

Cycling UK – Annual General Meeting 2025 agenda and minutes

The Annual General Meeting of the Cyclists' Touring Club, trading as Cycling UK, will be held at 11am on Friday 19 September 2025. The Annual General Meeting will be held as a virtual meeting this year. Members will be able to join the meeting remotely via web enabled technology. To book your place you must register, before 9.00am on Friday 12 September 2025, at cyclinguk.org/agm-2025. To attend the virtual meeting members will be required to register with their membership number. Further joining instructions will be provided in advance of the virtual meeting to members who have registered to attend.

Phil Hall, Company Secretary

Versions of this agenda in alternative formats are also available on request. The proxy voting form is circulated with the August/September edition of Cycle Magazine. Procedures for use are on the form.

Agenda

ORDINARY BUSINESS

- 1) To adopt as a true record the minutes of the Annual General Meeting held virtually on 27 September 2024.
- 2) To adopt the Annual Report of the Board of Trustees and the audited accounts for the year ended 31 March 2025, as published on the Cycling UK website.
- 3) To appoint Saffery LLP as auditors and to authorise the Board of Trustees to fix their remuneration.

Board response: The Board is recommending that Saffery LLP be re-appointed to continue undertaking our audit engagement.

Minutes of the 2024 Cyclists' Touring Club AGM

The Annual General Meeting of the Cyclists' Touring Club, trading as Cycling UK, was held at 11am on Friday 27 September 2024 and took place as a virtual meeting with Paul Baker (Acting Chair of Cycling UK Board of Trustees) as Chair.

Minutes

ORDINARY BUSINESS

- 1) To adopt as a true record, the minutes of the Annual General Meeting held on 29 September 2023.
- Carried:** For = 1,760 Against = 4 Abstentions = 210



- 2) To adopt the Annual Report of the Board of Trustees and the audited accounts for the year ended 31 March 2024, as published on the Cycling UK website.

Carried: For = 1,852 Against = 8 Abstentions = 115

- 3) To reappoint Saffery Champness LLP as auditors and to authorise the Board of Trustees to fix their remuneration.

Carried: For = 1,820 Against = 40 Abstentions = 116

ORDINARY RESOLUTIONS

- 4) That the membership fee set pursuant to Article 11 of the Articles of Association shall increase as follows: Individual rate from £52 to £55; Household rate from £84 to £89; Concession rate from £34 to £36.

Proposer: Mark Smith

Seconder: Paul Baker

Carried: For = 1,638 Against = 269 Abstentions = 69

- 5) That Article 11 of the Articles of Association be amended by deleting the sentence "The Membership fee for each class of Member may not be changed without the approval of the Members in general meeting" and Article 10.6 of the Articles of Association be amended by replacing the wording "(including payment of Membership Fees save that such fees may not be" →



imposed until approved by the members)” with “(including payment of Membership fees)”.

Proposer: Paul Baker

Seconders: Mark Smith

Carried: For = 1,494 Against = 429 Abstentions = 53

6) That Articles 14.1, 16.1 and 17 of the Articles of Association be amended as follows: 6.1 In Article 14.1:

6.1.1 in Article 14.1(a):

(a) replace “nine” with “eight”;

(b) after “elected under Article 16,” add “subject to Article 17.1.1 and to any interim vacancies in their number that may reduce their number below eight; and”; and

6.1.2 In Article 14.1(b) amend the reference to Article 17 to “Article 17.1.2”.

6.2 In Article 16.1:

6.2.1 amend the reference to Article 14.1 to “Articles 14.1 and 14.3”;

6.2.2 after “Article 14.3” delete “(confirmation of consent and eligibility)”;

6.2.3 after “entitled to elect” delete “at least nine persons”;

6.2.4 after “from amongst their number” insert “so that at least eight persons hold the position of Elected Trustee at any time.”;

6.2.5 after “the office of Elected Trustee” insert “and any minimum period of time that a candidate must have been a Member before standing for office as an Elected Trustee.”

6.3 In Article 17.1:

6.3.1 amend the reference to Article 13 to “Article 14”;

6.3.2 delete the current Article 17.1.1 and replace it in its entirety as follows:

17.1.1 persons to fill interim vacancies within the number of Elected Trustees (for example, where an Elected Trustee ceases to hold office before the expiry of their term of office) and any such person shall be deemed an Elected Trustee until the end of the term remaining for that Elected Trustee or, if shorter, for the period until an election may be procured; and

6.3.3 delete the current Article 17.1.2 and replace it in its entirety as follows:

17.1.2 up to four persons chosen to fill gaps in the skills, knowledge and experience of the board of Trustees provided that each such co-opted Trustee may be appointed for a term of office of up to three years (and in the event no term of office is specified in the resolution then the term of office on appointment or re-appointment shall be three years) and may be re-appointed by the Board for up to two further terms of office of up to three years up to a maximum consecutive term of nine years, after which they may not be co-opted again for a period of three years. In exceptional circumstances, the Board may appoint as a Co-opted Trustee a Trustee who is retiring as an Elected Trustee for up to a maximum term of one year in addition to any term of office served as an Elected Trustee.

Proposer: Paul Baker

Seconders: Richard May

Carried: For = 1,706 Against = 154 Abstentions = 116

7) That the Articles of Association of the Charity (except for Articles 10.6, 11, 14.1, 16.1 and 17) be deleted in their entirety and be replaced by the Articles set out in the attached draft and that the cross-reference in Article 17 be updated accordingly.

Proposer: Paul Baker

Seconders: Nadia Kerr

Carried: For = 1,710 Against = 136 Abstentions = 130

8) Cycling UK actively promotes the creation of a network of cycle routes accessible to all, throughout the United Kingdom.

Proposer: James Hope

Seconders: Jennifer Michie

Carried: For = 1,927 Against = 21 Abstentions = 29

9) That Cycling UK increases the maximum annual contribution available to run Local Member Groups from the current rate of £200 to £250 and reviews the index linking of the payment.

Proposer: Selwyn Dixon, Secretary Cycling UK Reading

Seconders: Mike Hardiman, Treasurer Cycling UK Reading

Carried: For = 1,856 Against = 56 Abstentions = 64

The Annual General Meeting 2024 closed at 12:30pm

SUBMIT YOUR QUESTIONS

We welcome your questions for the upcoming AGM of Cycling UK. To ensure we address as many queries as possible during the AGM, we kindly request you to submit your questions in advance. While we aim to respond to as many questions as time permits during the meeting, any queries we are unable to address will be followed up in a Q&A document post-meeting. You will also have the opportunity to submit questions during the virtual AGM.

Please submit your questions via cyclinguk.org/agm-2025 no later than 9.00am on 10 September 2025.



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Form of proxy (For use by members not attending the AGM)

SECTION 1: The Cycling UK Annual General Meeting 2025 is to be held on Friday 19 September 2025. The full agenda for the meeting is published with the August/September edition of Cycle magazine, together with the full text of the motions listed on this form. If you cannot attend the AGM, you may still vote by using this form to appoint a proxy. A proxy vote is written authorisation given by you for someone else to vote on your behalf. As a member of Cycling UK you are entitled to appoint a proxy to exercise all or any of your rights to attend, speak, and vote at the AGM.

A proxy does not need to be a member of Cycling UK but must attend the meeting to represent you. As the AGM 2025 will be held virtually, once appointed a proxy will be notified of the appropriate joining instructions for the meeting. Where you appoint as your proxy someone other than the Chair, you are responsible for ensuring that they attend the meeting and are aware of your voting intentions. If you wish your proxy to speak on your behalf, you will need to appoint someone other than the Chair and give them the relevant instructions directly.

YOU HAVE A NUMBER OF CHOICES REGARDING APPOINTING A PROXY

You can either:

- appoint the Chair of the meeting to vote on your behalf (sign section 2a and return this proxy form);
- or name a specific person (sign section 2a, complete 2b, and return this proxy form)

Then you can either:

- leave the vote to the discretion of your proxy (you need do nothing more);
- or direct your proxy how to vote.

RETURN INSTRUCTIONS

You can appoint a proxy online or by post. To support Cycling UK in saving money, we would strongly recommend that you appoint a proxy online.

TO VOTE ONLINE

Go to www.cesvotes.com/CyclingUK2025 and follow the online instructions. You will need to enter your unique two-part security code, which is printed overleaf. The deadline for electronic voting is 9.00am on **16 September 2025**. For help with electronic voting, please contact Cycling UK on 01483 238300 during office hours or email AGM@cyclinguk.org.

If you vote online please do NOT return this form.

TO VOTE AT THE AGM

You may join the virtual AGM and vote electronically between 11am and 1pm BST on **19 September 2025** during the AGM.

To register to attend the AGM you must register, before **9.00am on Friday 12 September 2025**, at cyclinguk.org/agm-2025. Please provide your full name, membership number and two-part security code in order to register to attend.

To vote during the AGM – please go to www.cesvotes.com/CyclingUK2025 and enter the two-part security code printed on the proxy form.



TO VOTE BY POST

To appoint a proxy using this form

- A)** The form must be completed and signed.
- B)** It must be returned to: "Freepost Civica Election Services". Yes, just four words! No stamp is required. **Please do not write anything else on the envelope as this will result in additional charges.**
- C)** Completed forms must be received by Civica Election Services by **9.00am on 16 September 2025**. Note that forms **CANNOT** be sent electronically.
- D)** By completing and returning this form, you are not prevented from attending the meeting if you later decide to do so. However, your attendance revokes the appointment of your proxy. →

Cycling UK is a trading name of Cyclists' Touring Club (CTC) a company limited by guarantee, registered in England no: 25185. Registered as a charity in England and Wales charity no: 1147607 and in Scotland charity no: SC042541. Registered office: Parklands, Railton Road, Guildford, Surrey GU2 9JX.

APPOINT YOUR PROXY

SECTION 2: To appoint the Chair of the Meeting as your proxy, just sign in box **2a**. To appoint a different proxy, write your proxy's name and contact details, including email address in box **2b**.

"I, being a member of Cycling UK, hereby appoint the Chair of the Meeting or the person named below as my proxy to vote for me and on my behalf throughout the Annual General Meeting of Cycling UK to be held on 19 September 2025 and at any adjournment thereof".

If you notice an error on your form, please do not make any amendments.

Contact AGM@CyclingUK.org and we will resolve this for you.

Member's name					
Membership number					
Security Code (online voting) Part 1 Part 2					
2a Member's signature					
2b Name of your proxy (leave blank if chair) Contact details including email address of proxy					

If you are leaving the vote to the discretion of your proxy, after completing the form above, simply return the form to the Electoral Reform Services.

TO VOTE ON THE MOTIONS AT THE AGM

SECTION 3: To direct your proxy how to vote, put a cross (X) in the appropriate box against the motion(s) on which you want them to vote. If you leave boxes against any motion blank, your proxy will be able to vote as they see fit.

Member's name					
Membership number					



ORDINARY BUSINESS

Motion 1: To adopt as a true record the minutes of the Annual General Meeting held virtually on 27 September 2024.

To vote For	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Against	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion 2: To adopt the Annual Report of the Board of Trustees and the audited accounts for the year ended 31 March 2025, as published on the Cycling UK website.

To vote For	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Against	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion 3: To appoint Saffery LLP as auditors and to authorise the Board of Trustees to fix their remuneration.

To vote For	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Against	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SAVE TIME AND MONEY BY VOTING ONLINE: Instead of filling in this form and posting it, you can vote online.

Go to www.cesvotes.com/CyclingUK2025 and follow the instructions. You'll need to enter your unique two-part security code (printed above). All votes must be received on or before the closing date of 9.00am on **16 September 2025**.

