

SOUTH WEST REGIONAL COMMITTEE MEETING MINUTES
 10th July 2017
 ELMORE FOOTBALL CLUB, TIVERTON



Present

Hugh Copping (Chairperson), Tim Sampson (Vice Chairperson), Sharon Avery (Secretary), Lesley Reynolds (Treasurer), Justin Gatting (Assistant Treasurer), Gary Phillips (Bristol), Sam Leggett (Tiverton), Paula Hallett (Tiverton), Val Hommell (Points Secretary)

Apologies

Matthew Rowlands (Llynfi), Neil Forsyth (Decoy), Mark England (Cornwall), Lee Sweetland (Llynfi), Bethan Hallett (Tiverton), Andy Parker (BC), Jack Williams (Burnham), Debbie Williams (Burnham), Vanessa Harrison (Braunton), Carl Harris (Exeter), Darren Phipps (Bideford), Rob Flavell (Bideford), Mark Ellis (Bideford), Steve Leggett (Commissaire), Charlie Leggett (Riders Rep), Mark England (Cornwall), Dave Fletcher (Decoy), Ben Leach (Bath), Annie Dodd (Bath), Julian Wilkinson (Torbay), Chris Draper (Torbay)

Minutes from Meeting on 8th May 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	New Trophies to be sourced for Junior Rider of the Year and Senior Rider of the Year	Outstanding	SA
2	British Cycling South West Region – Press Releases: Investigate what is required	Outstanding	SA
3	Look at potential for using EBoard on raceday	Completed	HC
4	Riders Guide	Outstanding	HC
5	Confirm whether riders will have to pay for their shirts – must consider riders that don't go to the Brits in decision	Completed	HC/TS/SA/LR/StL

Item	Discussion	Status	Responsibility
6	Confirm budget for EOS Trophies – what options are available?	Outstanding	Committee
7	Discuss issue of set criteria for attending cluster sessions – confirm plan at next meeting.	Outstanding	TS/SaL/DH
8	Contact Banking Ombudsman	Outstanding	HC
9	Setup new bank account with Barclays	Outstanding	HC/LR
10	Close Lloyds account down	Outstanding	HC/LR/JG
11	British Championships - O'Neal Sponsorship	Completed	AD
12	Arrange riders poll for Brits Shirts	Completed	HC
13	Arrange Committee Poll on whether to remain with split pens for practise	Completed	HC
14	Llynfi Regional / Welsh Championships - discuss transponders with Welsh Cycling and clarify the offer.	Completed	HC
15	Book room for next meeting	Completed	TS

Discussion	Actions
New trophies to be sourced for Junior Rider of the Year and Senior Rider of the Year - still outstanding by SA. Just waiting on budget to be agreed.	Confirm budget.
British Cycling South West Region - Press releases: Investigate what is required - still outstanding by SA as still waiting for response. Committee decided we would send a press release to the BC SW region secretary with the news of Brauntons new track progress, Bath has still got a track and Decoys new 5m hill.	SA to send Press Release to BC SW Secretary
Look at potential for using EBoard on race day. Completed by HC. HC explained that EBoard had been tried out on the quiet to see what issues might occur as the version is old and needs updating. VH & HC are going to continue to try and work through any issues. SL said that in the East region & at nationals they use 2 computers so it is a possibility we may need to look into running a second computer. Still more work is needed before it is completely up and running.	Look at getting another computer and maybe another volunteer to help VH on raceday. Try to run the EBoard for the SW Champs.
Riders Guide- still outstanding by HC. A lot of work has been done but this won't be completed until next season as at present lots are being adapted, amended as the weeks go on as this has been from scratch and lots is being learnt throughout the season. Also waiting on the updated National series regulations to make sure we run as close to but in keeping with what works for the SW region.	HC to compile Riders Guide in time for new season
Confirm budget for EOS Trophies- what opinions are available. Outstanding by the committee.	
Discuss issue of set criteria for attending cluster sessions - confirm plan at next meeting.	Set agenda for next meeting
Contact Banking Ombudsman - still outstanding by HC. Discussed and decided this will be done once a new account is setup.	HC/LR to contact Banking Ombudsman
Set up a new bank account with Barclays still outstanding by HC but a plan was put into place. The banking issue was discussed it was decided a new account would go ahead and despite not knowing the exact amount in the account we had a general idea which could be withdrawn and deposited into the new one. Several of the club representatives said their clubs had experienced similar with club accounts and that's what they had to enable them to move forward with a new account that should be set up asap.	HC/LR to setup new bank account

Discussion	Actions
<p>Close Lloyds account down - outstanding by HC/LR/JG. It was suggested that minimal would be left behind in this account until it could successfully be closed.</p>	
<p>British Championships- O'Neal sponsorship - completed by AD. The outcome to this was no sponsorship was secured. HC said that because O'Neal weren't going to be on the arms Green Machine & Crucial would be added to the shirts in exchange for Brits Goody bags.</p>	
<p>Shirts orders have been dealt with by each club - everyone ordering paying £10 and rest paid by the region for those who have qualified. Outstanding clubs Llynfi and HC will sort and Torbay (due to Chris Drapers accident being dealt with) SA will collect from club later in week. Order to go off this week to Purple Mustard.</p>	
<p>South West BMX Association:-</p> <p>2017 Budget - Attached to previous minutes and agenda items is an update projected funds and budget HC to add to current minutes.</p> <p>Queries on clubs cut of regional race monies - JG was asked by Bideford to check on their money received from region as seemed less than in previous years. HC said several other clubs had also questioned. When discussed HC talked about the break down and that in fact many clubs were better off. The figure that the clubs perhaps needed to be made clearer before the club costs taken off i.e. First aid, SW presentation and Brits contributions all of which the club would normally have to pay out but normally after the event from club funds. It was reminded to the clubs that most of them benefited with a cheaper first aid cost, and it was also far simpler for the SW Champs/Brits contributions to be taken at source rather than have to collect it at a later date. It also meant that all clubs contributed. SA said Decoy recognised that once the calculations had been done that although the cheque going into the club funds appeared a lower amount that once they re-added the other bits back on they were better off. Those present seemed to appreciate this and that the clubs in general should be getting more money and the transparency within the region of its funds had been greatly improved.</p> <p>If any changes were wanted to be put forwarded from clubs, etc with regards to budgets then this could be done at an AGM.</p> <p>HC shared that the average rider count for regionals last year was 250 and this year 272 which meant overall there was a 9% increase this year which could only be positive for the region and the sport.</p>	

Discussion	Actions
<p>2017 South West Championships:-</p> <p>Bideford progress report- JG reported he didn't think Bideford was worried about anything and all was in hand. The Regional was a good practise run for the club any feedback had been taken on board.</p> <p>Finish line for the SW champs was discussed and the committee were in favour of other clubs offering two finish line people to help Bideford but also to provide a neutral team for our biggest meet of the year. SA mention 20 people on the day is a lot and would it be manageable even if slots were given out to each. VH suggested Bristol finish line team could be approached as being an experienced finish line team as an option. Another option was some form of payment given or to put a request out first to see what the response was. The last seemed favourable to try in the first instance.</p> <p>Scott Dick has been booked as compare for racing and the evening presentation. The club were also going to visit the site to which the presentation will be held at Woolacombe.</p> <p>Race classes - Elite Class was confirmed as an open class. HC asked about whether there should be any class merging especially between the Championship Women and 17+ Female. SA said and PH confirmed that historically it was for the club hosting to decide as they fund the classes with trophies. JG said he expected that Bideford would follow the class categories already in place. The committee agreed this was probably the best way forward.</p> <p>Presentation itinerary- how the night would run was discussed and it was decided that SA would liaise with Bideford and their plans and that Lesley would assist.</p> <p>SW Champs trophies & medals it was confirmed that all riders from 4th downwards (Outside of the top 3) would receive a medal straight after their final. All riders will receive a medal. The top 3 riders will receive their trophies at the evening presentation. It was acknowledged that there was a potential difficulty with the logistics to this especially with Grand Prix classes where the overall winner was not always apparent. The discussion was that in this case give medal to all and announce winner in the evening. How and where to present medals would be for hosting club to decide and relay back to the committee before the event.</p> <p>Requests to buy rounds to get an end of season trophy will be allowed only if the rider has missed a maximum of 2 rounds i.e. completed 5 rounds. Each round required will be at a cost of £8. For a rider that</p>	<p>SA to arrange communications for SW Champs finish line team.</p> <p>JG to report back on venue setup and how evening presentation can run.</p> <p>JG to confirm classes to be run at SW Champs.</p> <p>SA/LR to liaise with Bideford on how the presentation will run.</p> <p>JG to confirm how medals will be given out on the raceday.</p>

Discussion	Actions
<p>has completed 5 rounds the cost for the trophy will be £16. If a rider has completed 6 rounds the cost for the trophy will be £8. For riders that have completed the required 7 rounds there will be no charge for a trophy.</p> <p>SW Series Trophies - Tracey Lovell from Bristol club is organising a laser cut trophy but is waiting on a design from HC. It was mentioned that Bideford too are providing laser cut for the SW Champs - SA questioned whether if this could be a potential issue with members coming away with two similar trophies and asked if the trophies would be apparent in different sizes, 1st, 2nd & 3rd. Was told by HC that the expert trophies would all be one size. SA raised concerns over this saying with the upset over trophies last year and the responses the region received with last years questioned this. PH said that in the past all expert trophies had been of one size. HC said the cost and something to do with production is why they should all remain the same size. TS agreed with SA so HC put to a vote whether the placing trophies should be different size. The voting went 7 for keeping the same size and 2 against. Resulting the end of season trophies will be all the same size.</p> <p>The Question was also raised by HC as to the point of Novice trophies as he was being asked with regards to these. It was discussed why we did Novice trophies at the expert riders presentation when they had had a trophy medal at each Regional. SA explained it was at no revenue cost to the region and PH explained it was initially to keep the Novice siblings happy. The committee discussed the extra time issue on the night of the presentation, extra hassle to collect money and to make it much more an event for the Expert riders everyone voted with 7-2 in favour to not include the Novice for trophies. It was also agreed that this info would need to be made available to the clubs, members and riders as soon as possible.</p> <p>Another thing mentioned that slowed up presentations was photographs and to help this would be to ask Mick or Julie to capture each class professionally.</p>	<p>HC to continue to arrange trophies with Tracey Lovell.</p> <p>SA to communicate that there will be no Novice Trophies at the SW Presentation.</p> <p>SA/LR to arrange as part of presentation itinerary.</p>
<p>2017 British Championships:-</p> <p>Theme- It was all agreed that last years Brits and the theme of the seaside was very successful. HC asked did we want to stay with the theme again for easiness. Most felt it should be a different one after a quick think pirates was mentioned and most felt it was apt and doable - and should be relatively easy for members to participate and the cost low to be a basic pirate in the parade. LR was asked if she could co-ordinate the Brits as she'd done a superb job the previous year.</p>	<p>LR to arrange Pirate theme for the Brits</p>

Discussion	Actions
<p>Brits Plates- HC wanted to keep to his budgeted amount but had been informed there was a price increase to them. So as region where were we going to go with this and what options could we have. Ideally he wanted to supply all those with plates from last year a new Regional sticker and side plate and just giving new entries for the Brits both plates, side plates and stickers. He also said he would make enquiries to see what other alternatives could be sourced, this would need to be done asap due to time. A final decision would be put to the core committee to agree on with the aim to stay close to projected budget or last years costings.</p> <p>Dispensation for Brits-: this was discussed and BC criteria or how we were as region going to deal with requests. HC said he'd spoken with Richard Clarkson up at BC and he'd said we could have discretion and PH said this is what had been done in the past for illness, schooling and exams, away for Euro rounds and possibly other things on its merit - this was decided we would continue with dispensation requests being made to the region by 6th August. The region will charge £10 per round missed to make it fair for those who had participated in the required rounds.</p> <p><i>Update from BC. The current rules states that riders are not allowed to buy rounds, therefore we need to charge an admin fee to cover the costs associated with Brits entry (shirt, plates, goody bag etc). Core committee agreed on charging a standard £20 admin fee for any rider seeking dispensation.</i></p>	<p>HC to investigate Plates costs.</p> <p>HC to confirm Brits dispensation process to all riders</p>
<p>2017 Race Season:-</p> <p>Llynfi Regional Update -: HC said the track was at present undergoing work and looking good. The club being small would need Regional support, the committee felt people would happily step up but the positions that need filling would need to be shared. HC to liaise with club and keep the committee updated and information given out to committee and member FB pages as and when. Finish line would be one job that would need help - Committee to try and get names before event. Also once their event planner on positions is filled in the committee could be more proactive in seeking help required. It was agreed that as it is their first regional we would go without the offer of transponders from Welsh Cycling. Welsh Cycling would like to have the regional as the Welsh Championships and all classes over 9, the top Welsh rider will receive a Welsh Championship vest. Welsh Cycling are looking at the possibility of the Welsh free to air channel S4C streaming the racing.</p> <p>HC - one concern was the parking area is due to have some work on it, a contractor has yet to start work, without the parking the regional would not be able to go ahead. He explained about the access being a tiny lane and the parking they had at present was for maximum of 50</p>	<p>HC to liaise with Bristol on potential backup to host the Llynfi round should the car park not be finished.</p> <p>HC to remain in contact with Llynfi and update committee accordingly.</p>

Discussion	Actions
<p>cars at a push and there wasn't much options to fall back on. The committee agreed it was a big concern with the regional proceeding but would give until the weekend of 23rd July to make a start. HC will remain in contact and if after then it's still an issue the committee with make a decision as to whether to cancel.</p> <p>Cluster Sessions / Regional School of Racing this was discussed. SaL reported back on Redditch that 8 official riders had attended and 2 unofficial riders. The process for the RSR is that TS suggests riders to Mark Seaman and then Mark invites them to the day. Riders pulled out over a week before the event and so two siblings of riders that were there, asked Mark Seaman if they could join in. He accepted but without consultation with TS or SaL. This fundamentally undermined the coaching team. In future if Mark Seaman does not respond to emails then the coaching team should arrange reserve riders in advance of the event. Parents or riders should not go via Mark Seaman to get their children on to a session.</p>	
<p>2017/ 2018 SW Winter Series:-</p> <p>HC shared that he had asked the clubs if they were interested in running a Winter Regional series and several clubs had expressed an interest. However, he also shared concerns as he knows a lot attend the South regional series which is established and a change of scenery for some (Bristol & Bath especially).</p> <p>PH said the last series run in 2009-2010 was poorly attended.</p> <p>It was agreed that this would be re-discussed at next meeting as a top priority and clubs should have a think about how this could be run for the best and suitable dates. This needed a more lengthy discussion.</p>	<p>Set agenda for next meeting</p>
<p>Any other business:-</p> <p>Bath Regional - The First Aid at the Bath regional was discussed.</p> <p>The StJA crew that arrived, arrived in good time but unfortunately came without the agreed Mobile First Aid Unit and Medical Units and as we found out later, they came without any kit/supplies at all. Prior to racing Tony Richards (ST John's Team Leader) explained that there were no units available to support our race but that he would do what he could to try and source the required unit. We started racing at approximately 1215 without the Unit in place. In the 12th moto one of our more senior riders went down very hard and it turns out that he suffered five broken ribs, fractured shoulder blade, broken collar bone and had fluid on his lungs. The feeling among our race officials was that the immediate response to the fallen rider by the first aiders was not quick enough, despite him lying motionless on the track. The</p>	

Discussion	Actions
<p>situation was then worsened by the fact they had no equipment with which to help treat the rider. One of the first aid team called an Ambulance which arrived within 10 minutes. We were also helped by having a doctor on trackside who managed to take control of the injured rider and liaise with the Ambulance crew. The Ambulance crew treated the rider and managed to remove him from the track by about 1315 which left us without a unit on site. A St John's ambulance then arrived at around 1340 which allowed us to resume racing.</p> <p>A complaint has gone into StJA, which they have promised a response to us by 8th August 2017.</p> <p>The committee agreed that the First Aid was in breach of our expectations and HC would continue to liaise with St John's over the situation, check that Wales is suitably covered and report back once he has a reply.</p>	
<p>Next Meeting:-</p> <p>To be confirmed - before the Brits & SW Champs.</p>	<p>TS to book room.</p>

2017 South West BMX Association Budget

Riders per Round	270		
Regionals	10		
Balance brought forward			£2,000.00
Raceday Revenue	Income per Regional	# Regionals	Total Raceday Income
Entries (avg £12.50)	£3,375.00	10	£33,750.00
Levies	£480.00	9	£4,320.00
Total			£38,070.00

Other Revenues	Total
Brits Raceshirts	£2,500.00
End of Season Trophies	£300.00
Team Entries (12 teams @ £50)	£600.00
RSR Cluster Session (6 @ £150)	£900.00
Total	£4,300.00

Total Revenues (including balance brought forward) £44,370.00

Raceday Costs	Cost per Regional	# Regionals	Total Raceday Costs
Payback, Commissaires etc	£300.00	10	£3,000.00
First Aid	£300.00	9	£2,700.00
Event Levy	£10.00	9	£90.00
Revenue due to Club	£1,750.00	10	£17,500.00
Levies	£600.00	9	£5,400.00
Total			£28,690.00

Other Costs	Total
SW Champs Contribution (£100 deducted from each regional)	£1,000.00
Brits Shirts (270 @£16 each)	£4,665.00
Brits Plates (250 stickers / sideplates & 150 plates)	£2,300.00
Brits Goody Bags (£100 deducted from each regional)	£1,000.00
End of Season Trophies	£2,500.00
Other Costs	£480.00
RSR / Cluster Sessions / Inter Regional	£2,000.00
Total	£13,945.00

Total Costs £42,635.00

Balance due at End of Season £1,735.00