



# Kinross Cycling Club

Kinross Cycling Club Committee Meeting

21<sup>st</sup> January 2019

LLCC

<p><b>1. Present:</b> Jane Timperley (Chair); Kathryn Baker (Secretary &amp; Minutes); Graham Millar; Ann Malcolm; Paul Zarb; John Myerscough; Jeff Wall; David Haining  <b>Apologies:</b> Stewart Wilson; Kyle Strachan; Mel Porter</p>	
<p><b>2. Minute of previous meeting (20<sup>th</sup> November) has been approved. Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• Sportive Press Release – Stewart (completed)</li> <li>• Events – covered on the Agenda</li> <li>• KCC Kit Facebook Page – Kyle (completed)</li> <li>• Awards night purchase of project – Jeff (completed)</li> </ul>	
<p><b>3. Finance Update</b> – £43,651 in account. Invoices for Fife Cycle Park have been coming in for the coaching sessions. Invoice from Seiko has been passed to Ann for payment – the clock is repaired and will be send back once the invoice has been paid.</p>	
<p><b>4. Sportive</b> – planning is on track and the sportive committee is working hard. There is approx. £1,600 come in from donations over and above the entry fee. Jeff is sorting out the total amount which will need to be donated to CHAS. Places are sold out. There are 20 CHAS places, where the full £30 will go to CHAS. Volunteers – we will need around 50, the key marshal points have been identified. David will put out a list on our Facebook page, matching volunteers with specific roles. Paul M will do the signage on Friday. A small number of volunteers will be needed for Friday evening. CHAS are currently recruiting volunteers. Jeff and Kirsty are to visit Dunning Community Council next week, as Dunning is a key pinch point.</p>	
<p><b>5. Events 2019</b> – we have been successful in bidding to run 2 events</p> <ul style="list-style-type: none"> <li>• Crit Championships 26<sup>th</sup> May at the Fife Cycle Park. Paul Z is the official organiser.</li> <li>• Scottish Hill Climb championship to be hosted on Purin Den on 13<sup>th</sup> October. Freuchie cricket club is booked and the plan is to close the road. Paul Z is the official organiser for this, Jane is deputy.</li> </ul> <p>In addition we will run the 3 FCA event listed on the November minute.</p>	
<p><b>6. 10<sup>th</sup> KCC AGM</b>          Committee election &amp; roles required -motion to be proposed that all committee members undertake a specific role. All members are required to stand down at the AGM (as defined in sections 7.3 &amp; 8.1 of the club constitution).          Roles needed:</p> <ul style="list-style-type: none"> <li>• Chair</li> <li>• Secretary</li> <li>• Treasurer</li> <li>• President</li> <li>• Web / IT</li> </ul>	

<ul style="list-style-type: none"> <li>• Volunteer Co-ordinator</li> <li>• Kit Manager</li> <li>• Membership Secretary</li> <li>• Social Convener</li> <li>• GP series organiser.</li> </ul> <p>We need to fill the membership secretary position, and the GP series organiser and currently do not have anyone identified who might be willing to undertake this role.</p> <p>Kathryn to draft an invite letter outlining the above</p> <ul style="list-style-type: none"> <li>• Date confirmed as Tuesday 5<sup>th</sup> March</li> <li>• Venue – Ann has secured membership of the rugby club so this allows us to hold meetings there. This would be a possible venue for the AGM if the Kirklands are unable to host</li> <li>• KCC constitution – the amended constitution, as previously agreed, was not uploaded to the Web-site. There are a couple of other minor amendments which will be made. The revised constitution will be put the to AGM for approval and adoption (this will go on the website for member to view ahead of the AGM)</li> </ul>	<p><b>Kathryn</b></p> <p><b>Graham</b></p>
<p><b>7. BC insurance policy</b></p> <p>The public liability insurance covers the primary office bearers in the event of a claim being brought against the club. There was a discussion about who would be defined as an ‘official acting on the club’s specific instructions’. It was felt that this would extent to committee members, ride leaders and others acting with delegated authority on behalf of the club.</p> <p>Kathryn and Graham to draft a letter to SC asking for clarification</p>	<p><b>Kathryn/Graham</b></p>
<p><b>8. Committee members responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Membership – Mel – no update</li> <li>• Volunteering – David – as per sportive item 4</li> <li>• Newsletter – no update. Reports will be done for AGM</li> <li>• GP series – still need someone to organise this, still no-one has come forward. This to be raised at the AGM. Request to be put out on Facebook. Paul is happy to do a handover.</li> <li>• Club runs + Saturday run – there is a proposal that we revert to a single Saturday ride, with as G1 and G2 as appropriate. The ride leader responsibility sits with the G2 group. It was proposed to call a ride leader meeting after the AGM, at the end of March.</li> <li>• Social Activities- Stewart – no update</li> <li>• Coaching – no update</li> </ul>	
<p><b>9. Website Update</b> – Graham has made a start on the test version of the web-site and is still working on this. Ongoing</p>	
<p><b>10. AOCB</b></p> <ul style="list-style-type: none"> <li>• John to enquire as to alternative storage of Cyclocross equipment at Lochore</li> <li>• First Aid provision – BC have issued a new guidance document. Club should have a policy which states that first aid kit should be taken to club events such as GP series. It would be beneficial to have 2 kits</li> </ul>	<p><b>John</b></p> <p><b>Jane</b></p>



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• Quiz night – 7 <sup>th</sup> Feb from 7pm. All welcome. Raffle will be sold on the night to raise funds for PADS.	
<b>11. DONM – AGM on 5<sup>th</sup> March 2019</b>	