

CTC OXFORDSHIRE MINUTES OF ANNUAL GENERAL MEETING

**Held at the Village Hall, Hinton Waldrist, Oxfordshire.
At 11am Saturday 9th November 2013**

Attending the meeting: Steve Swanton, Richard Morris, James Dawton, Neil Warner, Jo Munt, Helen Beane, Robin Tucker, Dan Hart, Lorna Swanton, Kevin Wilkinson, Adam Delaney, Ian Taylor, Paul Thompson, Roz Thompson, Pat Hurt, John Bridgman, Stephen Lee (17)

1. NOTICE CALLING THE MEETING - Published in CTC Cycle Magazine Oct/Nov 2013 issue.
2. ELECTION OF MINUTES TAKER - Helen Beane, nominated by James Dawton
Seconded by Robin Tucker.
3. APOLOGIES FOR ABSENCE - Peter Hallowell, Ros Hallowell, Eve Thornton, John Hopper, Phil Wray, Kevin Hickman.
4. MINUTES OF THE PREVIOUS AGM on 10 November 2012
Amendments:
Item 14 election of Robin Tucker as ordinary member was proposed by James Dawton and seconded by Richard Morris.
Item 17, Ratification of CTC Oxfordshire Volunteers was proposed by Steve Swanton and seconded by James Dawton.
With these changes, the minutes were accepted as an accurate record. Proposed by Neil Warner and seconded by Robin Tucker. Minutes passed unanimously.
5. MATTERS ARISING FROM THE PREVIOUS MINUTES.
Action by the committee to locate trophies is ongoing.
Kevin Hickman replaced the Witney group representative Jon Gammage.

ANNUAL COMMITTEE REPORTS

All reports are compiled and published in a separate document (see Appendices 1a and 1b). The Wallingford report was heard after the Secretary's report for logistical reasons. Matters arising are given below.

6. SECRETARY'S REPORT
7. TREASURER'S REPORT
A proposal to drop the practice of including financial information of other member groups with CTC Oxfordshire accounts. Proposed by Peter Hallowell and seconded by Robin Tucker.
8. REGISTRAR'S REPORT
9. WELFARE OFFICER'S REPORT
10. PUBLICITY OFFICER'S REPORT
11. RIGHT TO RIDE AND PLANNING OFFICER'S REPORT

ANNUAL MEMBER GROUP REPORTS

- 12. WALLINGFORD Informal Member Group
- 13. OXFORD CITY Formal Member Group
- 14. ISIS CYCLISTS Informal Member Group (part of Oxford City)
- 15. OXFORDSHIRE MIDWEEK Formal Member Group
- 16. WANTAGE Formal Member Group
- 17. WITNEY Informal Member Group
No representative present and no report available

Acceptance of Reports - Proposed by Neil Warner and seconded by John Bridgman. All reports were passed unanimously.

- 18. RATIFICATION OF CTC WITNEY and CTC WALLINGFORD AS INFORMAL MEMBER GROUPS
Proposed by James Dawton, seconded by Pat Hurt. Passed unanimously.

ELECTIONS

- 19. ELECTION OF OFFICERS AND COMMITTEE

Position	Nominated	Proposed by	Seconded by
Chair	Steve Swanton	James Dawton	Neil Warner
Secretary	Robin Tucker	Steve Swanton	Jo Munt
Treasurer	Peter Hallowell	Helen Beane	Ian Taylor
Registrar	Pat Hurt	Helen Beane	Ian Taylor
Welfare Officer	Phil Wray	Helen Beane	Ian Taylor
Publicity Officer	Robin Tucker	Richard Morris	Pat Hurt
Rights and Planning Officer	James Dawton	Helen Beane	Ian Taylor
Witney Group Coordinator	Kevin Hickman	Steve Swanton	Richard Morris
Wallingford Group Coordinator	Dan Hart	Patrick Hardiman	Nick Antram
Member Group Reps (appointed by Member Group)			
Oxford City	James Dawton		
Oxon Midweek	Peter Hallowell		
Wantage	Neil Warner		
Ordinary Members	None appointed		

NB. The positions of Webmaster and Deputy Secretary are co-opted by the Committee. Post-holders are Jo Munt and Neil Warner respectively.

- 20. APPOINTMENT OF AUDITOR FOR 2012/13

Nominated	Proposed by	Seconded by
Stephen Lee	Peter Hallowell	Richard Morris

21. RATIFICATION OF CTC OXFORDSHIRE VOLUNTEERS (Including Wallingford and Witney)

The register of volunteers for insurance purposes is attached as Appendix 2.
Proposed by Neil Warner seconded by Pat Hurt. Passed unanimously.

MOTIONS TO THE AGM

22. Motion 1

CTC Oxfordshire will co-ordinate a series of 1-day “Explorer Rides” at weekends starting from different locations across its area of operation during 2014.

Proposed by: Steve Swanton, seconded by Robin Tucker on behalf of the CTC Oxfordshire committee.

Proposer’s remarks:

The objectives of the Explorer Rides are two-fold:

- to widen the coverage of CTC-organised activities across the county of Oxfordshire and also West Berkshire at weekends¹ to include those areas that are not close to an existing CTC member group;
- to widen participation in CTC activities and bring members from the different Oxfordshire-based groups together.

I envisage that something like 6 Explorer rides would be organised over the course of the year. Several of these might be rides volunteered by existing (geographic) member groups; the rest would be from an accessible starting point away from our current centres but within the area of operation that we have defined (Oxfordshire and neighbouring postcode areas including a sizeable chunk of West Berkshire). Places that spring to mind include: Banbury, Bicester, Charlbury, Chipping Norton and Hungerford.

Rides could be on either a Saturday or a Sunday and could take the form of either a half-day or a shorter full-day touring ride of 30-45 miles at a pace of about 12mph on the flat (in line with Wantage 2* rides) with at least a tea or a lunch stop. As the name Explorer implies, we would explore less-familiar routes, taking time to investigate places of interest and enjoy unfamiliar views.

The rides would be promoted to CTC members in Oxfordshire and West Berkshire by email, through Oxfordshire cyclist magazine and through the member groups. We could also promote them to the wider CTC membership through the Events diary that appears on the CTC website.

Passed: All in favour

23. Motion 2

That the CTC Oxfordshire local rules, last revised in 2010, be withdrawn.

(See Appendix 3 for these rules)

Proposed by: Steve Swanton; seconded by Robin Tucker on behalf of the CTC Oxfordshire committee.

Proposer’s remarks:

¹ Oxfordshire’s Midweek group organises rides starting from different locations around Oxfordshire on a Wednesday (there are also Tuesday and Thursday moveable coffee and lunch meets) but there is nothing like this at the weekends.

The motion proposes the withdrawal of the CTC Oxfordshire local rules because they have been superseded by changes in CTC's policies for the operation of member groups and are no longer required for the running of CTC Oxfordshire.

Background: The operating framework for CTC's member groups is laid down in the CTC's Policy Handbook for CTC Member Groups, Organising Committees and Regional Groups, last revised 26 October 2012. These policies are obligatory for CTC Member Groups, although they may be augmented by local rules as long as the local rules are consistent with CTC policy.

The CTC Oxfordshire local rules were last updated in 2010 to reflect local arrangements for implementing CTC's then policy for organisation of hierarchies in member groups (parent/subsidiary member group relationships). However, CTC's member group policy changed in 2012 removing such hierarchies between full member groups. (CTC Oxfordshire remains a parent for the informal groups in Witney and now Wallingford.) With the exception of rule 6, the CTC Oxfordshire rules are either no longer required (3, 4, 5) or just about the rules themselves (1, 2 & 7).

Rule 6 concerns the notice period for motions to CTC Oxfordshire AGMs, which is currently set to 21 days. At the time this was agreed in 2003, 21 days was chosen as being a suitable period to allow motions to be published to local members. However, the current CTC Policy Handbook states: "*The business of the AGM shall be to:...consider any notices of motion, which must have been submitted in writing to the Group Secretary at least seven days before the meeting.*" For the avoidance of potential conflict, the motion would bring CTC Oxfordshire practice in line with the requirements of the CTC Policy Handbook. It remains the responsibility of the Secretary to ensure that the agenda for the AGM is made available to members via the CTC Oxfordshire website as soon as possible after the 7-day deadline.

Passed: All in favour

ANY OTHER BUSINESS

24. John Bridgeman – Information for and changes to the Mid-Week Group's web pages should be sent to Peter Hallowell.
25. Ian Taylor has placed an order with Impsport for new jerseys for the Midweek Group. They are a similar design to the existing club jerseys but are in blue and gold. These can be ordered and purchased individually with or without Midweek Group printed on the back.

MEEETING CLOSED AT 13:16.

Signed as an accurate record:

Date: