

Present:

Council Members

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

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

HQ Staff

Gordon Seabright
Carol McKinley
Sue Cherry (Minutes Sec)
Matt Mallinder

Council Organisation:

1 Election of CTC Council Officers for 2014

1.1 Chair

A nomination had been received from David Cox for this post and his statement was circulated with the Agenda papers. Further nominations were asked from the floor, none came forward therefore David Cox was duly elected Chair for 2014.

Agreed

1.2 Vice Chair

A nomination had been received from Dan Howard for this post and his statement was circulated with the Agenda papers. Further nominations were asked from the floor, none came forward therefore Dan Howard was duly elected Vice Chair for 2014.

Agreed

1.3 Appointment of Chairs of the Standing Committees

Nominations were asked from the floor for the following Committee Chairs:-

Operations Committee – Barry Flood

Proposed by: Martin Cockersole Seconded by: Colin Brown

Agreed

Strategy and Policy Committee – Arthur Spurr

Proposed by: Jim Brown Seconded by: Barry Flood

Agreed

1.4 Chair's Welcome

David Cox welcomed all Councillors to the first meeting of the year with a special welcome to Gwenda Owen our new Councillor for Wales. Unfortunately, Chris Oliver our new Councillor for Scotland was unable to attend the meeting.

2 Council Committees 2014

2.1 Awards and Recruitment Committee

Council agreed to appoint members to this Committee as per the circulated list – Julian James and Welna Bowden.

Agreed

2.2 Operations Committee

Council agreed to appoint members to this Committee as per the circulated list – Colin Brown, Welna Bowden, Martin Cockersole, Simon Connell, Jaki Lowe and Stephen Coe.

Agreed

2.3 Strategy and Policy Committee

Council agreed to appoint members to this Committee as per the circulated list – Dan Howard, Jim Brown, Richard Bates, Roger Crosskey, Chris Oliver, Graham Smith, Janet Gregory, Philip Benstead.

Agreed

2.3.1 Merging NESG and MGSG together

Agreed

2.4 Sub Committees and Task Groups for 2014

Sub-Committee	Councillor Name
Editorial Committee (on behalf of Ops. Cttee)	Dan Howard, Arthur Spurr
National Events Steering Group - now merged with Member Groups Steering Cttee.(on behalf of S&P. Cttee)	Jim Brown
Local Campaigner Liaison Group(on behalf of S&P Cttee)	Philip Benstead, Graham Smith Richard Bates
Equality Champion (on behalf of S&P Cttee)	Jaki Lowe, Arthur Spurr
Investment Committee (on behalf of Ops. Cttee)	Martin Cockersole, Simon Connell Barry Flood

Agreed

3 Appointment of Directors to subsidiary Companies

CTC Sales Ltd (formerly Shop/ Insurance)	Operations Committee Councillors	Appointed after 2.2 passed
CTC Cycle Racing	Operations Committee Councillors	Appointed after 2.2 passed
CTC Central Ltd (Events and Activities)	Operations Committee Councillors	Appointed after 2.2 passed
Member Group Companies (Holding Structure for member Groups Accounts)	Operations Committee Councillors	Appointed after 2.2 passed

Agreed

Ordinary Business:

4 Apologies for Absence

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

5 Declarations of 'Conflicts of Interest'

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

6 Minutes of the previous meeting held on Saturday 20th October, 2013

Page 4 – Item 8.3	Change the word ‘Export’ to ‘Expert’ after Jim Maynard’s name
Page 7 – Item 17 – Motion amendment	Add the words “and in future years” to the end of the paragraph.
Page 8 – Item 19	Add the word ‘contemplating’ after the word ‘were’

With the above amendments the Minutes were agreed as a correct record of the meeting.

7 Action Points from the previous meeting

It was confirmed that the Forestry Commission issue on offering CTC membership for £16.00 on their website had now been resolved.

8 Notification of Any Other Business

None

9 Matters arising from the previous meeting not covered on Agenda

Jim Brown – 2014 Calendar to be taken under Item 25.

Motions for Council:

10 Annual Report & Accounts for 2012/2013

Council is invited to confirm the process by which the Annual Report and Accounts are to be signed off.

Carol McKinley reported she had attended an Audit Clearance meeting on the 15/1/14 (hence the papers were late in being circulated). She confirmed the meeting went well and there were some process changes which were noted and will be acted on next year. She suggested the final papers go to Operations Committee for signing off and this was agreed.

Simon Connell also attended the meeting and confirmed the working relationship is good and agreed the suggested changes were sensible. Overall the Audit process went very smoothly and, it was asked that appreciation to Carol McKinley and her Team be noted in the Minutes.

Agreed

11 Motion:

Proposed by: Operations Committee

“Council recommends to the Annual General Meeting the appointment of Buzzacott LLP as the Club’s Auditors and to seek the meeting’s approval for Council to fix the Auditor’s remuneration”.

Agreed

12 Motion:

“Council’s proposal about Subscriptions for 2014/2015 to the Annual General Meeting as in the accompanying paper”

Matt Mallinder referred to his circulated paper and advised Council that in future the process will be different whereby he will take his recommendation to the November Operations Committee for discussion before the January Council meeting. He referred to his recommendation to an increase on full membership to £41.50 (an increase of 50p) and a £1.00 increase on all the other categories. Following a general debate Barry Flood said he was encouraged by the paper, looking at each category in commercial terms is good and should be continued. It was noted that the membership benefits should be emphasised.

Motion proposed by: Philip Benstead

Seconded by: Martin Cockersole

Agreed

Reports:

13 Chief Executives Report

Gordon Seabright referred to his paper circulated and highlighted points that have been raised since the circulation of the paper.

- To date no financial support has been identified for Team CTC so it will not be going forward in 2014.
- Laura Raymond our Media and Communication Officer has left and has been replaced by Jacqui Shannon who is no stranger to cycling as she ran the 'Tweed Run' and the 'Look Mum No Hands' campaigns.
- CTC's Community Club package will be reviewed by Robert Goodwill the Cycling Minister at DFT on Monday 20/1/14.

Gordon opened up the floor to questions and the 'GB Ranking' within the IT report was questioned. Gordon explained this ranking is for all websites in the Great Britain and this shows where CTC are in the ranks.

It was asked – how much of the CEO's report is confidential? Gordon agreed to send out a précised version out to all Council for them to pass onto members.

Action Point 1: GS to send out a 'Good News report summary' Councillors can pass on

Councillors raised their disappointment on the news from HMRC regarding Gift Aid. Carol confirmed she had received advice from 'Buzzacotts' and circulated their memo response. Negotiations are still ongoing on a technical issue on how the membership cost is applied. Councillors were asked to treat this memo as confidential.

The circulated paper was noted by Council. With thanks to Laura Raymond for the improved Media information and it was commented that this standard needs to be continued.

14 Brand Review

Gordon referred to the paper circulated by the Council Working Group and gave a brief introduction of the work so far. Following the 'State of Play' research completed in 2011 and the 3C presentation given to Council in April 2012 Council decided to set up a working group 9 months ago. They recruited 'Forster Communications' specialist Brand consultants. The 1st stage of their report was shared with Council and the 2nd at the 'Awayday' in Derby

in November 2013. From the outcome of that meeting a further round of testing was commissioned and the findings are in the report circulated.

Dan Howard confirmed the 'Working Group' had been hand-picked to reflect Council's diversity and have closely monitored the testing and evaluation process. Thanks must go to the 'Working Group' especially the work Peter Hayman and Welna Bowden have done. The recommendation is to move to a self-explanatory name so it is obvious who CTC are and what we do. He felt the process has been very thorough, over 8,000 people have responded, on-line focus groups have taken place, we couldn't do anymore to consult with our members.

A general debate on the name change followed:-

Arthur Spurr expressed concern on what is being recommended. He feels that Members have a sense of ownership of CTC and are not just customers there needs to be a sense of democracy; they will feel the decision has been made for them without consultation. We need to take the membership with us on this issue, have we not learnt from the Charity debate? It should be a motion at the AGM so Members feel engaged. Reading the report he highlighted the term National Cycling was mentioned three times. He stated he has no confidence in the process and will vote against.

Dan Howard confirmed that over 7,000 Members had taken part in the survey; on-line focus groups had been set up and one to one sessions had taken place. The Group and Researchers couldn't have done any more to consult with the membership. It is a matter of engaging with future members and the message that came out of the survey was that we need to change.

There was some debate about having a motion at the AGM if we are to change our trading name; no decision was made.

Simon Connell asked the question – do we agree with the name change? Is it not a broader issue do we need a name change? (1) Is it not the competitive advantage – what makes CTC unique? (2) Heritage – group of individuals who turn up and support us. Are we going to disenfranchise them and lose what makes us us! (3) Communications – delivering the message that resonates with an audience. National Cycling Association works at a top level, it sort of works with new membership not sure if it will work with existing members. It is more about communication.

Jim Brown's concern was Councillors haven't been allowed to consult with Groups. The decision of 63 people is a dangerous sample. We need an enthusiastic consensus – we're stumbling into something and not coming up with the magic name. This is a waste of energy and time – we should pause. He then proposed the following Motion.

Motion:

Do not recommend a name change today to give more time to reflect and consider.

Proposed by: Jim Brown

Seconded by: Graham Smith

Vote on above Motion:

In favour = 9

Against = 6

Abstained = 1

Motion carried

Barry Flood felt the 'Oversight' group haven't had the thanks that they deserve they had worked extremely hard over the 9 month process. He continued saying CTC is a different organisation to 135 years ago, will a name change create brand awareness and increase membership, maybe the organisation needs to change first and changing the name won't do that. Don't just do the easy thing, more work needs to be completed before anything is changed and Council need to be appropriately engaged. Therefore, he would not vote for the recommendation in the paper today. He again thanked the 'Oversight' group, recommended that they stand down and a new group be formed to look at how the business I developed. He then proposed the following Motion.

Motion:

Agree in principle to a trading name change. Take the necessary action to register and protect the name of National Cycling Association. To set up a new working group to carry out further work to look at the implementation and wider brand issues as well as any name change. To bring a report back to Council in April for approval.

Proposed by: Barry Flood

Seconded by: Philip Benstead

Vote of above Motion:

In favour = 10

Against = 3

Abstained = 2

Motion Carried

The report to Council should include the total cost of rebranding and transitional costs, with a fully worked up raft of initiatives.

Gwenda Owen made an observation being new to Council - saying that Council should make the decision, are we not losing sight of why we are doing this.

Jaki Lowe reiterated that she wouldn't want to start the work again as a huge amount of work has already taken place. Arthur Spurr commented that more clarity was needed.

David Cox said he was taken by comments from Gwenda Owen and Jaki Lowe and would feel uncomfortable without taking it to the Membership without more consensus.

Jaki Lowe confirmed the remit of the new group must be clear and agreed to draft the 'Terms of Reference' for the group. Attached are the draft remit word read out by Jaki at the meeting. Councillors wanting to be involved in the new group and those on the existing group and want to continue should email Jaki by Friday 24/1/14.

15 Councillors Guidelines Update Parts 8 and 13

The circulated paper had a paragraph missing. The updates were agreed on with the addition of the missing paragraph.

15.1 Discussion on should the Guidelines be Confidential?

After discussion it was agreed the Guidelines and are not confidential and are available on request.

16 York Cycle Show Committee

Arthur Spurr gave Council the background. Last year the show was cancelled at a cost to CTC of £15K. Some of the York Cycle Show committee members felt the decision to cancel should have been discussed with them and some members walked out of their AGM. As a result it was felt a code of conduct was needed and the constitution be revised. It was agreed the best way forward was to dissolve the existing committee and give space for another group to come up with a new proposal, something new as this event has run for 68 years with the same content. The paper was noted and the formal winding up of the Organising Committee was agreed.

Agreed

17 ECF

Barry Flood gave a verbal report on ECF and reminded Council that they promote cycling organisations around Europe. ECF would be holding their AGM in Dublin this year. Future destinations for Velocity have been agreed – Adelaide in 2014, France 2015, Taiwan 2016 and Belfast 2017. Richard Bates has agreed to attend the 2014 in Adelaide at his own expense if CTC would fund the £300 admission fee. This was agreed by Council.

Agreed

18 2012 AGM report from Councillors on topics raised

This report was welcomed and Council asked for a report on any interesting points raised be put into a table and circulated to all Councillors. It was also asked if Julie Rand could mention to Member Groups that once announced the AGM venues should not be changed.

Action point 2: Julie Rand to circulate highlighted points to Council

19 Executive Committee

19.1 Matters arising from the meeting held on 19th December, 2013

The Minutes were noted with one question being asked – the ‘Fill that Hole’ app launched on the 23/1/2/13 further work is being done to link with an android version to be finished March 2014. Barry Flood asked to be kept informed as to if/when it will work in Northern Ireland.

Action point 3: Gordon Seabright to update Barry on accessibility in Northern Ireland

20 Operations Committee – CLOSED SESSION – Content removed.

21 Strategy and Policy Committee

21.1 Matters arising from the meeting held on 9th November, 2013

Arthur Spurr asked for any question relating to the circulated minutes.

Jim Brown raised the following – Action Point 13/12 Round table sessions report to be produced.

Jim also highlighted that yet again the Birthday Rides dates were mid-week to mid-week which makes it very difficult for working parents to attend with families.

22 Awards and Recruitment Committee

Volunteer of the Year 2014 for 2013

Jim Brown commented on the fact the Awards committee had agreed that presentations for the awards would be done locally and not at the National Dinner.

The fact that there had only been 2 nominations so far tells a story – people need an incentive to nominate Volunteers.

23 Scotland, Wales, Northern Ireland and English Regions

Wales – Gwenda Owen reported CTC Cymru held their AGM on the 11/1/14 23 people attended. There was some discussion on their website and it was agreed some changes were necessary.

Northern Ireland – Barry Flood reported that a great friend to CTC Tom McClelland was seriously ill and CTC send their good wishes.

24 Review of meeting feed-back

Carol McKinley encouraged Council to complete the forms for this meeting.

25 Dates of next meetings:

Saturday 5th April, 2014

Saturday 10th May, 2014 (AGM – Glasgow)

Saturday 19th July, 2014

Saturday 18th October, 2014

Jim Brown highlighted the point that he and several other member Groups have sent in Event details for the website and the site hasn't been updated. This was noted.

Action Point 5: Webmaster to update the site

Arthur Spurr reported that John Radford had been moved to Chapel Allerton hospital which is a rehabilitation hospital although he believed John was still in an endused coma. CTC's good wishes go out to John's family.

The meeting closed at 3.40pm