

Cycling UK Oxfordshire Annual General Meeting 2017

held at 11:00am on Saturday 4th November 2017
at the Kings Head & Bell, Abingdon, Oxfordshire, OX14 5EA

Draft Minutes

1. Opening and Minutes of 2016 AGM

- 15 Members signed in, making the AGM Quorate (Quorum is 10).
- Robin Tucker agreed to take the Minutes
- Apologies for absence were received from Trevor Brown, Simon Hunt, Paul Thompson and Peter Wood.
- Minutes of the 2016 AGM. The Minutes were Proposed by Andy Ellis and Seconded by Neil Warner and Approved *nem con*.
- Matters arising from previous minutes
 - Renaming the Group – Completed, and this is our first AGM as Cycling UK Oxfordshire.
 - Ride Categories – Steve Swanton reported on the development of Ride Categories and passed copies around the meeting. There are four Categories, based initially on Cycling UK Wantage categories, but made more general for use across the group. The main discriminator is 'speed on the flat', but distance, hilliness and duration are also important factors. We will adopt these (with a few edits suggested) and put them on the website. It was suggested that we do an occasional post-ride poll to see what category people thought the ride was actually in.

2. Annual Reports for the year to September 2017

All the reports are in a separate document, available from the Secretary.

- Chairman's report
- Secretary's report
- Treasurer's report – Our Auditor, Stephen Lee confirmed that he had reviewed the accounts and approved them.
- Registrar's report – The Registrar was asked about long-term trends. He responded that the trends over about 5 years had been fairly flat.
- Welfare Officer's report
- Campaigning report

Social Media: Neil Warner reported that we have 3 social media accounts, on Facebook, Twitter and Google+. We always need more content, so please follow, like, retweet and share us. (Facebook: [CyclingUKOxfordshire](#), Twitter: [@CUKOxfordshire](#)).

The Officer's Reports were Proposed by Ros Hallowell, Seconded by Christine Ellis and Approved *nem con*.

3. Informal Member Group Annual Reports

All the reports are in a separate document, available from the Secretary.

- Bicester
- Wallingford
- Witney

The Officer's Reports were Proposed by James Dawton, Seconded by Peter Hallowell and Approved *nem con*.

4. Election of Committee Members

- Chair
- Secretary
- Treasurer
- Registrar
- Welfare Officer
- Publicity or Promotions Officer
- Campaigns Officer
- Webmaster (may be Committee role or not)
- Other Committee Members

There were no resignations from the Committee and no new nominations. So the Committee continues with the same members as before.

4a. Ratification of Informal Member Groups, and election of their Co-ordinators to the Committee

- Bicester – Coordinator Paul Thompson
- Wallingford – Coordinator Peter Wood
- Witney – Coordinator Kevin Arnold

All these Coordinators were happy to continue. The Groups and Coordinators were Proposed by Robin Tucker, Seconded by Neil Warner and Approved *nem con*.

We noted a desire at the meeting to build on numbers in Bicester and Witney, so that these become self-sustaining groups.

4b. Ratification of Cycling UK Oxfordshire volunteers

Volunteers are essential for the group's activities, and were thanked by the meeting for organising and leading events and rides. The list of volunteers was available for inspection and correction. It was Proposed by James Dawton Seconded by Peter Hallowell and Approver *nem con*.

4c. Appointment of Auditor

Stephen Lee attended the meeting and is happy to be Auditor once more. He was Proposed by Peter Hallowell, Seconded by Neil Warner and Approved *nem con*.

5. Motions to the AGM

Motion 1: To adopt the proposed Purpose and Strategy of Cycling UK Oxfordshire

A statement of the Purpose and Strategy of the group is appended to this Agenda. It was developed during the year by the Committee to act as a focus and reference point for our activities and decisions.

It was put forward as a Motion for the AGM, Proposed by Steve Swanton, Seconded by Robin Tucker, and was Approved *nem con*.

6. Any Other Business

- Ros Hallowell and others in the meeting thanked the Committee for their work over the year.
- The Committee thanked the providers of cake for their meetings ☺
- The Chairman thanked everyone for attending the meeting and asked for feedback about the venue and format. There was universal support for both the pub venue, and the new format, around a table with shorter reports.

7. Close of Formal AGM

The formal meeting closed at 12:34

Most of us stayed on for a drink and a meal, and to continue talking about all aspects of cycling.

New Committee and their roles

Position	Current Member	Role description
Chair	Steve Swanton	Presides over and facilitates committee meetings and General Meetings.
Secretary	Robin Tucker	Organises committee meetings, General Meetings and the Annual Report and Returns to Cycling UK National Office. The official point of contact for the Group.
Treasurer	Peter Hallowell	Holds and accounts for the Group's funds.
Registrar	Andy Ellis	Receives information about Cycling UK Members who live in the Group's area of operation, sends out welcome letters/emails. Oversees the Group's email distribution list.
Welfare Officer	Paul Thompson	Helps members to address issues and complaints.
Publicity Officer	Robin Tucker	Promotes Cycling UK and the activities of the Group. Prepares emails that are distributed to members.
Campaigns Officer	James Dawton	Campaigns for cycling and represents the Group and cyclists to bodies making planning decisions concerning transport and the built environment that affect cyclists.
Other Committee Members	Ian Murray Neil Warner	Can range from informal input to organising specific activities for the Group. (e.g. Ian – Ride Leader Training, Neil – Social Media)
Member Group Co-ordinators		
Bicester	Paul Thompson	Points of contact and representatives for these Informal Member Groups that operate within Cycling UK Oxfordshire
Wallingford	Peter Wood	
Witney	Kevin Arnold	

In addition, the following Cycling UK member groups within Oxfordshire are invited to provide a representative to act as point of contact and participate in the Cycling UK Oxfordshire committee.

Group	Current Representative
Oxford City	None
Isis Cyclists	None
Oxfordshire Midweek	David Townsend
Wantage	None

The position of Webmaster is co-opted by the Committee, and is currently Chris Thompson. The position of Auditor is approved at the AGM, and is currently Stephen Lee.

Proposed Purpose and Strategy of Cycling UK Oxfordshire

Purpose

Our overall purpose is to encourage more people to go cycling more of the time, both Cycling UK Members and the general public.

Our scope is centred on Oxfordshire, and we will work with other groups and coordinate action across the county. We also encourage riders and rides beyond Oxfordshire's borders.

Measures of success

1. The number of participants in rides and events organised by us, or groups we have founded. (Measured as per our Annual Return)
2. The overall rate of cycling in Oxfordshire (Measured by the Sport England Active People Survey, fraction of adults cycling at least once a month)

Strategy

We will do this by:

1. Creating and supporting Groups

- We recognise that most people's riding community is focused around their local group, so the groups are our main point of action.
- We have a defined role in supporting our Informal Groups (including funding and a conduit to National Office) and also wish to gain better national support for them. We support these Groups growing over time into Formal Groups.
- In addition to existing Groups, we have identified the potential for a Cycling UK Group in Banbury and to expand the group in Witney.

2. Helping our members to organise and participate in rides and events with a county-wide appeal

- We help Cycling UK Members in the county or visiting to find appropriate rides or routes.
- We will ask and support the local Informal Groups to organise rides and events with appeal to riders across the county.
- We will ask and encourage local members to develop their own ideas for rides and events with county-wide appeal, and support these where helpful with publicity, Committee support or funding.
- As a Committee, we will organise a few events that fill clear 'gaps' in the plans of other groups in the county. (e.g. An Annual Century ride)

3. Campaigning for better facilities and more cycling across the county

- Covering all forms of cycling: encouraging new people into cycling including minority and disadvantaged groups, making it easier and safer for existing cyclists, on-road and off-road.
- Supporting the Oxfordshire Cycling Network, for example with publicity for the campaign
- Inputting and responding to issues under our own name
- Linking with other groups where useful, both cycling and others (for example Local Authorities, walking and horse-riding groups)

4. Supporting other cycling-related activities

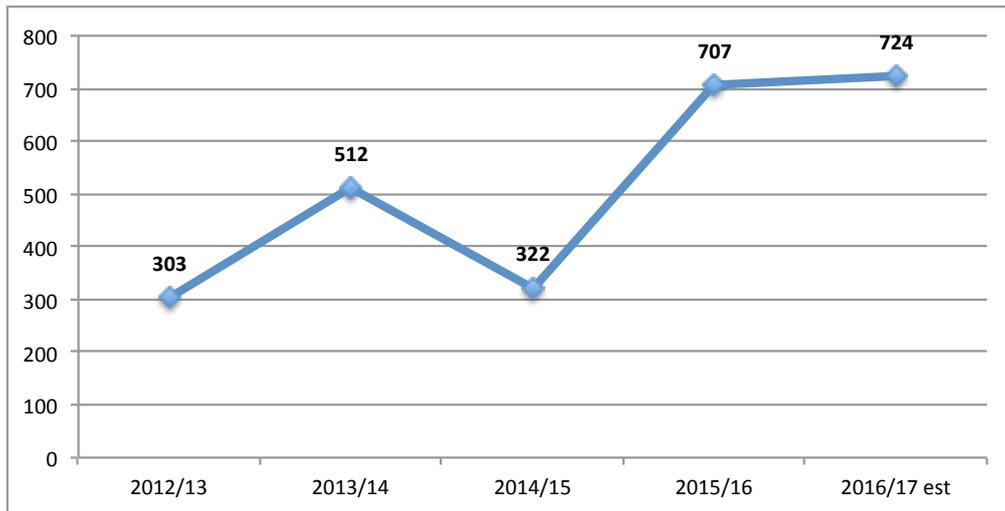
- We may support other cycling groups and initiatives where they are local, non-commercial and non-competitive, and when the Committee believes CyclingUK Oxfordshire has the resources and support of its local members.
- Any such support is most likely to include connecting people and groups across the county, and help to plan and publicise rides and events that appeal to members in the county.

Measures of Success – November 2017

1. Number of participants in rides and events organised by us, or groups we have founded

(Source: Cycling UK Oxfordshire Annual Returns)

2013/14 rise comes mainly from Wallingford (rides started 2013). 2015/16 rise from Bicester (rides started 2015). 2016/7 Includes Space for Cycling Rally and may be updated when Annual Return is finalised.



2. People in Oxfordshire Cycling at least once per month

(Source: Sport England Active People Survey)

2015/16 will be available around 23 Nov 2017. Confidence interval (95%) for County results is $\pm 2\%$, so the variations for Oxfordshire are not statistically significant. Confidence interval (95%) for District results is $\pm 3-6\%$, so the rise in Oxford and drop in West Oxon are significant.

