

SOUTH WEST REGIONAL COMMITTEE MEETING MINUTES

20th February 2017

ELMORE FOOTBALL CLUB, TIVERTON



Present

Hugh Copping (Chairperson), Tim Sampson (Vice Chairperson), Sharon Avery (Secretary), Lesley Reynolds (Treasurer), Justin Gatting (Assistant Treasurer), Andy Parker (BC), Steve Leggett (Commissaire), Val Hommell (Points Secretary), Rob Flavell (Website), Charlie Leggett (Riders Rep), Gary Phillips (Bristol), Sam Leggett (Tiverton), Vanessa Harrison (Braunton), Carl Harris (Exeter), Darren Phipps (Bideford), Rob Flavell (Bideford), Mark Ellis (Bideford), Jack Williams (Burnham), Debbie Williams (Burnham), Mark England (Cornwall), Dave Fletcher (Decoy).

Apologies

Matthew Rowlands (Llynfi), Neil Forsyth (Decoy), Annie Dodd (Bath), Mark England (Cornwall), Lee Sweetland (Llynfi), Paula Hallett (Tiverton), Bethan Hallett (Tiverton), Ben Leach (Bath), Chris Draper (Torbay)

Minutes from Meeting on 23rd January 2017

The minutes from the previous meeting were circulated and were approved and signed off by the committee.

Previous Meeting Action Points

Item	Discussion	Status	Responsibility
1	Points Secretary to have access to BC event registration	Outstanding	HC
2	Website development and release	Completed	RF/HC
3	New Trophies to be sourced for Junior Rider of the Year and Senior Rider of the Year	Outstanding	SA
4	Bristol to confirm if the club are interested in hosting a Club Championships	Outstanding	GP

5	Confirm dates for RSR	Completed	HC
6	Publish Roles for RHC, RAC, RTM	Completed	HC
7	British Cycling South West Region – Press Releases: Investigate what is required	Outstanding	SA
8	Constitution	Completed	HC
9	Team Entries – Info to be emailed to 2016 Team Managers as well as Facebook	Completed	SA
10	Rider Registration Cards – investigate the potential to make available on website	Completed	HC/RF
11	Riding Up – post criteria to Facebook/website	Completed	HC
12	Number Plates – How many riders qualified for the Brits but did not attend?	Completed	HC
13	Number Plates – Publish Rider Numbers	Outstanding	HC
14	Finish Line Team – Post to Facebook requesting crew, email club secretaries asking for help	Outstanding	SA/StL
15	Raceday Volunteers – post to Facebook, email club secretaries	Outstanding	SA
16	Book room for next meeting	Completed	TS

17	Update Club Guide to mention assigned clubs	Outstanding	HC
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Discussion	Actions
<p><u>Website Development/Release</u></p> <p>HC thanked RF for all of his work for the development of the new website. He said there were a few things on it that were still a work in progress. Asked for everyone to check over it for any errors, or general feedback. HC also explained that a constitution have been put up but was aware it may still need a little tweaking before being signed off.</p>	<ol style="list-style-type: none"> 1. Check over website and provide feedback - all. 2. Check over Constitution and provide feedback – all.
<p><u>Junior Rider of Year / Senior Rider of Year Trophies</u></p> <p>Although this is outstanding it was agreed at the meeting, these could be ordered when the Regional Series trophies are ordered. Which then opened a quick discussion on the trophies and who was going to organise and where they would be sourced from. A couple of points were made, were what type of trophies were required or if something different could be sourced. SA said a budget for trophies would need to be set. Plus the fact that the presentation was in North Devon, it might be an idea the trophies be sourced from a previous supplier and one that was nearer to the venue. The guys from Bideford said there was an online business (VH to send the link to SA) which was good with trophies and would let SA or HC have the details. It was agreed that we had a little while to discuss again the trophies budget wise and trophy design.</p>	<ol style="list-style-type: none"> 1. VH to send SA link to online trophy supplier.
<p><u>Club Championships</u></p> <p>GP said it was to be discussed at Bristol’s AGM which was being held that evening.</p>	<ol style="list-style-type: none"> 1. GP to inform SA
<p><u>Regional Coaching Team</u></p> <p>HC explained that the roles and positions for the Regional Coaching Team had been released for all coaches to apply and that we had only 2 applications (Dan Hodge and Sam Leggett) for coaches and Tim Sampson for team manager, (also HC said that he'd spoken with Barrie Green, Adam Brazil and Neil Forsyth who said they would also be happy to occasionally help). He said due to time could anyone wanting to be part of the process of appointing these positions could</p>	

Discussion	Actions
<p>we pick a mutual time to the majority and do this within a conference call to have more time to discuss the pros and cons for each candidate. HC said with TS being the only TM candidate that if everyone was in agreement he would take the role. There was no objections to this, so TS regional Team Manager.</p>	
<p><u>British Cycling South West Region Press Releases</u></p> <p>SA explained she'd messaged the SW region BC board with regards to this for an update but was yet another to receive a reply.</p>	
<p><u>Number Plates</u></p> <p>At the previous meeting it was requested how many riders qualified for the Brits but did not attend and could they then have a Maikun plate - HC said there was 78 riders and with the plates being at a cost of £10 each what did the region want to do. The committee agreed it was a large amount and that the plates were supposed to be an incentive along with the goody bag to do the Brits. It was acknowledged that some may feel that it's unfair for those that didn't go and this would need to be addressed in the future and discussed as a future point when organising the Brits 2017. It was decided that the plates that the region had left over from previous years would be available for FREE for those expecting a regional plate at Exeter.</p>	
<p><u>Finish Line Team</u></p> <p>SA said she would post but the response from clubs might be difficult - VH explained what had worked for her in the past when trying to recruit finish line was to go round asking people on the Saturday practise and is happy to do this at Exeter's practise.</p>	<ol style="list-style-type: none"> 1. VH to recruit finish line team at Saturday practise of first regional.
<p><u>Raceday Volunteers</u></p> <p>It was asked what positions might be required in addition to finish line and that would be covered by commissaires. These positions might be call up, gate operator and bike recovery person should a rider fall. HC said all the positions that needed covering were in the club guide. HC also reminded everyone that Karen England position helping VH would need replacing and how this could be accomplished. The suggestion that proved to be popular was to ask each club to put forward one person to help and assist VH in registration. This was decided! HC said he would add this to the club guide.</p>	<ol style="list-style-type: none"> 1. HC to add admin secretary requirements to club guide.

Discussion	Actions
<p><u>EBoard</u></p> <p>It was asked if we could have the eboard available at regionals - HC said it requires the internet so this could be a stumbling block but would look into it.</p>	<ol style="list-style-type: none"> 1. HC to look into having Eboard.
<p><u>South West Championships</u></p> <p>HG asked the Bideford club members with regards to SW Champs and how things were progressing. They said they were seeking more sponsors on top of the one they had already secured for the £1000 prize. HC asked a question that several families had put to him with regards to the distance of the venue to the track which he had been told was approx 45mins and stated that at the previous meeting it had been suggested it was only 15 - 20 minutes. RF said it wasn't far as that and VH agreed with him. RF asked whether practise could start earlier and be run like they do for South races. It was proposed that practise started at 0900 (instead of 0930) and that racing started promptly or even slightly earlier to enable an early finish so that the evening presentation would start on time. This was agreed.</p>	
<p><u>2017 Raceday Schedule</u></p> <p>HC proposed that the raceday schedule should change so that riders can take advantage of the full practise session – as is done in the South. This requires splitting the pens into suitable age bands. It was voted that this year the region would use this format with the hope that riders will get more riding time during practise and impact on the registration admin would have no effect. It was decided that signage would need to be provided by the region and it would be the committee's responsibility to provide and bring to each regional and once made up to be kept with the race equipment that needs to be brought to each regional.</p>	<ol style="list-style-type: none"> 1. TS to arrange signage and to bring to each regional.
<p><u>2017 Brits Race Shirts</u></p> <p>It was discussed how we would go about a new shirt design and a company to provide them. Several company's were discussed with the pro's and con's of either the service they deliver, fabric, price etc. There was a very mixed response from those attended with what they felt was more valued when choosing a design, shirt and supplier against the cost to the region and its riders. It was decided once the region had an idea of a design they wanted produced the next step would be to seek a competitive quote from at least 4 suppliers so that when the Committee go to make a decision it can be done with complete transparency in all areas for approx 250 shirts making sure that each supplier could adequate sizing, fabric and a competitive price.</p>	<ol style="list-style-type: none"> 1. ME & DP to speak to suppliers. 2. Designs to be made available at next meeting by anyone interested.

Discussion	Actions
<p>Design choice for the next shirt design- several points discussed on this, one being do we stay with the green? The green that is in the current shirt is not popular so a different shade of green would be a welcomed choice. Could we use a different colour ie orange which had in the past been agreed by BC, although it liked in principle a new colour the majority felt it was the green that represented the SW. The committee did decide to put the design out there for the clubs and the members to come up with something suitable to choose the special/ favourite design to have made up for production.</p>	
<p><u>Riding Up</u></p> <p>HC asked for the riding up / movement between age groups to be clarified as he was producing a riders guide. Points discussed were:-</p> <ol style="list-style-type: none"> a. Riders moving up (top two) did they need Club coach to confirm their support to the said rider. This was put to the vote with the majority agreeing that any rider moving group would need their club coach written application for their support. b. Clips a younger rider racing up - clarification if they could ride clips, it was voted that BC rulings will be followed by this in which it states that any rider who had progressed to an age group riding with clip shoes, they too could do so. BC rule book page 165, 10.7.4 c. Riders who have ridden up previously but for whatever reason they wish to return to their true age group. This was discussed and voted in favour for any rider being able to return to their correct age group. 	<ol style="list-style-type: none"> 1. HC to publish Riders Guide.
<p><u>South West Championships - Venue Rotation</u></p> <p>The pros and cons for this were discussed but the committee decided this should be discussed at the end of year at the AGM.</p>	
<p><u>Club / Regional Expenses</u></p> <p>HC said he wanted to confirm First Aid has been booked for each clubs regionals except Exeter who due to time constraints had booked their own again explaining to those not at previous meetings that this would keep it centralised and for the most part cheaper with it being at the cost of £300. Also, from previous meetings it was discussed a further £100 deducted for SW Champs and £100 for the Brits to be deducted straight away from regional race fees. Some were reluctant to go with this but after further discussion and HC pointing out most clubs were saving with first aid that this kind of counter acted this and would mean all clubs contributed the same and would save the trouble to collect from each club later on in the year. It was agreed by</p>	

Discussion	Actions
<p>a majority vote that £500 will be a deduction from regional race fees at source and the treasurer will then pay the club all monies owing.</p>	
<p><u>Risk Assessments</u></p> <p>Risk assessment for the regional's races will no longer be done by SL but will be by the club. Generic risk assessment forms can be downloaded from the BC site.</p>	<ol style="list-style-type: none"> 1. HC to provide link to the BC website for the Risk Assessment.
<p>DATE OF NEXT MEETING</p> <p>Sunday 9th April – Following Torbay Regional</p>	<ol style="list-style-type: none"> 1. SA to check on availability of room at venue.