

**PORTSMOUTH NORTH END CYCLING CLUB**

**AGENDA FOR THE 2017 ANNUAL GENERAL MEETING**

To be held at 8.00pm on 4<sup>th</sup> December 2017 in the Function Suite, at the Mountbatten Centre, Portsmouth.

1. Welcome by the Chairman and an explanation of the order of proceedings
2. Apologies for absence
3. Minutes of the 2016 Annual General Meeting  
Matters arising: Proposed..... Secoded.....
4. Chairman's Report  
Matters arising Proposed..... Secoded.....
5. Secretary's Report  
Matters arising Proposed..... Secoded.....
6. Treasurer's Report  
Matters arising Proposed..... Secoded.....
7. Proposals

That the Club's Constitution be amended to incorporate references to Non-members as well as Members in conjunction with Club Activities and articles contained within the Club's website

- a. Under Section 2: Aims and Objectives

That a line be added

*To ensure a duty of care to non-Club members who participate in Club activities.*

Proposed by Graham Coleman; seconded by Debbie Mottershead.

- b. Under Section 3: Membership

That at 3c a reference to a new footnote 2 be added.

New footnote 2 stating:

*Such as the Club Rides Code of Practice*

All other footnotes adjusted accordingly.

Proposed by Graham Coleman; seconded by Debbie Mottershead.

- c. Under Section 5: President and Executive Committee

That at 5f a new paragraph be added.

Stating:

*Guidance contained within the Club website shall, by default, be endorsed by the Executive Committee and shall be considered to be a reflection of the Executive Committee's collective position on relevant matters when viewed by both Club members and non-Club members.*

All other paragraphs adjusted accordingly.

Proposed by Graham Coleman; seconded by Debbie Mottershead.

8. <u>Election of Officials</u>	<u>Current Officer</u>	<u>Nominated Officer</u>	<u>Proposed</u>	<u>Seconded</u>
Honorary President	Richard Evans			
Honorary Vice President	Sheila Martin			
<u>Executive Committee</u>				
Chairman	Graham Coleman			
Vice Chairman	Harry Jackson			
General Secretary	Debbie Mottershead			
Treasurer	Graham Coleman			
Membership Secretary	Graham Coleman			
Time Trial Secretary	John Mottershead			
Road Secretary	Mark Williams			
Track Secretary	Paul Giles			
Social Secretary	Alan Collins			
Procurement Officer	Jerry Collingwood			
Coaching and Youth Development Officer	Dave Gwilliam			
Funding Officer	Paul Giles			
Media and Public Relations Officer	Tom Morris			
Welfare Officer	Dave Swaffer			
Club Captain	Stephen Wade-Palmer			
Ordinary Members' Representatives	(post vacant)			
	Yvonne Frampton			
<u>Non-Executive Officials</u>				
Examiner of Accounts	Angela Orme			
Assistant Social Secretary	(post vacant)			
Club Archivist	Paul Martin			
Assistant TT Secretary	Sheila Martin			
Timekeepers	Graham Coleman			
	Paul Martin			
Assistant Timekeepers	Raymond Gregory			
	Connor Parsley			
	(post vacant)			
Handicapper	(post vacant)			
CTT Risk Assessor	Paul Martin			

Cycling Time Trials Delegates (x2 to be nominated by the Time Trials Secretary)

BC Risk Assessor Dave Gwilliam

BC Coaches Dave Gwilliam

Paul Giles

Gordon Richardson

(post vacant)

Assistant Welfare Officers Angela Orme

Go-Ride Contact Graham Coleman

British Cycling Delegates (x4 to be nominated by the Road Secretary)

9. Any other business

(Additional proposals from the floor will be allowed at the discretion of the Chairman.)

## **PNECC Chairman's Report for 2017**

I have pleasure in stating that 2017 has been another very successful year for PNECC with our current membership standing at 150; including our 6 Life Members.

The Club's finances are healthy, further details of which will be found in the Treasurer's report and 2016/17 Balance sheet. We have also purchased a few items over the past year and once again more detail is enclosed in the General Secretary's Annual report.

The Club's Annual Road Race was successfully promoted again and as always full credit and thanks must go to Mark Williams for organising this event.

The Road Race is again planned for 2018 alongside the return of our 25 mile Open Time Trial.

Due to a restructuring of the local evening Time Trials by CTT South there will be a few different courses planned to cover the missing events in our calendar. Final details of these changes will be announced in 2018 when the events timetable is released.

2017 has also seen many social events, meals at the VIBC, trips to Lea Valley as well as a group riding in Belgium we have also just had an enjoyable and successful Annual Prize Presentation and meal. Most of these events have been arranged and organised by Alan Collins our Social Secretary so may I thank Alan for all his hard work.

Many congratulations to all who received awards, none more so than to Jess Finney for her remarkable achievement of 2<sup>nd</sup> Cat in one season and to Stuart Hawkins & Johny Lau for attaining their 3<sup>rd</sup> Cat status.

Our Youth members have again performed well in 2017 and we wish them every success in 2018.

Everyone hopes that 2018 will see the Mountbatten Track return to full functionality and allow our coaches the opportunity to resume and deliver coaching/training sessions to all at the Club

All the above show how the Club continues to thrive and endeavour to try and enhance the enjoyment of all aspects of cycling for all our members.

May I take this opportunity to thank all the Committee members, Coaches and Club Volunteers for their time, hard work and dedication in taking the Club forward into the position it is in today, for the benefit of the Club and you the membership.

I close this report reflecting on the Club's saddest moment of the year, the tragic loss of Martin Randle. The Club send continued strength and support in our thoughts to Lesley and all her family, and especially now as we approach this period in the year.

Graham Coleman  
Chairman

## **PNECC General Secretary's Report for 2017**

As PNECC General Secretary I am one of the Club's three Trustees and it falls to me to write a short report on the use of the assets which I, the Chairman and Treasurer are accountable for:

As the club's finances were healthy during 2017 we purchased 2 rear carbon disc wheels, 1 front carbon wheel and 2 wheel bags. These have been available for members to borrow and have been put to good use by some of the youths on the track and Tom Morris during his 100mile TT.

We have also purchased this year, 4 additional stop watches, this gives us a total 10 stop watches, 2 are however out of certification. These have also been well used this year during the Club TT events.

We have also purchased a water boiler and mugs for use at our TT events where we have this year started using Wickham Community Centre Hall and providing hot beverages and cakes which have all been very well received. During our Club TT's we also make use of the clubs' projector, clipboards, race numbers and warning signs.

The club also owns 4 Dolan track bikes and a spare frame which are used by members both on long term loan and individual sessions.

The club's gazebo has been used at numerous outside events this year and as well as providing shelter it also gives a very professional appearance.

The projector is also used at the annual presentation night when the clubs' trophies are presented.

The club also owns an inventory of clothing which it holds ready for sale to members. We are looking to change supplier in the new year so have been selling some of the winter kit at a reduced rate.

The last assets we hold are some cones and coaching equipment which Dave Gwilliam and the other coaches put to good use most Saturday mornings at Southdown College.

For information, the Club's Constitution contains a winding up clause to prevent your Committee selling off the club assets and I'd recommend having a read of the Rules and Constitution on the PNECC website.

Debbie Mottershead  
PNECC General Secretary

## **PNECC Treasurer's Report for 2017**

The Club's accounts for year ending Sept 30<sup>th</sup> 2017 have been examined and verified as accurate by Angela Orme.

A Balance Sheet is enclosed with this Report breaking down where our income streams have been achieved from and where our expenditure has been allocated to.

It shows that at 30<sup>th</sup> Sept 2017 our balance at the bank was £5564.31

We did however have disbursements already allocated for CTT Levies which totalled £742.00, leaving the Club with a working balance of £4822.31

Since the Balance Sheet was formulated we have had around 2 months of effective trading into the current financial year and I can advise you all that our current balance at the bank as of

27<sup>th</sup> Nov 2017 is £4981.20

Graham Coleman

Treasurer

## Balance Sheet PNECC Accounts Oct 2016 - Sept 2017

Carried forward from 2016 Account examination, completed by Angela Orme		<b>5066.44</b>
Receipts		
Grants & Donations	740.00	
Membership Fees	2836.50	
Clothing	2952.50	
Time Trials	1259.28	
Road Races	490.52	
Coaching	83.40	
Social	882.00	
Sub Total	9244.20	
Sub Total + Carried Forward		<b>14310.64</b>
Disbursements		
Levies - BC Affiliation	70.00	
Levies - CTT	676.00	
Levies - Cycling UK Insurance 2017 & 2018	150.00	
Clothing - Endura deposits	2680.60	
Equipment - TT Wheels & Tubs	2011.88	
TT Watches, Website, Sundries		
Time Trials - Reimbursements	30.00	
Road Race - For Prize money	640.00	
(Donation from Benchmarx)		
Neutral Service Car		
Social - VIBC Affiliation	352.50	
Trophies, Engraving	467.35	
Meal Nights	758.00	
Hall Hire	127.00	
Coaching - Go Ride Registration	20.00	
First Aid Training	59.00	
Calshot Track Hire	154.00	
Miscellaneous, Flowers M.Randle	250.00	
Donation to Podium Ambition	300.00	
Sub Total	8746.33	
Account Balance as at 30/09/2017		<b>5564.31</b>
<b>Reserves made against the Account for known commitments</b>		
CTT Time Trial Levies for 2017	742.00	
<b>Total</b>	<b>742.00</b>	
<b>Account Balance including Reserve</b>		<b>4822.31</b>