



Minutes of the NDCXL General Meeting

Date: Thursday 8th September 2022 at 7:30pm

Venue: Zoom

Present:

Mark Van Adrichem (Chair)	Nick Chilton (Derby Mercury)
Richard Shenton (Beeston CC) (Minute taker)	Heather Wimble (Drogon)
Tony Donaldson (Ilkeston) (Treasurer)	Tim Berry (Empella)
Sandra Field (Beeston RC)	Ian Bradley (Ilkeston)
Steve Kirk (Belper)	Helen Dussek (Nottingham Clarion)
John Dixon (Bolsover)	Darren Topliss (Sherwood)
Steven Hinchliffe (Bolsover)	Joe Barnett (Cycle Derby)
Alan Parsons (Bolsover/Jewson)	Martin McShane (Worksop Wheelers)
Maddi Smith (Bolsover)	Owen McConnell
Karen Lifford (British Cycling)	

Mark opened the meeting at 7:35pm.

- 1) **Apologies** received from Mark Ravis (Matlock), Andy Humberston, Simon Severn (Ilkeston).
- 2) **Minutes of the general meeting held on 21st July 2022** were accepted as a true record of the discussions that took place.
- 3) **Matters Arising**
 - a. **Auditor** – Chris Golden has offered to help, and Tony is currently discussing requirements.
 - b. **Safe-guarding at events** – Discussed at the pre-season event organisers' meeting on Monday 5th September, at which it was acknowledged that currently BC does not require the presence of a welfare officer at all events, although this may change. However, it does advise that someone able to deal with welfare issues arising from children and vulnerable adults (a teacher, for instance) be in attendance. For the 2022-2023 season it was therefore agreed that the NDCXL would advise event organisers to include such a person within their roster of volunteers. During the off-season the League may wish to discuss the welfare requirement at events held during the 2023-2024 season.
 - c. **Event announcer** – Richard has been in touch with Anthony Arthur, who has confirmed that he attend the Shipley event. Joe confirmed that, for financial reasons, a club member will take on the announcer role at Markeaton.
 - d. **Forme at Shipley** – Mark confirmed that a Forme representative will be at Shipley.
 - e. **Event organiser pack** –
ACTION: Richard and Simon to review event organisers' pack.
 - f. **Women's rep** – Richard reported that Laura Powell (Empella) had offered to help with the role and has indicated that she would be at the meeting.

ACTION: Richard to ask Laura if she is still interested in taking on the role.

- g. **Stefan Partridge BE members' page permission** – Richard confirmed that he has made the necessary amendments.
- h. **Prizes for the 2021-2022 season** – Richard confirmed that he has collected last season's prizes from the Naylor's. More details in the update at item 8.
- i. **Sponsorship update** – See item 6 below.
- j. **Event organisers' meeting** – Held on Monday 5th September. For update see item 7 below.
- k. **Bolsover venue** – Steven H confirmed that the Bolsover event on 21 January 2023 will be held at Speetley Equestrian Centre near Chesterfield.

4) Team updates

- a. **Admin** Richard explained that admin's concerns are included in this agenda.
- b. **Logistics** Nick reported that he now has rider numbers and Forme barrier tape (10 x 250m per event) for the season, as well as an additional 25kms of red and white tape. He added that he is waiting for the podium and backdrop from Forme. Karen is sorting the radios but the first two events will have at least 14.
He also confirmed that logistics for Shipley have been sorted and reassured Joe that kit will be available to collect before the Markeaton event.
- c. **Officials** Darren reported that he has confirmed the commissaire teams for events one and two. He is struggling to find comms for Middlehills.
Tony confirmed that comms' expenses should be submitted to him after each event.
- d. **Results** Heather reported that currently 175 riders have affiliated. She added that Stuart Reeves in the Events Team has agreed to process the gridding sheets. He will send on to the commissaire team, Steven H and the organiser.

- e. **Events** Sandra appealed to all organisers to check the details of their event entry pages on the BC system. Some errors have got through resulting in a category for the Shipley event closing early and entry fees going to incorrect accounts.

ACTION: Sandra / Maddi to create reference spreadsheet containing organisers' details, against which BC can check data in entry pages.

- f. **Comms** John explained that the new Forme / NDCXL logo has been added to the staging site. A proposal to include the new Forme / NDCXL banner logo on the website and other forms of communication was passed by a majority.
Lee at Forme to supply additional images for the site banner next week.
John also noted that he and Steve K are sorting the web hosting.
Nick noted that the event day schedule (Appendix C) on the website is incorrect.

ACTION: Awaiting images from Forme.

Richard to send most recent Appendix C to Comms.

- g. **Finance** Tony's to arrange for the re-allocation of entries fees received in error from BC, raise an invoice to Forme for the £1,000 annual sponsorship and refund Bolsover and Belper £100, as they both paid the higher affiliation fee but are involved in hosting an event. To ensure that all member clubs / teams that have paid the lower affiliation fee are helping at events, organisers were asked to send details of those clubs that are assisting at their events to Tony.

ACTION: Tony to arrange the transfer of entry fees incorrectly received by NDCXL.

Tont to raise an invoice to Forme £1000 for sponsorship

Tony to refund Bolsover and Belper £100

Event organisers to send details of clubs helping at their event to Tony

5) Event updates

Ian provided an update for the upcoming Shipley, noting that U12s and vet men cats are down by 50% on last season.

There was also a conversation about using under 18s as volunteers, as Derby College is offering students and Joe is considering using scouts. It was agreed that under 18s should not be placed in difficult situations that they may not be able to cope with.

ACTION: Karen to determine BC position on using under 18s as event volunteers.

6) **Sponsorship update**

Richard explained the attendees at the meeting on 21 July were sent a copy of an amended version of the sponsorship agreement and it was agreed, after a number of minor amendments, that it was acceptable. Mark signed the agreement on 17 August 2022 and is waiting to receive a copy signed by Forme.

ACTION: Mark to chase Forme for a signed agreement.

7) **Event organisers' meeting**

A pre-season event organisers' meeting took place on Zoom on Monday 5 September. Most organisers attended. Refer to separate minutes.

8) **Any other business**

Nick wanted to confirm the timings for the podium presentations so they are consistent across all events. The following was agreed:

Under 9 and Under 12 presentations: 11:00am

Youth presentations 12:10pm

Steven H asked who would be presenting the medals and it was thought Lee Flannagan of Forme would present at Shipley. Joe is thinking of drawing on club members at Cycle Derby. As League chair Mark offered to present if required as did Steven H.

Tim asked if the League could use its networks to ask for volunteers to help at the Derby National Trophy on 8 October. Tim to send details to Steven H.

9) **Date of the next meeting: Tuesday 27th September 2022 at 7:30**