Penge Cycle Club and Penge Go-Ride

Minutes of Annual General Meeting 2019
Wednesday 17 July, 8pm, at Melvin Hall, 29 Melvin Rd, Penge. SE20 8EU.

Committee members present –James Hanscomb, John Haile, Louisa Harding, Alison Coates, Graham Blackwood, Sarah-Jane Johnson, Niki Wilson and Mike Burt.

(Total present at AGM = 27).

1. **Apologies for absence** – Stephen Crispin, Ben Frost, Paul Connor, Jonathan Coulter, Aoife Murphy, Loren Burgess, Elisabetta Motta and Andy Harding.

2. **Minutes of the previous AGM 2018** - approved.

3. **Racing Secretary report** – see below.

4. **Chairman Review of the year 2018/2019** – see below.

5. **Secretary report** – see below.

6. **Financial report** – see below.

7. **Election of Club Officials** – Penge CC is a volunteer run club so a big thank you to all our club volunteers and for everyone's continuing support. All roles from club roles list were read out and agreed with show of hands.

8. **Open discussion (Q&A)**

Diversity:
Are we a middle aged club?
How far to do we go – do we allow riders on hand cycles or tandems?
Should we provide 2nd hand bikes to help beginners?
Should we provide a pre-steady ride group or is this covered by Breeze?

Meeting finished 9pm.

Race Secretary Report - Stephen Crispin - AGM: 17 July 2019

I am sorry I cannot attend this meeting. For anything to do with racing, anyone in the club should feel free to contact me via Facebook or on stephen.crispin@gmail.com

I am hoping to arrange a club session on the new criterium (road bike) circuit at Herne Hill Velodrome. My plan is to set up a crit race with the winner crowned as club crit champ 2019. It would be great if this could be an event that the whole club could get behind, so I am also trying to think of ways to involve riders who don't want to do a crit race. Obviously there's the opportunity to come along and support/heckle, but how about some riding too? I'd love to get some feedback on these ideas, or to hear some other ideas:

- Chance to ride the crit course and try out those corners just for fun
- Opportunity to try some coached activities on the crit course
- Fun race separate to the main race – *e.g.* limited gears (small ring only) which will keep top speeds very modest and spread out riders more
- Set an individual lap time

Current racing activity in the club:

- Four members regularly ride in the Track League at Herne Hill Velodrome on Wednesday nights. Mark Breslin won the Vets Omnium in his category on 16 June 2019 – congratulations!
- We have roughly half a dozen riders who raced during the cyclocross league last season and I am expecting a similar number in the upcoming 2019-2020 season
- We have a good turnout of our kids club members whenever there is a Go-Ride race
- One youth rider has moved on from Go Ride races and regularly takes part in local level competition in road and cyclocross events.
- There has been some dabbling in road racing events from a couple of the senior men in the club – this is in its early days. A good time to join in if anyone else is thinking of it!

Women's racing:

- My knowledge of women's racing in the club is not as good as it should be. I meet club members at races I take part in, Thursday night rides, and youth events. I don't often get the chance to meet people who move in different circles, but I do try and keep an ear to the ground. If you are involved in any racing I would love to know about it (a) because I just love racing and hearing about how people are getting on, (b) the club might be able to support you, (c) I like to be able to put people in touch with others who are trying the same thing.
- We have affiliated as a club to London Women's Racing. LWR provides a single point of contact for a lot of training and racing opportunities in the area. To affiliate the whole club cost us the equivalent of six individual riders – I therefore set a target of getting six different women from the club to each take part in at least one LWR event this year. At the moment I do not think we are likely to meet this target – what can we do to get closer by the end of the year?
- In 2017 we were able to send a women's team to the Track Champs at HHV. Last year we did not manage it and I have not heard of any plans to get a team together this year.
- Some of our members take part in TT's.

Opportunities for beginners to start racing locally:

- There are a number of coaching sessions available at Herne Hill Velodrome:
  - Track – throughout the week, subject to taking an induction

- Cyclocross – Tuesday nights
- Crit (road bikes) – Thursday nights

- Summer cyclocross league is coming up – perfect for a first time racer

Penge CC is running the cyclocross race on the evening of Thursday 1 August 2019. I believe this is the first local race that Penge CC has promoted, although in the past we have assisted other clubs. We need:

- Volunteers before the day and on the day;
- On the day the course will be set up from about 10am onwards. We will need people to assist with the race itself from about 5pm onwards. Course tear-down is from 8.30pm
- If anyone has a van large enough to transport 4 or 5 wheelie-bins, we would like to hear from you.

I would love to see the club get more involved in supporting local grass roots racing. Penge CC is one of the least active clubs in the region when it comes to supporting the organisation of races. The biggest struggle in local racing is finding people to act as organisers and race officials. Please get in touch if you would like to get more involved. You could train as a commissaire, or a road race marshal, you could offer to organise a race next year on behalf of Penge CC, there's lots of opportunities.

There is a Penge Cyclocross Club group on Facebook for anyone who wants to keep up with off-road announcements/info.

There is a Penge Track group on Facebook for anyone interested in keeping up with club activities at Herne Hill Velodrome.

I have been club race secretary for several years now. I do not hope to go on and on, although I am happy to do another year. Get in touch if you're interested.

Chairman's Statement – Penge CC AGM 2019

I could never tire of reminiscing about another fantastic year with this great club, and I will do some of that. There is other stuff I want to cover – but let's reminisce for a moment.

We finished last year with another classic Christmas party, although I am not sure Alison will ever forgive me for my dreadful turn as John Travolta. We ran another great training camp to Spain in February with Paul Mill swiftly followed by the season opening Hell of the Ashdown where Penge was once more dominant; We had an absolutely magnificent spring classic in Flanders thanks to David Watts. It's impossible to overstate how great these spring events have been for the club and what an impact they make on those of us that take part. We have had the usual host of rides on road, track and in the woods with a successful group of men winning honours at the track and the two Emma's Porter and Dunk lighting up the cross and crits respectively. Now we have Kate V ripping it up in the TT. We ran another successful Tour de Penge with 300 or so making the annual trip to Greenwich and getting tucked into the now traditional BBQ at the end. We have had many great social events, as well as the Christmas party.

There's no question it's been another stellar year and there are too many heroic achievements and too many people to thank for their efforts to do them justice here. However, and there is a "but". I suspect you could read my report from last year and just adjust some of the names and this year's report could be almost identical. That's not bad by the way, just an observation about how we have got to where we are today.

Part of my role is Chairman is to celebrate these successes, but it's now time that I focus more on the other part, which is harder. We haven't stood still as a club, far from it. We now have well in excess of 500 members and are a significant entity in the world of cycling. However, so far, we have mainly focused on managing the growth that has happened naturally. Now, I feel and the committee feels that we need to move the club forward more deliberately and with more certainty of purpose. That's where I want to focus more as the Chairman. I should warn you, I'll certainly do my bit, but if I have learnt anything about leadership over the years, it is that you can't do everything yourself, you need to be a master of delegation. This isn't going to be something I do alone; I expect you all to play a role and I'll be actively seeking out people who can help in the process.

So, today at the AGM, we are going to put two things in front of you and to ask for your involvement; both immediately tonight and in the coming months.

Firstly, we are putting to the vote the most radical overhaul of the organising committee since the night of the long knives. We have a number of key committee roles to confirm and another we are very keen to fill.

Then, I am going to outline a proposal for how we set the direction for the future along with a draft set of objectives and strategy for helping us reach those objectives.

I am now going to outline all of the roles and get each of the new committee members to introduce themselves and say a couple of words.

1) Committee changes
    a. John Haile is stepping down from his dual role of treasurer and clothing and kit secretary. I'd like to thank John both as the Chairman, and personally for the work he has done helping to make the club what it is today. Most of how we operate as a club has been set up by John and we should all be extremely grateful for the work he has put in, usually without thanks or recognition. John is handing the financial reins to Sarah-Jane Johnson. The clothing and kit role is being taken up by Loren Burgess and she and John are planning an overhaul of that role as it's handed over.
    b. I am stepping down as Adult rides co-ordinator, passing the baton to the astounding Niki Wilson. Niki has promised she won't add 200km to each of the ride distances, though she may rename the 'Long' rides to 'Ridiculously short'
    c. Frances Bonikowski has recognised that bringing up a small baby is somewhat incompatible with being the women's race secretary and I am very keen to find a new person to step forward. I have said many times that we have some very talented female riders and I just wish they had greater confidence in themselves to try racing. If you think you can be this person – let me know.
    d. We are creating a new role which is still to be fully defined, which is to head up Rider development – a bit more about what that means to follow. Essentially this entails focusing on how we ride as a club. Safely, in groups and for fun. I am delighted that Lesley Pinder has agreed to take up this role. She'll be working closely with Niki and the ride leading and with Paul Mill.
    e. Mike Burt has put his hand up for a new role we have created of volunteer co-ordinator. We have so many activities going on through the year now that we need someone to firstly devise a strategy and system for managing volunteering and then to make sure everything we do has input from around the club whether that's marshalling, flipping burgers or writing articles for the new website.
    f. Ben Frost has agreed to take on the role of liaising with Wheels for Wellbeing, our chosen club charity. This week, we transferred over £1200 to them – a mixture of money from the raffle at Tour de Penge and donations made when people sign up or renew membership. This charity does some great work and our financial support is vital to them and hugely appreciated and I know Ben will do a great job here.

g. In June 2020, with her own children now beyond Go Ride, Louisa will be stepping down from her twin roles as Head of Go Ride and Go Ride membership secretary. We need to recruit someone to take this vital role on to make sure we continue the excellent work Louisa and the team of coaches do for the next generation. We also need someone to work on recruitment to ensure we are getting a consistently good turnout

Introductions from:

Sarah-Jane Johnson – Treasurer
Loren Burgess - Clothing and Kit Secretary
Niki Wilson – Adult rides
Lesley Pinder – Women's racing & Rider Development
Mike Burt – Volunteer co-ordinator

2) Club objectives and strategy

Cast your minds back a year. Last time we ran the AGM, we used the occasion to break into smaller working groups each looking at a topic and brainstorming ideas relating to how we could develop that facet of the club. The groups were:

a. Go Ride
b. Sunday Rides
c. Rider Skills
d. Social
e. Club organisation
f. Membership
g. Events

These sessions produced a number of ideas that we have since implemented and incorporated into how we run the club today.

- For example, the rider skills group talked about setting up some sessions to focus on group riding and we ran 2 very successful sessions. We did these at the Cyclopark in Gravesend last autumn with help from our friends at Elite cycling.
- The Go Ride group talked about creating more awareness of their Saturday morning sessions within Alexandra Junior school itself – and if you were there for the Tour de Penge you will have seen the sea container with the entire side painted in Penge colours and the invitation to join the Saturday sessions.
- The events team raised the possibility that we could invest in some club bikes and we have bought 2 cyclocross bikes so that people can give this form of racing a try without having to lash out on a new machine.

What we haven't really done, though, is to take these many good suggestions and mould them into a coherent go-forward strategy and that's what I want us to do now. Here's what I propose

A. Set club objectives

These should be high level, realistic and quantifiable targets that we are all bought into about the type of club we want Penge CC to be. They also need to be simple and clear.

Adult club

1. To manage the growth of the club beyond 600 members by the end of 2020, by continuing to be the most inclusive club in London. Graham Blackwood as membership secretary will own this and will work on specific measures and strategies to make sure we live up to our claims to be inclusive.
2. To develop rider skills to make us safer riding in groups. We'll have to think how we measure this – but I have an idea that we can 'certify' riders and aim for a % of riders

who have achieved this in the club. Lesley will pick this up with specific support from me and others

3. To develop our involvement in grass roots racing, on the track, at crits, hill climbs, time trials and in cyclo-cross. Rather than set targets for each type of race, I'd like to aim to have 25 people, at least 30% women who engage in some form of racing, We currently have c.15 including Winnie's SE20 race team. Stephen Crispin will own this, refining the targets and developing ideas to move it forward.
4. To make a significant move into organising a public event. For the size of club we are, we do precious little to organise public events yet we have shown we can do so with the Tour de Penge year after year. I don't want to set the objective for this beyond the rather vague one I have set out here, because our first task is to decide what type of event we want. Current thinking is that we organise an Audax ride and, if we do, John Haile has already put himself forward to organise this once he's done with Paris-Brest-Paris. If you have strong feelings about an event you would like us to run, come and talk to me. My plan is to have a pub debate one night where we look at the options and choose one – maybe more than one event to run. Time to put Penge CC really on the map.
5. To re-engineer our club administration processes. I know that isn't very specific or at all glamourous, so I'll work on the title. We need to enable the club to manage continued growth. This is a bit more complicated, because in could involve a whole range of things: how we sell kit, how we manage membership, the club website, how we manage volunteers, awards etc. So rather than try to come up with a single objective, I'd like to create a separate stream of work to encompass all aspects. I'll manage this, with Sarah Jane's financial and program management expertise and we'll create our own scope and objectives and report back.
6. To continue the development of Sunday rides as the cornerstone of the adult club, managing routes, leading and groups to cope with 150 members riding on a Sunday. Niki will own this, working closely with Lesley and with encouragement to take any radical steps we need to manage this successfully.

Go Ride Club

7. To grow the Go Ride membership to 50 members and increase attendance on Saturday morning sessions through a renewed emphasis on recruitment.
8. To create a succession plan for when Louisa steps down in June 2020
9. Develop the Go Ride involvement in racing, maintaining the link with the Go Ride league and encouraging riders to move up to regional races. (We can be more specific on this once we have the numbers coming through Go Ride)

Next steps

1. The first thing we'll do is to publish these objectives and framework with the minutes of today's meeting and invite feedback. We'll also make a general call for people to come forward if they feel they have a particular contribution to make to the club's organisation. Don't worry about volunteering for individual tasks just yet – that will come.
2. Each of the committee members on point for the objectives as I have laid them out will come to our next committee meeting in September with a plan for achieving their objectives along with any financial outlay required. We'll discuss and refine these.
3. We will have a pub session to discuss events - ideally in September.
4. We will publish the plans and hold an EGM to present the strategy in early October and to make it clear how the wider membership can get involved as we move to execute on the plans.

If this all sounds a bit formal, and a distance from where have come, then good! On the adult side of the club, barely 5 years ago we were a small bunch of pals who rocked up on a Sunday morning, as long as it wasn't raining and went for a ride. Now, we have over 100 riders out every Sunday through the year. We were the biggest club at Hell of the Ashdown and the Tour of Flanders. We even win races. We have an income of £30,000 per year. Most of all though, we continue to welcome every rider who wants

to ride for pleasure with like-minded and similarly capable companions. So, we have to be more organised to accommodate all of the various tasks required to keep the enterprise ticking along. We also need to keep concentrating on our riding or, with so many of us out there, we'll be a danger to ourselves and everyone else on the road.

More importantly, though, we have an opportunity – and this is really my message today. We now have the scale, the people and resources to do something significant. We are already a great club, but we don't want it to stop there. We want us to be the greatest club. If we have the confidence, this can be our time.

Secretary Report – Louisa Harding – AGM 17 July 2019

Club membership numbers
We now have 530 members in our club. The membership totals from 29th June with 523 members show how membership is broken down:
Adult's male 324, female 125.
Youth male 29, female 11.
OAP's male 13, female 7.
Student's male 7, female 6.
Honorary member 1.

The male to female membership ratio is still sliding towards male - as its now 72% to 28%. Part of our club strategy is looking how to increase female membership across the whole club. A lot of work has already been spent on this – which will be shown on our new website.

All membership fees for another year are to be kept the same.

Up to date details – reminder for all members to log into RiderHQ to check their details are up to date – such as emergency contacts, emails and also checking your charity donation preferences.

Up to date 3rd party insurance details - members are asked at the start of their membership to add their 3rd party cycle insurance details with RiderHQ, but on auto renewal that detail is not checked. We are examining how to remind members at the point of renewal to ensure their insurance info is updated at the same time without causing any delays to the renewal process.

Diversity - the committee are planning to request diversity information from members to ensure we are attracting members representing the same proportions as the wider Penge / London community as we believe that minority groups are welcome in our club and that everyone interested in cycling in Penge should be encouraged to begin and grow as a cyclist. Once we have the data we can then bring recommendations to the wider membership on how we develop and encourage under represented groups in Penge to join us.

Affiliations
We have 4 x affiliations which are the same as last year:
London's Women Racing League.

British Cycling – which we need to have to operate as a youth Go-Ride club - and this gives our members a reduced joining fee and very importantly 3rd party liability insurance.

Cycling Time Trials - which allows our club members to enter and ride in time trial events and this has allowed us to host club time trials.

Cycling UK – insurance cover for our Tour de Penge.

Financial Report – John Haile – AGM 17 July 2019

Income and expenditure

31st March 2019

Income		Notes	Expenditure		Surplus	Notes
General						
Membership Subscriptions & donations	6,768.56	(Subscriptions paid net)	Membership Management	95.40		Credit card readers x2 , 1x membership refund
Miscellaneous	1,048.98	£500 Redinet sponsorship, £348.98 RiderHQ refund for overpayment, £200 fireworks marshalling.	Affiliations	289.00		BritishCycling ,Cycling UK, Cycling Time Trials & Lodon Women's Racing League
Other Sales	81.73		Coach/Volunteer Training	310.00		First aid x 3, L1 coaching award x 1
Go-Ride Loan Bikes	110.00		Marketing & Publicity	1,710.27		Marketing: facebook advertising, SE20 Cycles shop sign, web hosting, Sea container sign
Adult Club Equipment Rental	0.00		Adult Club Equipment	1,819.93		2x Wahoo Element computers, 2x CX bike
Bank Interest	13.44				3,539.11	**General surplus, not inc. Wheels for Wellbeing donation**
Go Ride						
Go-Ride Fees	1,290.42		Go-Ride Venue & Expenses	1,447.20		expenses inc. purchase of 3x go-ride bike
SLGRRL Fees & Refreshments	543.00		SLGRRL Levies	299.00		
					87.22	**Go-ride surplus**
Activities						
Time Trial Fees	350.29		CTT Levies & TT Expenses	92.00	258.29	
Track Session Fees	220.27		Track Session Expenses	572.00	-351.73	March & April Sessions paid for in 2018/19, Session fees paid in 2018/19 and 2019/20
						March session: Net cost £91.61
						April session: Net cost £14.01
Turbo Session Fees	2,762.20		Turbo Session Expenses	3,265.00	-502.80	Net costs:
						May x 5 £113.23
						June x4 £260.32
						July/Aug£ 42.84
						Oct x4 £80.16
						Nov x2 £42.78
HHV Chaingang Session Fees	0.00		HHV Chaingang Session Expenses	0.00	0.00	
Dunwich Dynamo Tickets	1,685.25	Only tickets for 2018 paid in 2018/19	Dunwich Dynamo Coach & Food	3,470.00	-1,784.75	Coach hire for 2018 and 50% deposit for 2019 paid in 2018/19
						2018 Dunwich coach net cost: £609.75
						2019 Dunwich coach predicted net cost: £522.46
Other Events	100.00	AGM deposit refund	Other Event Expenses	410.00		AGM venue hire, HHV Team Champs entry, Flander Musettes
Barry's Ride	459.86		Leader & Skills Training	980.00		Skills training at Cyclopark x 2
					-3,670.99	**Activities net cost**
Social Events						
Club BBQ	257.60		Club BBQ Expenses	609.48	-351.88	
			Xmas Party	725.00		
			Other Club Social Event Expenses	110.00		Xmas gifts
					-1,186.88	**Social events net cost**
Tour de Penge						
Tour de Penge BBQ	1,123.50		Tour de Penge Event BBQ Expenses	679.15	444.35	
TdP Raffle for WfW	398.00		Tour de Penge Event Expenses	149.69		
					294.66	**TdP surplus, not inc. raffle**
Donations						
			WfW Donation: Membership	259.00		donations made when joining/renewing up to end of Sept
			TdP Donation WfW	700.00		surplus from TdP BBQ, raffle income & T shirts sold on the day
			WfW Donation: Barry's Ride	510.00		
					1,469.00	**Total donations to Wheels for Wellbeing**
Clothing & Merchandise						
						April order: £41.40 profit on member orders plus £1404 Bodyfit jersey stock purchased
						July order: £103.33 profit on member orders plus £772.80 Bodyfit & arm warmers stock purchased
Club Kit- Standard Order	8,969.46		Club Kit- Standard Order	8,883.00	86.46	October order: £228.28 profit on member orders plus £381.60 Bodyfit jersey stock
Cycle Caps	794.15		Cycle Caps	820.28		100 caps purchased in May. 6 given as xmas awards
Buffs	136.85		Buffs	0.00		
Socks	601.36		Socks	2.15	599.21	
Club T Shirts	648.04		Club T Shirts	1,372.75	-724.71	inc. sale of old TDP t shirt stock
Tour de Penge T Shirts	0.00		Tour de Penge T Shirts	0.00	0.00	
Bobble Hats	95.22		Bobble Hats	225.54	-130.32	30 purchased in November. 6 given as xmas awards
Hoodies	277.12		Hoodies	977.58	-700.46	30 purchased in November. 6 given as xmas awards
Stem Caps & Bar Ends	0.00		Stem Caps & Bar Ends	0.00	0.00	
Water Bottles	319.28		Water Bottles	1,097.40	-778.12	310 bottles purchased in July. 18 given as awards
					-1,537.22	**Clothing & Merchandise surplus.**
Total Income	**29,054.58**		**Total Expenditure**	**31,880.82**		

Balances	
Funds carried forward from last year	14,309.07
Funds received in year	29,259.38
Funds spent in year	31,880.82
Current balance	**11,687.63**
Increase in year	-2,621.44
Funds held in bank	11,200.39
Funds held as cash	487.24
Total Assets	**11,687.63**

Liabilities	
760.00	Go Ride venue hire- Autumn & winter terms