



Bigfoot Youth Cycle Club Ltd

Annual Club Meeting Minutes

Meeting Date: Wednesday 21st October 2020

Venue: via Zoom meeting

Chair – Stephen Peate

Minutes – Adam Shepherd

Item No:	Item record:	Action by:
1	Apologies: Phil Shemmings, Wendy Tester	
2	Approval of Agenda: Approved by the meeting	
3	Approval of last Minutes (minutes dated 2/3/19) Approved by the meeting	
4	Matters Arising: 4.1 Croydon Arena contract negotiations were concluded 4.2 Treasurers role: thanks to Yogi who is looking to take over from Jo 4.3 First Aid Coordinator: thanks to Merv who has taken over this role	
5	Chair's Review of the Year (presented by Stephen) 5.1 Intro Long time since the last AGM (2nd March 2019) as we have moved the AGM to align with accounting periods. Lots has happened in the 18 months since then 5.2 2019 - business as usual We have had: <ul style="list-style-type: none"> • Regular Saturday sessions at Hayes for Minis + Junior AM + PM • 2 youth sessions per week at Croydon Arena + Bromley College • Winter spin sessions and Monday road rides • Bigfoot to Brighton rides • Road racing season (SITP, Lee Valley, CP crits) • Successful 10th Birthday party + Awards (Big thanks to Andrea & Jeff and their children for organising) • London Youth Games - Bromley coming 3rd (Bromley won overall) • South London Go-Ride Racing League • Club time trials at Polhill organised by Bigfoot CC • Outings to Bedgebury Forest & Herne Hill MTB trails • Regular Jack Petchey social outings for youth members • First aid courses and coaching courses • Chris & Rob now L2 qualified coaches • Simon & Marcel now MTB coaches 	

5.3	<p>Covid 19 - everything stopped</p> <p>Then in March, like everything else, we came to a halt</p> <ul style="list-style-type: none"> • Covid 19 put a stop to all our sessions, activities, races etc • For six months we were unable to provide anything • We restarted committee meetings virtually in August • Working to get sessions started again in September • Following British Cycling's 'the way forward' • Decided to not charge any fees, to encourage riders back • Sessions have returned at Hayes Primary (AM) & Bromley College • We have also had to close Hayes PM due to lack of coaching resources • Croydon Arena remains closed due to council issues • Getting sessions back up and running has taken a lot of work - Risk assessments, new processes, booking systems etc • A massive thank you to everyone who has helped out with this 	
5.4	<p>A big thank you</p> <ul style="list-style-type: none"> • To all our coaches, welfare officers and other volunteers - For their continual support of the club • To Chris and Rob, taking over from Simon in heading up the Junior coaching • To Matt, Marcel, Simon for leading the youth sessions • To Merv for taking on the first aid role last year • To new volunteers and helpers <ul style="list-style-type: none"> ○ Quyen for becoming our MINI section parent rep ○ Yogi for looking into taking on our Treasurer's role ○ Becky for looking to become a Welfare Officer • To Jo who is stepping down from the Treasurer's role after 6 years 	
5.5	<p>A new chair</p> <p>Stephen is standing down as chair this year – he has been volunteering and coaching with the club for over 8 years ; It has been a very rewarding; he has achieved a lot as chair but not as much as hoped. He no longer has the time to dedicate to doing it properly; but he will continue to be involved in the club in other capacities, such as coaching, ride leading, graphics</p>	
5.6	<p>Final thought</p> <p>The club is run by volunteers, mainly mums and dads of our young riders. We are constantly on the lookout for extra help; creating the next generation of club leaders</p> <p>We are grateful for the volunteers both with children in the club and those whose children have long left the club but remain committed</p> <p>Right now we could do with another Welfare Officer, we are also keen to recruit some extra Coaches, there are also many other ways to help too – the club also being able to help with training costs. If interested just find Adam, Wendy or Sandra at a club session</p>	All to note
6	<p>Treasurers Report (presented by Jo)</p> <p>Two reports were circulated ahead of the meeting</p> <ol style="list-style-type: none"> 1. Income and expenditure and bank balance to 30/9/2020 2. Report and Unaudited Accounts to 30/9/2019 <p>The club's finances are in order, though reduced, with a bank balance of just over £9,000 (compared to just over 14,000 at the last annual meeting) – plus assets mainly in the form of club bikes and club kit. The reduced balance relates to extra investment in assets such as club kit, bikes, other equipment and courses; combined with a much reduced club income due to Covid 19.</p>	

7	<p>Election of Club Committee: Club Chair; Youth, Parent and Coach representatives; Other Committee roles (presented by Adam)</p> <p>Adam explained the purpose of these representatives and others on the committee in terms of steering the club (through ideas / thoughts / questions); that we have a good strong committee; however the club would welcome anyone else who may wish to be involved – if so please contact Adam, Sandra or Wendy at the club</p> <p>CHAIR - Simon has put his name forward to take over the role and this was approved by the meeting. Thanks to Simon</p> <p>YOUTH REP – Thanks to Albie who is standing down, we are looking for new Youth Rep(s)</p> <p>PARENT REPS – Thanks to Quyen (Mini), Wendy (Junior) and Andrea (Youth) for their support</p> <p>COACH REPS – Thanks to Spencer (Mini), Chris and Rob (Junior), Marcel, Matt, Simon (Youth) for their support</p> <p>OTHER ROLES – many of the above have multiple roles, thanks to others on the Committee with various roles: Stephen, Adam, Jo, Sandra, Phil, Merv, Jeff, Tony, Yogi and Becky</p> <p>The meeting did not object to the committee make up</p>	<p>All to note</p> <p>All to note</p>
8	<p>Proposed Company Members (presented by Adam)</p> <p>Adam explained that the Club was run by the Company (Bigfoot Youth Cycle Club Ltd – a not for profit organisation, run by volunteers) and explained the role of the Company Members. Adam explained that currently these members were Sandra Eder, Jo Neath, Stephen Peate and Adam Shepherd all of whom were happy to continue in this role. The meeting was asked if anyone had any comments on this membership or wished to join as a member – there were no comments or requests.</p>	
9	<p>Proposed Company Directors (presented by Adam)</p> <p>Adam explained the role of the Company Directors (voluntary roles). Adam explained that currently the Directors were Sandra Eder, Jo Neath, Stephen Peate and Adam Shepherd all of whom were happy to continue in this role. The meeting was asked if anyone had any comments on these Directors or wished to join as a Director – there were no comments or requests.</p>	
10	<p>The year ahead (presented by Simon)</p>	
10.1	<p>People - The strength of the club is it's people – members, parents / carers and all our volunteers in so many roles. This strength needs to be maintained and developed, particularly the next generation of coaches</p>	Club
10.2	<p>Young Riders - We are now just taking the final young riders off our waiting list to join the club and will look to encourage new members (boys and girls) coming to join us to develop cycling skills, to exercise and to make friends – and to move progressively through the club. We now have banners at Hayes Primary and will look in the spring time to carry out more promotion</p>	Club
10.3	<p>Covid 19 – with the disruption caused by the coronavirus we need to work hard to ensure we are offering the best cycle club opportunities that we possibly can. For example with the inability to use the Croydon Arena the youth section has started some off-road night rides by torchlight! There will thus be challenges to overcome trying to run the Bigfoot to Brighton rides spring 2021</p>	Club
10.4	<p>Finance - We need to ensure we look after our finances and spend money wisely for the benefit of our young riders</p>	Club

10.5	Website - We need to continue our review / upgrade of the website so it is easy to use, informative and easy to maintain. Thanks to Phil for working on the content and Andy (at Bigfoot CC) for offer of hosting a new site	Club
10.6	The mound - We are looking to develop the 'mound' at Hayes Primary to provide for a better coaching / cycling environment	Club
10.7	Joint events – To look at joint events, where otherwise the event would not be viable. We have done this for years with the South London Go-Ride Racing League and recently with a joint track bike session at the Herne Hill Velodrome with Kent Velo	Club
10.8	Extra cycling opportunities and racing – we will continue to sign post extra cycling opportunities arranged in our region (eg the current Cyclopark coaching sessions) and encourage and support those who want to race	Club
10.9	Young volunteers – subject to British Cycling providing the opportunities we will continue to encourage participation in the British Cycling Young Volunteer programme	Club
11	<p>Any other business</p> <p>Club bikes – we have some available for hire, Sandra will promote through club newsletters. We have some old bikes to sell</p> <p>Liveable streets and Hayes 'school street' – Spencer explained these initiatives, in essence to get more people walking and cycling through more conducive environments. Spencer is looking to push this agenda and the meeting in principle was supportive of such initiatives and will willing to support</p> <p>Bromley Cycling Team – run by LB Bromley. Spencer advised it was potentially to be shut down, that it does great work encouraging cycling due to financial constraints. That we should all petition our councilors. The club will send details in a club newsletter</p> <p>'MOB' rides – mums on bikes rides, Spencer will look to encourage getting more mums on bikes – it could also help with recruiting and retaining girls in the club with mums leading by example [we had the idea years ago of MAD rides – mother and daughters!]. The meeting is supportive</p> <p>Club cycle opportunities – Marcel agreed that in these challenging times (with no Croydon Arena, no spin class options, rides limited to 6) we need to think actively and creatively to provide the best club offering we can. That this could include youth section sessions Saturday PM at Hayes Primary, using facilities used by Sutton CC. Marcel will explore</p>	<p>Sandra</p> <p>Spencer</p> <p>Club</p> <p>Spencer</p> <p>Marcel</p>