

**Velo Club Venta Annual General Meeting**  
**Minutes of the virtual AGM, held at 7.00pm on Wednesday 24 November 2021**

Present: David Martin (Chairman)  
Nick Alton (Secretary)  
Nici Ferguson (Treasurer)  
Toby Leyland (Race Team Manager)  
Tina Webster (Women's committee)  
Becca Gilmour (Marketing Officer)  
Michele Ward (Women's Head Coach)  
Ysarn Higgins (Rides Officer)  
Phil Allen (Web support)  
Richard Sambrook-Smith (Go-Ride Head Coach)  
Malcolm Cross (Cyclo-Cross Head Coach)  
Stuart Gilmour (Youth and Junior racing)

Members: Catherine Murphy, Matt Gilmour, Mark Wilcox, Kirsty Lewis, Rob Howett, Brenda Hoult, Dave Morris, Nigel Hutchinson, Ellen Bryson, Ben Gill, Andy Watkins, Dan Manony, Ty Miller, Oscar Pratt, Chris Hutchings

**1. Welcome**

David Martin – Club Chairman - took the Chair.

**2. Minutes of previous AGM 21 November 2019**

The minutes of the 26 November 2020 AGM had been previously circulated. The Secretary asked members if there were any matters arising in respect of the minutes, which there were none. The minutes were approved.

**3. Chairman's introduction and overview of year**

Welcome to the 2021 AGM. An important part of shaping the Club's future and reflecting on the past year.

Firstly, an enormous thank you, on behalf of the members of the club, to the longstanding volunteers and committee members who are stepping down this year.

Michelle Holloway who has been a driving force and champion of Woman's cycling, as she moves away from the area.

Helen Armour as Marketing officer, who not once, but was instrumental in twice revamping the club website along with the other CRM and Marketing activities

Paul Conway and Ysarn Higgins as rides officers. Who devised the scheme to get the Post Lockdown club runs restated and implemented the feedback form the club survey on improving the club rides.

Darren Lyons for leading the TT organisation and as part of the racing officers' team.

I would also like to thank Nici Ferguson and Nick Alton, who are stepping down as Treasurer and Secretary. Who both took on these roles at short notice to ensure the club could keep running effectively.

After a challenging year in 2020, this year was about planning and relaunching club activities and the first three months of the year the committee focused on how to make the most of the opening of restrictions from 29 March.

This meant we were able to start group rides following the government guidance

An enormously successful Youth/Junior Crit race, with riders coming as far as Lincolnshire and Wales.

As the rules were further eased, allowing for an Open TT, which again proved extremely popular and was a great credit to the organisers and the Club

Women specific fortnightly rides, MTB rides, Zwift meetup's and bike maintenance sessions.

The club went onto organise:

Club TT series, which was severely affected by the weather, with two of the races followed by a social get together. A request from the club survey.

Hosting round 7 of the Wessex Cyclocross League

Off road and CX training on Wednesday, well attended by both youth, Junior, and senior riders.

Tuesday training rides were extremely well attended with an A and B ride, as well as a Youth/Junior specific ride.

Go-ride as popular as ever, and it is a mark of the success to see so many riders progressing through the youth and junior ranks. Our Youth and Junior section is the envy of clubs across Hampshire and the south of England, with riders progressing through to the British Cycling school of racing.

The Race Team focusing on performance and participation

The club launch its new Race Kit for 2021, which was available to everyone in the club, as the scope of the race team was opened and anyone who pinned on a number to represent the Club in any type of race was part of the race team. Recognising the diversity of goals in racing. There are those who are supported to improve their performance to meet their racing ambitions and for those that, participation in races and competing at the highest level is an achievement.

It was a great to see so many Velo Club Venta riders, across all the age categories, racing Cross Country Mountain bike, TT's, road races, Cyclocross and Track.

It was also noteworthy that we once again won the interclub TT, held on the 'Leg Loosener' circuit in the New Forest.

Other important activities include the new cloud-based website, which is now more resilient and includes payment functionality for events and activities like Go-ride

The club continues to be in a very fortunate having significant financial reserves, built up over many years, which gives it the financial strength to continue to support club activities and to allow the membership renewal for 2021 to be waivered.

The committee updated the Club plan for 2025, but before that it is worth reflecting on the focus areas from the last AGM

1. Managing the retention and involvement of Juniors between Go-Ride and adult Club participation.

This has been an enormous success with Youth and Junior riders on the Tuesday Training rides, Sunday Club rides, Wednesday off-road training. Achieving some outstanding results racing in club colours, whilst being recognised by British Cycling with the School of Racing.

2. Continuing the great work, the Women's Committee is doing in increasing the number of women members and their participation within the Club.

This is an area that will continue to require support and encouragement. As Michelle moves on, the filling of the Woman's committee position is required.

3. Addressing the senior male membership, to retain and build the numbers up.

The membership grew in 2021, with new members joining the existing ones who's membership was carried froward from 2022. However, this will be something that needs even greater attention in 2022.

4. Increasing the overall participation of members in all Club activities (for example greater numbers on Club rides) and most importantly increasing the numbers of members volunteering at events.

Like many grassroot amateur sports clubs, this is the greatest challenge in the club growing and meeting the ambitions of the 5-year plan. There were new volunteers taking on the organisation of the Summer TT's and the Crit series, as well as event Marshalling. It is now important to understand how we get more members involved in helping, racing, and participating in club events. Time has been allocated after the AGM to hear members views, thoughts and suggestions on how the club can improve.

Finally, I would like to re-iterate my thanks to all the committee members who have given so much of their time this year, to the event organisers and helpers who have made the events possible and to all the club members for supporting the club, by attending the events, rides, and races.

#### **4. Election of Club Officials and Management Group**

Within the Management Group, the following individuals have stood down from their roles:

Nici Ferguson (Treasurer), Nick Alton (Secretary), Paul Conway and Ysarn Higgins (Ride Officer), Helen Armour (Marketing officer) and Darren Lyons (Mens, U23 Road and TT)

The Committee and members expressed their thanks to the Committee members standing down for their contribution to the Club.

The following individuals have stood for new roles and these appointments were approved by the members:

- Becca Gilmour (Marketing Officer)
- Tina Webster (Women's Committee)
- Stuart Gilmour (Secretary)

2022's Management Group are:

- Chair (David Martin)
- Secretary (Stuart Gilmour)
- Nici Ferguson (Treasurer) *Standing down*
- Michele Ward, Tina Webster and Jen Robinson (Women's Committee)
- Phil Allen, (Rides Officer)
- Becca Gilmour (Marketing Officer)
- Phil Allen (Web Support)
- Go-Ride Coaches: Toby Leyland, Chris Hughes; James Cocker; Mark Berry; Raf Izak; Richard Sambrook Smith; Simon Cable; Steve Cox; Stuart Gilmour; Tansy Gill; Go-Ride Administrator (Vacant)

- Monica Hampson (Safeguarding/Welfare Officer)
- Nick Richens (Club Kit Officer)
- *Vacant* (Club Kit Design Officer)
- Michele Ward (Women's Head Coach)
- Malcolm Cross (Cyclo-Cross Head Coach)
- Richard Sambrook-Smith (Go-Ride Head Coach)
- Toby Leyland (Race Team Manager) supported by:
  - Richard New (Veterans racing, all disciplines)
  - *Vacant* (Mens, U23 Road and TT)
  - Joanne Clarke (Women's racing, all disciplines)
  - Stuart Gilmour (Youth and Juniorracing)
  - Malcom Cross (CycloCross, all ages)

## 5. Membership Review

The Club Secretary provided a review of 2021's membership.

	2019			2020			2021		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
<b>Senior</b>	183	47	230	124	44	168	223	41	264
<b>Junior</b>	122	66	188	73	37	110	56	36	92
<b>Total</b>	305	113	418	197	81	278	279	77	356
<b>Gender Mix</b>	73%	27%		71%	29%		78%	22%	

### Commentary

- Overall membership has recovered from 2020.
- Members that had paid their subscription in 2020 benefited from free membership in 2021, the updated web site now delivers automated renewal notices, hopefully this will ensure renewals for 2022 will be maintained
- Our gender mix has remained fairly consistent over the past 3 years at 26%/27%, slightly down in 2021. This is very healthy when compared to an average of circa 18% reported by British Cycling for female Club membership.

## 6. Club Constitution

There were no changes proposed to the Club's Constitution for 2022.

## 7. Treasurer's Report and Statement of Accounts for the year ended 30 September 2021

**Velo Club Venta**

**Income and Expenditure Account for the 12 months ended 30 September 2021**

	<b>12 Months ended 30 September 2021</b> £	<b>12 Months ended 30 September 2020</b> £
<b>Income</b>		
Donations	175.00	0
Subscriptions	1,842.50	3,462.50
Net Surplus from Activities	3,211.12	139.60
Total Income	<b>5,228.62</b>	<b>3,602.10</b>
<b>Expenditure</b>		
Postage	0.00	0.00
Printing and Stationery	0.00	0.00
IT, website, Microsoft Office 365	(1,195.82)	(1,859.13)
Insurance	(82.00)	(80.00)
Affiliations	(278.00)	(310.00)
Meetings	0.00	(484.20)
Bank charges	(493.05)	(404.42)
Equipment	(59.36)	(402.78)
Total Expenditure	<b>(2,108.23)</b>	<b>(3,540.53)</b>
<b>Net Surplus</b>	<b>3,120.39</b>	<b>61.57</b>

**Balance Sheet as at 30 September 2021**

	<b>As at 30 September 2021</b> £	<b>As at 30 September 2020</b> £
<b>Current Assets</b>		
Club Kit Stock	3,548.98	2,894.98
Cash at Bank and in Hand	18,956.02	16,990.75
Prepayments	(0.00)	150.00
	<b>22,505.00</b>	<b>20,035.73</b>
<b>Current Liabilities</b>		
Accruals / Provisions	(3,073.88)	(3,725.00)
Accrued Income	(0.00)	0.00
	<b>(3,073.88)</b>	<b>(3,725.00)</b>
Net Current Assets	<b>19,431.12</b>	<b>16,310.73</b>
<b>Total Net Assets</b>	<b>19,431.12</b>	<b>16,310.73</b>
<b>Accumulated Fund</b>		
Surplus for 12 months ended 30 September	(3,120.39)	(61.57)
Accumulated Fund Brought Forward	(16,310.73)	(16,249.16)
	<b>(19,431.12)</b>	<b>(16,310.73)</b>



22 November 2021

Independently Reviewed by Bill Fleming

**Velo Club Venta**

**Income and Expenditure Account for the 12 months ended 30 September 2021**

		<b>12 Months ended 30 September 2021</b>	<b>12 Months ended 30 September 2021</b>	<b>12 Months ended 30 September 2020</b>
		<b>£</b>	<b>£</b>	<b>£</b>
<b>Income Analysis</b>				
<b>Subscriptions</b>			<b>1,842.50</b>	<b>3,462.50</b>
<b>Activities</b>				
Racing (Road and CX)	Net Income from 1 CX and 2 TTs	411.72		864.78
	Sponsorship (Racing team and Events)	3,600.00		300.00
	WCC Grant for equipment	0.00		370.00
	Race and Events equipment (grant funded)	0.00		(374.43)
	Racing Team Cost (Coaching, kit, race entry support)	(3,016.49)		(768.00)
	<b>Net Surplus</b>	<b>995.23</b>		392.35
Go-Ride	Net Income from 2021 Programmes	3,270.00		1,170.00
	Coach training	(600.00)		0.00
	Equipment, jerseys, expenses	(152.38)		(559.55)
	<b>Net Surplus</b>	<b>2,517.62</b>		610.45
Club Kit	Income from kit sales	2,176.00		1,419.60
	Cost of kit sold	(2,477.73)		(1,806.40)
	<b>Net Loss</b>	<b>(301.73)</b>		(386.80)
Christmas 2020 Dinner and Awards evening (including trophy engravings)		<b>0.00</b>		(476.40)
Donations		<b>175.00</b>		0.00
<b>Net Surplus on Activities</b>			<b>3,386.12</b>	<b>139.60</b>
<b>Net Income</b>			<b>5,228.62</b>	<b>3,602.10</b>

## Velo Club Venta

### Overview of the Club's Accounts for the 12 months ended 30 September 2021

#### Income and Expenditure Account for the 12 months ended 30 September 2021

##### Income

The Club produced a surplus of £3,120 for the twelve months ended 30 September 2021 (*30 September 2020: surplus £61*). This is a net result of £5,229 of income less expenses of £2,108

Membership numbers include 246 senior members and 51 juniors.

Membership income for the period was £1,842 (*30 September 2020: £3,462*).

This was increased by a net surplus from Club activities in the year of £3,211 (*30 September 2020: surplus £140*).

A donation of £175 was also received from Stuart Gilmour

This surplus on Club activities is analysed in detail on the attached 'Income Analysis' sheet but in summary is:

Racing - surplus	£995
Go-Ride - surplus	£2,518
Club Kit - net loss	(£302)
Christmas 2020 Dinner and Awards evening - net cost	£0
	£3,211

##### Racing

The racing activities this year have improved from the prior year with 3 crits, 2 open and 5 club time trial events.

These made a loss overall of £108, one of the TTs was cancelled due to bad weather and a crit due to short notice cancellation of the venue

The London Camera Exchange provided sponsorship of £3,750 in 2019/20 of which £3,500 was carried forward to this financial year

Additionally sponsorship of £100 was received from Mike Anderson

The club funded coaching of £600, and race entry support of £2,416 for those races which did go ahead

##### Go-Ride

The Go-Ride programmes generated £3,270 of gross income. Taking into account

expenses of £152 an coaching of £600, the activity this year has

resulted in a surplus of £2,518 (*30 September 2020 surplus of £610*).

##### Club Kit

Sales of Club kit in the year grossed £2,176 less a cost of £2,474, so delivered a loss of £302 (*30 September 2020 loss: £387*).

##### Christmas 2020 Dinner and Awards evening

The Christmas Dinner in 2020 was cancelled due to Covid-19 restrictions

(*30 September 2020: cost £476*).

##### Expenses

The general expenses of running the Club for the year totalled £2,108, and included £278 for Club affiliations, £0 meeting costs (Committee meetings), and payment transaction charges of £493.

IT costs including MS Office 365 and website hosting amounted to £1,195

Insurance cost £82. Equipment cost £59 which is for ridewithGPS

##### Balance Sheet as at 30 September 2021

The Club retains a healthy bank and cash in hand balance of £18,956 at the financial year end (*30 September 2020 £16,991*).

There is also £3,549 of Club kit (including race kit) held in stock at cost net of provisions (*30 September 2020: £2,895*).

Prepayments at the year end total £0 (*30 September 2020 £150*)

Provisions at the year end are £3,074 including £1,005 for CTT levies as well as money to be reimbursed for events expenses and coaching £572, payment made and carried forward to next year for the ladies bike maintenance course £150 and race entry fees to be refunded £1,347 (*30 September 2020: £3,725*).

The surplus of £3,120 for the year is added to the brought forward Accumulated Fund as at 30 September 2020 of £16,310 to take forward an Accumulated Fund of £19,431 into the next financial year.

The Accounts were approved and adopted by the members.

#### **Club Kit**

As part of producing the accounts a stock take was carried out (members were asked to identify any Club Kit in their possession). A list of club stock is going to be compiled. The meeting discussed the need for making Club Kit more available and visible. The Club did look into having a container at the park and ride, but this was turned down by the Council. Further investigation into this was recommended.

#### **Council Grants**

The meeting discussed whether there were opportunities that the Club could benefit from Council Grants. The Club Sec is regularly receiving emails from the Council promoting the fund. This should be considered when looking at purchasing kit that is for the benefit of the whole club.

#### **Any Other Business**

##### **Key Committee Members**

It was suggested that key members of the committee should have a brief role description and photo on the web site to improve recognition out on rides and accessibility

For those that are standing down from the committee, it was suggested that they should provide summary of what the role entails, number of hours etc. so that members potentially interested in taking on the role have a better idea as to what it entails.

##### **Women's page on the web site**

It was requested that the Women's page is resurrected on the web site (Women's committee to work with Becca to address this)

##### **Zwift on the web site.**

Suggested that there is a dedicated page on the web site providing key contacts for Zwift participation. (There is not a VCV team but there are VCV members actively taking part on Zwift and members would like to know who to get in touch with to engage in Zwift)

##### **Location of AGM**

The location of the AGM, at the Winchester Rugby Club, was well received, easy parking, good location, relatively low cost and access to a bar (critical!). Suggested that this location is booked again for next year's AGM.

There was no other business, and the AGM was formally closed.

##### **Nick Alton**

Club secretary

November 2021

### **Interactive ideas generation exercise**

Following the AGM was an interactive ideas generation exercise lead by Kirsty Lewis which was BRILLIANT!

The exercise had 4 categories:

- Rides
- Racing
- Women's
- Training and Coaching

Members were asked to split evenly across the 4 categories and write down their big idea (no conferring) the ideas were then passed around the group and scored out of 5, repeated 5 times. Those ideas over 20 points 11 in total were then read out and discussed. (All of the ideas were collected in and written up). Some really excellent ideas were produced.

See attached summary.



# Priorities 2022 | AGM workshop

- Weekly winter indoor training group/ Zwift racing/ roller racing @Handmade cycle café with come and try Zwift set up
- Woman's Zwift team/ Club role models, Woman's cycling stories on website, why they started and how they got involved
- Long distance summer rides on a Saturday 1/month alternate with long distance Gravel ride.
- Targeted Races for everyone who wants to race, entering Youth, Junior, Senior, Vets and Woman's races.
- International Stage race/ Masters/ Woman somewhere accessible.
- Create an affiliation and pathway for aspiring Youth/ Junior riders to higher rank teams.
- Raise the profile of the club locally and the Race team social media #tag sponsors
- Woman's Sunday 'open day' to bridge to club rides by advertising newspaper/gyms with no min. speed limit.
- Purpose built cycle arena/ area. Lobby local developers and planners
- Racing participation by removing barriers to having a go. Make multiple categories for TT by age/gender, most improved, handicap. Have a how to video on the website, make racing and race training more accessible, run Go-Race at Park & Ride. Target a Thruxton/ Mountbatten 4<sup>th</sup> Cat and support new/ less experienced riders.