as you pass. Be prepared to stop if the riders ask you to, as horses are often frightened by cyclists.

Please ride safely and predictably, with consideration for your fellow riders, and above all within the rules of the road. The club's reputation rests with all of us. Individuals take part in any group rides at their own risk. Chippenham & District Wheelers and its club members accept no responsibility for the safety of anyone participating in group rides, and no liability in the event of an accident.

COMPETITIVE EVENTS

TIME TRIALS

Time Trialling - what is it?

Time trialling is the simplest of competitive formats: a race against the clock, with riders starting a minute apart. Most events are fixed distance; 10, 25, 50 or 100 miles. There are also fixed time events - 12 and 24 hours - with the objective being to ride the furthest you can. Courses are on public roads.

Why do it?

It's nice when you stop - but there is more to it than that. Once you've got your breath back, your body is swimming with endorphins. It feels good. And at some primal, work-ethic level, it's satisfying to have ridden at 100 per cent capacity, to have learned where your limits are. There's a sense that you've used the time productively, having seized the day rather than let it drift by. It doesn't matter what your fitness level is, whether you're 22 or 82, male or female. If you can ride 10 miles on a public road then you can ride a time trial. It's not like a road race, where if you fall off the pack your race is over. You'll automatically get your personal best time (PB) in your first time trial. It doesn't matter what time anyone else got - first and foremost in a time trial, you're racing against yourself.

How to race

A list of our club events is provided over the page, and you can ride any of them. You pay an on-the-day entry fee of £3.00. Open events are bigger, attracting riders from across the region. You have to register in advance for an open event and the fee will usually be a bit higher. You don't need a racing licence for either type of event; club membership is sufficient. If you're under 18 - the minimum age is 12 — you must have a parent/guardian's authorisation.

Equipment

All you need is a roadworthy bike. That includes mountain bikes and tourers. Assuming the bike is at least half decent, with road tyres, the biggest effect on your speed (apart from your fitness!) is not the machine but your position on it. You make up the overwhelming bulk of the air resistance, which is what mostly stops you going faster. So don't wear baggy clothing, and make sure your handlebars are as low as they can comfortably go.

On the day

Arrive at least 15 minutes before the start. Build in some spare time. You'll sign on for the race with the timekeeper beside a car boot. The timekeeper will then hand out race numbers. These are safety-pinned to the back of your jersey, right at the bottom not high up on the back. Ask someone to pin yours on for you. If you've got time to spare, ride down the road a bit to warm up. Riding out to the event can be a useful warm up if it's local enough, but remember you'll have to ride home, too! Get to the start with a couple of minutes to spare. At one minute to go, you'll get in position. Make sure you're in a gear you can accelerate away in. At 30 seconds, the starter will - if you wish - hold you up. Take some deep breaths, clip into and orient your pedals.

The ride

Don't slaughter yourself in the first few miles. You need to get into the ride - find a rhythm for your breathing and pedalling that's hard but sustainable. Try not to let your mind wander. Keep half an eye on your heart rate monitor or bike computer, or count your pedal strokes for one leg (one, two, three, four) and then the other, and repeat. Other riders will come past you. Don't worry about it. When you can see the finish, give it everything. Keep riding straight past the finish. When it's safe to do so, do a U-turn and return to where you met up before the race - not the start. Don't hang around the timekeeper or try to talk to him. He'll be over with the results shortly. Have a drink. Get your breath back, and when the timekeeper reappears, go and find out your time. So, how did you do? It doesn't matter what time anyone else got – you're racing against yourself!

CLUB TIME TRIAL PROGRAMME

The club runs a series of evening time trials during the summer on a Wednesday evening on club courses. The programme of events is published on the club website via the calendar and also on the racing page of the club website.
https://www.chippenhamwheelers.org/racing/

These events count towards many of the club trophies.

Open events which count towards some club trophies are also published in the programme of events.

Throughout the year, the Club run a number of "Open" Time Trials and Races. These events are open to both members and other riders belonging to other clubs affiliated to Cycling Time Trials Association. These events may also count towards West District competitions.

A member of the club acts as "Event Secretary" for these events, and club members are encouraged to assist marshal and support the event. These are also published in the programme of events.

The Open Time Trial Championship is based on 10, 50 and 25 mile and hilly (WTTA Hardriders) time trials in West District. The programme is published once the open events are known and riders need one ride from each distance to get a counting score. Events in CTT Handbook which are nominated as WTTA Hardriders only count to Championship if also shown in the programme as WTTA Hardriders, otherwise they count as the distance shown here.

Jackman Cup (100 mile Championship)

The Jackman Cup will be awarded to the fastest time in the WTTA 100 mile time trial or a nominated event if there is no WTTA or equivalent event in West District.

12 Hour Championship Cup

The 12 hour Championship Cup will be awarded to the greatest number of miles in the Welsh 12 hour Time Trial, assuming that the Welsh 12 Hr is being run. Other wise a 12 hour event will be nominated.

Ted Barlow Cup (WTTA Hardrider Series)

The dates for the WTTA Hardrider Series are on the WTTA Website:

http://www.wtta-hardriders.org.uk/

and all events are annotated as WTTA Hardrider in the CTT Handbook.

CHIPPENHAM & DISTRICT WHEELERS TIME TRIAL RECORDS

Chippenham and District Wheelers Club Time Trial Records are hosted on the club website at https://www.chippenhamwheelers.org/racing/chippenham-wheelers-time-trial-records/.

The record is maintained by the competitive event secretary and a PDF version is also available on the website.

Current Records:

The Time Trial Record list shows the current Record Holders (that is the individual(s) holding the current record and representing the time to beat in that category).

a. Seniors
b. Ladies
c. Juniors
d. Juveniles
e. Tricycles
f. Tandems
g. Ladies Veterans
h. Mens Veterans

In current records if a rider of an older age category records a faster time than a rider in a lower age category then that rider (the older one) will be deemed to hold the record. The space for the record in the lower age category will be marked with @@@@ to indicate it is held by an older rider.

If a time is annotated "*" it shows it was amended in 2013 on information received when asking senior members of the club to review their historic records as this time keeping sheet was being updated.

All riders should note that they should submit claims for times although the Racing Secretary will do their best to scan the results on the CTT website and update as appropriate. It would be helpful to state age at the time of the race resulting in the record.

Historic Records

Historic Record Holders (that is all record holders in a given category showing the progression of record times over the years (this record may not be complete and members should submit their claims stating the distance, event, date of event, age at the time of the event and time recorded).

CLUB EVENING TIME TRIALS DESCRIPTION

The Club's Time Trials series takes place throughout the Summer Season on Wednesday evenings. Club members over the age of 12 may participate in as many events as they chose.

Chippenham and District Wheelers have a number of local time trial courses to allow them to run their 10 mile, 25 mile and 50 mile championship events, as well as a number of hilly courses. In keeping with Cycling Time Trial (CTT) tradition the courses are all given a course code, but often have a local name as well. The courses are registered with CTT and are all risk assessed.

The club also sponsors and maintains a number of courses on behalf of West District. These courses are held in the CTT database of courses but are listed on the club website for completeness.

The course routes and descriptions may all be found at:
https://www.chippenhamwheelers.org/racing/chippenham-wheelers-time-trial-course-maps/

The events are broken down as follows;

Club Evening 10 Mile Time Trial Cup and Jack Nunn 10 Mile Time Trial Trophies

12 x 10 mile Time Trials

A riders' 6 best times count for Jack Nunn 10 Mile Time Trial Trophy / Cup. The overall fastest time is awarded the Cup, whilst trophies are awarded for fastest Junior / Lady / Veteran / Senior.

Club 2-up Team Trophy

1 x 10 mile Time Trial (2 club members selected at random from the list of entries to ride and work together to achieve the best time)

The Trophy is awarded to the fastest handicap time and medals are awarded to the fastest overall time.

Jack Nunn Tandem Trophy

1 x Tandem 10 mile Time Trial

Time Trial for Tandem Riders - solo riders are welcome to take part for fun – times are not counted

Medium "Fixed" Gear 10 mile time trial

1 x Medium Gear 10 mile Time Trial

Gears will be "screwed down" by the event organiser to ensure that no gear changes take place.

Nixon Cup / Mike Edwards Cup

1 x 50 mile Time Trial

The fastest time will be awarded the Nixon Cup and the fastest time on handicap will be awarded the Mike Edwards Cup

Hinder Cup / Gerald's Cup

1 x 25 mile Time Trial

The fastest time will be awarded the Hinder Cup and the fastest lady will be awarded the Gerald's Cup

Roberts Tankard

1 x Hill Climb

The fastest time will be awarded the Roberts Tankard

Sheila Edwards Cup

1 x 10 mile Time Trial

The Sheila Edwards Cup is based on a straight 10 mile time trial, fastest finishers wins. There are also 2 medals for the first two riders based on handicap.

Sporting Time Trials

5 x Sporting 10 mile Time Trials

GUIDELINES FOR RIDERS IN CLUB EVENING TIME TRIALS

Signing on and parking

In the interest of safety, and consideration for local residents, riders should normally sign on at Queens Field in Sutton Lane. There is adequate parking down the side of the barn. If there is a need to park in the lane, please park on the verge. The event programme identifies if the start is a different location.

Warming up

Warm up in Sutton Lane, riding back towards Chippenham. Take care when doing U turns.

Near your start time, return to the end of Sutton Lane, turn left on B4069 towards Chippenham, left again into Chestnut Road, and back to Sutton Lane – a half mile loop with all left turns.

Do not congregate at the end of Sutton Lane opposite the start, in order to avoid obstructing vehicles emerging from Sutton Lane. Cross the B4069 with extreme care, or ride to the church, turn right, and then do a U turn before returning to the start.

Start

Please do not wait on the road with your bike. Stand on the pavement until called. Allow the pusher-off to hold you. Don't apply your brakes. Relax. A quick look behind to check traffic, and the pusher-off will advise if traffic is about to pass. Beware of cars pulling out of Sutton Lane.

During the event

In bad weather the race may be postponed on safety grounds. In any case, fit a small rear LED light in case it gets dark before the event is completed. Ride with your head up, and take notice of what is going on on the road. If one rider catches another, the rider overtaken must drop back, and not take pace.

Be vigilant at junctions. At Dauntsey Lane cars sometimes turn right across riders. The right turn after the M4 bridge has an adverse camber, and we have had some close calls at this junction. In Little Somerford (left turn) oncoming cars turning right across you have right of

way if you use the bus lane. Be careful on the narrow tight bends on the last couple of miles. Keep to your side of the road.

Finish

Do not celebrate with both hands off the bars. The finish is opposite another junction, so no congregating. From the finish continue back to the signing-on area. If you need to stop, continue past the timekeepers and take your machine off the carriageway. The timekeeper needs to concentrate on the remaining riders finishing. Your times will be at the HQ area, and published later on the club Facebook page. Periodically results will be refreshed on the club website..