

Cycling UK Board of Trustees meeting

Agenda for the meeting to be held at 10.30am on Saturday 21st October, 2017 at the Friends Meeting House, 173 Euston Road, London NW1 2BJ – Tel No: 020 7663 1100

Circulation:

Board Members

All Cycling UK Board of Trustees

HQ Staff

Paul Tuohy
Carol McKinley
Sue Cherry (Minutes Sec)
Matt Mallinder
Roger Geffen
Duncan Dollimore

Ordinary Business:

1. Chair's Communication 10.30
2. Apologies for Absence
3. Declaration of 'Conflicts of Interest'
4. Notifications of 'Any Other Business'
5. Minutes of the previous meeting held on Saturday 22nd July 2017 – (Attached)
 - 5.1 Action Points from the previous meeting – (attached)
6. Matters arising from the previous meeting not covered on the Agenda

The following Agenda items are for discussion and/or decisions:-

7. Chief Executive's Report – (Confidential) 11.00
8. Governance – (Confidential) 11.30
 - 8.1 Business Plan – (paper – Paul Tuohy)
 - 8.2 Risk Assessment update – (paper – Paul Tuohy)
 - 8.3 Chair Appraisal – (Verbal report – Jaki Lowe)
 - 8.4 Finance and Performance Committee – (27 September 2017 – Minutes attached)
 - 8.5 Nominations Committee – (22 August 2017 – Minutes attached)
 - 8.6 Audit Committee – (29 September 2017 – Minutes attached)
 - 8.7 Awards and Recruitment Committee – (Note attached)

LUNCH - 12.30

9. Campaigns Strategy – (Confidential – paper – Duncan Dollimore) 1.00
10. Financial Reporting – (Confidential) 1.45
 - 10.1 Management Accounts – (paper – Paul Tuohy)

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11. Marketing Plan update – (Confidential – paper to follow– Matt Mallinder) 2.00

11.1 Persona Project – (verbal – Matt Mallinder)

13. Holidays and Tours 2.30

13.1 Holidays and Tours report – (paper – Jim Brown)

13.2 Cycling UK Holidays and Tours Ltd - Directors to be appointed for 1 year from the 1st January 2018

Proposed Names:	
Jim Maynard – Travel Industry expert	Sheila Simpson – Tour Leader
Pam Pilbeam – Tour Leader	Lyndon Bracewell – Tour Leader
Peter Mathison – Ex Councillor	Paul Tuohy – Company Secretary
To be elected from the Board	To be elected from the Board

The following Agenda items are for note:-

14. Any other Business 2.45

15. Calendar 3.00

16. Dates for 2018 Board meetings, AGM and Awayday:

The Board are invited to note the dates for the 2018 meetings.

Saturday 27 January

Thursday/Friday 22 and 23 March - Awayday

Saturday 28 April

Saturday 12 May – AGM

Saturday 28 July

Saturday 20 October