

**YCC Committee Meeting  
held at  
the Davis Hall, West Camel  
on 9 March 2016 at 1930**

Next meeting: 13 April 2016 at 1930

Those present:

<b>Chairman:</b>	Nick Armstrong	
<b>Committee:</b>	Sandra Wills	General Secretary
	Martin Wills	Runs Secretary/Facebook
	David Notley	Newsletter Editor
	Sue Chesterman	Time Trial Secretary
	Derek Todd	Treasurer
	David Driver	Records Secretary
	Stuart Wroot	Membership Secretary
	Mark Fisher	Press Secretary/Welfare Officer
<b>Member:</b>	Mark Plummer (part-time)	
<b>Apologies:</b>	Nick James	Road Race Secretary

Agenda

1. Apologies
2. Chairman's Opening Remarks
3. Actions from Previous Minutes
4. General Secretary's Report
5. Treasurer's Report
6. Time Trial Secretary's Report
7. Road Race Secretary's Report
8. Membership Secretary's Report
9. Runs Secretary's Report
10. Records Secretary's Report
11. Newsletter Secretary's Report
12. Facebook
13. Welfare Officer's Report
14. Press Secretary's Report
15. Any Other Business

		<b>Action</b>
1	<b>Apologies</b> Apologies were received from Nick James.	
2	<b>Chairman's Opening Remarks</b> The Chairman welcomed all members to the meeting.	
3	<b>Actions from Previous Minutes</b>	
3.1	<b>Time Trial Secretary Report</b>	
	Sue will produce a live list of mobile numbers for each race.	Sue Chesterman
	Derek brought all relevant equipment to the March 2016 committee meeting.	Closed
	First aid kit will need to be checked for expiry dates prior to start of the TT season.	Sue Chesterman
	Sue has sent out an email requesting help at the time trials but has received few positive responses. She will keep publishing the need for help.	Sue Chesterman
	Dave Notley has given Sue the signing off sheets.	Closed
	Dave Notley has liaised with Mark Plummer regarding keys for the venue.	Closed
	Sue has completed a Police Notification form.	Closed
3.2	<b>Road Race Secretary's Report</b>	
	Nick Armstrong/Nick James met with Andy Parker on 8 March to clarify the risk assessment process.	Closed
	Nick J and Nick A have discussed the "job description" of the Road Race Secretary.	Closed
	Nick Armstrong has sent an updated checklist to Nick James.	Closed
3.3	<b>Records Secretary's Report</b>	
	The definition of "novice" is still to be discussed.	Dave Driver Dave Notley
	Dave Driver and Dave Notley will go through the club records and produce a definitive list.	Dave Driver Dave Notley
	Club rule 41 will be discussed at the pre AGM meeting in August. Sandra to add to August agenda.	Closed
	An amendment will also be required stating that riders attempting records will need to sign a disclaimer – to be discussed at pre AGM meeting.	Closed
3.4	<b>Membership Secretary's Report</b>	
	"membership form" should read "membership renewal form".	Closed
	There is now a statement on the website regarding club notification in the event of members' changes of circumstances.	Closed
3.5	<b>Facebook</b>	
	Martin to inform the non-YCC administrators that there are now new administrators within the club and to thank them for their services.	Martin Wills

Mark Fisher has agreed to be an administrator as part of his welfare commitment. There are now four administrators – Martin Wills, Mark Fisher, Carolene Curson and Dave Notley.

### 3.6 **Any Other Business**

Velodrome has been booked and a notice displayed on Facebook. Closed

Mark Fisher to book the Red House for next year's presentation evening. Reply is awaited from the Red House. Mark Fisher

Bike maintenance evening is booked for 16 March. Closed

Future club nights will be determined after the first one has taken place, including the possibility of a cycle jumble.

Nick Armstrong has been advised that it is possible to host a Breton team if it is decided to do so. Closed

### 4 **General Secretary's Report**

Nothing to report.

### 5 **Treasurer's Report**

The treasurer gave the following report:

#### **Income:**

Membership	£417.00
New kit sales	£156.00

#### **Expenditure:**

Film night (supplies and hall) (cost to club £104.22)	£148.32
WTTA Affiliation	£15.00
RNAS site access (2016)	£156.00
Newport track	£176.40

### 6 **Time Trial Secretary's Report**

Sue queried whether entry costs for time trials should be the same as last year or increased. It was agreed to keep them at the same rate.

Sue asked about race signage and positioning. There are aerial photos of placement to help with this. Dave Notley will meet with Sue at the first race to help with sign placement. Dave Notley  
Sue Chesterman

It was advised that marshals are usually allocated by rota. Sue will marshal at the first event with advice from Dave Notley. Dave Notley  
Sue Chesterman

Sue has prepared a sign regarding rider etiquette to be displayed at each race.

Mark Plummer will speak to the CPO at Yeovilton to add names to the key roster. This will mean that there will be less reliance on service personnel. Mark will arrange opening for the first two time trials. Mark Plummer

## 7 **Road Race Secretary's Report**

Nick Armstrong has received a risk assessment of the John Andrews course from BC.

There is now a Dynamic Risk Assessment which has to be completed on race day. This will be a two-man job. There is also an Event Risk Assessment which covers activities at race headquarters, etc. Nick Armstrong  
Nick James

There is a list of minimum requirements for the races, regarding signage and flags etc. This means that the club will need additional signs that are available from BC. Nick Armstrong  
Nick James

Additional marshals will be needed to man the pelican crossings as there is a requirement for these to be switched off. Nick James has sent a request regarding this. Nick James

Andy Parker (BC) will provide mileages for Accredited Marshals. Commissaire's mileage will also be needed. Nick James

Drivers will need to be BC members.

Nick Armstrong suggested increasing the prize monies for the John Andrews race. This was agreed unanimously to be: Nick James

1<sup>st</sup> - £100

2<sup>nd</sup> - £70

3<sup>rd</sup> - £50

4<sup>th</sup> - £25

5<sup>th</sup> - £15

6<sup>th</sup> - £10

Nick Armstrong and Nick James will compile a list of people and their responsibilities on race day. Nick Armstrong  
Nick James

An email has been received from Minehead RC who have members wishing experience of road race organisation. The committee agreed that the Minehead CC members could shadow YCC members at the John Andrews RR but they should not act as autonomous members of the YCC team. Nick Armstrong agreed to advise Nick James to reply to Minehead accordingly. Nick Armstrong

## 8 **Membership Secretary's Report**

There are now 105 paid up members at today's date.

## 9 **Runs Secretary's Report**

On 14 February, to coincide with Valentine's Day, the club runs did two heart shaped routes, stopping at Langport for those who wished to get back early for family commitments. It was a chilly day, which turned out OK for cycling. Three groups went on the longer route and one the shorter. The coffee stop proved to be a bit of a let down in that the Kitchen at the Wharf cafe was very crowded and the later arrivals could not be accommodated, so they went to Kelways where they reported poor coffee and inferior cake. 42 riders out.

There was another good turnout for the run north to Dobbies Garden Centre Cafe at Shepton Mallet and the shorter ride to Cole Manor Tea Rooms near Bruton on 21 February. It was a nice day with quite a strong breeze from the south west which aided us going out but was hard work coming back. 46 riders out.

The longer route proved quite hilly at over 5000 ft of climbing on our first club run to Symondsburry Kitchen on 28 February. Three groups made the journey south and one group took a shorter ride to the garden centre at Cuttifford Doors. Most of the long route riders seemed happy with the challenging terrain but one or two vowed to miss the week we do it again! Time is a great healer so it will not be rescheduled until the autumn. 41 riders out.

Last Sunday numbers were down but we still split into four small groups, with three making the climb over Bulbarrow to Shillingstone Cafe and one taking a roundabout route to Haynes Motor Museum. 27 riders out.

10 **Records Secretary's Report**

Dave Driver proposed that he and Dave Notley should select a 10 mile trophy. Agreed unanimously.

Dave Driver  
Dave Notley

11 **Newsletter Editor's Report**

It was discussed whether to issue the next newsletter early in April in order to ask for volunteers or post road race to include the report. It was decided to issue the next newsletter after the race.

Dave Notley

12 **Facebook**

The Facebook page had various posts from members including photographs and videos. Various people have posted advertisements for forthcoming events and there was also a warning posted via Somerset Road Club reporting drawing pins on the Long Load to Long Sutton road.

Sue had placed an event for the forthcoming club night and Martin had placed the usual club runs information.

13 **Welfare Officer's Report**

Nothing to report.

14 **Press Secretary's Report**

Mark had been approached by a health magazine to place advertisements for the club. No action to be taken.

15 **Any Other Business**

Sue suggested that Nick Armstrong could raise a list of people required to help at the race which could then be issued at the club night.

Nick Armstrong

Sue queried whether there was a recognised weather level at which the time trials would not take place. This only happens if there is torrential rain and/or poor visibility.

Dave Driver raised the issue that there is confusion over names of committee members when emailing as there are two Daves and two Nicks. It was decided to add the relevant surname initial after each first name to avoid confusion.

All to note

The clothing shop is online and live as from now and will be open until the end of March. Dave Notley will send out an email to all members with log on details. Dave N will bring supplies to the club night as well as stock clothing.

Dave Notley

The track session will be advertised on the club website and on the Facebook page.

Dave Notley  
Martin Wills

There being no other business, the meeting closed at 9.55 pm.