

Present:

Council Members:

Richard Bates
Philip Benstead
Colin Brown
Jim Brown
Martin Cockersole
Stephen Coe
Simon Connell
David Cox (Chair)

Barry Flood
Janet Gregory
Dan Howard
Julian James
Jaki Lowe
Gwenda Owen
Arthur Spurr

HQ Staff

Paul Tuohy
Carol McKinley
Sue Cherry (Minutes Sec)

Ordinary Business:

1 Chair's Communications

David Cox welcomed Paul Tuohy CTC's new Chief Executive to his first Council meeting and members introduced themselves.

David Cox explained the different layout of the Agenda and papers separating items for discussion/debate and for just noting. The aim being to increase Council effectiveness on Governance and decision making. There are practical things that can be implemented to help shorten the length of meetings. However, we shouldn't lose sight of realistic targets and quality discussion is of utmost importance. This paper will also help/link with the paper Martin Cockersole is writing on 'CTC Committee Structure' that he is submitting to the Chief Executive. A good debate followed and Councillors were asked to send any ideas/comments to Martin.

David asked the floor for their thoughts on the suggestions in his paper.

1. Are we happy with Agenda construction approach – Yes
2. Early start – No
3. Coffee in the room – Yes
4. Working lunch – No
5. Timed Agenda – Yes
6. Finish Time – Yes
7. Sub-groups – Martin's paper will refer to this item

2 Apologies for Absence

Apologies for absence were received from Jon Snow, Shivaji Shiva, Welna Bowden, Chris Oliver, Graham Smith and Roger Crosskey.

3 Declarations of 'Conflicts of Interest'

There were no declarations of 'Conflicts of Interest' other than those already recorded.

4 Minutes of the previous meeting held on Saturday 5th April, 2014

Item 13 - ECF	Amend the penultimate sentence to – It was explained there is a subscription structure that doesn't favour CTC in relation to other countries per capita.
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With the above amendment the Minutes were agreed as a correct record of the meeting.

Agreed

4.1 Action Points from the previous meeting

Action Point 9 – This is now confirmed as complete.

Action Point 10 – Martin Cockersole confirmed he had received no further comments, so if you have any to add please do so in the next two weeks.

5 Notification of Any Other Business

Philip Benstead asked that Holidays and Tours could be taken under this item.

6 Matters arising from the previous meeting not covered on the Agenda

None noted.

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

Reports:

7 Chief Executive's Report

- Website Report
- Membership Report
- Communications Report

Carol McKinley as (Acting CEO) reported there were no further items to raise since the writing of the report and opened the floor to questions.

Jaki Lowe noticed that the Diversity column had dropped off the traffic lights; this would be rectified for future meetings. She would also welcome a re-look at the wording narrative in the report. Carol explained that Paul may well make changes to the format of this report.

Martin Cockersole asked how Roger Geffen had become a Director of Cycle Nations. Carol McKinley informed Council that he had been asked the evening before the meeting and at the time believed it was the right thing to do, he had not thought through any possible conflicts of interests. He will attend the next meeting and after discussions with Paul and David a decision will be made on whether it is appropriate for him to remain as a Director. Council will be kept up to date on this issue.

8 Awards and Recruitment Committee

8.1 Recommendations to Council

- 8.1.1 Propose President – Jon Snow – Agreed
- 8.1.2 Propose Vice Presidents – Josie Dew and Lord Tony Berkeley – Agreed
- 8.1.3 Propose Financial Advisor to Council – Simon Connell – Agreed
- 8.1.4 Propose Honorary Consulting Solicitor – Shivaji Shiva – Agreed

Council gave thanks to the above for their continued support.

9 Budgets 2014/15

Carol McKinley (acting CEO) reminded Council a draft budget was presented at January Council, further work had been done and this Budget paper was presented at Operations Committee in June, 2014 and agreed, this paper is now coming to Council for ratification.

In response to a question, Carol confirmed that she was asked to prepare a balanced budget and the figures reflect that, however the £120k in Cycling Development is a target that needs to be met.

Martin Cockersole said that if we are to remain in budget then there needs to be a plan B. Barry confirmed there is no business case at the moment and Staffing would need to be looked at. Carol said she was disappointed this question was being raised now by Barry as the budget had been agreed at Operations Committee, which he Chairs. It was agreed 'Plan B' would be an Agenda Item at the next Operations Committee meeting September.

Jaki Lowe felt the budget was very clear and thanked the team for their work, as we are in a better position than last year.

Action Point 1: Plan B to be an Agenda Item at the September Operation Committee meeting.

A 'Gift Aid' update was given – We had received a negative response so far from HMRC, a meeting will be arranged with CTC's Tax advisors once we have received a response with a view to then meeting with HMRC.

The presented paper was approved and noted

10 Brand Refresh

There was some discussion on consistency within the paper on prices quoted and some thought needs to be given to Northern Ireland, Scotland and Wales.

Council fully support and noted this paper and agreed for the requested sum of £10,000 be released from reserves.

11 Councillors Awayday

David Cox highlighted the importance of holding an 'Awayday', this year and felt we needed to concentrate on 'Business Focus'. Jaki Lowe commented that Martin's paper would be useful for this event – how we manage ourselves, make decisions, Governance all really important issues that need to be covered. It was suggested by Barry Flood that CTC is flat lining and – 'How do we push the Business forward' should be an Agenda item. It was agreed David and Paul would start looking at the Agenda, in the meantime dates would be circulated for agreement.

Action Point 2: Sue to circulate some dates for the 'Awayday'

12 Report on Motion 5 at the 2014 AGM

Carol McKinley felt the circulated paper clearly demonstrates that CTC do quite a lot on supporting the motion that went to the 2014 AGM. Gwenda Owen confirmed this was a useful paper but advised that CTC Cymru still had issues and were not working well as a group. It was mentioned as part of Paul's induction he would meet some committees and discuss any issues.

The following Agenda items are for note:-

13 Executive Committee (confidential)

The Minutes were noted.

14 Operations Committee

14.1 Meeting held on 18th June, 2014

The Minutes of the meeting were noted.

14.1.1 Leadership Team Action Plan

Council welcomed this informative paper and it was good to see the Leadership Team working well together.

14.1.2 Training Business Plan

This paper was noted.

15 Strategy and Policy Committee

15.1 Meeting held on 17th May, 2014

Arthur Spurr highlighted page 2 Action Point 14/11 of the Minutes regarding clear 'Safeguarding' policies and confirmed this action has not happened. Carol McKinley informed Council that the concern that this policy was just lifted from BC and BC's name changed to CTC. She confirmed CTC actually worked in partnership with BC to produce this policy. It was agreed the Policy would be reviewed by Paul Tuohy to make sure it is still fit for purpose.

Action Point 5: Paul Tuohy to review the Policy

16 Dates for 2015 Council meetings:

Council are invited to note the dates for the 2015 Council meetings and AGM

Saturday 17th January

Saturday 18th April

Saturday 16th May (AGM)

Saturday 18th July

Saturday 17th October

The above dates were noted.

17 ECF

Barry Flood reported the EU are fighting Lorry legislation on a European level which should help the UK if passed.

18 Velocity Report

The paper was noted.

19 Scotland, Wales, Northern Ireland and English Regions

The submitted papers were noted

20 Any other Business

Holidays and Tours – Philip Benstead confirmed a smaller group of people attended the last meeting which worked well. They are working on getting an information schedule together earlier for next year.

21 Review of meeting feed-back

Council were asked to complete and hand in the circulated form.

CTC National Council

Minutes of the meeting held at 10.30am on Saturday 19th July, 2014 at the Charity Centre,
24 Stephenson Way, London NW1 2DP Tel No: 0207 209 1015

22 Dates of next meetings:

Saturday 18th October, 2014 same venue

Special thanks were given to Carol McKinley for holding the fort and standing in as acting Chief Executive for the past two months.

The meeting closed at 2.00pm