Chippenham & District Wheelers Annual General Meeting 2023 Minutes

Date Of Meeting:	22/11/2023
Location:	Bowls Club, Chippenham SSC
Meeting Start:	19:30
Meeting End:	21:19
Chair:	Sheni Jiwa
Secretary:	Rich Buckley

0. Introductory statement from the chairman Andy Cook read by Sheni

Sincerest apologies I can't be there with you this evening. The committee meeting where we agreed the date of the AGM I'm afraid was the day my dear old Dad became ill before his sad passing 6 days later. Whilst I was at the meeting my mind was so obviously elsewhere and I missed an important date clash.

Since retiring, Sheni has worked harder than ever to help with the running of the club and has offered to chair this evening's meeting [in my absence]. No doubt as is custom he'll offer the chair to our President Mike Edwards first.

I hope that the membership is happy to allow Sheni to Chair this evening in order to ensure we follow our own procedures as laid out in our club rules in the month of November.

Once again apologies I can't be there. Since becoming a member in August 1974 I have missed very few AGM's.

1. Attendance and apologies received

Sheni offered the "chair" for the meeting to our President Mr Mike Edwards. Mike thanked the chair for the kind offer but asked for Sheni to continue with the meeting.

Apologies received from: Andy Cook, John Else, John Eames, Sue Crane, Jim Baggett, Paul Andrews, Rachel Clarkson, Jacqui Cook.
Guest: Darren Armstrong, Chair of the Sports Club.
Attendees: Listed at the end of these minutes.

2. Previous minutes

a. 2022 AGM minutes were approved. Proposer Jamie Brosch, Seconded Paul Winchcombe.

b. No matters arising.

3. Retiring club officers reports.

a. Chairman's report read by Sheni

Once again, I think it's fair to say that the club has continued to provide a wide and varied programme of mostly road cycling events throughout the year. There have been a smattering of 'Gravel" rides to augment the traditional programme.

As usual, the Leisure ride programme continues to offer a variety of different length rides to suit most ability levels of club members. A huge thanks to the wider team; predominantly Stewart, Midge and Sheni for all their hard work.

The club Audax series remains a popular series for club members keen to test their fitness and use the progressive nature of the events in terms of distance, to increase and measure form as the season progresses. As always, the Open Audax event "Fletchers Flapjack" 100 KM Populaire remains a highlight for many local riders, not so much the route (although that is wonderful) but the gastronomic delights served up by so many happy smiling Club members on the day. A huge Thank you to everyone that makes that event happen led so well by Sheni.

Paul Winchcombe, our esteemed racing secretary has written a separate racing report, so I won't go into detail here, suffice to thank Paul once again for his undoubted enthusiasm and attention to detail managing all things racing, particularly time trialling. There's an equally enthusiastic bunch of club members taking part in the club events each week and it is hoped that a few more might have a dabble next season too. Where would we be though without Sue Andrews coming out in all weathers to time-keep. A true stalwart of the sport following in her Mum and Dads footsteps. Thanks also to all those club members that have helped to promote Open races and events and helped to ensure that ALL our Chippenham Wheelers open promotions have been delivered to the very highest standards of event delivery.

With Spin sessions combined with Corsham RC, Martin Priestley's efforts to ensure regular winter sessions once again proved very popular and the excess profit was added to the Doorway Charity fund.

A further successful aspect of Chippenham Wheelers club life has been the adoption of a local charity each year. This initiative was started a few years ago in order to demonstrate our connection as a club to the local community. This year we again chose Doorway and excess profit from any club events or activities have been passed to the charity. An additional twist this year was the specific ride we managed on their behalf riding between local supermarkets to help raise awareness of the charity and to also gather items from the shops for the charity. Despite the wet weather, I understand a successful event took place..

Covid has a lot to answer for and it's fair to say that although we have continued to run a wide range of events and activities throughout the pandemic and since, like so many other organisations and society in general, certain aspects of club life have struggled to recover.

Governance of the club is never a glamorous topic, but rest assured the committee has met with renewed vigour these last few months and recognised certain areas that need addressing.

Social events certainly and most obviously took a big hit. However, we are looking to re-introduce a regular club night and to organise Wednesday evening social rides throughout the Winter. A recent Skittle Night was superbly organised by Sheni and well attended by many of our newer members and their families which was refreshing to say the least.

Communications – A more regular newsletter is proposed along with some alignment of the social media platforms which seems to be the way that many "Modern" clubs communicate these days.

The actual Committee itself has room for volunteers to step up and take a role. However, at the same time, if you don't want to commit but still have good ideas or thoughts then please do not hesitate to get in touch and let us know.

Areas for consideration are:

- *Youth activity*
- *Off Road riding*
- *Coaching activity*
- *Social events*

Ultimately the club belongs to us all and we all have an equal say in how it's managed and run. Obviously, we have a constitution, some club rules, and a handbook to help keep us in line but essentially, we are very much open to ideas to develop rides, activities etc.

As indicated, for whatever reason, certain elements of the club governance were overlooked after Covid but hopefully the renewed energy and enthusiasm being demonstrated at this time, can continue and we can re-establish ourselves as one of, if not the best clubs in the West Country.

I would like to end by thanking the retiring committee for their hard work on behalf of the members to ensure the club continues to deliver top class cycling opportunities for its members and other local and national cyclists.

Andy Cook

21st November 2023

b. Treasurer's report, Jerry Tyzack

Jerry advised the membership that club accounts had not been closed formally but the club was on a healthier financial footing since dropping the storage container. Most events break even and some (e.g. Castle Combe Easter Races) are big cash generators for the club. These generator events suffered during COVID lock-downs. Our income now exceeds our expenditure and we have a healthy bank balance of ~£13k.

A question was asked if the club could consider paying an accountant to review the club accounts. It was mentioned that one of our Honorary Members, Mr. N.Curram, had in the past provided this service to the club free of charge but more of an audit and sign off.

A suggestion was made that the club could consider changing its financial year to 1st April to align with the Sports Club, something for the committee to consider.

A question was raised on the total amount of funds raised for Doorway. Martin Priestley had donated funds from the Spin Classes directly to Doorway, plus Doorway had made a £550 profit from the Supermarket Sweep event in September that the club had been instrumental in supporting. Jerry advised the club is currently holding a further £4-500 of funds raised from Fletcher's Flapjack, the recent Skittles Night and other activities.

The meeting agreed for the committee to formally approve the club accounts, when available.

Jerry indicated that he was struggling with the day-to-day reconciliation of club accounts and would welcome someone else with better experience in this field to assist or take over.

c. Racing Secretary's report, Paul Winchcombe

A full report was signposted at https://www.chippenhamwheelers.org/wp-content/uploads/2023/11/2023-Time-Trial-Report-Chippenham-Wheelers-Amdt-1.pdf. Highlights were read out by Paul. Of specific note for the minutes:

Paul thanked racers, marshalls and time-keepers, specifically Sue Andrews for making the 2023 season possible.

Paul commented that the portfolio of routes has expanded this year to deal with roadworks that were a continual theme of the year.

d. Non-competitive Cycling Secretary's report, Stewart Smith.

The full report has been published at https://www.chippenhamwheelers.org/wp-content/uploads/2023/11/2023-Leisure-Ride-report.pdf and was read out by Stewart.

A question was raised about non-members participating in club rides. The chair advised this is something the committee has been monitoring and discussing. Nearly all our regular leisure riders are club members. The club welcomes occasional guest riders and prospective new members trying out a few rides before becoming a paid-up member. The club is however aware that there are a couple of regular leisure riders who are not current members. The committee is encouraging these individuals to become bona fide members, as would be expected.

A further question was asked about the club previously charging £1 for non-members to ride, a practice which lapsed several years ago. As a result of COVID-19 the club implemented Google sign-up sheets, a system which works well and also fulfils Cycling UK's requirements for attendance sheets, which have to be kept for 30 days after each ride.

In response to a comment about insurance, it was clarified that club membership does not provide individual members with insurance for club ride participation. The club's insurance through its affiliation to British Cycling covers the club, club officials, ride leaders and marshals in the event of an insurance claim by a member of the public or indeed another rider. Information is available on the club website at https://www.chippenhamwheelers.org/club-activities/insurance/

Officers reports were approved on block. Proposer David English, Seconded Rob Wild.

4. Representation from Chippenham Sports and Social Club, Darren Armstrong

Darren introduced himself as the Chair of Chippenham Sports and Social Club and complimented the Wheelers on a well attended and organised AGM.

Darren indicated that the issues the Wheelers had been experiencing as a club were very similar to other sections [the sections are the sports represented at the Sports Club]. COVID had been disruptive for all sections but we were seeing many aspects of sporting life returning to pre-pandemic norms.

Darren spent some time explaining the history of the Sports Club (20 years on this site) and some of the governance structures that are in place. The Wheelers were welcomed as a valuable member of the Sport Club. The Sports Club is run as a non-profit organisation and is in a good financial state. Chippenham Town Football Club are tenants on Sports Club land. It was explained that sections fund their own pitches and facilities. The Sports Club maintains the boundaries, the properties and the roads. The Sports Club is unique in Wiltshire in its structure, membership and sporting representation.

The Air-Dome replacement project, (a modern and environmentally friendly sports hall with competition class flooring) was discussed with some of the opportunities this presented as a sporting asset for the Chippenham community. Some of the challenges of financing the project were discussed and no, we cannot have a velodrome at the site under the current plans. The building will have numerous studio spaces and storage facilities that sections can take advantage of.

There was a question on Sports Club governance with the answer that the Wheelers have a seat at the table on the quarterly sections meeting chaired by Darren. Matters can be discussed in this forum and put on the agenda for the Sports Club committee meetings.

There was a question on "what do we get for our Sports Club membership". The Sports Club committee are working on communications to explain in further detail but in summary: Free use of function room, committee room and bowls pavilion for club events. Discount at the bar. Free parking and use of changing facilities/showers if needed post ride. Discounted hire rates of function room for personal use. More importantly, a base for the club to start/end rides and make use of the facilities post ride.

The chair thanked Darren for this insight into the world we are part of as a section at the Sports Club.

5. Election of Club President and Vice Presidents

Mike Edwards was re-elected as President. Proposed Dylan Spencer. Seconded Paul Winchcombe.

Mrs. W Bond, Mr. A Cook, Mr. J Beavan, Mr. J Else were re-elected on-block as Vice Presidents. Proposed by Jamie Brosh. Seconded Sue Andrews.

6. Election of 2023 – 2024 Committee Officers

All members of the committee were willing to stand for another year with some committee members moving from Ordinary member to another committee post to make way for new Ordinary members.

Chairman: Andy Cook.
General Secretary: Rich Buckley
Treasurer: Jeremy Tyzack on the understanding that if someone came forward willing to take this on, the committee could co-opt in-year.
Racing Secretary: Paul Winchcombe.
Non-Competitive Cycling Co-ordinator: Stewart Smith with support from a sub-committee including volunteers: Sandra Rouse, Dylan Spencer, Sheni Jiwa and Sukie Headley
Website Manager: Rich Buckley
Communication Manager: Jamie Brosch for newsletter production, not social media.
Social Coordinator: Sue Andrews with support from a sub-committee including volunteers: Linda Hitchcox, Fiona Waind and Helen Bovill.
Governance Coordinator: Sheni Jiwa
Coaching Champion: VACANT
Youth Coordinator: VACANT
Community Coordinator: VACANT
Ordinary member: Dafydd Howells

Ordinary member: Rob Duncumb

The above committee construct was approved on block.

Proposer Dylan Spencer. Seconded Rob Wild.

7. Election of ex-officio posts

The club thanked Rachel Clarkson for recently re-qualifying for the welfare officer position and agreed to reimburse the British Cycling membership fees required for this position to be held. This is a key role upon which our affiliation to BC and therefore insurance for club events is now dependent.

The role of the Archivist was briefly discussed. This role is to ensure that appropriate club records are added to the archive at the Chippenham museum. For example race reports, AGM minutes, etc.

Club Archivist: VACANT
Welfare Officer. Rachel Clarkson

Proposer: Simon Cox. Seconded Rob Duncumb.

9. Election of Honorary Members

Honorary Members. Mrs. M. Burden, Mr. N. Curram, Mr D Hunt were re-elected on block for services to the club.

Proposer Sue Andrews. Seconded Rob Duncumb.

9. Proposed motion - alignment of membership year with 1st April

Meeting was confirmed to be quorate for purposes of rule change.

Rich summarised the motion from the committee and presented it to the meeting for consideration. There was some discussion around what this meant for those with membership starting mid year. No member should be out of pocket by this motion.

Motion was approved via a show of hands.

10. Any other business

a. Paul Winchcombe informed the meeting that the club 'Harriers Effort Trophy' for 2023 was to be awarded to David English. David has taken part in time-trials, leisure rides, audax events (club and open) and helped the club out on numerous occasions including offering a garage for the storage of club equipment. On one recent weekend David rode the hill climb, an open time trial and a national road race.

b. A query was raised over Sports Club membership cards. A show of hands indicated that many members had been unable to collect their membership cards from the Sports Club bar. Darren Armstrong said he would follow-up on this with the Sports Club General Manager and report back. A new member list will be sent to the Sports Club to update the database. Plastic cards should then be made available but it might be that plastic was being phased out in favour of name lookup on till or a mobile phone representation of the card.

c. The chair proposed a vote of thanks to our Club President, Mike Edwards, for writing the Club's History from 1882 to 2023 and encouraged all members to read it, if not already seen, to understand the club's long and proud history https://www.chippenhamwheelers.org/about-us/club-history-1882-to-2023/

d. The chair thanked Sue Andrews for kindly providing the tea, coffee and cakes for the AGM.

11. Close meeting

Meeting closed at 21:19

Signed as Approved and Agreed Minutes of Meeting

(Chairman) _____

(General Secretary) _____

MEMBERSHIP PRESENT

Paul Winchcombe
Simon Kay
Sue Andrews
Jerry Tyzack
Mike Edwards
David English
Jamie Brosch
Martin Priestley
Stewart Smith
Sheni Jiwa
Rich Buckley
Helen Bovill
Dylan Spencer
Rob Wild
Dafydd Howells
Tom Laing
Sandra (Midge) Rouse
John Duckenfield
Howard Reece-Smith
Elizabeth Reece-Smith
Linda Hitchcox
Ange Dunford
Jane Fitz-James
Simon Cox
Matt Wingrave
Sue Wingrave
Suki Headley
Rob Duncumb