

# CTC Cambridge Part of Cycling UK Minutes of AGM

Sunday 14<sup>th</sup> November 2021

Haslingfield Village Hall

## 1. Attendees

12 full Members of Cycling UK attended the meeting.

## 2. Minutes of previous meeting

The minutes of the previous CTC Cambridge AGM held on 3<sup>rd</sup> November 2019 were circulated before the meeting and were agreed as an accurate record of that meeting. There were no matters arising to review.

## 3. Officers' reports

Written Officers' reports had been made available online before the meeting, and paper copies were available at the meeting. These are appended to this document.

### 3.1 Secretary

John S summarised the main points in his written report. After 5 months of normal club activity, including a well-attended Christmas lunch, the last 19 months had been impacted by the pandemic. John thanked Rupert and his runs team for keeping members updated on the ever-changing rules governing individual and group cycling, and for providing Members with a growing range of circular routes of different lengths that they could follow as individuals or in groups.

Membership had held steady over the last 2 years at just over 1200. The recent changes in Cycling UK membership categories had resulted in a number of Senior Members deciding not to renew their membership. A number of new Members had joined us, including people who had joined through the Cycling UK Key Worker and Back on Your Bike schemes. Ride Leaders were thanked for their role in welcoming and encouraging new Members to CTC Cambridge.

The club had reached its 100<sup>th</sup> anniversary in May 2021. At the time, rides were still impacted by pandemic restrictions, but a Centenary Event of rides and a tea had taken place in September, at Wicken Village Hall. This was the first significant gathering of club Members since March 2020, and attracted over 50 Members. Further Centenary events are planned before the end of the Centenary year, in May 2022.

John noted that our Honorary President, George Rich, had died in November 2020. The funeral had taken place under full pandemic restrictions, but there are plans to celebrate George's life and contribution to the Club with a special Memorial Ride. John recorded the club's gratitude for the generous Legacy of £1000 George had given to CTC Cambridge.

John S noted that Membership & Promotions Office, John J is now a Bikeability Trustee.

John S thanked the Committee members, on behalf of the club, who were standing down. These are Susan Goodrich, Richard, and Andy, who has guided the club as Chair for 6 years.

John clarified that this AGM, two years on from the last one, would be followed by fuller meeting in Spring 2022, to align us with the new Cycling UK financial year.

### **3.2 Treasurer**

Yasmin presented the previously circulated annual statement of accounts, covering the 16 months up to March 31<sup>st</sup> 2021. These had been audited and shared with Cycling UK. The club records its thanks to former Treasurer Mike Culnane for his diligence in securing 50% funding for Members' First Aid training from Cycling UK. Yasmin clarified that these accounts miss a number of recent transactions, such as the purchase of club Centenary neck warmers, and the Legacy received from George Rich. These will all be included in the next annual statement of accounts for the year ending 31<sup>st</sup> March 2022.

Alex Brown was thanked for assisting the club as Honorary Auditor. An Honorary Auditor will be identified for the 2021-2022 Financial Year.

### **3.3 Runs**

Rupert discussed his written report about runs activity. The main focus had been adapting to the ever-changing pandemic restrictions and working out what these meant for individual Members and for Group cycling (when this was allowed). Guidance came both from Government, and via Cycling UK. Rupert noted that the Cycling UK advice had been helpful and timely.

Our rides programme is now well on the way to resuming, with regular Saturday, Thursday and Sunday rides taking place most weeks. There have been some changes in arriving at this "new normal". Many (but not all) rides are now booked, and Ride Leaders are generally more comfortable leading smaller booked groups of 6-12, with an upper limit of 15. This avoids the large (30+) groups both on the road, and at refreshment stops, which we sometimes had, especially on Thursdays. There has also been a trend through the pandemic to having more focus on longer 1 stop rides, rather than 2 or 3 stops, so more time is spent riding relative to time spent at stops. As more former stops re-open, there is now more opportunity to have rides with multiple stops, and the reduced numbers on rides have in turn led to less waiting to be served at stops.

Rupert thanked Ray Miller for the work he has been doing acting as a de facto deputy runs co-ordinator, drumming up offers from Ride Leaders to allow a more regular programme of rides to take place.

John J noted that Ride Leaders had all willingly complied with the additional requirement to record extra information to support Test and Trace. John J further noted that there had not been a single "ping" event across all the rides that had taken place throughout the pandemic.

## **4. Election of new Committee.**

The process for electing a new Committee had been changed because of the pandemic: it was known that some members were unwilling to attend a face-to-face meeting. Nominations for membership of the Committee had been opened before the meeting to give the option of voting for contested posts in advance of the meeting.

It turned out there were no contested posts, so the meeting assented to appoint the new Committee unopposed, as listed below.

- Chair - David Secher
- Secretary – John Seton
- Treasurer - Yasmin Emerson
- Welfare Officer - Peter Wilson
- Runs Secretary – Rupert Goodings

- Membership and Promotions Officer – John Jackson
- Webmaster – Nigel Deakin
- General Committee Member 1 - Ray Miller
- General Committee Member 2 - vacancy
- General Committee Member 3 - vacancy

Andy noted that this arrangement leaves two General Committee member posts vacant. These can be filled by co-opting people at any stage. John S said that the club would welcome different people from right across the club considering being on the Committee, so we get a wider and more representative range of views and ideas.

As the new Chair was not present at the meeting, Andy kindly agreed to continue chairing the meeting.

## **5. Runs discussion**

Rupert led a constructive and wide-ranging discussion about resumption of led rides. This section attempts to capture the main points that were raised.

Rupert noted that the Ride Leaders group he had set up as a replacement for the Runs Committee had met virtually with mixed success. A small core of Ride Leaders were actively involved, but many / most Ride Leaders were more interested in riding and leading rides than in the planning process.

### **Listing “Rider needed” rides**

Andy raised the point that the move to (mainly) booked rides meant that there was less visibility of rides that were coming up in the future, and in particular of rides that still needed a leader. The way the ride booking system works means that rides with leaders suddenly appear 10 days before the ride, but there is no sense of what other possible rides are coming up, or of rides where help is needed from Ride Leaders. Rupert explained that Ride Leaders were having more of an input about what kinds of rides they were happy to lead than before, and that a calendar of proposed rides without leaders in place might be subject to change. It was noted that in the past, proposed rides had often changed their destinations following negotiation with the leader.

There was a general feeling that it would be helpful to publish more of a future calendar of regular rides, even where leaders were yet to be identified, to establish a regular calendar of rides reliably taking place on set days of the week – Thursday, Saturday, Sunday etc.

### **Understanding bookings and rider numbers – returning from coffee**

Ian B said that he is not leading rides at the moment. This is partly because it is not really clear to people who aren't leading how rides work with the ride booking system. An example is a ride with a set number of places, where some people want to do the full ride, but others only want to go to coffee, and these people are seen as taking a space on the ride but stopping others from participating in the ride as a whole. It was clarified that while spaces were scarce when we had “rule of 6” limit, there had always been a tradition of people ‘doing their own thing’, and it was understood that some people would set off as part of the led ride and then leave it at some point. John J pointed out that most rides have more than one approved Ride Leader on them, so if numbers for the “start to coffee” leg are high, someone else can generally be asked to help lead a separate group to manage numbers.

Andy said that he thought most riders were able to make their own way back from coffee, as they always had done in the past – there was no new requirement to provide a Ride Leader to guide people back from coffee stops if they decided to go back or wanted a shorter ride. John S pointed out that finding your way back from coffee independently can be daunting if you have never done this before – newer riders (e.g. Saturday social riders) may appreciate some reassurance that there will be someone else to ride back with if they leave an all-

day ride at coffee. However, it was thought that on most occasions at least one experienced rider would return towards Cambridge after coffee so this shouldn't be an issue. Indeed, when someone started a ride they were signing-up for the whole ride and any decision to cut it short was that of the rider themselves.

### **“Meeting up” calendar events**

Rupert mentioned a new class of event / ride, where a monthly location for a meeting point (e.g. Waresley Garden Centre) is announced for a Tuesday, and members make their own way there and back independently. This had been trialled the week before the AGM, and 15 people had met up at Waresley. Andy pointed out that the way this event was described needed some care: two new members had gone to Waresley last week expecting “something” to happen when they got there, whereas the event was just an informal social gathering and a self-guided ride there and back.

Tom mentioned the way the club used to offer Seniors' rides on Tuesdays where people made their own way to a previously agreed lunch stop. This kind of ride could get over the problem of different Members preferring to ride different distances at different speeds.

### **Rides with routes published in advance**

Ian B said that he and others like rides where a route is published in advance, along with a GPX file than can be followed with a SatNav device. This allows a rider to leave the group (e.g. for a mechanical) and catch up later. John S noted that for rides with less experienced riders and new members, it is harder to publish a set route in advance, as rides sometimes need to adapt the planned route to a group that turns out to be slower or quicker than usual.

### **Progression between different classes of ride**

Angela said that she had found that there is quite a difference between Saturday social rides and other rides the club offers, and that there might be a need for more support from the club to allow people to develop and move on from one kind of ride to another. It is quite a step up from a 25-30 mile Saturday social ride to a 50+ mile Thursday ride. Angela suggested that it might be possible to have a faster and a slower group who set off and took different routes to meet up at the same stop on a Thursday ride.

John S noted a trend that had started during lockdown of having longer rides to single stops. If a stop is a long way away, there is then no option to have a shorter, slightly slower ride to the same stop. An example is Stradishall, where a coffee-and-back ride can't be much shorter than 50 miles. It was agreed that the club could do more to help people progress from Saturday social rides to other rides by considering offering a more accessible range of coffee-and-back options as an intermediate option.

Rupert said that he could see a case for offering more direction to Ride Leaders about the kinds of rides they propose, so that we get a better balance of rides that will suit beginners, improvers and regular all-day riders.

### **Coping with large numbers at coffee stops**

Andy noted that the move away from having up to 40 people at coffee stops (especially on Thursdays when both rides stopped at the same cafe) helped avoid the problem of days when you spent more time at stops than was spent riding. Some stops can cope well with numbers of 15+, but rides that bring 30+ to the same place will always need to spend a long time at a stop for everyone to be served.

### **Multiple leaders / regular leaders for ride types**

Ian W noted that there are benefits of having more than one leader on rides, and for these to be the same people each week. An example is the Saturday social rides, where there is always the option to split into two groups if there are slower riders / beginners out. John S noted that having set leaders on different rides meant that different communities of riders and Ride Leaders didn't often meet up, so it was harder for a Ride Leader to assess if a rider would enjoy a particular ride they were offering.

## **Diversity and inclusion**

Gill pointed out that we need to pay more attention to the diversity of our rides if we want the club to continue to grow, rather than serving the needs of a small number of Members. There needs to be more of a commitment to developing people as riders and bringing people on. Gill had recently been on a Saturday ride where there was just one young person, and a 5:1 male:female ratio. Yasmin pointed out that this was not always the case and that some of her recent (Thursday) rides had included a more balanced group with roughly 50% female riders. There was a general agreement that more could be done to make rides more appealing and accessible to a wider range of riders.

## **6. Any other business**

John J informed the meeting that he needed one more order to get a good discount on a new batch of club kit from Gear Club. John is keen to place an order soon, as some Members are hoping to get items in time for Christmas.

John S asked attendees what they thought of Haslingfield Village Hall as a new venue for events. It was agreed that the hall was a good venue, and could be useful for events with larger numbers of people. John S noted that the hire charge for the hall was very reasonable compared to similar options in other villages.

## **7. Date and time of next meeting**

Our next AGM will be held to align with the new Cycling UK Financial Year end. The most likely date for a meeting in April 2022. A date will be set later, avoiding Easter (Sunday 17<sup>th</sup> April 2022) week.

## **Appendices:**

Secretary's Report, Treasurer's Report, Runs Report, Membership Report, Welfare Officer's Report

**End of Document**



**CTC Cambridge**  
**A Member Group of Cycling UK**  
**Secretary's report for 2021 AGM**

This report covers the two years from 2019 – 2021, since the last AGM at the end of October 2019. The club had a “normal” winter programme of rides and other activities, including a Christmas lunch attended by 43 members, through to March 2020. At this point, all group rides had to be cancelled due to the pandemic and national lockdown, and we entered a period of regularly changing restrictions on riding, first as individuals and in family / household pairs and groups, and then in small mixed-household groups.

**Runs and routes**

Rupert Goodings and his team have helped members keep riding throughout the pandemic. This involved providing a local interpretation of Government and Cycling UK advice and restrictions, and making it clear to members what kinds of individual and small group riding were permitted as the rules changed, which seemed to happen every few weeks at one point. As well as affecting how we could ride, pandemic restrictions also affected refreshment stops, and at some points the numbers allowed on rides were different from numbers allowed at stops, which added further complication.

The club ran 8 rounds of the iSpysolation quiz first developed by Devon CTC over the winter months. This gave members and their families a focus for keeping riding during the Christmas lockdown, and attracted a small but enthusiastic following.

A very welcome innovation was a project to provide an online library of circular routes of different lengths that members who were used to joining the club's led group rides could follow individually or in small groups. This facility has proved popular, and allowed people who were not confident to plan trips themselves to go on longer rides during lockdown periods. The routes team, led by Rupert, Nigel Deakin and Ray Miller have since gradually extended and enhanced this system to offer flexible ways of searching and cataloguing routes. This has in turn made it easier for our Ride Leaders to find and adapt good routes for group rides now these have started again.

Rupert has provided a more detailed report that shows how the club resumed and maintained group rides as these were allowed during the pandemic, and the way we are well on the way to resuming a normal programme of weekly rides of different types. The club is grateful to all its Ride Leaders who have made this possible, and looks forward to getting back to a “new normal” fuller programme of regular rides of different lengths to suit members' different riding abilities and interests.

**Membership trends**

Total membership numbers have remained roughly stable since the last AGM: 1206 as opposed to 1216.

The changes to the Cycling UK membership fee structure in autumn 2020, and the renaming of membership categories continues to blur the true picture of local membership numbers and trends.

However, it is clear that we have lost quite a few longstanding members, particularly amongst the 'Senior' category, although some have switched to other membership categories.

It has been good to see some of the newer members join our rides, particularly those who rode as 'guests' before joining. Many thanks to all of the Ride Leaders for welcoming Guest Riders and new Members on their rides.

### **Club Centenary**

CTC Cambridge was formed in May 1921, so the current year marks the club's Centenary. Opportunities to mark the occasion were restricted at the time of the Centenary in spring 2020. A successful day of Centenary Rides and a Centenary Tea were held in Wicken Village Hall in September. Club members have also found and shared lots of photographs showing the history of the club over its last 60 years, and we plan to make some of these available on the club website. We plan to offer some more rides and events to mark the end of our Centenary year in May 2022.

### **Honorary President George Rich – 1931 - 2021**

The club was saddened to learn of the death of its Honorary President, George Rich, on 11<sup>th</sup> November 2020. George had been a member of CTC Cambridge for nearly 70 years, and served the club as Runs Secretary for 33 years. George also won the Len Nice Award, voted on by members to recognise individuals' service to the club, a record 16 times.

The club was very grateful to receive a legacy of £1000 from George.

### **Other news**

The club was pleased to learn that our Membership Secretary John Jackson was successful in his application to become a Trustee of Bikeability Trust, the charity that delivers training in cycling skills for people of all ages. Bikeability Trust and Cycling UK are both dedicated to increasing participation in cycling, so it is good to have this important link between the two organisations through our Member Group.

### **Committee changes**

A number of committee members are standing down from the Committee. The club would like to thank Richard Broomfield and Susan Goodrich for their time serving as general committee members. Our club Chair, Andy Carlyle, has also decided to stand down after 6 (is this right??) years, and the club owes Andy a special debt of thanks for guiding the club so well over this period.

### **Looking ahead**

Cycling UK's financial year-end has moved from the end of October to the end of March. Our next AGM will be held in Spring 2022 to bring us into line with the new Cycling UK year-end. We hope this can be a meeting with fewer restrictions (and more cake!), that more people can attend.

**CTC Cambridge 2021 AGM Treasurer's Report**  
**Statement of accounts for 1 October 2019 to 31 March 2021 (1)**

|  | This year<br>2019 to 2021 | Last year 2018<br>to 2019 (2) |
|--|---------------------------|-------------------------------|
| <b>Income</b>  |                           |                               |
| Social events: Christmas dinner 2019   | £927.00                   | not reported                  |
| Grant from HQ: allocate to first aid course in 2022 (3)                            | £360.00                   | £0                            |
| Annual subscription from HQ  | £200.00                   | £200                          |
| Donations  | £15.00                    | £50                           |
| Interest   | £19.30                    | £20                           |
| First aid course: members' contribution  | £0.00                     | £360                          |
| <b>Total income</b>  | <b>£1,521.30</b>          | <b>£630</b>                   |
| <b>Expenditure</b>   |                           |                               |
| Event expenditure – event hire/accom/room hire: Outspoken room hire 21 Oct 2019    | £24.00                    | £150                          |
| Event expenditure – food, refreshments: Christmas dinner 2019                      | £927.00                   | not reported                  |
| Event expenditure – trophies/medals/prizes: Len Nice voucher and engraving         | £62.95                    | £63                           |
| Event expenditure – clothing costs/badges etc: jersey subsidy, iSpysolation badges | £146.67                   | £180                          |
| General expenditure – advertising/website costs (4) (5)                            | £0.74                     | £120                          |
| General expenditure – postage: jersey samples                                      | £38.67                    | £15                           |
| General expenditure – donations: flowers for George Rich funeral                   | £75.00                    | £0                            |
| First aid course   | £0.00                     | £720                          |
| AGM refreshments   | £0.00                     | £12                           |
| <b>Total expenditure (6):</b>  | <b>£1,275.03</b>          | <b>£1,260</b>                 |
| <b>Profit or loss for year (7):</b>  | <b>£246.27</b>            | <b>-£630</b>                  |
| Cambridge Building Society opening balance on 1 October 2019                       | £5,586.58                 |                               |
| Cambridge Building Society closing balance on 31 March 2021                        | £5,875.13                 | £5,587                        |
| Petty cash opening balance on 1 October 2019                                       | £66.80                    |                               |
| Petty cash closing balance on 31 March 2021  | £24.52                    | £67                           |

**Notes:**

(1) Accounting year runs 1 October 2019 to 31 March 2021 due to covid-19

(2) Figures from 2018 to 2019 and those sent off to HQ are rounded to nearest £1. Figures for 2019 to 2021 are shown to nearest penny.

(3) Previous treasurer, Mike CC, applied for grant from HQ for first aid course. No further communication received until cheque for £360 arrived with no explanation. Members had already paid for first aid course, so committee voted to allocate the surprise £360 to first aid courses in 2022, when refresher courses will be due.

(4) Due to oversight by treasurer, 2019 to 2021 website costs will appear in 2021 to 2022 accounts. Total 2019 to 2021 website costs: £107.39

(5) Webmaster forecast cost for 2021 to 2022: £108

(6) Total expenditure for year including 2019 to 2021 website costs would be: £1,382.42

(7) Profit or loss for year including 2019 to 2021 website costs would be: £138.88 profit



## **RUNS SECRETARY REPORT TO AGM 2021**

**The last 18 months have been dominated by Covid 19 and the associated Government lockdowns and other restrictions on public social activities. The restrictions forced big changes to our normal programme of rides: we had to cease all our led rides for several weeks. We are currently still operating at a reduced level with a smaller number of led rides.**

**Although the pandemic has had a big impact on our club rides, I want to give a more upbeat message. We have managed to organise a surprisingly good number of rides this year. Our club rides are slowly recovering and I am hopeful that this will continue during 2022.**

We are still in the process of adjusting to this “new normal” as we try to find the best way to continue organising led rides in these changed circumstances. I’d highlight three changes:

- 1) We have introduced booked rides as a way to manage the number of rider and the website has been updated to support this option. We plan to maintain booked rides as a leader choice because several leaders prefer this option. But we offer the choice of unbooked rides for leaders who prefer this option.
- 2) We have changed the mix of rides, with leaders largely deciding the type of ride they want to lead. Saturday rides are now a weekly ride; Thursday rides are mostly 1-stop rides (coffee/brunch stop) with a few 2-stop rides. Sunday rides are a mix of 1-stop, 2-stop and 3 stop rides.
- 3) The pandemic has triggered a change in the way we use stops, with the leader being asked to choose the stop and book the stop. Most leaders prefer a café stop to a picnic stop, favouring their known good stops. Booked rides and the known number of riders makes it easier for the leader to book the stop when needed.

### **Summary of our ride statistics**

The last “old-normal” (pre-pandemic) rides were in March 2020. These rides were abruptly stopped when the Government introduced the first lockdown rules and most social gatherings were banned.

We restarted with some booked rides when the rules were relaxed in July. But in December the rides stopped again as the rules were once again tightened. We restarted again with booked rides in April 2021 and the rides have continued since then.

Ian W and John S are the stand-out ride leaders during this difficult time. They have jointly worked together to lead a Saturday Social ride every week when permitted by the Government rules. For several weeks, the Sat Social was the only led ride in the calendar.

During 2021 we have started to increase the number of rides as more leaders have come forward to lead Thursday and Sunday rides. Most of these have been 1-stop rides, but there have been a few longer 2-stop and 3-stop rides.

One notable special event during 2021 was the Wicken Tea on Sunday 12 September where a series of led rides converged on Wicken for a club tea. This was very successful with near perfect weather and over 50 people attending. The led rides included a 100 mile ride and two 100 km rides.

**Detailed Ride Stats** (March 2020 to end October 2021):

Here's a summary of the ride numbers from March 2020 to end October 2021. These dates are chosen to only include the complete post-pandemic period since the last AGM. The figures exclude the 6 months of pre-pandemic rides since the last AgM (Nov 2019 to March 2020 are excluded).

| Ride type                      | No of rides |
|--------------------------------|-------------|
| Saturday social booked ride    | 51          |
| Midweek booked ride - city     | 28          |
| Sunday morning booked ride     | 9           |
| Evening booked ride            | 6           |
| Midweek social booked ride     | 4           |
| Midweek booked ride - southern | 4           |
| Sunday light day booked ride   | 4           |
| Sunday full day booked ride    | 4           |
| Sunday afternoon booked ride   | 3           |
| Midweek booked ride - northern | 3           |
| Midweek ride - southern        | 2           |
| Sunday light day ride          | 1           |
| Saturday short social ride     | 1           |

**Detailed Leader Stats** (March 2020 to end October 2021):

I'd like to thank all the ride leaders who have helped with these led rides. I want to highlight Ian W and John S as the regular Sat ride leaders who have led a huge number of rides this past year.

| Leader  | No of rides | Leader   | No of rides |
|---------|-------------|----------|-------------|
| Ian W   | 34          | Greg T   | 2           |
| John S  | 24          | Peter H  | 2           |
| John J  | 9           | Phil Ns  | 2           |
| Simon G | 8           | Yasmin   | 2           |
| David S | 6           | Mike P   | 1           |
| Fiona C | 6           | Susan G  | 1           |
| Ray M   | 6           | Edward E | 1           |
| Alex B  | 5           | Eva A    | 1           |
| Rachel  | 4           |          |             |
| Peter W | 3           |          |             |
| Andy C  | 3           |          |             |

**Ride changes:**

I'll now highlight a few of the changes that have happened this year that I would like to continue. These comments aim to explain the rationale for these changes and why I would like some of these changes to continue to apply.

**Booked rides:** We have introduced booked rides where riders must register in-advance to join a ride. This was introduced to limit the numbers as required by Government rules (a maximum of 6 people, later 12 was required). It has proved popular with leaders enabling them to plan the ride and book stops. It does have some negative aspects, notably by forcing people to decide in advance and removing the turn-up-on-the-day option. I plan to continue to offer leaders the option of leading a booked or an unbooked ride.

**Smaller groups:** The pandemic restrictions forced us to limit the number of riders. Although the restrictions no longer apply we have continued to offer the leaders the option to limit the numbers on booked rides. Leaders have been able to handle larger number by recruiting a second leader so that they can split the group into smaller groups on the road. This is a welcome change because some of the old rides attracted a large group of riders which was both difficult to lead and caused long delays at the stops. Booking has helped us to establish this new-normal of smaller groups and I hope this will continue.

**Rebalancing the riding and the social aspects.** Our longer rides are spending less time at the stops as a side-effect of riding in smaller groups and sitting outside. The 1-stop rides also tend to ride a bit further to coffee which means that the group spends more time riding. I think this is generally a welcome change – especially for the Thursday rides because it avoids the problem of long delays at some stops due to the large number of riders. But we need to find a balance to maintain the social aspect of these stops. Hence we plan to organise some separate larger social events: the Wicken event was a good example and we are planning to have similar events in 2022.



## Membership Report – AGM 2019

|                                | AGM<br>5/11/17 | AGM<br>5/11/18 | AGM<br>28/10/19 | AGM<br>5/11/21 |
|--------------------------------|----------------|----------------|-----------------|----------------|
| Records                        |                |                | 1264            | 1370           |
| New (last 12 months)           |                |                | 156             | 128            |
| New (Previous month)           |                |                | 10              | 13             |
| New (Current Month)            |                |                | 16              | 1              |
| New to Area (Last 12 months)   |                |                | 9               | 15             |
| Lapsed (Last 2 months)         |                |                | -8              | -7             |
| Changes                        |                |                | <b>183</b>      | <b>73</b>      |
| <b>Current Members (TOTAL)</b> | <b>1124</b>    | <b>1227</b>    | <b>1216</b>     | <b>1206</b>    |
| Adult                          | 401            |                | 411             | 460            |
| Senior                         | 177            |                | 190             | 0              |
| Junior                         | 16             |                | 19              | 17             |
| Concession                     |                |                |                 | 27             |
| Household                      | 428            |                | 529             | 582            |
| 5 year                         |                |                | 59              | 48             |
| Life                           | 37             |                | 34              | 39             |
| Affiliated                     | 15             |                | 27              | 24             |
| Club                           | 8              |                | 8               | 6              |
| Other                          | 33             |                |                 | N/A            |

‘Junior’ is now ‘Student or U18’

‘Other’ is now ‘Concession’

The revision of the membership fee structure by Cycling UK and the renaming of categories continues to blur the true picture of local membership numbers and trends. However, it is clear that we have lost quite a few longstanding members, particularly amongst the ‘Senior’ category, although some have switched to other categories.

Overall membership has increased throughout the Covid period, and unsurprisingly a significant number who joined as ‘Student or U18’ members have subsequently moved out of our area.

It has been good to see some of the newer members join our rides, particularly those who rode as ‘guests’ before joining. Many thanks to all of the Ride Leaders for welcoming Guest Riders and new Members on their rides.



## CAMBRIDGE CTC

### ANNUAL REPORT 2020-2021: WELFARE OFFICER

The main areas of activity in this period have been:

a) Developing guidance on member safety and welfare.

- Produced **aide-memoire for cyclists**-advising on '*What to do in the event of a collision with a vehicle*'. Now incorporated into the Ride Registration Form completed by ride leaders.
- Updated the **Incident Form** and clarified the circumstances on when/how this should be completed and to whom it should be sent.
- Circulated information to members on useful **new First Aid apps**. that can be downloaded onto any smart phone. Available from *Red Cross* and *St. John's Ambulance*.

b) Incorporating new national safeguarding policies into practice at club level.

- Cycling UK have issued a large amount of guidance (in the form of leaflets) on welfare/wellbeing related issues: '*Issues Resolution*'; '*Dealing with Complaints*'; '*Recording/reporting Accidents or Incidents*'. This **new guidance** has now been incorporated into our own club processes.
- Cycling UK have updated all their '*Safeguarding and Child Protection Procedures*'. The 40-page document has been summarised by the W.O. and **Club Safeguarding Procedures have been updated** accordingly.
- Cycling UK now offer role-specific training via the 'Assemble' Volunteer platform. W.O.s were encouraged to undertake the '**Safeguarding in Sports-Level 2**' training which was duly successfully completed in January 2021.

c) Implementing the Covid Risk Assessment during Club activities.

In May/June 2021, Yasmin and others developed a comprehensive **risk assessment** to be used for Club rides and other Club activities during the Pandemic (ongoing).

In the event of a member testing positive just after a group ride/activity -or being contacted by NHS Test and Trace team, the Risk Assessment clearly sets out who is to do what and when. **Ride Leaders, Welfare Officer and Membership Sec. play a key role.**

There have been some members who have contracted Covid-19 but no scenarios, as yet, which required the full R.A. to be invoked in order to prevent transmission of the virus across a group of ride participants.

d) Liaising/Supporting individual club members after serious incidents.

Over the past 4 years since the current W.O. assumed the role, there have been several cases of Club members experiencing serious cycling-related incidents (not always during Club rides/activities). The Club has always sought **to liaise with and support individual members** who have experienced such events, as appropriate. The Welfare Officer is well placed to have oversight of the situation. Currently 3 Committee Members are liaising with a member previously involved in a serious incident.

Peter Wilson

(Welfare Officer-Cambridge CTC)

30<sup>th</sup> October 2021