

## **WBCCC Steering Group Minutes of Meeting 16 April 2018**

Attendees: Jim Taylor, Clive Chatterton, Paul Boffey, Dave Holden, Jim Heyes, Doreen Pukitis, Pete Hudson, Phil Brown, Steve Brittle, Roy Unsworth.

Apologies: Margaret Green, Phil Bradley, Thelma Willmer.

### **1. Minutes**

The minutes of the meeting held on 24 January 2018 were agreed as a correct record.

### **2. Matters Arising**

#### **‘Joining Jack’ Annual Bike Ride 2018**

Jim explained that he had not contacted Joining Jack concerning the Club’s involvement in this year’s event. It was agreed, following a discussion, that this was not necessary as we would be involved in supporting the training events and participating in the ride.

#### **Ride Programme Planning**

It was noted that the ride programme up to early September had been agreed and placed on the website.

#### **Three Sisters Family Fun Day**

Jim advised that the Inspiring Healthy Lifestyles Family Fun Day at Three Sisters race track would take place on Wednesday 6<sup>th</sup> June. Members who are trained volunteers are encouraged to support the event.

#### **Manchester Velodrome Taster Session**

Clive stated that it should be possible to book a taster session in September once the Velodrome repairs have

been completed. We will share the details with Members when available.

**Action: Clive**

### **The Brick Cycling Jersey**

Jim reported that he had emailed his contact at Shearings to ask whether the company would be willing to sponsor the jersey to reduce the cost to members. He had received no response and it was agreed that it would not be worthwhile following this up further.

### **3. The General Data Protection Regulations (GDPR)**

The GDPR legislation comes into effect on 25<sup>th</sup> May 2018 and affects all organisations that store and process data relating to individuals. The Club holds data on our Members that was provided when we completed our application forms to join the Club. The GDPR sets out certain requirements that the Club must comply with in relation to the storage and processing of data or risk the possibility of a fine for non-compliance.

The Group discussed the implications for the Club and determined that a number of actions will be necessary to comply with the law. Since we are a small organisation the work involved is not expected to be considerable. It was agreed that a sub-group of Paul, Clive and Phil Brown would examine our processes and relevant forms and bring forward proposals to adhere with the legislation. The outcome will ultimately affect all Members. Every Member will be advised about our processes for recording and storing information relating to them and be advised of their rights relating to that information when the sub-group has concluded its analysis.

**Action: Sub-group**

#### **4. WBCCC Website Hosting**

Paul informed the group that his son, Michael, who designed our website no longer has arrangements in place to host the website. His former business partner is continuing to host the website on his server but this may end if the space is required for another website. It was agreed that, should the existing hosting arrangement come to an end, Paul should seek access to another website host for 12 months provided that the cost is reasonable. In the meantime, we are appealing to any Members who have access to free server space or any contacts who might provide it for us to inform any Steering Group member.

**Action: Paul and All Members**

#### **5. Commemorative Ride for Ray Southern**

The Steering Group had been made aware of a proposal to arrange a ride in commemoration of Ray, one of our founder members who had recently passed away. It was unanimously agreed that this was a good idea and that Jim should speak to his widow, Joyce, to seek her approval and ask her to suggest a ride that Ray particularly enjoyed in order that we may arrange the commemorative ride.

**Action: Jim**

Phil also reported that a significant sum had been raised in donations from Members in commemoration of Ray. It was agreed that donations would continue to be accepted until 19<sup>th</sup> April and that the funds raised should be donated to North West Air Ambulance charity in memory of Ray.

**Action: Phil**

## **6. WBCCC Annual Bike Ride Weekend**

Jim reported that this year's ride would take place on 8/9 September commencing at the village of Fenny Compton in Warwickshire. Tracy has again arranged coach travel from Wigan. We will travel 40 miles to Stratford-on-Avon on Day 1 and a further 40 miles back via Warwick and Leamington Spa on Day 2. Around 19 places have been booked already so there are only a few remaining for any Members wishing to join us. John Bower's wife, Catherine, is unable to provide back up support on this occasion as they are away on holiday. Clive offered to fill the back up role on this occasion.

**Action: Members**

## **7. Any Other Business**

Paul advised that Cycling UK had again obtained funding from the Department for Transport for the Big Bike Revival. Simon has indicated that there will be a limited number of events this year. Details of the events will be shared when they become available.

**Action: Information for Members**

## **8. General Meeting**

It was agreed that a General Meeting for all Members would take place on Monday 23 July at 7pm. Phil will seek to book Highfield Parish Hall as the venue.

**Action: Phil**