

**WBCCC Steering Group**  
**Minutes of Meeting 10<sup>th</sup> February 2020**

**Present:** Jim Taylor, Doreen Pukitis, Phil Brown, Graham Cooper, Paul Broad, Jim Heyes, Pete Hudson, Dave Holden, Clive Chatterton and Paul Boffey.

**Apologies for absence:** Sue Bradley, Phil Bradley and Roy Unsworth

### **1. Minutes**

The minutes of the meeting held on 16 December 2019 were read and accepted as a correct record.

### **2. Matters Arising**

(a) Phil Brown confirmed that a further trip to Manchester Velodrome would be included in the ride programme later in the year.

**(Action: Phil Brown)**

(b) Following a discussion, it was agreed that we would not take any further action regarding Pedal Smart training at Lymm Fire Station.

(c) Jim Taylor stated that he had not invited Richard Smith from Inspiring Healthy Lifestyles to the meeting due to the short notice. He indicated that he would invite Richard to the next meeting.

**(Action: Jim Taylor)**

### **3. Finance update**

Phil Brown reported that two new members had joined since the AGM in January and the Club's public liability insurance policy had also been renewed. The accounts balance is £817.13 with no current liabilities.

### **4. Gtr. Manchester Mayor's Cycling and Walking Challenge Fund**

Jim Taylor informed the group that he had been invited to attend a forum to discuss proposals for the Challenge Fund. He has asked for

additional places on the group. Several group members indicated their willingness to attend if further places are offered. **(Action: Jim Taylor)**

## **5. Ride Leaders**

Jim Taylor explained the background to proposed guidance for ride leaders that had been circulated prior to the meeting. Paul Boffey had found the guidance on the website of another cycling club. Jim had adapted it to provide a framework and guidance for current and new volunteer ride leaders to work to. Paul Boffey agreed to check our documents on the Zurich Insurance website to ascertain whether there is any reference to “trained” volunteer ride leaders. It was agreed to adopt the guidance and send a copy of the final version to Zurich.

**(Action: Paul Boffey/Jim Taylor/Sue Bradley)**

## **6. Incident Report Form**

Members discussed a draft incident report form circulated by Jim Taylor. It was agreed to adopt the form with a minor amendment recommended by Graham. **(Action: Jim Taylor)**

## **7. Kidderminster Weekend Ride**

Jim Taylor advised that the cycling weekend would take place on 19/20 September. There will be two road rides of around 40 miles. Jim has booked rooms at the Premier Inn City Centre, Worcester for Saturday night. Transport details have yet to be finalised. Jim will place event details on the club Facebook page in the near future.

**(Action: Jim Taylor)**

## **8. Summer Day Out**

Phil Brown outlined proposals for a Summer day out. Following a discussion, it was agreed that we would visit Ambleside on Wednesday 29 July. We will leave at 8am and depart from Ambleside at 5pm. There will be a walk of around 6 miles for those who are interested. There are other activities in Ambleside for those unable to walk. Pete and Jim Taylor agreed to check on coach prices from two companies. It was agreed that members would be charged £10 per head to attend. Places will initially be available to members only but they will be asked to indicate whether their partner/friend would wish to attend.

Partners/friends will be placed on a waiting list until members have registered their interest. The club will provide funding towards the trip and Phil Brown will publish the event when bookings and costs have been finalised. **(Action: Pete Hudson/Jim Taylor/Phil Brown)**

## **9. Any other business**

a) Ride Programme Update - Phil Brown provided an update on the ride programme. The next longer ride on Monday 24 February will now be the Hayloft road ride. Pete Hudson's ride to The Dream will now take place on Sunday 29 March. It was also agreed, following a discussion about possible routes, that we would arrange a ride of around 35 miles for Saturday 6 June to celebrate Big Bike Week. Graham agreed to prepare a route. **(Action: Graham Cooper)**

b) Co-Opting Members - Jim Taylor proposed that the group should consider co-opting two members who had expressed an interest in joining the Steering Group at the AGM. Doreen seconded the proposal which was unanimously agreed. Jim agreed to contact Allan Finch and Allan Ricketts to invite them to take co-opted places on the group. **(Action: Jim Taylor)**

c) Wigan Rotary Club Funding – Doreen provided details of a charitable fund available to community groups in the Wigan area. Jim Taylor agreed to approach the fund contact with a view to bidding for a new set of walkie talkies. It was also agreed that we should obtain a throw bag, a set of emergency foil hypothermia blankets, a first aid kit and a small rucksack to be stored at The Brick and taken on each ride. These could also be included in the bid to Wigan Rotary Club, if possible. **(Action: Jim Taylor/Phil Brown)**

d) Clive reported that Simon Dale had met with Sustrans earlier in the day. It is apparent that proposals to add additional routes to the National Cycling Network in the north west are moving forward.

e) Jim Taylor reported that he had contacted Dave Parry to seek an update on the funeral arrangements for Gill. Dave and the family have decided that a close family funeral will take place at Wigan Crematorium. It is planned to arrange a reception at Albert's, Standish to celebrate Gill's life with family and friends, including members of the cycling club.