

Minutes of the NDCXL General Meeting

Date: Friday 21st July 2022 at 7:30pm

Venue: Zoom

Present:

Richard Shenton (Beeston CC) (Minute taker & Chair)	Ian Bradley (Ilkeston)
Sandra Field (Beeston RC)	Simon Severn (Ilkeston)
John Dixon (Bolsover)	Alan Parsons (Bolsover/Jewson)
Maddi Smith (Bolsover)	Mark Rivis (Matlock CC)
Nick Chilton (Derby Mercury)	Tina Farr (Matlock)
Heather Wimble (Drogon)	Darren Topliss (Sherwood)

In Mark's absence Richard opened the meeting at 7:33pm.

- 1) **Apologies** received from Helen Dussek (Nottingham Clarion), Karen Lifford (BC), Steve Kirk (Belper,) Mark van Adrichem (Matlock CC), Martin McShane (Worksop Wheelers), Tony Donaldson (Ilkeston – Treasurer), Andy Humberston.
- 2) **Minutes of the general meeting held on 1st July 2022** were accepted as a true record of the discussions that took place. Proposed by Darren and seconded by Sandra.
- 3) **Matters Arising**
 - a. **Chip timing** – Heather reported that Smartiming have increased their per rider charge from £2.00 to £2.10. During a pre-meeting exchange Tony confirmed that this is acceptable as this is the first price increase since NDCXL started to use them. Also, they are very reliable, respond well when mistakes occur and NDCXL spreadsheets are integrated with their result sheets. The meeting agreed that Smartiming should continue to provide chip timing services at NDCXL events.
 - b. **Four person commissaire teams** – Darren reported that he has spoken to Andy H about the possibility of having 4 person comms teams. He noted that last season most teams comprised of four comms and he doesn't see it being an issue for the upcoming season.
 - c. **Paying for web hosting** – Tony submitted an email before the meeting, explaining that he would prefer to deal with the payments directly. However, Steve K's pre-meeting email suggests that he and John D have a solution, and John confirmed that this is the case.
 - d. **Auditor** – In his pre-meeting email Tony agreed that we could pay for the service but asked if recruiting an auditor from the League's membership would be a possibility in the first instance.
ACTION: Use social media to recruit an auditor from the membership.
 - e. **Safe-guarding** – Sandra contacted BC (Karen L) who stated that 'there is no requirement currently in England for events to have [a safeguarding officer] in place' but BC has published guidelines. It was agreed that for the purposes of setting up events on the BC the safeguarding field would be left blank. A decision on the League's position on safe-guarding and its events to be picked up at the next meeting.
ACTION: Safe-guarding to be discussed at next meeting.

- f. **Text explaining need for race licence to accrue national ranking points** – Nick sent text to Sandra.
 - g. **Policing club / team affiliation** – In his pre-meeting email Tony outlined some ideas on different approaches to affiliation fees. However, the primary method of ensuring that the clubs that pay the lower rate help at events is down to a new volunteer, Martin McShane. In addition, Nick suggested that event organisers should be informed of clubs / teams that wish to assist them and they then report to the treasurer after the event to confirm clubs' involvement.
 - h. **Event announcer** – Nick spoke to Matt Payne before the meeting who stated that he should be available to work at 5 of the 8 events. Alan indicated that a friend, Anthony Arthur might be happy to do the role; he'll ask him.
ACTION: Alan to speak to Anthony Arthur about the possibility of announcing at NDCXL events.
 - i. **Website requirements** – Sub-group not established. Carry forward
 - j. **Supporting Cycle Derby's event at Markeaton** – Richard and Nick confirmed that they have been in touch with Joe Barnett and Richard is planning to meet him this weekend.
ACTION: Richard to meet with Joe Barnett this weekend.
 - k. **Mark to invite Forme to attend first event (Shipleigh – 17 Sep) to confirm acceptance of the way in which branding is displayed** – Ian stipulated that Forme should be at Shipleigh at 7am to help erect branded items.
ACTION: Mark to invite Forme to Shipleigh.
 - l. **Event organisers' meeting** – See agenda item 7 below.
 - m. **Organiser pack** – Richard and Simon to review.
ACTION : Carry forward.
 - n. **Use social media to recruit women's rep to attend meetings**
ACTION: Use socials to recruit women's rep.
- 4) **Team updates**
- a. **Admin** Richard explained that he has been working on organising the meeting,
 - b. **Logistics** Nick is concerned about the delay in ordering rider numbers and barrier tape. He offered to speak to Forme directly. He confirmed that there is enough of both in existing stocks for the first event.
 - c. **Officials** Darren reported that he is on the verge of sending emails to all commissaires with the aim of filling the comms slots in the first two events as soon as possible.
ACTION: Nick and Darren to discuss the balance of roles between comms and the event organiser team. To be picked up at a later meeting for implementation 2023-2024 season
 - d. **Results** Heather reported that rider affiliations are now open and she's processing them as they come in.
ACTION: Richard to set up Stefan Partridge with access to the BC league membership page.
 - e. **Events** Sandra reported that a draft version of the first event's rider entry page has been sent to BC for checking. It was agreed that the £10 event registration fee should be paid to BC for the first event before it has been checked. Maddi will cover while Sandra is on holiday. Aiming for the first event to go live on 6th August.
 - f. **Comms** Steve K's pre-meeting email explained that the website hosting has been renewed for another year. John reported that he now has an account with 34SP and an editor account on the website and is looking to moving the League's domain registration to 34SP, meaning just one company to deal with for the site.

- g. **Finance** Tony's pre-meeting email explained a number of points that were discussed above.
- 5) **Trophies for the 2021-2022 season**
Richard explained that he has been in contact with Sarah Naylor. She has collected most of the trophies but is waiting for a couple more. Collection of all trophies to be arranged as soon as they are all with Sarah. Simon to match winners' names with their clubs.
ACTION: **Richard to collect trophies from Naylor as soon as possible.**
- 6) **Sponsorship update**
Mark is dealing with Forme directly and, in his absence, there was no update.
ACTION: **Richard and Mark to meet and distribute update to attendees by email.**
- 7) **Event organiser meeting**
Richard has heard from Beeston CC, Ilkeston and Matlock. Will chase other EOs.
ACTION: **Richard to chase EOs re pre-season meeting.**
- 8) **Provisional calendar**
There is some concern about the fact that the Bolsover event does not have a venue. Richard reported that Steve Seemark, Beeston CC's current event organiser, has decided not to organise an event during the 2023-2024 season.
ACTION: **Richard to contact Steven H re It was noted that Bolsover's event**
- 9) **Any other business**
There was a brief discussion about setting up the Shipley event on the BC system.
- 10) **Date of the next meeting** is to be confirmed.