

Minutes of the NDCXL General Meeting

Date: Wednesday 29th July, 2020 at 7:30pm.

Venue: Zoom

Present: Emma Payne (Fossa) (Chair)
Richard Shenton (Beeston CC) (Minute Taker)
Tony Donaldson (Ilkeston) (Finance)
Ian Bradley (Ilkeston)
Andrew Naylor (Fossa)
Stuart Reeves (Coalville Wheelers)
Phil Newall (Cycle Derby)
Nick Chilton (Derby Mercury)
Christine Kelly (Derby Mercury)
Tim Berry (Empella)
John Holmes (Empella)
Chris Watts (Matlock)
Bruce Dalton (Matlock)
Matt Payne (Bolsover)
Maddi Smith (Bolsover)
Heather Wimble (Drogon RT)
Steve Kirk (Belper BC)
Andy Humberston
Karen Lifford (VC Nottingham)

- 1) **Apologies** were received from Helen Dussek (Nottingham Clarion); Jo Orgill (Cycle Derby); Adam Biggs (Forme); Stuart Allen.
- 2) **Minutes of the general meeting held on 18th June, 2020** were accepted as a true reflection of the discussions that took place.
- 3) **Matters Arising from the general meeting held on 18th June, 2020.**
Emma noted that the majority of the matters arising from the last meeting were practical aspects of running the league and could, therefore, be deferred to a future meeting. This meeting can therefore focus on urgent matters that relate specifically to deciding on how to run events this year.
 - **Equipment stocktake** – Nick confirmed that there are four bibs (first aid and sweeper) missing. It was agreed that these items and other equipment should be purchased including larger flags. Further requirements to be determined.

- **First Aid** – Richard reported that UK Medical and Event Services (Jay Eames) can provide two paramedics for £300 per event. It was agreed that this additional level of cover is necessary to reduce the need for volunteer first aiders, particularly at a COVID-19 secure event (**proposal unanimously accepted**).
- **Sponsorship** – Emma confirmed that Adam Biggs of Forme has confirmed the company's commitment to ongoing sponsorship but she will report back to him on decisions made at this meeting.
- **Website** - Steve and Richard have started website admin training.

4) Team Updates

- Admin** - Richard reported that the main focus has been determining how best to facilitate decision making in relation to the upcoming season.
- Logistics** - Andy noted that race numbers and barrier tape should be ordered as soon as possible. Lead times are a concern: numbers – 2 to 3 weeks and tape – 3 weeks.
- Officials** - John reported that commissaires met with British Cycling recently.
- Results** - Heather W noted that Mark Nulty at BC has amended the message on the BC rider affiliation page to discourage premature affiliations.
- Events** - Maddi reported that there has been little activity.
- Comms** - Steve reported that the annual website subscription has been paid. It was agreed that a call for volunteers to work with Steve was required.

ACTION: Volunteers for communications required.

- Finance - Tony thanked Andy for sorting bank signatories.

5) BC's *The Way Forward* (TWF)

Emma used *The Way Forward* to frame the ensuing discussion and then invited organisers present to provide an update on their events.

6) Event organisers' review

17.10.2020 *Chetwynd Barracks/Shipleigh* *Ilkeston CC*

Ian Bradley stated that the club has not heard from the barracks. The club is still considering running events at both Chetwynd and Shipleigh with the latter pencilled in for 17th October and Chetwynd later in the season.

31.10.2020 *Middlehills Farm* *Matlock CC*

Chris Watts reported that the venue owner is still happy for the event to take place. Chris asked if he could see the, 'running events on grazing land' document.

ACTION: Karen to send grazing land doc to Emma.

07.11.2020 *Berry Hill* *Ashfield RC*

Richard reported that he contacted Russ Forsdick after the last meeting and his response was very positive concerning the event.

ACTION: Richard to contact Russ for update.

14.11.2020 *Holme Pierrepont* *Nottingham Clarion*

Prior to the meeting Helen Dussek confirmed by email that the landowner is still happy for their event to occur on HPP land.

28.11.2020 *Markeaton Park* *Derby Mercury*

Nick Chilton stated that he hasn't had time to consider how *TWF* could be applied and if, consequently, the event will be viable.

02.01.2021 *Sherwood* *Bolsover & DCC*

Matt Payne was very positive about the Bolsover event, although he acknowledged that anything could happen. Planning is relatively advanced.

16.01.2021 *Broxtowe Country Park* *Beeston CC*

Richard Shenton explained that he has significant concerns about applying the guidelines described in *TWF* at Broxtowe. Even so, he won't make a decision until October.

23.01.2021 *Chetwynd Barracks* *Fossa Racing Team*

Like Ian, Andy hasn't heard from the barracks. He is concerned about the number of people required to deliver an event that complies with the guidelines, noting that Fossa is a very small team. He will make a decision about the event closer to Christmas.

7) What will the season look like?

Emma summed up, noting that there are common concerns but most clubs are keen to try and run events even though they will look very different from previous seasons. At this stage there are a possible nine events on the calendar

8) Event day schedule

a) Proposal: No Under 16 racing

b) Proposal: 4 x races: V40, V50+, Women, Snr + Jnr

Following a robust discussion the proposals were rejected in favour of a five race event day that includes an Under 14 and Under 16 race (**the amended proposal was unanimously accepted**).

In place of U12 racing it was agreed that NDCXL should support affiliated Go-Ride clubs that wish to run events for U12s and both Andy and Ian offered to potentially run an U12 specific event at Chetwynd, if at all possible.

ACTION: Communicate with affiliated Go-Ride clubs,

Because of the increased number of races and a desire to separate them as much as possible it was felt that race durations needed to be reduced:

- Youth race at 20 minute (**proposal unanimously accepted**)
- Adult races at 30 minutes (**1 against – proposal accepted**).

It was noted that course practise was required for insurance and compliance and could not, therefore, be removed from the event schedule.

Nick proposed that event day prizes should not be awarded in any categories (**proposal unanimously accepted**).

9) Club affiliation fees

Emma asked about publishing league tables and it was agreed that running a league was not appropriate under the circumstances:

- A league may encourage riders to race when unwell
- Riders unable to race because of COVID-19 mitigation measures such as local lockdowns could be unfairly disadvantaged.

In view of this it was agreed that the NDCXL will be support a number of events rather than administer a league (**proposal unanimously accepted**).

It was agreed that club affiliation fees would remain the same as last year to help cover the additional costs of running events under *TWF* guidelines (**1 against – proposal accepted**).

It was noted that a clear cancellation and refund policy needed to be communicated to clubs at the point of registration.

10) Communications

The aim prior to the meeting was to open club registration on 1st August. However, because of the amount of work required and the limited time available it was agreed that this should be delayed. Tony stated that he affiliation form is ready to go and

could be sent out next week once a statement has been published. It was noted that Forme should be informed of the decisions made asap.

ACTION: Forme to be informed if decisions made at this meeting.

Emma and Richard to work on statement.

11) AOB

- In addition to the items identified by Nick for purchase it was agreed that NDCXL should support events by purchasing a supply of PPE (**proposal unanimously accepted**). Need to determine quantities.

ACTION: Nick, Andy and Richard to discuss requirements and report back.

- **Maddi** noted that a minimum of six weeks prep time is required before the first event in order to upload details to the BC event entry platform. In view of this the event format needs to be fixed by 1 September.

ACTION: Maddi to contact Mark Nulty at BC to confirm that the timeframe is acceptable.

Richard and Emma to review draft event day structure and circulate.

- **Bruce** asked if NDCXL has considered applying for charitable status. It was agreed that this could be something to consider in the future.
- **Christine** suggested extending the NDCXL season beyond February and it was felt that NDCXL could support events beyond the traditional season if it was appropriate. Because COVID-19 mitigation measures are changing so fast it was agreed that it was not necessary to make a decision about this yet.
- **Emma** asked if rider entry fees should change and it was agreed that they should remain the same as agreed at the AGM (**1 abstention – proposal accepted**).
- **Heather** noted that once the calendar has been confirmed then she will pass details on to chip timing.
- **Matt and Andy** were concerned about maintaining consistency across all events and it was agreed that a working group should be established to discuss event workflows.

ACTION: Working group to be established.

- **Emma** noted that the changes agreed at this meeting are temporary measures that are necessary to reduce the risk of spreading COVID-19. NDCXL will respond to BC and government guidelines, including a return to 'normality' when appropriate.
- **Date of next meeting**
It was agreed that the next NDCXL general meeting will be held in mid-August.