

## **Cycling UK Oxfordshire Annual General Meeting 2019**

to be held at 14:00 on Sunday 9th November 2018  
at the Kings Head & Bell, Abingdon, Oxfordshire, OX14 5EA

### **Agenda**

#### **1. Opening and Minutes of 2018 AGM**

- Election of a Minutes Taker
- Apologies for absence
- Approval of Minutes of the 2018 AGM
- Matters arising from previous minutes
  - Steve Swanton joined the Committee

#### **2. Annual Reports for the year to September 2019**

- Chairman's report
- Secretary's report
- Treasurer's report
- Welfare Officer's report
- Campaigning report

#### **3. Informal Member Group Annual Reports**

- Wallingford
- Witney

#### **4. Annual Business: Informal Groups, Volunteers and Auditor**

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

- Wallingford
- Witney

##### *4b. Ratification of Cycling UK Oxfordshire volunteers*

##### *4c. Appointment of Auditor*

#### **5. Motions to the AGM**

**Motion 1: The Committee shall review during the year whether to hold a Special General Meeting with the intent of dissolving Cycling UK Oxfordshire Formal Member Group.**

- Proposer: Peter Hallowell, Robin Tucker

##### *Reasons for motion from Proposer*

1. Last year there was a motion to dissolve the Group, that was only narrowly defeated. So it is appropriate to keep the question under review.
2. During the year, we have operated the Group with much reduced effort, but also with lower output. The Group's campaigning and ride activities could be performed under other labels. The most important function of the Group is as an umbrella for

Wallingford and Witney – we do not wish to leave them in the lurch, but must consider if the Oxfordshire Group is viable. The Group could also enable future Cycling UK Informal Groups, which has future potential value – although this would depend on efforts of a future Committee.

## **6. Election of Committee Members**

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

Nominations for these positions may be notified to the Chair or the Secretary before or on the day. Each nominee requires a Proposer and a Seconder.

\* Obligatory Position

† Obligatory Role (may be held by someone with another position or role)

## **7. Any Other Business**

## **8. Close of Formal AGM**

After the meeting, members are encouraged to stay on for a drink and an informal chat.

### **Current Committee and their roles**

<b>Position</b>	<b>Current Member</b>	<b>Role description</b>
Chair	Peter Hallowell	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	Neil Warner	Holds and accounts for the Group's funds.
Registrar	Peter Hallowell	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	Steve Swanton	Can range from informal input to organising specific activities for the Group. (e.g. Training, Social Media)
<b>Member Group Co-ordinators</b>		
Wallingford	Patrick Hardiman	Points of contact and representatives for these Informal Member Groups that operate within Cycling UK Oxfordshire
Witney	Kevin Arnold	

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

# 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 Cycling UK 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.