

National Clarion Cycling Club

National Committee Meeting

Saturday 6th January 2024 at 10:00

Sustrans Office, The Roundhouse, 1 Sheepcote Street, Birmingham B16 8AE

Present: Steve Clarke, Charlie Harvey, Edward Ireland, Jonathan Leigh, Clive O'Connell, Neil Shand, Michael Stainer, Paul Whitehead.

Morning: Discussion of content of new NCCC website and the "selling points" of the Clarion we want to publicise.

Main discussion points.

Michael had notified the NC prior to the meeting that he did not wish to be responsible for building the new website and strongly suggested that this is now done by an external website developer. He was happy to create the Functional Specification based on the NC's discussions, liaise with a web developer during the design phase and carry out testing of the new site during development and to be website manager once it was delivered. He had circulated the NC with a discussion document in advance of the meeting.

The consensus of the meeting was that, as it would be an expensive project, it would be better to update the current website until we had a clear vision of what we wanted on the new site and where we wanted the NCCC to go.

The main points of the discussion were:

The revised site should include:

Information on the NCCC's history and current activities

Promoting the benefits of joining the NCCC. We would put the insurance we offered last on the list of benefits as, ideally, we would like to attract members who would be active in the Clarion and not join just to get cheap insurance.

Providing information on the location, activities and contact details of all sections. This should include a sections map on the lines of the one on the back page of the latest B&S.

We would retain the current header with a “Fellowship though Cycling” strapline.

Add content on:

Setting up sections

Growing sections

Increasing engagement

Delete the calendar and Recent Comments

Delete the Clarion Friendly Venues page as it was currently empty. In the long term, it might be reintroduced and include bike shops as well as cafes, pubs etc.

Replace the National Champions page with a Notable Achievements page.

Retain the Trophies page.

Retain the Contact Us page but use a contact form rather than an email address.

Retain the History: Fellowship is Life, Easter Meets, B&S, B&S archive pages. It was unnecessary to use issuu, which now requires a subscription, just a simple download of previous B&Ss. Is it possible to sell copies of “Fellowship is Life” though the shop? All the current stock is held by London Clarion. Invert list of Easter Meets so the most recent are at the top. The more recent editions of B&S (since 2019) should go on the B&S archive pages.

Only retain the Clarion Cyclist Magazine pages if we could have access to the original PDF files.

Individual section pages should be retained and should be listed in alphabetical order. There was no need to include the date of foundation and the membership numbers. They should include a description of the section and its

activities taken from the section's Member Mojo account. Sections would be able to keep their description up to date without having to contact the Webmaster.

Retain the Resources: Clarion Cover and Downloads pages.

Retain the Events page but ensure that we have a regular input of up to date information.

Members Only Area: Agreed that such content as NC and Annual Conference minutes and back issues of B&S should be available only to members. Agreed that members would log in with a common user name with a new password in each edition of B&S. Due to past hacking, we cannot have a members only section at present.

We should also:

Make more use of Facebook.

Consider a financial reward to sections for paying subscriptions on time and notifying the NC of section officers.

Add a T shirt to the club merchandise.

Appeal to members to send us photos, possibly have "photo volunteers".

Consider a "Strava Challenge" that could be launched at the Easter Meet or Annual Conference.

Afternoon: Business meeting.

1] Apologies for absence: Edward Gilder, Ian Hoyle, Chris Nicol.

2] Minutes of last meeting: Agreed

3] Any confidential items in minutes: None

4] Matters arising, not covered elsewhere in the agenda: None

5] Correspondence:

Charlie had received the sad news that Alex Keys, a long standing member of the former West of Scotland section, had died at the age of 92. His niece had passed sent the details of the funeral to Charlie who had forwarded them on to the West Lothian and Coatbridge sections. Matt Ball would try to attend the funeral.

Charlie had received further information on Tommy Godwin, the long distance cyclist, following his article in B&S.

Ian Clarke had written to remind us that most sections would be having their AGMs in the next few weeks and would expect to be discussing possible motions to conference, nominations for officers and awards to be presented at the Easter Meet. Usually they'd be prompted by the National Secretary but we don't have one at present. As the Annual Conference will be on 25th April, we needed to get a notice out to sections and private members by January 25th. Charlie would draft emails to go out to sections and private members. Michael would send Charlie a list of section contact emails and Paul would send Michael a file with the emails of all the private members. **Action: Charlie/Michael/Paul.** Sections should inform the NC of motions and nominations by 25th February.

6] Easter Meet 2024 at Newark: Steve reported on behalf of Ian and Jayne Clarke. We now had a 100km ride and a 100 mile ride and Jayne was planning some family activities. Ian was looking into insurance for the rides. Steve was liaising with a local cycling club re: a time trial. Neil was working on an Audax (note: since the meeting, it had been decided the route was not suited to be run as an Audax). We should contact the sections we are responsible for liaison with to encourage attendance. **Action: All**

7] Summer Meet at York Rally: We needed content for the Rally programme. When publicising the event to make it clear to members, we needed to make it clear that there was a designated Clarion area on the campsite but one didn't need to camp to attend. Members should let Steve and Michael know of any led rides.

8] Constitution and standing orders: Clive had been through both the constitution and the standing orders. He suggested the following changes.

Constitution:

3.4 We just needed to know the names and email addresses of the Secretary, Treasurer and whoever was responsible for liaison with the NC.

4.2 iv Amend to read “Family: shall consist of one or two paid up Senior (or Life) members living at the same address ...” We should be consistent and use the term Junior or Under 18 but not both. Agreed that Junior is the preferred term.

5.1 Delete the position of Section Liaison Officer as we have not been able to fill it. Add Compliance Officer, Safeguarding Officer and Standing Orders Secretary.

5.3 Delete “...unless those present agree that business should continue.”

5.4 There should be a standard term for the NC. Nation Committee (capitalised) is the preferred term.

6.2 There should be 2 tellers at the Annual Conference. One should be the Standing Orders Secretary and a second teller nominated by him/her. The Membership Secretary would be an obvious choice. Section votes are based on paid up membership 14 days before the conference.

6.3 Amend to “The accounts of the Club shall be audited/examined by an Auditor/Examiner appointed each year by Conference”.

6.5-6.7 Do we need to allow the NC to be able to introduce practical changes subject to ratification. Rather than send Conference minutes and the Constitution out to sections, it might be easier to put them on the website.

Standing Orders – Procedures by Rule

5.1 Add Compliance Officer, Safeguarding Officer, Standing Orders Secretary.

6.1 Add or by Zoom

6.4 Amend in line with proposed new wording of 6.3 in the Constitution.

6.5 Use of membership cards should be discussed in light of Zoom meetings.

9] Recruitment of a new National Secretary: Still no volunteers have come forward despite appeals in B&S and B&S Extra.

10] Membership report: Paul reported that we currently had 1750 members. Ironbridge and Italy still haven't renewed their Member Mojo account. Paul can renew it for them.

11] Treasurer's report: Jonathan asked if he could receive data earlier in the year.

12] IT update: Michael would look into paying for more disc space. It was OK to cc emails to bike@clarioncc.org to ensure that we had a permanent record of correspondence.

13] Renewal of insurance policy for all members and proposed insurance for NC members and possibly other officers: Michael had renewed our insurance policy for members. Clive would take out a suitable club officers' policy to protect NC members. **Action: Clive**

14] Safeguarding: - any update. Ian had given apologies for absence but would be asked to provide a copy of our safeguarding policies to go on to the website. **Action: Ian H**

15] Boots & Spurs / Boots & Spurs Extra: Edward G had given apologies for absence. No report.

16] Competitions and Events: Steve had paid our affiliations to BC, CUK and CTT. It was suggested that there should be a participation awards for riders who took part in the most events.

17] Section Liaison, including appropriate use of sections contact list: Following advice from Chris, the sections contact list has not been distributed beyond the NC as it contained personal email addresses. See item 6 (above) on publicising the Easter Meet to members.

18] AOB: Steve had not yet completed drafting the members' survey but it would be ready soon. **Action: Steve**

19] Time and date of next meetings: Tuesday 6th February, Tuesday 5th March, Tuesday 9th April, all on Zoom.