

NOTTS & DERBY CYCLOCROSS LEAGUE

GENERAL MEETING MINUTES

THE RED COW, ALLESTREE DE22 2DZ - 7:30PM 29 SEPTEMBER 2016

CHAIR: GAVIN HARDWICKE

<i>PRESENT:</i>	<i>VOLUNTEER TEAM / ROLE</i>	<i>CLUB / ORGANISATION</i>	<i>INITIALS</i>
Gavin Hardwicke	Admin (NDCXL Chair)	Fossa Racing	GH
Heather Downey	Finance (NDCXL Treasurer)	Nottingham Clarion	HD
Martin Howarth	Finance	Nottingham Clarion	MH
Andrew Naylor	Logistics	Fossa Racing	AN
Sarah Naylor	Admin	Fossa Racing	SN
Russell Cox	Officials	South Pennine RC	RC
Chris Rowe	Admin	Zepnat RT	CR
Cathryn Rowe		Zepnat RT	CaR
Peter Turner		Derby Mercury RC	PT
Heather Wimble	Results (Team Leader)	Cadence Sport	HW
Mac Lambert	Officials	Heanor Clarion	ML
Peter Lifford		Private Member	PL
Karen Lifford	Regional Events Organizer	British Cycling	KL
Harry Gould		Matlock CC	HG
Neil Mansfield	Communications (Team Leader)	MI Racing	NM
Tim Cooper	Communications	Bolsover & District CC	TC
Maddi Smith	Events (Team Leader)	Bolsover & District CC	MS
Chris Watts		Matlock CC	CW
<i>APOLOGIES:</i>			
Mary Gill	Race Organizer	Heanor Clarion	MG

<i>1)</i>	<i>REVIEW OF PREVIOUS MINUTES</i>	<i>ACTIONS</i>
	HW raised the mention of team leagues made in the previous minutes SN to show HW automated spreadsheet RC proposed, HW seconded	SN
<i>2)</i>	<i>TEAM UPDATES: ADMIN</i>	
	Nothing to report GH/SN	
<i>3)</i>	<i>TEAM UPDATES: COMMUNICATIONS</i>	
	General NM reported to meeting. Communications going well, jobs are split up well – in particular, U9/U12 reports being done very successfully.	

Forum	<p>Nobody has access to administrate the forum and retrieval of lost passwords don't work. Have no way of managing it. Communications team have no desire to see forum continue. Team proposes to remove the link to the forum from the website – this seems the only way forward. Can't delete the forum without passwords. Forum was inaccessible for much of last year with little issue. Could set up a Facebook group if a more interactive option is required. Forum mainly used for selling items - is it "safe" to post sale items on Facebook? RC: Need to make sure it is clear that the forum is inactive, and refer people to its replacement (i.e. Facebook).</p>	NM/SK
Mailing Lists	<p>GH requested a rider mailing list as we have had previously. Unclear what happened to it. Would be used for league announcements, e.g. trophy recall, awards tickets on sale. Consider having a subscription option on the website. Automated minimal management list would be required. Use Steve Kirks's (SK) current mailing list setup? Alternatively MailChimp, which can be integrated with Facebook.</p>	GH/SK
Race Reporting	<p>Feedback – NM's interviews have been really good. One race report site has transcribed an interview. NM has tried to interview women's winner but they weren't willing to participate. Hope to include other categories going forward, and not just winners; however, interviews will not necessarily happen every week. Written report are choosing to compromise on picture quality in favour of speed of publication. Success - managed to get winning female rider included in BC tweets. Issue – race reports are going somewhere very difficult to find on BC website. Also not accessible via mobile. People can't find them to read. RC: why put reports on BC? PL: to promote individuals, to satisfy sponsors, and for more reliable archiving.</p>	
Facebook	<p>TC reported getting a lot of private messages on Facebook (Lee Shunburne used to field lots). Forward to relevant team list or to team leaders list as required. Direct people to the query form.</p>	
Feedback	<p>TC: Meeting badly communicated, also minutes from last meeting. GH: apologies.</p>	
4)	TEAM UPDATES: EVENTS	
Signing on sheets	<p>MS has done the first three rounds' start lists. 60-90 mins each time. Beginning to delegate this task to team members. Some organisers are sending the data to MS in a CSV format. KL: many options on file format. AN: need to get organisers to send correct format. KL offered to create an instruction for organisers to download Excel version. MS hoping to continue to keep timescales tight – usually Wednesday evening (as requested by chip timing)</p>	MS
House keeping	<p>Organisers need to know that they should retain the signing on sheets for 7 years. Can scan and store on the NDCXL Google Drive if preferred – MS to communicate. Also, organisers need to be reminded about using correct Event Management spreadsheet including levy form – MS to communicate.</p>	MS
Participation figures	<p>KL: online entry data compared with previous season: totals senior/junior/women up on last year. (Women 133 cf 99 over three events.) Total vet men started off lower but now up on last year. Youths similar (slight decline last week but clashed with Track Inter-Regionals). U9/U12 figures unclear since on the day entry numbers not generally available. However, pre-entered numbers are well up on comparable figures last year. KL: seems like cross participation is up in other leagues too. GH: might be useful to know more to see if our online entry has impacted our growth compared to other leagues. CR: many non-starters? Similar to last year (3-4 per round).</p>	
Field size caps	<p>158 vets entered for Markeaton (cf 144 last year) – beginning to raise concerns about field sizes. Organisers' meeting agreed that a potential future field limit might be set at 160. RC: any field limits must be risk assessed for each age group and judged according to lap length / skill level of rider. KL predicts limits may be imposed centrally by British Cycling as of next season</p>	

	<p>Provisional Sherwood Pines event KL spoke to chairman of Newark Castle. Pines/Newark event not happening. NM has removed event from calendar. KL/GH to assign them another event to help at. MH suggested Newark Castle help at Notts Clarion. KL will work with them to gain experience for next year.</p> <p>Enquiry re commercial stand at NDCXL events Father of U9 boy – can Chesterfield Cycle Centre display at events with 6x3m marquee? Not yet known whether intent is to advertise or sell? GH spoke to Graham Snodden; GS not against it in principle. SRAM sponsorship commitments meant that any displays of bikes must have SRAM groupsets. However, is a potential clash with current shop (David Jack). What will they offer? David Jack is providing valuable volunteering support in the Logistics Team this season (as well as contributing to prizes). GH to clarify further.</p>	<p>KL/GH</p> <p>GH</p>
5)	TEAM UPDATES: RESULTS	
	<p>Automation of league tables HW reported that Darren Kerry (DK) has done an amazing job automating the sheets. HW has transferred the work to the results team now. All up and running. Initially macros were blocked at BC end which caused problems forwarding results – DK sorted. Online entry means license numbers are present and correct which means BC can automate reading the data in rather than transcribing by hand – big improvement. Currently dealing with issues where chip timing software truncates club names due to maximum character limitations. Results team to notify Communications team when the stuff is ready. DK to do this since he is collating things.</p> <p>David Belcher Special dispensation for private membership? Doing a league table but from Leicester. Consensus was that whilst we are extremely grateful to him, the residence stipulation is a fundamental rule which can't be waived. Advised to join another club as a second claim and ride in plain kit. Look into expressing gratitude another way.</p>	<p>HW</p>
6)	TEAM UPDATES: FINANCE	
	<p>HD reported. Up until R3 cut off – 38 affiliations, with 1 more this week. Broadly the same as last year. Levies in or imminent from first 3 rounds. Balance approx. £18k prior to paying EMCCA and chip timing etc. (amounts to several thousands of pounds). Broadly in line with last year. Medal supply ordered. One incidence of old levy form being used, now resolved. Receipts sent to all affiliated clubs and private members.</p>	
7)	TEAM UPDATES: LOGISTICS	
	<p>AN reported. Going ok - team rota for people to help Mick, working well. All bar two events have race numbers. 3-4 need to collect stock of unbranded tape. Pallet of SRAM tape delayed but MG found 60 rolls surplus. Forthcoming events have their SRAM tape. David Jack (DJ) is acting as a distribution point for numbers and tape. Very useful. May need to order more unbranded tape. AN to monitor.</p>	
8)	TEAM UPDATES: OFFICIALS	
	<p>Judging ML reported. ML may be away for Darley – other than that, all events have a judging team. RC raised issue of riders without correctly pinned numbers. AN to bring safety pins for judging team to give out at the start as required. SN stressed need to handle children sensitively, focus on correcting problems rather than blaming child.</p> <p>Commissaires Commissaires assigned up to Darley. Missing one at Darley, Bakewell, Broxtowe KL: feedback from commissaires and organisers is that people aren't up to date with info. Emails are going awry. For example – Hardwick – only two commissaires since third had received no confirmation. Send list to commissaires and organisers – GH to follow up. Create a commissaire</p>	<p>AN</p> <p>GH</p>

mailing list – useful for information sharing between officials. KL to provide email addresses. SK to set up?		KL/SK
9)	EVENT REVIEWS	
	<p>General Riders need to ride for the club on their license and ride in the appropriate kit – communications team to publicise. Toilet provision raised by RC. SN: more would be a big expense. KL says there is guidance re number. Look into urinals? SN: please provide sufficient toilet rolls.</p> <p>R1 Hardwick Good. Plenty marshalls, pits good in the car park, water supply tank was good. Pits being backwards confused some riders. U12s course was extended. Lap lengths were fine. Grass mown too close to event caused a lot of clogging.</p> <p>R2 Alfreton Good course but could have been better taped. Lack of manpower? Event village looked really good. Parking was limited, but as is normal for that venue. Start loop removed too soon during the youth event but did not cause problems. RC: lap length for U9s too short. TC: big bottle neck in U9s due to large field (approx. 70), confusion re checkered flag in U9 & U12s.</p> <p>R3 Shipley Good racing. Course shortened cf previous years - improvement. Keeps the racing within an arena. Plenty of marshalls. Good preparation of grounds (well mown at the right time, not covered in grass cuttings, less bumpy than previous years). Would have benefited from re-taping on the corners during racing due to crashes. Nice to have a commentator. TC: U9 5:26 for winner. Short.</p>	NM
10)	ANY OTHER BUSINESS	
	<p>Incidents at Shipley AN reported (chief commissaire on the day). U12 parent reported another parent intimidating an U12 rider. Passed to BC compliance. KL: logged on record. No further action unless formal complaint. Veteran rider collided with spectator near toilets (cricket pavilion). Spectator left very shaken, rider unapologetic. Unable to identify rider on the day (narrowed down to a handful of riders based on kit description). Facebook appeal for witnesses – rider subsequently positively ID'd as one of those shortlisted. Commissaire unable to sanction against this since not a racing incident and rider identity could not be confirmed during the event. KL: BC will take no further action unless a formal complaint or insurance claim made. Remind riders of BC code of conduct. Consider putting together an NDCXL code of conduct? KL: compliance can help with wording code of conduct. GH has spoken to victim's son today to offer our best wishes. League to send flowers. What about organizer response? MG has been in touch with victim. How to publicise incident in the correct way? Put out a statement on website. Also send to Heanor entrants. League to email individual for his take on it? GH to take this forward</p> <p>Harry Gould announcement Frank Griffiths - The Whistler – supported the league for around 30 years. Used to call out what position you were in, missed few events. Became ill around 3 years ago, died during the summer. Regularly donated to NDCXL - around £1000 over the years – and also to the EMCCA rider fund. Solicitors administering his will have contacted HG. Nominated Harry Gould (HG) to receive £2k on behalf of the league. HG will need to confirm to the solicitors the intention of spending the money. Legacy stipulation: to be used for the benefit of Nottinghamshire and Derbyshire riders via the NDCXL. HG has communicated this awarded to the NDCXL President and the EMCCA Chairman. GH: Is there any family we can invite to the awards evening? HG: Only one surviving, frail, dementia. No other relatives. GH: will take some time to propose what to do with the bequest,</p>	GH NM

likely to be focused on the interests of Youth/U12/U9 riders. SN: Have already committed to a new U12B trophy in Frank's memory. AN: Consider a custom trophy, like a piccolo. Online entry BC admin fee TC raised the issue of the BC admin fee which is being applied to race entries in addition to the stated entry fee, as opposed to being included in the entry fee. TC feels this is particularly an issue for the U9/U12 prices, and points out that this is contrary to what was agreed at AGM. Current situation is not as the league intended. Mistake arose due to confusion between old and new volunteers. However, only one person has questioned this other than TC. CW suggested we admit mistake and change what events we can to be what we intended. However, change will cost organisers approximately £400 each since mistake applies to all categories. Could we change this for U12s only? Difficult to justify. KL: Would need to talk to Brian Furness at BC to adjust prices of events that aren't open yet. SN: since prices will need to go up next season, and it is too late to change half of the events. Is it worth putting the prices down for half of the season only to have to negotiate a rise next season? There has be no real terms price rise for around 7 years – the previous price rise was purely to cover the cost of introducing new services (chip timing and professional first aid cover).	SN
11) <i>NEXT MEETING: 10 NOVEMBER 2016</i>	

<i>ACTION</i>	<i>RESPONSIBLE</i>
Show team league spreadsheet to Results Team Update Event Management sheet re BC admin fee issue Continue looking for a suitable replacement for U12B trophy	SN
Provide judging team with pins	AN
Feedback to David Belcher	HW
Publicise rules that riders must ride for the club or team on their license, and in the correct (or plain) kit Publicise code of conduct. Notify entrants of Shipley.	NM
Take action regarding forum	NM/SK
Investigate rider mailing list	GH/SK
Clarify enquiry from Chesterfield Cycle Centre Ensure commissaires and organisers have an up to date commissaire rota Liaise with victim of Shipley incident. Send flowers. Contact rider for his version of events and provide appropriate feedback on behaviour	GH
Partner Newark Castle with another event	GH/KL
Instructions for organisers to download Excel version of BC entry sheets	KL
Commissaire mailing list	KL/SK
Distribute crib sheet (to be created by KL) Remind organisers that they are required by BC to keep signing on sheets for 7 years in case of legal action. Arrange for this to be done on Google Drive if preferred. However, this does not abdicate their responsibility should we lose them. Remind organisers to use correct event management spreadsheet, including levy form. (SN to update form re BC admin fee issue.)	MS