

Minutes of the NDCXL General Meeting

Date: Wednesday 30th June, 2021 at 7:00pm

Venue: Zoom

Present: Emma Payne (Fossa) (Chair)
Richard Shenton (Beeston CC) (Minute taker)
Steve Kirk (Belper BC)
Maddi Smith (Bolsover)
Joe B
Tracey Fletcher (Cycle Derby)
Nick Chilton (Derby Mercury)
Heather Wimble (Drogon RT)
Tim Berry (Empella)
John Holmes (Empella)
Andrew Naylor (Fossa)
Ian Bradley (Ilkeston)
Chris Watts (Matlock CC)
Gary Strickland (VC Long Eaton)
Dave Gretton (VC Nottingham)
Andy Humberstone
Karen Lifford (British Cycling)

- 1) **Apologies** were received from Tony Donaldson (Ilkeston), Stuart Reeves (Coalville Wheelers) and Steve Johnson (British Cycling).
- 2) **Minutes of the general meeting held on 5th May, 2020**
Nick corrected agenda item 7: Derby Merc has reserved Markeaton Park for Sunday only. Otherwise the minutes were accepted as a true reflection of the discussions that took place.
- 3) **Matters Arising from the general meeting held on 5th May, 2021.**
 - **Radio headsets** – Andy confirmed that he purchased ten handheld microphone/speakers for use by officials over the 2020-2021 season. These are still held by him.
 - **Recruitment of comms volunteers** – Emma reported that there was no response to her social media post. It was agreed that Emma will put out another post and invited meeting attendees to encourage club and team mates to volunteer.
ACTION: Emma to use social media for comms volunteer recruitment.
 - **Organiser manual** – Maddi to update and share with organisers.
ACTION: Maddi to amend organiser manual and distribute.
 - **Entry fees and race day schedule sub-group meeting** – The sub-group met on 19 May and notes from it were distributed with the papers for this meeting. The primary focus of tonight's meeting is the conclusions of the sub-group meeting.
 - **Code of conduct** – Richard reported that he spoke to Millie at BC Compliance. Millie recommended:

- Amending the NDCXL code of conduct so that it states that everyone who attends a NDCXL events are bound by both the NDCXL and BC codes of conduct and any breach of the codes will be reported to BC who may take disciplinary action.
- Include a sign to this effect at event registration.
- Ensure all incidents are reported to compliance. Reports can be made by commissaires, organisers, marshals, etc. by phone or email. Compliance will open a file immediately on receipt.

ACTION: Richard to amend code of conduct and distribute for approval.

- **Auditors:** To be discussed at the next meeting when Tony is present.

ACTION: Tony to provide update on auditing of 2020-2021 accounts.

- **Anniversary - merchandise:** Emma has gathered some costs and will distribute by email.

ACTION: Emma to distribute anniversary merch costings.

- **Anniversary - Harry Gould:** Chris reported that he has made contact with Harry and is aiming to have details of NDCXL VIPs early in the season.
- **Belper BC alternative venue:** Emma to forward Broomfield College details to Steve Kirk. Steve expressed an interest in holding an event on Drum Hill, however he was advised that the venue may not comply with current safety standards.

4) Team updates

- **Admin** Richard reported that he's been working on meeting minutes and notes.
- **Logistics** Nick and Andy reported that the majority of the barrier tape and rider numbers purchased last year are still available. Emma stated that Forme has indicated that they would like to invest in the League for a further three years, including re-branded equipment.
- **Officials** John will contact commissaires once a decision has been made about the structure of the season. He is concerned about the lack of trained commissaires. Karen is trying to arrange another training course in August.
- **Results** Heather reported that 226 riders have affiliated although the vast majority of these were manually rolled over from the 2020-2021 season. She stressed the importance of encouraging riders to affiliate before the first event.
- **Events** Maddi reported that the only confirmed venue is Matlock's. She added that with Mark Nulty's help she has set up templates for both COVID and pre-COVID race day structures.
- **Comms** Steve has paid the annual subscription for the ndcxl.org.uk domain. He also referred to the issue of email from NDCXL group email addresses being treated as spam by some destination inboxes. He recommended using shared team mailboxes. It was agreed that Richard would poll team members about what they would prefer to use.

ACTION: Steve to supply explanation concerning email options and Richard to contact team members to determine their preferred solution.

5) Event calendar and organiser updates

Before this meeting Matlock was the only organiser that had confirmed that their venue is available. At the meeting Ian confirmed that Shipley Park is available; Dave confirmed that Bingham is available and Tracey confirmed that Markeaton Park is available. Richard explained that Nottingham City Council has reserved the date for Broxtowe Park but they will not process an application to use the venue until mid-November.

6) Race day schedule

Emma explained that there are three options for the race day schedule for the 2021 -2022 season:

- I. Pre-COVID-19
 - a. U12 racing
 - b. Full duration races
- II. COVID -19

- a. No U12 racing
- b. Reduced duration races
- c. Race bubbles

III. Cancellation

She went on to explain that although the government has indicated it intends to lift all COVID-19 restrictions on the July 19th there will be no further changes until then.

John stated that Mark Nulty has confirmed that BC is planning to run pre-COVID Trophy races with pits, although it was not clear if jet washing would be permitted. Karen reported that current BC guidance is for pre-COVID racing with mitigation measures.

There was a discussion about possible mitigation measures that could be implemented at NDCXL events irrespective of the race schedule:

- Race numbers and chips issued to riders in envelopes
- All riders to wear masks at registration
- Sanitising hand held mikes and radios
- Sign event volunteers in and out
- Pits:
 - Impose mask wearing
 - Improved management of pit lane
 - Minimise numbers in the pits
- Minimise period riders are at venue before and after their races

In addition it was agreed that a rider manual must be sent to all rider in all events as occurred at Matlock in 2020. Emma suggested backing this up with a rider video briefing.

Emma argued that if the season starts with a pre-COVID race structure then it MUST be possible to switch to a COVID schedule if required part way through the season. Maddi expressed concern about this as there would be a lot of work involved and would require refunding U12s. Karen suggested managing entries by not accepting them until after entries had closed. There is also the option to create a separate U12 event on the BC system.

ACTION: Maddi to talk to Mark Nulty at BC about issues related to switching from pre-COVID to COVID part way through the season.

There was some concern about expected rider numbers. Karen reported that generally rider numbers are lower than pre-COVID. Lower rider numbers could result in financial uncertainty for organisers. It was accepted that the League should financially support organisers but Emma stressed that the League must be clear about what and how organisers can claim. John suggested withdrawing prizes if finances are an issue but Emma stated that the League needs to have a consistent approach to prizes across all events and this needs to be clear in its comms with organisers and riders. It was agreed that Richard and Emma would meet with Tony to discuss the level and process of claiming support as well as a policy on prizes.

ACTION: Emma and Richard to meet Tony to discuss prizes and how financial support will work.

Nick asked if standalone U12 events ever came to anything last season and Karen stated that although some clubs did show interest nothing happened.

Emma asked attendees to vote on two options:

OPTION 1	COVID-19 race day schedule	1 vote for
OPTION 2	Pre-COVID-19 race day schedule	15 votes for

It was therefore agreed that the NDCXL will aim to open the 2021-2022 season with a pre-COVID race structure. It was also agreed that COVID-19 mitigation measures will be in place at all events as discussed in the run up to 2020-2021 season.

ACTION: Emma and Richard to list mitigation measures

John will contact commissaires concerning their availability.

Maddi will open entries for first event at the end of July

Comms to publish draft calendar and the proposed race structure (Richard and Emma to write draft text and share with team leaders for approval and amendment)

7) Any other business

- **Maddi** stated that she had heard a rumour that NDCXL had confirmed that they would be including U12 racing. Emma underlined the fact that the League is committed to running a season although nothing has been announced or confirmed as yet.
- **Karen** stated that the off-road conference will be held on-line on 26th July.

8) Date of next meeting - TBC