

**Steering Group Meeting**  
**Monday 8 April 2019**  
**Highfield St Matthews Parish Hall**

**Present:** Jim Taylor (Chairman), Phil Brown (Treasurer), Pete Hudson, Clive Chatterton, Paul Boffey, Graham Cooper, Paul Broad, Doreen Pukitis, Phil Bradley, Dave Holden.

**Apologies:** Sue Bradley (Secretary), Jim Heyes, Roy Unsworth.

**1. Apologies for Absence**

Jim T. welcomed members to the meeting and thanked them for their attendance. Apologies for absence were recorded.

**2. Minutes of Meeting on 12 November 2018**

The minutes of the Steering Group meeting were read and agreed as a true and correct record.

**3. Matters Arising**

- Phil Brown confirmed that a £30 gift voucher had been given to Michael Boffey at Christmas as a thank you for his assistance in hosting the WBCCC website.
- Phil Brown reported that the Ride for Ray was planned for later in the summer following discussion with Ray's brother in law, Alan.
- JimT informed the group that Transport for Greater Manchester had allocated £14.5 million funding towards the initiative to create Cycling and Walking Opportunities within the Leigh area. It is anticipated that the proposed works will involve road closures to force traffic onto Atherleigh Way and create safer walking and cycling areas.

**4. Finance Update**

Phil Brown provided a brief update. Four new members have joined the club since the Annual General Meeting and the Club's Public Liability Insurance policy has been renewed. There are no outstanding liabilities and the Club's financial position remains satisfactory.

**5. Incident Reporting**

Jim T. referred to several incidents that have occurred during rides since the Club was formed. Some of the incidents involved injuries to our members while others were of a minor nature. He pointed out that the Club did not have any recognised method of recording such incidents. Following a discussion, it was agreed that any significant incident or accident occurring on a ride should be logged by the Ride Leader with assistance from Steering Group members present and other witnesses, if appropriate. Jim T agreed to circulate a draft incident reporting form to group members for consideration prior to adoption.

**Action: Jim Taylor**

**6. Communication Links**

Graham highlighted a problem that had arisen on a couple of occasions when members had not found out that a ride had been cancelled at short notice. He pointed out that not all members use Facebook regularly and suggested that a WhatsApp group would provide an easier method of getting urgent messages to members. It was agreed to share this proposal with the wider membership at the next General Meeting and to seek their views.

**Action: Sue Bradley (for agenda)**

**7. Pedal Smart**

Jim T shared information relating to Pedal Smart, an initiative by Cheshire Fire Service in Lymm, that provides free awareness courses for cyclists. The course covers good cycling techniques, personal safety, safety of others and first aid specific to cyclists. Margaret Green had attended the course and recommended it to the Club. It was agreed that Doreen would obtain further information about the training with a view to some Steering Group members testing it out before recommending it to the wider membership.

**Action: Doreen Pukitis**

**8. Links with Charities**

Graham suggested that the Club consider linking with a charity on one of our rides. Following a discussion, it was agreed that we would dedicate one ride each year as a charity ride and ask members to donate £5 (or more, if desired) to charity. It was agreed that Ray's Ride would be designated as the charity ride in 2019. It was also agreed that the Club's chosen charity would be North West Air Ambulance. We have already received assistance from NWAA during rides and it was, therefore, felt that it should be our chosen charity.

**Action: Phil Brown and Ride Planning Group**

**9. Manchester Velodrome**

Phil Brown confirmed that a further visit to the velodrome is planned in October 2019. Booking dates are not yet available. It was agreed that we would consider booking on a Wednesday or Saturday, rather than Monday, which may suit members who were unable to attend last year.

**Action: Phil Brown and Ride Planning Group**

**10. Leading Club Rides**

Jim T highlighted the limited number of members who are offering to lead club rides. He acknowledged that not everyone is confident on leading rides but appealed for more volunteers. It was pointed out that some members would be willing to lead rides but had not undertaken the necessary training. Clive suggested that funding for training might be available from Big Bike Revival funding. Jim T and Clive will be attending a meeting next week and will explore whether funding could be made available.

**Action: Jim Taylor/Clive Chatterton/Ride Leaders**

## 11. **Weekend Ride 2019**

Jim T outlined his initial ideas for this year's weekend ride. He presented three possible options:

- Kidderminster – Worcester – Kidderminster 45/50 = 95 miles
- Windermere – Lancaster – Wigan 35/54 = 89 miles
- Workington – Carlisle – Workington 56/34 = 90 miles

The Kidderminster ride was the option that received most support while there was little support for the Windermere ride. Jim is to examine hotel availability and costs before sharing his chosen ride with members.

**Action: Jim Taylor**

## 12. **Corner Marking**

It was raised that corner marking on rides is inconsistent. The Ride Leader should not be the only person responsible for setting markers on corners. All riders need to be aware if there is a gap behind them and take responsibility for ensuring that those behind know the direction of the ride. All riders need to be reminded of this.

**Action: Ride Leaders and All Members**

## 13. **Downloading Routes onto Garmin Devices**

It was suggested that we remind members that the WBCCC Group is active again on Garmin and most routes for our longer rides can be downloaded from the Courses section onto devices prior to undertaking rides. It is clearly helpful if several people have the route on their Garmin devices rather than having to rely solely on the leader.

**Action: All Members**

## 14. **Tuesday Ride Start Time**

Paul indicated that he had been asked to request that the Tuesday ride start time be moved back from 9.30am to 10am to assist those travelling to Wigan from distance. Jim T. indicated that he was aware of this request and had sounded out Simon to determine whether it would be an issue for the Brick Café. Simon had suggested that the Brick could work around a time change. The group could see the benefits of a later start for inward travel but there was some concern that the later finish could impact on the ability of riders to do other things in the afternoon. It was agreed that Steering Group members would seek the views of other riders before deciding whether a time change is appropriate.

**Action: Steering Group Members**

## 15. **Bike Helmet Sticker**

Jim T. provided details of a sticker that can be placed on a bike helmet to provide medical information about a rider that would be readable by emergency services. There is a charge for these stickers. Members are required to carry their medical card with them on rides but it was agreed that the information was worth sharing.

**Action: Jim Taylor**

## 16. **Next Meeting**

The next meeting will be arranged in due course.

