

PORTSMOUTH NORTH END CYCLING CLUB
COMMITTEE MEETING
8th August 2022, 19:00 at the Mountbatten Centre. Track Room



Minutes and Agenda : COMMITTEE MEMBERS:

	Holder	Role	contact email	Report
1	Peter MacLellan	Chair (Trustee)	chair@pnecc.co.uk	Y
2	Matthew Puddick	Secretary (Trustee)	secretary@pnecc.co.uk	
3	Mark Mitchell	Treasurer (Trustee)	treasurer@pnecc.co.uk	Y
4	Mark Williams	Vicechair	vicechair@pnecc.co.uk	
5	David Knight	Timetrial Secretary	timetrial@pnecc.co.uk	Y
6	Ken Houlberg	Road Secretary	road@pnecc.co.uk	
7	CX	Alan Collins	cx@pnecc.co.uk	Y
8	Tim Lawn	Club Captain	clubcaptain@pnecc.co.uk	Y
9	vacant	Coaching Coordinator	coaching@pnecc.o.uk	Y
10	Ben Allen	Media Secretary	media@pnecc.co.uk	
11	Beth MacLellan	Club Kit	clubkit@pnecc.co.uk	Y
12	Carl Benfield	Social Secretary	social@pnecc.co.uk	Y
13	Simon Littler	Members Rep		
14	position vacant	Members Rep		

Open invite to all members to attend as usual online reminders sent 06.08.2022 on members FB.

Membership coordinator, Club Welfare Officers copied on the agenda

1. Apologies for absence

- Simon, Ken, Alan.

2. Minutes of the last meeting

Minutes published 2nd July on the website, link emailed to members & posted on the FB members page.

3. Matters arising from the last minutes

No matters arising.

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4. Correspondence

- Portsea Parish Invitation - [City Cycling Celebration event invite - Sunday 14th August @ St Mary's Fratton.](#)
- British Cycling - [Ride and shine Programme Launch](#)
- [Steve Pitt, Ports City Council Sports Exec](#) - Feedback on invitation and support for quick wins at Mountbatten.
- Red Walters - [Kit loan request for Commonwealth Games](#)
- Cycling UK - update to club account due to new Portal.
- Mountbatten Cycling Forum, meeting agenda and correspondence

5. Club level appointment in the last period

- a. Coaching Coordinator - request for info and CV received by coach moving to the area.
- b. Member representative. - not yet filled.

6. Matters arising from Committee Members' reports (circulated in advance)

- a. Chair Report - Peter Mac (inc' Welfare)
- b. Treasurer – Mark Mitchell
- c. Secretary - Matthew Puddick
- d. Road Secretary – Ken Houlberg
- e. Time Trials Secretary – David Knight
- f. CX/ Track Secretary – Alan Collins
- g. Club Captain – Tim Lawn
- h. Coaching - vacant, interim cover report Peter MAC
- i. Media and Public Relations Officer – Ben Allen
- j. Kit Provider – Beth MacLellan
- k. Social Secretary – Carl Benfield

7. Agenda Items

- a. Proposal, Peter Mac - Submit a [Race the Sun 2023](#) PNECC Group Entry, Peter Mac. Ride as a team entry. Progressive/ social level teams. Saturday 24th June 2023. Pre-reg complete, bookings open Autumn 2022. £55 entry cost, approx £60 accommodation, travel extra.
DECISION: Agreement to buy places up front and to offer to progressive/social riders first. Andy Connolly to be asked to offer any training or general advice. (Once he recovers from LEL).

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b. Proposal, Peter Mac - Donation of club and BC Silver membership in support of Paul Smith to access British Cycling Specialist expertise and loan of equipment from regional Handbike Hubs.

DECISION: Agreement that this is the least we can do.

c. Proposal, Peter Mac - launch a discounted club members offer for [PNECC Design Kapz](#), 32mm & 35mm (Glant) designs available. (25%off offer).

DECISION: Agreement. Offer had been well supported in the past.

d. Proposal, Beth Mac - We have been striving to drive down our stock holding of kit for 2 years now and have £919 of stubborn slow moving/non-moving stock. This kit is not only gathering dust & taking up precious storage space in our home but some of it is becoming more obsolete & worthless as the months & years tick by. I would like to propose we write down this stock reducing the value to between 25% & 75% depending on the age of stock. This would reduce the value from £919 to £516 & hopefully generate sales accordingly. Details of kit and reductions proposed, all provided in the report

DECISION: Discount to zero over time. Write value off this year. Big push on members facebook group and via email. Donate anything left to charity.

e. Proposal, Peter Mac (interim coaching contact) - £95 Funding support for request of Grace Richardson to qualify as a PNECC BC Level1 Club Coach. (pending agreement of Role TORs)

DECISION: Agreement (pending finalisation of Club Role TORs. BC credit, so £95 potentially null point.

8. Any other business

- a. Just ride at Mountbatten circuit approach in development. Based on feedback and best practice/ benchmarking circuit use. Velodrome circuit use for "just ride" under control of a ride leader with insurance/ tailored risk assessment . Potential enabler for outdoor local traffic free autumn/ winter/ spring period riding sessions.
- b. Mountbatten action to review the track calendar will take place Sept/ Oct. BC will use a best practice model to promote diversity and sustainable community use. Club will be represented vis the Mountbatten Development Forum.
- c. Yana Polyak, Ukrainian cyclist coming to race on Wed at DEM.

Meeting closed @ 20:20 for side catch ups.

9. Date of next meetings (next 2 qtrs)

2022, Q2- provisional dates

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- Next committee, 19th Sept.
- AGM provisional date, 26th November.

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Committee Reports, *period (27th June to 8th August)*

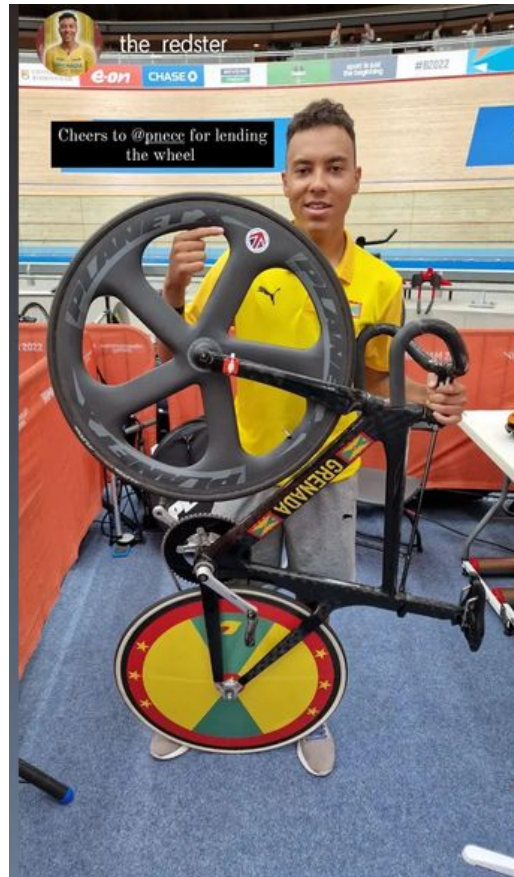
Chair Report - Peter Mac

- Matt onboarded, email and online accounts, access to google drive and Club Mgr Dashboard. Account access & approval set up in work.
- Accredited club survey response submitted to Maddy Verdegaal.
- City Cycling Celebration event invite - Sunday 14th August @ St Mary's Fratton
- BC South Minutes provided by Len Hay, next regional committee was planned for 25th July. PNE invitee check and feedback.
- Club and Coaching contact and interest expressed, planning to move to the local area.
- 30th June Cycling Development Forum, introduction to Natalia Luszczczyk (active travel officer) . Next forum 14th September.
- Support secure via British Cycling specialist for [Paul Smith, OBE](#) to obtain a handbike suitable for [100 mile charity challenge for Headway Portsmouth based at Mountbatten](#) . Enabling cub membership and BC Membership provided by PNECC.
- [Steve Pitt - Portsmouth City Council . Cabinet Member and Sports Executive.](#) Club guest to see the, activities of the club and mountbatten, quick wins/ support for future improvements.
- Meeting sought with Alun Davies - Mountbatten Centre Manager on current needs and developing use and the cycling trackside facilities.
- Mountbatten Banner design input to development group in cooperation BC, and BH Live. Cycling activity promotion grant from BC South to promote mountbatten and local club activities.
- Ride and Shine programme grant offer, response submitted.
- Product testing contact from velosense. Spin off draft proposal for "just ride" Mountbatten use case aligned with best practice and BC guidelines.
- Contact for potential donation of a 51-54 cm bike to support juniors development/ interim use.
- Club 5 spoke wheel loaned to Commonwealth rider Red Walters after he made contact.
- Expertise sought to support website Google analytics/ & Social Media (9FB, Insta and Twitter) engagement performance review and update recommendations.
- Post committee update : 2022 club survey ready. (Thanks Tim & Matt for checking). Will be sent to members mid August and be open until 14th Sept). Results for Sept Committee
- The 2022 club survey will be sent out next week, approx 15th August and remain open for 1 month until the Wednesday after the IOW. Results to be reviewed at September Committee in Round table.

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Secretary - Matthew Puddick

Membership update - Current membership, 140 (+ 7 since last meeting).

- 5 male adults; 1 women adults; 1 youth
- Club and BC membership donated to Paul Smith, [Mountbatten Cycling Challenge for Headway Portsmouth](#)
- 2 persons identifying PNECC through BC “chose your club”, corrected after making contact.

Asset Register updates (asset number refers)

#0041 - 2 new coolboxes .£32 total.

New bike offered to the club, awaiting details.

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Disposed assets - none in the report period.

Treasurer – Mark Mitchell

Cash at bank 7,125.28
Jul 22 Credits 1,739.76. Liabilities 1,597.36

Aug 22: Credits 318.70. Liabilities 716.77

Matt Puddick, now has full payment rights. Responsibilities are therefore shared wef 8 Aug 22.

Committee members will receive access to view to club account - confirm/ track their activity payments/ receipts ; Carl Benfield (Social); Ken/ Mark (Road Racing); Dave Knight (Time trials).

Road - Ken Houlberg

no report in the last period

Time trial - David Knight

The Open TT was held on 31st July. We had 29 riders. The event went well.

The club events have been going well. There are two left to run. we got 26 riders Last Thursday. Fees to be prepared to complete in year payment before end of Sept.

Proposal to reduce the total rider field number in Sunday TTs and use the later start times to engage more riders/ participants. Try at the Hill Climb 18th September

CX & Track - Alan Collins

Track Report

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Calshot track session - 20/08/22. 6 interested so far, 16 places - Free to all club members
Will promote the advert again and open up car sharing to make the travel easier and inclusive for more potential participants.

CX Report

Wessex CX have opened rider registration for the forthcoming season - closes on 22.8.22.

[REGISTER NOW as PORTSMOUTH NORTH END](#)

- **First race is local at Clanfield, Free to under 16!!**
- First race at Clanfield as a "ride as a team" event. Members entering and riding will qualify for an entry fee refund of £15. [Entry link for round 1](#)
- CX whatsapp group to be set up for those interested.
- CX training sessions not yet set up, but Gordon is willing.

Need to pay Wessex League affiliation fee of £40. www.wessexcyclocross.co.uk/affiliate

Captain - Tim Lawn

Captains Report

Still seeing good turnouts at club rides, ride leaders for most groups have been more forthcoming than previous month. Although the progressive group seems to have disbanded in recent weeks with the no ride leaders volunteering and the majority of riders dropping back into the social group. Some complaints from Inters riders that sporty riders have been speeding up the inters group when joining, need ride leaders to ensure all riders are riding at advertised speed and slow group down if required.

Good number of come and try riders in recent weeks, with very positive feedback from all riders for rider leaders and a high conversion rate of new members.

June's long ride had a lower turnout than the first ride in May, likely due to race/other commitments. The July ride was postponed due to other commitments for leaders (Andy training for LEL and I was racing), will hopefully return in August. Planned gravel ride also had to be postponed due to me crashing my gravel bike the week before and no other volunteers to lead, will be rearranged hopefully toward the end of August once my bike is back on the road

New cafe stop at the top of Butser hill which other than the location was well received by all, one for summer though as no indoor space. Suggestion from Steve Hutt to try new stop in Fareham. I am away this weekend but if someone wants to make contract with them and ensure they are happy for 25/30 riders to turn up then we can try it.

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Social - Carl Benfield

I Would set aside £8.00 per head for coffee and cake on the IOW ride. if all 60 places are taken £480.00

I am also looking at storage boxes for the trophies i know i have a £400 budget for these but think i can come in under this.

For velogames prizes I estimate £150 (champagne and sausages for the winners and losers for TDF) plus the Vuelta coming up.

Tea and coffee for DEMSS £30

£1060 total spend but would like to try and come in under.

Coaching - vacant , comment P Mac

Club Coaching session from Gordon supported, 12th August. (with Alan Collins). Club funded from 2022 budget. CX training/ intro session planned, date tbc, Gordon & Alan Collins

Track introduction session Calshott, hosted by Paul Giles, with Alan Collins. Club funded, inc kit hire.

Enquiry on behalf of 2 youths, "[Level 1 Coaching courses via Flying Start Bursary.](#)" Grace Richardson. Contact made with Maddy to confirm club support options/ bursary/ coaching credits.

Gordon has completed a British Cycling L2 TT & Road certification.

PNECC Youth and Junior support reminder prepared for distribution to parents, and open website promo. 2022 support reimbursements to gather and implement.

FREE BC Silver membership renewal reminder sent to coaches and welfare officers. (included in the Go-Ride) award.

U18 dev/ recognition - BC Racing points gained by Jonty and George; TT win at Goodwood by Lucas Lovell; support to parent/ youth for racing opportunities and explain activity pathways.

Media - Ben Allen

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No report in the last period

Club Kit – Beth MacLellan

Sales

No sales in July

Stock reduction proposal

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Proposal:

PNE Club Kit Stock List - From 27/11/21 Opening Stock Value £1364.28							Proposed Reduction	Proposed New Price	Proposed New Value	
Kalas	Size1	Size 2	Size 3	Size4	Size5	Size6	Size7			
Mens Bibshorts			1				1	30%	£ 48.72	97.44
Womens Elite jersey s/s Full Zip		1	0					30%	£ 35.70	35.7
Womens Bibshorts		1	1					30%	£ 36.12	72.24
										£ 205.38
Endura	Size XS	Size S	Size M	Size L	Size XL	Size XXL				
Mens Bibshorts		1						50%	£ 6.75	6.75
Mens Biblongs		1						50%	£ 6.00	6
Womens Waist Shorts	1							50%	£ 5.75	5.75
Endura Kids		Age 7-8	Age 9-10	Age 11-12						
Jersey			1	2				50%	£ 7.00	21
Shorts		1	2					50%	£ 7.50	22.5
										£ 62.00
General Kit	Size XS	Size S	Size M	Size L	Size XL	Size XXL				
Leg Warmers			3	1				75%	£ 6.00	24
Arm Warmers		2						75%	£ 5.00	10
Mitts	1	3			4			50%	£ 4.25	34
Neck Warmers			2					No change	£5.00	£10.00
Caps			13					25%	£ 11.25	146.25
Beanies			9					No change	£2.00	£18.00
Mens Socks			1					No change	£7.20	£7.20
Stock Total Value	£919.60									£ 249.45
Stock summary	Value									
Total Kalas	£293.40									£ 205.38
Endura Stock	£124.00									£ 62.00
General Stock	£502.20									£ 249.45
Grand Total	£919.60									£ 516.83

Orders

No new orders placed since last report & no orders outstanding

Kalas

Next order likely to go out September for delivery before Christmas

Iben Cycles

Iben cycles All payments now received – Debt Paid in Full

Seadog volunteer hoodies/polos/T shirts

Order delivered and items being slowly collected/delivered

£36 collected at track for the items non volunteers pay for with £145 to be collected

More interest is coming from members for leisurewear so I will advertise again in

September and place another order once I have sufficient numbers to do so.