

SOUTH WEST BMX MEETING

MINUTES



Monday 25th April 2016 – Elmore Football Club, Tiverton

PRESENT: Paula Hallett, Del Commons, Sharon Avery, Tim Sampson, Hugh Copping, Helen Munroe-Hicks, Tracy Day, Justin Gating, Lesley Reynolds and Rachel Jury

APOLOGIES: Steve and Charlie Leggett, Gary Phillips

PH started the meeting by introducing Rachel Jury as the new minutes secretary, this decision was made to allow Sharon Avery to concentrate on carrying out the secretarial duties. The email addresses will be sent to Rachel so that she can forward the minutes to all club contacts once they have been checked.

1. MATTERS ARISING & ACTIONS FROM MINUTES OF PREVIOUS MEETING

The previous minutes had an amendment made and were now approved but a printed copy was not brought to the meeting so these were not able to be signed. This will be done at the next meeting. SA to bring a copy to the next meeting.

ITEM	WHO	DONE
Send HC an electronic copy of the proposed SW Regions Constitution	PH	see below
Make amendments to the proposed Constitution and share on FB or via email	ME	see no 6.
Check with Karen England if she could sort the voting sheets before Saturday 19th March for Norris Bradley Shield nomination	PH	✓
Organise the posters to promote the SW Regional Series	TS	✓
Continue looking at the number of riders' entries and subsequent revenue	HC	✓
Ask Dan McBride to present the trophies	TS	✓
Ask Rob Flavell to arrange the email forwarder for the generic SW email address	PH	✓
Send DC the available Saturdays for RSR	SA	✓
Post link for the NBMXC survey to SW FB page and share to the regions clubs	SA	✓
Purchase suitable megaphone for use in the pens	HC	see below
Book the Elmore Club for the next Committee Meeting and to confirm	TS	✓

PH has not sent the proposed SW Regions Constitution. Also send to Nick, Chair of SW Cycling to see if it meets expectations.

MEGAPHONE – HC has got prices (around £30.00 - £50.00). It was asked if this was really needed and PH replied that it would be useful to have. TS said that at national level racing a megaphone is not used but riders are called 3 times and if no show after that then the race goes without them. DC said that on occasions you cannot hear the speakers/commentators so a megaphone was a good idea to have. TS asked who would carry it, PH replied that it would go to each race with the printer/registration items. Currently Val has the registration equipment and PH has the numbers, t-shirts, plates and radios which get charged in advance.

2. CHAIRMAN'S UPDATE

PH reported that the beginning of the season has gone well and that there are so many people supporting the racing.

NUMBER PLATES: It is frustrating though for the finish line ladies when the wrong numbers/colours are used and no side plates are on the bikes. TS suggested having a notice displayed that informed riders that you have to have them and if you don't then you will be put in last place. DC commented that you can accept that novices may have the incorrect numbers/colours but TS pointed out that it is normally the novices that have correct details but the usual riders that don't. DC also stated that it is mentioned verbally on the gate but then riders go the whole day without a reminder. SA then brought up the colour of the plates. PH stated that it has historically been green, the plates are given at the Brits and is easier for the finish line ladies to see. HC said that the rule is in place but enforcing it is challenging. DC said that it needs to be picked up on practice so it is correct before racing. It was agreed by all that this needs to be pushed and enforced at each race.

PH suggested putting details on the Facebook page and the website. TS suggested that Steve gets call up to check.

CLUB REPS ON RACE DAY: PH reminded everyone that queries/disagreements must go through their club's representative, this is to avoid several people approaching referees etc. on race date about the same thing. HC said that each club should have 2 reps nominated and notified to the committee.

BEHAVIOUR: Behaviour on race days was discussed and PH said that shaking hands etc. on finish line should be reintroduced. BC guidelines on Facebook and website. SA asked if there is something in place for disciplinary action. PH replied that there is a verbal warning, being put in last place and there are further sanctions if necessary. DC added that anyone being un-sportsman like needs to be dealt with. HC asked if the incidents are kept track of through the season. PH replied that they are not usually but there is an incident report form if needed. DC advised that things are dealt with on the day and not over a period of time. TD remarked that they then have a clean slate at the next race? DC informed the meeting that at his coaching sessions gate etiquette is taught and shaking hands after the race are encouraged which should be followed at race days.

CLUB CHAMPS: PH brought up the topic of having a club champs and running it at Llynfi Valley in Wales. This would then be a chance for them to have a race. PH has spoken to Matthew about this. Although the surrounding facilities are not great, the track is excellent. There is no support from the council and this is not likely to happen until they see a race, as they have no concept; did ask that the riders/spectators use the park and ride! HC commented that it is at the end of a narrow lane and that parking is limited. SA asked what the solution would be and HC replied with a hardstanding for the parking. PH advised that Matthew has put in a funding application to get the slag heaps removed/pushed up.

PH said that she needs to know if there is any interest in having the club champs and in Wales. HC said that it is a bit of a challenge as it is a long way up and not built in the best place, although the Welsh need something to support BMX. PH then suggested perhaps they just have an open race and the SW support it as Matthew is working hard to get it up and running. PH then suggested having the Coppin Cup up there but SA advised that Decoy wanted to have this but it is not running this

year. It was suggested that it could be an open race which would then get more interest from surrounding areas. Perhaps having it after the season and SW champs. HC said the later you leave it the more chance of bad weather as it will decrease. SA suggested having it 3-4 Sept, just before end of school holidays, could make a weekend of it. DC said to exclude 17-18 Sept as this was an inter-regional, although SA had this date down a Calais. HC suggested holding the race on a Saturday to then allow Sunday for recovery. PH to talk to Matthew about having a race there.

3. TREASURER'S REPORT

I didn't get to see a copy of the spreadsheet, if there are any figures that need to be entered in this section please do so.

HC started by handing out a spreadsheet and ran through this. He has done race by race revenues which show the expenses (Val, Commissionaires etc plus elite payback), amount to go to club, amount left to go to region, team entries and other revenue.

HC advised that the current balance is £2,000. An agreement needs to be made for the Brits. HC also asked about the SW champs trophies and who covers the cost of these. PH replied that the region gets no revenue from the SW champs as this goes to the clubs. HC asked what revenue/back up for next year needs to be kept back. The only money needed at present is for the Brits and end of year trophies.

PH added that the region pays to send the team to the inter-regional champs. BC provide for the Saturday night and food for 1 meal. The cluster sessions are charged at £10.00 each. Riders are charged a nominal fee towards the hotel/minibus. DC added that we tend to take the riders up on Friday night so the region pays for this plus food and water. Last year was 10 hotel rooms @ £380.00 plus food and water. DC said to allow about £500.00 for this. Diesel costs is paid from contributions from each person going.

HC asked about the end of season trophies - £3,500 was spent last year. PH suggested to keep to the same company as last year as he offers free engraving and delivers. HC said about going out to tender to find out what other companies can offer. PH agreed, if someone can do a letter for this. HC will speak to other clubs to find out who they use and then get some prices.

Goody bag costings were discussed. Last year £100 from each club was given to the region and they purchased the contents as in previous years the region had spent the money and then received nothing from the clubs. HC asked about the budget, PH said that we don't have to do but do so as a goodwill gesture. Last year it was decided that the region would subsidise the tops (£3,800 for the tops and charged £5.00 each). It was agreed that the top designs would change on alternate years to save on costs. PH pointed out that this year everyone has to wear their regions top.

HC would like to have all 2016 costs completed by the end of October so there is a true reflection for 2017.

There is a new mandate form that needs to be signed which PH will take to Sam Varndall. PH, JG and HC to sort this out at the end of tonight's meeting.

4. BRITS

Richard Ayre felt that the region didn't do anything last year for the parade and feels that we need to improve things to make more of the South West. HC has spoken with him over the past 2 weeks but and Richard has said that he has no time to implement this as he has other commitments. LR has said that she will take the lead and already has some suggestions of a theme – samba band with a surf theme. Other regions have had wigs, balloons etc. It was suggested that each club should come forward with ideas. SA to go to each club to ask for their ideas.

The shade of green was also discussed. It was felt by some that the green was too boring and thinks it should be like the DK green bikes (fluorescent). HC asked if it had to be green and PH replied that it states in the BC regulations that the SW region should be green. LR said that if new shirts had to be designed/printed then it would cost in the region of £3,000 - £4,000. The committee agreed for LR to go ahead and take lead with the parade.

SA suggested a Facebook page 'SW Brits'.

HC sad that there are funds to the amount of £4,000 that could be allocated for the Brits if necessary.

PH said that she has been trying to sell the T-shirts but has had no chance. HC suggested digging out the invoice to see how much they were and work out what to sell them for and try to push this.

The discussion moved on to goody bags. PH said that the actual bags have been provided free for the last 2 years and that she already has tyre levers to go in. HC said to speak to GM and Crucial to see what they can offer to go in. PH so find out what Beth had written in her previous letter to perhaps use the same format. HC to write letters to companies asking for supplies for the bags but will not go to competitors of Green Machine and Crucial as this will not send out the right message. DC said about having less items but better quality. HC to update at next meeting.

5. SOUTH WEST CHAMPS

HC asked if any clubs had applied. Burnham and Bristol have declined. Bath are interested but want to know more about it. PH to send information. SA has had no response from any club but stated that Decoy were interested but nervous as they have no start date for the work. JG advised that Bideford had not come back to him. DC said that Cornwall don't get the numbers travelling down to them plus the current track has no space/viability but once they have the new track then they will be able to. PH said she would discuss with Annie about the presentation.

HM-H said that Exeter have the last race so it would be too close to then hold the SW Champs. HC asked what would happen if no club was to apply? PH said that Tiverton has held it in an emergency in the past. TS said that it is football season so would therefore be parking issues if it was held on a Saturday. SA said that this would also be an issue for Decoy.

PH said that the first aid would need to be booked for a date asap but with the venue to be confirmed.

PH brought up the end of year presentation and said about this being held straight after the SW Champs presentation, this way it would not go on too late. It was mentioned about having a separate evening do for this end of year presentation. Comments were made about having to wait until the start of the following season was too long. The Midlands gave theirs out whilst the racing was going on. It was agreed that this would be decided once we knew who was holding the SW Champs.

HC called a vote on whether novices should be put in with experts or kept as a separate category. The result was **2** for novices and **5** for no novices. PH said that clubs will need to let their novice riders know that there is no novice racing at the SW Champs. SA suggested that the commentators give out more info and HC said that the novices could be given slips when they register at races as a reminder. They will need to have competed in 3 SW region races – not necessarily in expert and will also need to get a BC membership card to compete.

Bideford/Bath/Exeter/Tiverton to discuss whether they want to hold the race and come back to next meeting to advise if they do. This will be either 24th or 25th September depending club's choice.

6. CONSTITUTION

Mark is still working on the constitution.

7. FACEBOOK/WEBSITE

FACEBOOK:

SA talked about the Facebook page and what type to use as there have been some problems. TD to do research on the best way to use Facebook as a page which is on a memory stick that she has. PH said that the region need to follow technical guidelines regarding Child Protection. It was also mentioned that it needed to be set up as a page and not a person otherwise it would be shut down.

WEBSITE:

HC said that the website needs to have more coaching information on it. DC agreed that he will ensure there is more detail and apologised for the lack of information. There have been complaints with the lack of coaching in Bristol. TS suggested that every clubs coaching nights are put on the website so that riders can travel to other clubs if they so wish. It was stated that the information on there is out of date and that it needs to re-done to get the latest info on there. PH to have a look and contribute.

8. A.O.B

RISK ASSESSMENT

HC discussed the risk assessment form and said that there is the BC central one but we need to take it and put the SW logo on it. PH said no, it needs to keep the BC logo on it. PH also said that we need to find a copy that can be done electronically. HC to send Word version to Steve and get this put onto the website.

The topic was then brought up about having a parking space kept free near the track and ambulance on race days for a member of the Exeter Eagles BMX Club as the parent has a medical condition. It was also suggested that the club have their gazebo nearest to the entrance to the track to also try to help. SA said that to manage the situation the access could be put onto the risk assessment form. It was also discussed that the region can help but the family also need to be proactive. HC suggested that the details are included within the risk assessment which can then be communicated and actioned within each club. Steve to risk assess the track and facility where ambulance is and having a parking space nearby

UPDATE ON SOUTH WEST MEETING

Unfortunately, this was discussed at the point that I needed to take a phone call and missed the discussion. Please can someone could put some info in here so that I can then edit it. Thanks

PLEASE ALSO ADD ANYTHING ELSE THAT MIGHT HAVE BEEN MISSED AFTER I LEFT

9. DATE OF NEXT MEETING

The next meeting has been arranged for Monday 6th June, 7.30pm for 8.00pm start at Elmore Football Club, Tiverton. TS to book the room.

ACTIONS

ITEM	WHO
Send a list of all the names and email addresses of each contact that receives the minutes to Rachel	SA
Bring a copy of last minutes to next meeting for them to be signed.	SA
Put details of plate/number/side plate requirements on Facebook and website.	SA
Create signs regards number plates and put up at registration area on race days.	??
Nominate and notify 2 club reps and inform committee.	All Clubs
Ask Matthew about having a race in Wales	PH
Find out clubs trophy suppliers and get costs for end of year trophies	HC
Signed mandate form to be taken to Sam Varndall	PH
Ask each club for their ideas on the theme for Brits parade.	SA
Find out what Beth had written in her previous letter to companies	PH
Write letters to companies asking for supplies for goody bags	HC
Send information on South West Champs to Bath.	PH
Look at out of date info on website and contribute	PH
Send Word version of Risk Assessment to Steve and get it put onto website	HC
Book room for next meeting at Elmore Football Club, Tiverton	TS