

Cycling UK Board of Trustees meeting

Agenda for the meeting to be held at 10.30am on Saturday 28 April 2018 at the Friends Meeting House, 173 Euston Road, London NW1 2BJ – Tel No: 0207 663 1100

Circulation:

Board Members

All Cycling UK Board of Trustees

HQ Staff

Paul Tuohy
Carol McKinley
Sue Cherry (Minutes Sec)
Matt Mallinder
James Scott
Roger Geffen

Strategy planning meeting 10.30

LUNCH 1.30

Ordinary Business:

1. Chair's Communication 2.00

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 21st January 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) 2.30

7.1 Fundraising Strategy (5.1 page 11 of CEO report)

8. Governance – (Confidential) 3.00

8.1 Chair's Appraisal – (verbal report – Jaki Lowe)

8.2 Nomination Committee – (22 March 2018 – Minutes attached)

9. Financial – (Confidential) 3.15

9.1 Management Accounts – (paper – Diane Kelway-Bamber)

9.2 Finance and Performance Committee – (7 March 2018 – Minutes attached)
a) Updated investment and reserves policies

9.3 Remuneration Committee (2 February 2018 – Minutes attached)

9.4 Audit Committee – (7 March 2018 – Minutes attached)

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| 10. Equality and Diversity Action Plan– (Confidential – verbal – Paul Tuohy) | 3.40 |
| 11. AGM Planning – (Confidential – paper – Carol McKinley) | 3.50 |
| 12. Staff Survey Action Plan – (Confidential – paper – Paul Tuohy) | 4.00 |
| 13. Holidays & Tours – (Confidential -paper – Jonathon Naughton) | 4.10 |
| 14. Risk Management – GDPR Action Plan – (Confidential – paper – Carol McKinley) | 4.20 |
| 15. Member’s Personal Injury Legal Cover T&C’s – (Confidential – paper – Matt Mallinder/Shivaji Shiva) | 4.30 |

Resolutions:

- | | |
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| 16. CTC Charitable Trust – Annual General Meeting – Paul Tuohy – Company Secretary | 4.45 |
| 17. Cyclists’ Defence Fund – Annual General Meeting – Paul Tuohy – Company Secretary | |

The following Agenda items are for note:-

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| 18. Any other Business | |
| 19. Dates for 2017 Board meetings: | 5.00 |
- The Board are invited to note the dates for the 2017 Board meetings and AGM.

Saturday 12 May AGM - Bristol

Saturday 28 July

Saturday 20 October

Deferred Items:

- Marketing Plan update – (Confidential – paper – Matt Mallinder – now part of CE report)
- Membership Subscriptions increase for 2018 – (Confidential – paper – Matt Mallinder)
- Volunteer Strategy – (Confidential – paper – James Scott)
- Training Business Plan – (Confidential - paper – James Scott)
- Cyclists’ Defence Fund – The Future – (Confidential – paper – Shivaji Shiva)
- Resolutions Update – (paper – Shivaji Shiva)