

**YCC Committee Meeting
held at
the Davis Hall, West Camel
on 13 April 2016 at 1930**

Next meeting: 11 May 2016 at 1930

Those present:

Chairman:	Nick Armstrong	
Committee:	Nick James	Road Race Secretary
	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
Member:	Chris Martin (part-time)	
Apologies:	Sandra Wills	General Secretary
	Martin Wills	Runs/Facebook

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

		Action
1	Apologies Apologies were received from Martin and Sandra Wills.	
2	Chairman's Opening Remarks The Chairman welcomed all members to the meeting.	
3	Actions from Previous Minutes	
3.1	Time Trial Secretary Report Sue will produce a live list of mobile numbers for each race.	Closed
	First aid kit – most is out of date. Agreed to update with just basic items.	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.	Closed
3.2	Records Secretary's Report The definition of "novice" is still to be discussed.	Closed
	Dave Driver and Dave Notley will go through the club records and produce a definitive list.	Closed
3.3	Facebook 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
3.4	Any Other Business Mark Fisher to book the Red House for next year's presentation evening. Reply is awaited from the Red House.	Closed
	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.	
4	General Secretary's Report Not present.	
5	Treasurer's Report The treasurer gave the following report: Income: Membership £66.00 Expenditure: Membership Sec expenses £7.28 Road Peace Affiliation £20.00 S Walsh BC Membership £22.00 New kit purchase £720.00	
	It was agreed that Sue should retain the small sum donated for cakes to cover the cost of ingredients used for the Social Night.	

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. Closed

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. Closed

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

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. Closed

Three events have been completed successfully with 12, 24 and 30 riders competing.

Marshals need to be notified if there are any riders signing on late so that they know which is the last rider. (Post meeting note: later riders were asked to shout the number as they passed the marshal which worked well).

7 **Road Race Secretary's Report**

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. Closed

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. Chris Martin attended and signing requirements were agreed. Nick Armstrong to source additional signs from BC. Nick Armstrong

Additional marshals will be needed to man the pelican crossings as there is a requirement for these to be switched off. No agreement had been received to use marshals instead of switching off. (Post meeting note: last minute agreement received). Nick James

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

Jobs had been allocated to all the volunteers.

The event organiser and a marshal from Minehead RC will be present. Nick Armstrong

Shaun Walsh had been reimbursed for his BC membership.

Chris Martin and Derek Todd will sign the event, starting at 0730. All signs to be with CM prior to Sunday. Nick Armstrong

Horse riders located near Upton are to be advised of the event. Chris Martin

Some minor amendments to the Start Sheet were agreed and the Risk Assessments will be put online for anyone wishing to see the full RA.

8 **Membership Secretary's Report**

There are now 116 paid up members at today's date, 5 new plus 2 more to be accepted at the meeting, There are 4 under 18s.

- 9 **Runs Secretary's Report**
Not present,
- 10 **Records Secretary's Report**
David Notley was authorised to purchase a new 10 trophy (cog design). Dave Notley
The new set of records proposed by DD/DN were agreed. These are to be Dave Notley
publicised in the next newsletter along with an explanation as to why we feel
they needed to change. All existing records will be shown in an archive,
- 11 **Newsletter Editor's Report**
Will be published after the Road Race. Dave Notley
- 12 **Facebook**
Not present.
- 13 **Welfare Officer's Report**
Nothing to report.
- 14 **Press Secretary's Report**
Results from the first TT did appear in the Western Gazette.
- 15 **Any Other Business**
A request for members to consider being a CTT Timekeeper had been Dave Notley
received. This will be published in the newsletter.