



## ***Bedford Park Bicycle Club Committee Meeting Minutes***

5pm, Sunday 19<sup>th</sup> January 2020

31 Priory Avenue, Chiswick W4 1TZ

**Chair:** Peter Murray

**Present:** Edward Seaton (Secretary), Jared Chebib (Treasurer), Karen Liebreich, Gerald MacGregor, Fiona Mortimer, Mark Wardell, Joanne Wade, Ros McHugh, Nick Moorhouse

**Apologies Received:** Andrew Steed

### **Executive Summary:**

First Committee Meeting for approximately 100 years.

Members of the Committee introduced themselves- A mixed group of women and men ranging from nervous non-cycling bike owners who want to start riding to those with decades of cycling experience. All were enthusiastic.

Constitution was agreed with two changes.

Discussion about club structure. Will probably be an unincorporated association and affiliated to Cycling UK which will provide insurance.

Membership will be restricted to adults and will cost £10 payable per calendar year. Children will be welcomed at events with parental supervision. A bank account will be opened. Club will be run leanly to be inclusive with a small cushion in case of unexpected events.

Practical aspects of obtaining payments, reconciling with membership list and maintaining website were agreed. A membership secretary will be appointed if possible.

First event will be in April. Multiple ideas for events were discussed including trips to Buckingham Palace, the BBC with Jeremy Vine, Barnes, Fulham Palace and River Trips. A rides subcommittee will be formed.

## 1. Introductions

PM- Had idea to restart club (encouraged by KL) Has cycled for 50 years. Extensive recreational (including across America) and day-to-day cycling. Has become disturbed about how difficult has become to cycle safely locally especially with grandchildren.

KL- Founder of Abundance London, greening activities, Grove Park Resident, husband cycles to work and she worries whenever he's late, 'We should be able to do something so cheap and healthy without putting life at risk.'

GM- Longstanding councillor for Homefields Ward in Bedford Park. Used to commute to Bayswater but gave up because too dangerous. Only police caution of his life was as a boy in Victoria Park when was policeman told him off for riding a 'ladies bike'.

FM- 30 years in Chiswick, recent convert to cycling, husband keen cyclist, cycles to work near Oxford Circus- on safer route. Passionately believe people need to get out of cars, school run is chock-a-block- people should not be driving unnecessarily. Interested in sharing rides on quiet routes with club- more appropriate for small groups not large groups.

MW- Does not cycle. Here to help with website. Has experience offering help to charities with websites including Wheels for Wellbeing and also to Hounslow and Ealing Cycling Campaigns.

RM- Bought a bike at Green Days Festival 2 years ago. It was life-changing. Wonderful for increasing confidence. The game changer was doing guided rides. Uses bike all the time.

JW- Last time alone on a bike was 1978. Have done a Bikeability course and bought a bike. Really wants to get on the bike, 'but it's sat there. I'm terrified'.

ES- Doctor, as is his wife. Both cycle everywhere. Learnt to cycle in Netherlands as a child. Like GM in the past, also mostly rides a 'ladies' bike- a Dutch one. It's too dangerous for his children to cycle to school.

90% of Dutch children cycle. It should be like that here. Health benefits and climate change are major drivers.

NM- 2012 started cycling during Olympics. Feels more in line with nature when doing an office job. Was initially 'caught up in competitive cycling', but now prefers the 'pastoral vibe' of cycling leisurely.

JC- Lived Chiswick for 25 years. Likes road bikes, but would like to get out with the kids on bikes do things much slower. 'We could make it a place where children can cycle.' 'A child without a bike is a loss'.

## **2. Minutes of last meeting were approved**

### **3. Matters for discussion**

- a. **Constitution of the Club-** The proposed constitution that had been circulated to the committee before the meeting was agreed with two changes which were unanimously approved as follows:

KM- article 18 should be changed **from** 'On dissolution, all assets of the group will be divided among its members or donated to charity, as determined by the Committee.'

**to** 'On dissolution, all assets of the group will be donated to charity or otherwise distributed in accordance with the ethos of the club as determined by the Committee.'

ES- article 2 should be changed **from** 'The purpose of the group is to promote the enjoyment of cycling in and around the Bedford Park area. The group will organise rides for members, and lobby for improvements to cycling facilities that enable the group's purpose.'

**to** 'The purpose of the group is to promote the enjoyment of cycling in and around the Bedford Park area. The group will organise rides for members, promote measures to make cycling safer and lobby for improvements to cycling facilities that enable the group's purpose.' **ACTION ES to make changes and obtain signatures of PM, JC and ES.**

- b. **Affiliation to other organisations-** Benefits of affiliation to Cycling UK was discussed. ES- cost to club is £80 per year. Provides £10million liability insurance to club organisers and support. Also gives members opportunity to have reduced individual membership rates giving third-party insurance. It was agreed to affiliate with cycling UK.
- c. **Criteria for membership/ inclusion of children-** It was agreed that membership should be open to all adults with no restriction to residents of Bedford Park or Chiswick. It was agreed that attendance of two

events before joining would be allowed although joining should be encouraged, but after this adults would be required to join the club before attending further events. It was felt that a separate children's membership was not appropriate initially, but that adult members would be welcome to bring and supervise their own children to appropriate events.

**d. Club structure** (unincorporated association vs limited company) JC An unincorporated association has advantage of being simpler: the club only needing a constitution and bank account. FM Incorporation gives some protection to committee members against risk of litigation. It was agreed that Public Liability insurance was essential. KM It needs to be clear that riding is at own risk. Chiswick Cycling Club (CCC) founder and others have given helpful advice. Affiliation to Cycling UK should give some protection. **ACTION ES agreed to speak to Cycling UK to investigate level of cover and report back to committee.**

**e. Financial arrangements**

- i. Bank account. ACTION JC will be able to set up bank account once constitution signed.** Metro Bank has been recommended by Chris Blishen of Chiswick Cycling Club (the local sport cycling club). GM- unincorporated association would normally not incur bank charges unlike incorporated company. It was agreed to open an account with Metro Bank. The Key Officials in relation to this are Jared Chebib (Treasurer) and Edward Seaton (Secretary) who will be the two signatories of the account. Either of these signatories will be able to authorise transactions.
- ii. Envisaged costs/ expenditure** Recurring costs will include membership of Cycling UK £80, annual payment for domain name, liability insurance (if required separately), Information Commissioner payment/ if incorporated would be £15-30 filing costs, accounting/ bookkeeping might be additional. Discussion about what club should aim to do whether to 'run lean' or aim to save and spend on appropriate projects. JC- If want to be inclusive should be as lean as possible. PM- Important we have small cushion in case of unexpected events. This was agreed.
- iii. Requirement for subscription** It was agreed that small subscription be taken to cover costs and to provide a record of membership and an opportunity to distribute important information e.g. about recommendation for taking out insurance. NM- £10 fee would be a 'no-brainer'. Vote taken: £10 annual subscription agreed (one vote for £12).

iv. **Insurance** Already discussed

- f. **Communication with membership** (email, website, social media) It was agreed that a membership secretary should be appointed. **ACTION PM will manage membership initially but will approach individual to ask if will take on role.** MW- 30 people have signed up to website. Multiple sign ups at inaugural meeting last week. MW suggested that website used to obtain payments via PayPal which is straightforward and would allow cross-referencing of member to payment. It was felt that other means of payment e.g. bank transfer be also made available but PayPal preferred. Automatic recurring membership also discussed. It was agreed that this may put some people off and annual non-recurring was preferable. For simplicity a calendar year annual subscription payable by 1<sup>st</sup> January of each year was agreed.

**ACTION ES and any others who are involved with press/ publicity- It was agreed to send copies of press cuttings, links, and approved minutes of meeting to MW to include on website.**

- g. **Important legislation** (GDPR, Child Protection, Equality)

MW: Mailchimp is currently being used for membership. User-friendly and GDPR compliant and allows sub-categorisation into designations e.g. for member or those who have merely on contact list.

Need for DBS clearance/ child protection training requirements was discussed further. It was restated that the club membership would be open to adults only and not children. Children would be welcome at some events but under the direct supervision and care of parents or guardians and this should be made explicit. ES explained that Cycling UK website suggested that events specifically designed for children could not be undertaken without a child protection policy. KL explained that Abundance London has undertaken many events including children. GM has had experience as a school governor and explained running events specifically for children was complicated. **ACTION ES will contact Cycling UK to obtain clarification about child protection requirements/ legislation**

- h. **Activities and First Event**

Open discussion about ideas for first event included the following

- i. Activity on the Early Bank Holiday (Moved to mark VE Day 75<sup>th</sup> Anniversary) on 8<sup>th</sup> May
- ii. Ride to central London to see BBC with Jeremy Vine- Could be a big/popular ride might need to divide into groups.
- iii. Ride to Fulham Palace (historic Tudor Palace and former residence of Bishop of London)

- iv. Ride incorporating Hammersmith Bridge/Barnes (some dispute between GM and KL as to legality of cycling under Hammersmith Bridge)
- v. Easter Egg Hunt
- vi. Highlights of central London e.g Buckingham Palace to give a feel for how easily-accessible central London is from Chiswick by bicycle.
- vii. Routing to Oxford Street via Holland Park

It was agreed that each route should have at least one interesting stop point.

PM- Suggested approaching Tom Bogdanowicz (senior policy and development officer of London Cycle Campaign and author of London cycling guide) for suggestions. He has done Arts and Crafts rides in the past.

**ACTIONS- ALL Each committee member to come up with a proposed ride, PM to approach Tom Bogdanowicz and create a cycle ride planning subgroup will be created aiming for launch ride in April.**

- i. **Club Meeting Point (café)** KL has discussed with The Post Room Café on South Parade who are happy to act as a start/ end point and will give a 10% discount to BPBC members.

#### **4. Any other business**

GM: Hounslow had cycling policy developed in 2008 led by Barbara Reid. GM requested information current plan for cycling- would like to develop cycle plan for Hounslow. Feels everything currently being driven by TfL.

KL: There is a Hounslow Borough transport plan and cycling is an essential part. The new plan goes to cabinet on 21st Jan who are working on green strategy, having declared a climate emergency. They have determined to focus on transport cycle network. Cycleway 9 will form the spine to a local network including e.g. Low Traffic Neighbourhood in Grove Park.

GM- As a cycling club it is important to take a view on public policy. This was agreed and point 2 of constitution was amended to this effect as noted above.  
**ACTION GM will arrange for Transport/ Cycling officers from Hounslow/ Ealing to address the committee/ club.**

A Cycling Festival perhaps involving boroughs of Hounslow, Ealing and Hammersmith and Fulham is mooted for Sunday 5<sup>th</sup> July. It was agreed that the club would wish to be involved if it goes ahead.

The issue of bike storage was raised by FM and it was agreed that installation of street bike hangers was important as it provides storage for people who have insufficient space at home. A common objection is that they take away parking, but some individual objectors have multiple cars. PM is in correspondence with Will Norman (The Mayor's Walking and Cycling Commissioner) via direct messaging on Twitter about redesigning bike hangers to be more aesthetically pleasing.

**5. Date of next meeting: 5pm, Sunday 1<sup>st</sup> March 2020, 31 Priory Avenue**

**6. Meeting was closed**