

## CTT NORTH EAST DISTRICT – ANNUAL GENERAL MEETING MINUTES

Date:	Wednesday 6 <sup>th</sup> October 2021
Time:	19:45 pm
Venue:	F2F – West Moor Community Centre, West Moor, Newcastle upon Tyne
Attendees:	Ben Lane, GS Metro (Chairman) Dawn Sherrin, GS Metro (Secretary) Peter McGrath, Newcastle Cheviot (Treasurer) Paul Wright, Blaydon CC (Events Secretary) Nev Martin, Velo Culture (Risk Assessment Co-ordinator) Mick Chappell, NTR Joanne Rea, Team Kirkley Cycles Ray Lockett, Velo Culture Sharon Dyson, Barnesbury CC Richard Exley & Graeme Dawson, Gosforth RC Tracey Sample, Alnwick & District Triathlon Club Sam Dodd & Gareth Davies, Barnesbury CC David Swainston, Derwentside Danny Grieves & Phil Kennell (GS Metro) Colin Atkinson (Muckle CC) Ian Gallon, NTR Brian Egdell (VO2 Max Race Team) Lewis Timmins & Kris Whitelaw (Vector Racing) David Loynes & David Deacon (Protech Velo) Jacob Anderson (South Shields Velo CC) David Linsley, Tyne & Wear Fire & Rescue Service CC Keith Sibbald (Zeus CRT)
Apologies:	Fiona Snook (Treasurer – GS Metro); Nick Badcock (Team Kirkley Cycles); Carrie Brookes (Blaydon CC); Allen Valley Velo; Aycliffe Tri Club; Blumilk.com; Cestria CC; Cramlington CC; Durham Tri Club; EMC Cycling; GB Fire Service Cycling; Hadrian RT; Hetton Hawks CC; Houghton CC; NoBSjC; North Racing; North Shields Polytechnic Club; Outlands Project; Reifen Racing; Ryton Tri Club; Sporting Club Gothic; Sub Rosa; Sun City Tri; Sunderland Clarion; Team Newcastle Triathlon; Wansbeck CC
No Replies:	Alnwick Cycling Club; CJ Performance; Coalfields Triathlon Club; Durham University Cycling Club; Flyte Racing; Infinity Cycles; MTS Cycle Sport; Northumbria Cycling Club; PM Racing UK; Racing Metro 15; Revolver Racing; Tri Northumberland; Tricademy; Tyne Tri; Wearside Triathlon

### 1. WELCOME AND INTRODUCTIONS

Ben Lane, Chairman of CTT NE District Committee, welcomed everyone to the meeting and explained the purpose of the AGM. This is an opportunity for the District to report back to clubs on what's happened in 2021 and for the District and the represented clubs to plan for 2022 in terms of the structure of the committee, District representatives, delegates to National Council and at the end of the AGM to conduct our Date Fixing in order to discuss and agree the proposed open events for 2022.

At the start of the meeting, thanks were made to the following committee members who are stepping down from their position on the District Committee at the AGM – Nick Badcock (Team Kirkley Cycles), Carrie Brookes (Blaydon CC) and Craig Deacon (South Shields Velo CC).

There will, therefore, be opportunities for new committee members at the Election of Officers later in the meeting.

In addition, Peter McGrath is now officially stepping down as Treasurer, however he does wish to retain a position on the District Committee. He has been handing over Treasurer responsibilities to Fiona Snook during the course of 2021. Peter has served in a number of capacities within CTT – including National Chairperson – for 60 years in total and his contribution is recognised with significant thanks in the 2021 AGM.

## **2. APOLOGIES**

Some apologies have been received prior to the meeting and these are listed in the apologies above.

## **3. CTT NE DISTRICT AGM PRINCIPLES**

There are sufficient clubs present for a quorum. Where clubs are represented by more than two delegates, their nominated voting delegates were confirmed (GS Metro – Danny Grieves and Phil Kennell; Barnesbury CC – Gareth Davies and Sam Dodd).

## **4. MINUTES & ACTIONS FROM PREVIOUS ANNUAL GENERAL MEETING (October 2020)**

The minutes and actions from the previous meeting (October 2020) were reviewed and agreed.

Proposed – Ray Lockett

Seconded – Peter McGrath

## **5. DISTRICT ANNUAL REPORT 2021**

The District Annual Report had been circulated to all clubs ahead of the AGM. As the report had already been circulated to clubs ahead of the AGM, the report was not read through in its entirety, however the following key reference points were made:-

- Accidents – 6 accidents in 2021 (to date), 2 of which involved third party claims. The emphasis here is on rider responsibility to exercise due care and attention when competing in events, observance of the CTT rules and responsibilities as well as observance of the law.
- District Successes in 2021 events – amendments to the report were National 25m TT Event – Lewis Timmins (Vector Racing) was 27<sup>th</sup> in the men’s event and Lindsay Turnbull (Vector Racing) was 32<sup>nd</sup> in the female event – these had been omitted from the original report, so apologies to both riders.
- Road Conditions – importance of the On The Day Risk Assessment was emphasised
- Proposal around Course Records in Type B (Club) Events as well as Type A (Open) Events – the proposal was outlined – some of the points from the discussion are highlighted:-
  - o Concern that in Type B events there is no evidence of riders having completed the course (however, it was countered that this perhaps also exists in some Type A events)

- Field Placement was a concern in that riders were assigned a number and position in Type A Events to separate riders from same clubs, this may not be the case in Type B events in the majority of circumstances
- Timekeeping by Accredited Timekeepers with Accredited Timekeeping Watches

After discussion it was agreed with a majority vote to pass the decision to retain Course Records in Type B Events in the NE District, with the criteria and caveat that an accredited timekeeper with accredited timekeeping facilities would need to be evidenced for the course record in the event to be valid.

## **6. TREASURER REPORT - BALANCE SHEET & ACCOUNTS FOR 2019/20**

The Balance Sheet and Accounts for 2019/20 and 2020/21 were circulated by the District Treasurer at the AGM. There had been no late affiliations for 2021. A note of thanks was made to the auditors and the new treasurer who had audited two years of accounts. There were no other points to note and no questions from the AGM delegates.

Proposed – Ray Lockett

Seconded – Richard Exley

## **7. DISTRICT RISK ASSESSMENT OFFICER UPDATE**

Nev provided a Risk Assessment update. Due to the pandemic a Covid specific Risk Assessment had continued to be complied with until restrictions could be lifted, although at many events good practices from the Covid RA were still being observed.

The On The Day Risk Assessment was re-emphasised as very important to ensure that any on the day observations were highlighted to all riders and a more generic reminder was given to ensure that riders do read the On The Day RA.

Of the 16/17 courses in the District there is a more or less even split between standard distance courses (10,25,50,100) and non-standard courses. Speed restrictions in some villages has resulted in some courses being changed. A reminder from Nev to also submit your SAG form – whilst this was not mandated as a requirement, it was indeed good practice and had facilitated very helpful discussions this year as it had helped with notifications of roadworks etc.

Nev is looking at a couple of new courses in the District which will be looked at in the new year and worth considering whether as a District we should look at any additional DC courses in order to help give riders in the District an opportunity for fast course times.

Significant thanks are noted in this AGM meeting and minutes to Nev for the contribution he makes as District Risk Assessment Officer as he continues to seek to ensure that our courses are fully risk assessed and remain safe for our riders. Thank you, Nev Martin.

## **8. ELECTION OF OFFICERS**

To support the process around election of officers, the Chairman clarified with the present incumbents in the identified roles if they were prepared to continue with their roles into 2022. Paul Wright had indicated that he would be happy to continue on the proviso that he hands over his Events Secretary role. Therefore, the District would be looking for a volunteer to start to work with Paul during 2022 in order to take over the Event Secretary role in the future and this would ensure that there was a seamless transition between Event Secretaries. Joanne Rea volunteered for this which was agreed and handover should progress through 2022.

The meeting was handed over to the District Secretary to clarify whether the Chairman was also prepared to continue as such into 2022 which he confirmed that he was.

The present incumbents were proposed for re-election as follows:-

Chairman – Ben Lane (GS Metro) – Proposed by Nev Martin, Seconded by Ray Lockett

Secretary – Dawn Sherrin (GS Metro) – Proposed by Sharon Dyson, Seconded by Ray Lockett

Events Secretary – Paul Wright (Blaydon CC) and Joanne Rea (Team Kirkley CC) – Proposed by Richard Exley, Seconded by Julian MacBride

Risk Assessment Officer – Nev Martin (Velo Culture) – Proposed by Dawn Sherrin, Seconded by Sharon Dyson

Treasurer – Fiona Snook (GS Metro) – Proposed by Ben Lane, Seconded by Peter McGrath

Re the District roles, Ray Lockett suggested that Course Measuring and Course Design were also covered as roles within the District and that this was a supportive role with the Risk Assessment Officer and that he would be happy to volunteer for this activity. This was agreed and Ray Lockett was nominated for Course Measuring and Design – Proposed by Dawn Sherrin, Seconded by Sharon Dyson. The two roles would work closely in tandem with one another to ensure that our District courses were well designed, fully course measured and fully Risk Assessed.

Auditors – Peter McGrath confirmed that both auditors (John Tuckett and David Goodwin) had confirmed they would continue as auditors for 2022 – Proposed by Peter McGrath, Seconded by Dawn Sherrin.

District Committee – the following existing Committee Members were proposed:-

Richard Exley (Gosforth RC), Joanne Rea (Team Kirkley CC), Ray Lockett (Velo Culture), David Goodwin (Newcastle Cheviot), Sharon Dyson (Barnesbury CC), Mick Chappell (NTR) and Peter McGrath (Newcastle Cheviot).

Proposed Ben Lane; seconded Nev Martin

Volunteers were sought from the AGM attendees to stand to join the committee and nominations were Tracey Sample and Julian MacBride. Both were duly elected by the AGM delegates as new Committee Members for 2022 and were welcomed to the committee.

Delegates at National Council – the District is entitled to send along 4 representatives to the National Council AGM which this year will return to a face to face meeting in Northamptonshire and it is anticipated that there will be a number of motions to be considered, given there were no new motions at the 2020 AGM – likewise there will be new nominations for new Directors to the Board and as Chairperson. Volunteers were sought from the elected District Committee and the following were confirmed as the 4 NE Delegates:-

Ben Lane, Dawn Sherrin, Richard Exley and Tracey Sample.

## **9. MATTERS ARISING FOR DISCUSSION/DEBATE**

There are two motion proposals to discuss. The first was provided with the AGM papers, the second is a new motion, following a discussion with the National Secretary (Legal & Corporate).

9.1 Limitation of Entries – the background to this motion was clarified to support the information that had been provided. A question arose re whether the % split should be increased to 50% instead of 25%, however it was felt that it would be prudent to leave the % split as per the current regulation

and if there is a need for an increased % split in the future, this can be put forward in a Motion Proposal. It was unanimously agreed to support this motion proposal.

9.2 Equal Prize Awards – the background to this motion was clarified and some suggested wording was put forward.

Questions arose re prize award sub-categories, considering protected characteristics under the Equality Act as well as a suggestion that reference is also made to all prize categories being published on the start sheet. The principle of the Equal Prize Awards motion was unanimously supported by the District and it was agreed that the District Committee would sign-off the relevant wording on behalf of the District and submit the motion proposal.

Both motion proposals would now be put forward to National for consideration at the AGM (December 2021).

## **10. DATES OF REMAINING 2019 MEETINGS**

Delegates Instruction Meeting – Tuesday 23<sup>rd</sup> November 2021 – 19:00 pm.

This will be held also as a Virtual Meeting and details will be circulated to all NE District Clubs prior to the meeting. In the meantime, all clubs will be sent details from National for the AGM papers. Therefore, all clubs should ensure that their details within the CTT website for their clubs in terms of contact details are all up-to-date. Any delegates who were attending the AGM on behalf of their club but who were not the nominated correspondence contact point for the club were asked to ensure that their nominated club contact point was aware they would be the recipient of the AGM Papers. Therefore, if they were not planning to attend the Delegates Instruction Meeting on behalf of their club, they should forward the relevant papers to their delegate(s).

## **11. AOB**

Meeting closed – 21:20pm

## **DATE FIXING – 2021 EVENTS**

Meeting was followed by Date Fixing for 2022 Events – led by Paul Wright, Events Secretary.

The total number of events so far planned for 2022 are 35 (just one fewer than 2021) which is consistent and good to see.

As Paul had already produced a schedule of planned dates and circulated to the clubs, there were only minor adjustments to be considered. There were still a high number of Hill Climbs for 2022 and Protech Velo requested at the meeting that they also wished to host a Hill Climb in 2022 and would provide date and course details to Paul Wright. It was suggested that perhaps a couple of clubs may wish to look at whether they wanted to bring their Hill Climb to earlier in the season (perhaps August) to run an early-season Hill Climb for variation.

Paul will finalise the dates and event details and provide these to National Events Secretary by Friday 15<sup>th</sup> October 2021.

Dawn Sherrin

District Secretary

8<sup>th</sup> November 2021

