



## **PRESENT:**

Chris Crossland (“CC”) (Chairman)  
John Sabine (“JS”)  
Graeme Provan (“GP”)  
Peter Lewis (“PL”)  
John Ward (“JW”)  
Caroline Fenton (CF”)  
Rob McIvor (“RM”)  
Nigel Armstrong (“NA”)

## **IN ATTENDANCE:**

Richard Jennings (“RJ”) (in part)  
Kevin Lake (“KL”) (in part)

## **APOLOGIES**

Martin Foley (“MF”)

### **1. Opening**

The Chairman reported that due notice of the meeting had been given and that a quorum was present. Accordingly, the Chairman declared the meeting open.

### **2. Declarations of interest**

None.

### **3. Minutes of previous meetings**

Board Meeting – 10 October 2018

Approved

Teleconference – 17 December 2018

Approved

## 4. Matters arising from minutes of previous meetings

### 4.1 Bank Mandates

NA reported that the new bank mandate was with Lloyds for processing.

### 4.2 Permanent Controls Locations Initiative

JW has been in contact with the member behind the initiative. There are now links on both websites. JW is working through the data to compare it to that held by AUK.

### 4.3 NGB

GP reported that the form would be submitted to Sport England prior to the AGM.

## 5. Business

### 5.1 Management Accounts

NA had produced a v31 of the financial forecasts in similar form to that presented at the Annual Reunion. This would form part of the management accounts going forward and should be presented with the statutory accounts at the AGM so that members could review it.

In reviewing the management accounts, the directors took particular note of the performance against forecast. It was noted that the variance was minimal and certainly within an acceptable range. The directors carefully considered the proposed budgets for the IT Refresh Project and the effect these would have on income and reserves. The directors were satisfied that the steps being taken to ensure long term financial stability were sufficient based on the information to hand

### 5.2 Annual Accounts

After careful consideration the directors approved the draft annual accounts for presentation to the members at the AGM.

### 5.3 Annual Reunion

The board noted the huge contribution made by Mark Gibson and Paul Rainbow in organising the reunion. It was recognised that the position was now held jointly and that the associated honorarium should reflect this fact.

It was agreed that GP would write to them to see if they were willing to continue in their roles. The 2019 Annual Reunion would (subject to availability) take place during the weekend of the 16<sup>th</sup> and 17<sup>th</sup> November. It was agreed that the Reunion Delegates would be given free rein to organise the event provided that the venue had good public transport links.

### 5.4 DIY and AAA

PL reported that he had a candidate for the AAA Secretary role and a volunteer to assist with clearing the backlog. It was agreed that he should move to appoint both.

The new automated system was working well for routes based in the UK. However, it relied upon Ordnance Survey specific information that was not necessarily available abroad. It was agreed that a system such as RWGPS, which had been recommended by former AAA Secretary Steve Snook as suitable for the overseas AAA task, would be used for rides abroad.

### 5.5 AGM

GP reported that the time period for amending the draft resolutions finished at midday today.

He also reminded those present that the deadline for director nominations was this Friday the 11<sup>th</sup>.

GP had been in discussions with the proposer of the various draft resolutions. The proposer was willing to withdraw his principal amendment to the Articles of Association if the board supported his other suggested amendments to the Articles of Association.

Having carefully considered the proposed amendments to the Articles of Association and having made a couple of minor amendments, it was resolved to approve the draft resolution. It would be noted on the AGM papers that the board supported those resolutions.

The proposer had also withdrawn his proposed amendment to Regulation 13.

The board then considered each of the remaining resolutions.

Amendment - Regulation 2 – other than slight amendments to 2.6, it was resolved that the Board would not object to the resolution.

Amendment - Regulation 9.2.3 – restricting entries would be in conflict with the object set out at Article 2.1.1 and with the remainder of Regulation 9.2. The resolution could not be properly put to the AGM with that wording.

It was resolved that subject to deletion of that wording, the board would not object to the resolution.

Amendment - Regulation 9.11 – CC noted that the proposed Regulation did not contain definitions for all the different terms being applied to unvalidated rides. NA felt that some riders would not wish to see their names published in a list of unvalidated rides. PL pointed out that the current system would need to be changed to accommodate the publication of this information. It could form part of the IT Refresh at the appropriate time.

It was resolved that the Board would not object to the resolution but that it would be pointed out that it would be up to individual organisers to make arrangements if they wished to publish results in this manner.

Amendment – Regulation 7.3(g) – CC noted that regulation 13.1 already gave BRMs and certain other rides ridden overseas the status of calendar events. It would therefore be possible to ECE these events where appropriate.

PL noted that the existing IT system did not, in fact, support EPEs. It was generally agreed that EPEs were not appropriate as the administrative burden on AUK and its delegates would outweigh the potential benefits. It was resolved that the board would note its objection to this resolution.

It was resolved to approve the draft annual report subject to incorporation of amendments and/or comments made in this meeting, and final proof reading.

## 5.6 Appeal from Member

A member had appealed against the decision by the Events Services Director not to award distance points for successful completion of an ACP Super Randonnee 600 km permanent.

It was noted that Regulation 13.1 does not allow distance points for any events other than as set out in that Regulation, i.e. at a rate of 1 point for every 100km in BR, BRM and RM events validated by AUK, plus PBP, Flèches Nationales, BRM and RM events validated by ACP or LRM and Audax events validated by UAF of 200km or more. The Super Randonnee

Permanent 600 km event does not fall into any of these categories, and therefore the decision of the Events Services Director was upheld.

The appellant had cited as a precedent the award of points for a similar ride by another member in 2013. It was agreed that the rules in force in 2013 had the same effect. According to those rules, the 2013 event should not have been awarded the points but no retrospective action would be taken in respect of that, given the significant passage of time.

#### 5.7 LEL

GP reported that Danial Webb had requested authorisation from the board to run LEL as an AUK event in 2021.

Danial was intending to attend the April board meeting and had provided various documents to the board to prepare for that meeting. The Board was pleased to see that serious planning was now in progress, including various organisational, financial, and logistic matters which would continue to be the subject of discussion between AUK and LEL.

It was resolved that LEL 2021 Limited be authorised to run LEL as an AUK event in 2021.

#### 5.8 IT report

RJ and KL joined the meeting.

RJ presented his report.

It was agreed that RJ's presentation at the Annual Reunion should be posted on the website.

RJ noted the huge contribution made to the website by Dave Allison and, more recently, Jan Swanwick.

RJ has negotiated a much reduced rate for maintenance of the new website.

KL reported the commencement of the analysis for Phase 2.

A series of meeting had been held with IIP trying to identify issues with Phase 1 to ensure they did not repeat themselves.

Confluence will be used to manage Phase 2 backed up by weekly conference calls.

The analysis will result in a very detailed quote for the Phase 2 work which can then be put to the board for approval. This was likely to be required before the next scheduled board meeting in April.

KL noted that the Phase 1 package as it stands could be packaged up and taken to any supplier but that changing supplier would be much harder at the completion of Phase 2.

RJ reminded everyone that he was due to stand down in February. His suggestion was that the work be split into two parts: the design and development of the phase 1 work on the website led by a web content manager and team and the processes for Phases 2 and 3 led by a project manager and team.

The web content team will need someone with professional design experience to use as a consultant from time to time to supplement the technical input.

RJ proposed:

KL should lead Phase 2 with CF.

Someone be recruited to lead Phase 3 with MF

With further support in each case.

RJ requested a budget of £5k for work on the website. It was resolved to approve this request.

JS raised the issue of accessibility on the new website. RJ confirmed that Umbraco had all the spec necessary to deal with accessibility but that it simply had not been built into the design as yet, this was down to AUK's input rather than the supplier. The new team would be adding this functionality as part of the forthcoming design works.

## 5.9 AUK Strategy review

CC noted that the strategy document had been completed in June 2016. It was reviewable after 3 years and was therefore due for review this year.

CC asked members to review the document and, in particular, the sections that applied to their areas of responsibility with a view to using the strategy session after the April board meeting as a formal review session.

## 6. Reports

### 6.1 Chair

CC referred to his annual report, which included details of various AUK business in 2017-18 and summarised the details to be found in other directors' reports. After consideration a few changes were authorised and a suitably modified version was approved for inclusion in the AUK Annual Report.

### 6.2 General Secretary

GP referred to his report.

Two insurance claims were still in progress.

The annual reunion had been held in November. Mark Gibson and Paul Rainbow should be thanked for their hard work. The same applies to Russell Kesley who stepped into the role of Awards Secretary. Russell was in the process of sending out trophies to those who were unable to attend the reunion. GP would be asking Mark and Paul to start the arrangements for this year.

It was agreed that the honorarium applicable for Mark Gibson and Paul Rainbow should in future be paid to them separately.

### 6.3 Finance Director

NA referred to his annual report and statement of accounts for the year 2017-18. The report and accounts would be published in the AUK Annual Report.

### 6.4 Calendar Events Secretary

MF's annual report was taken as read. It highlighted apparent trends in events. The number of events, 541, remains consistent year on year. The proportion of those that are less than 200km continues to fall and is now just over 50%. The number of riders taking part in the longer events continues to increase, and the number of Super Randonneurs also continues to increase. The report was approved for inclusion in the AUK Annual Report.

### 6.5 Permanent Events Secretary

JW referred to his annual report which noted that the number of permanent events ridden was 6373, a 6% decrease on 2016-17. Of these,

the proportion of DIY events ridden had increased to 71% of the total. Other aspects were noted including very long Permanent events, OCD, and Super Randonnee permanents. The report was approved for inclusion in the AUK Annual Report

## 6.6 Events Services

PL referred to his annual report. The total number of Calendar event validations for the 2017–2018 season was 21,585, a 5% reduction on the previous season (after taking LEL out of the equation), The number of validations of longer distance events continued to increase. The report was approved for inclusion in the AUK Annual Report

## 6.7 Membership

CF referred to her annual report. The updated membership figure showed a record 8,285 members as at 31 December 2018, an increase of around 550 compared to the same point in 2017. Looking ahead to 2019, our biggest challenge and workload will be the design and implementation of a new membership system. The report was approved for inclusion in the AUK Annual Report

In her report to the meeting CF noted that she was grateful for Mike Wigley's help in explaining the renewals process. Renewals had flowed throughout December, and renewal email reminders had proved fruitful in eliciting them. It was too early to make any assessment of whether the increased fees have had any effect on retention. Standing order renewals continued to be problematic with many have coming through without being changed, and having to be pursued personally.

She had also been developing an improved requirements document for the analysis phase of the membership stage of the IT Refresh. This had involved studying various aspects of our membership management processes and had enabled the identification of some areas where she believed we could, should or may need to make changes to the way we do things now.

## 6.8 Communications

RM referred to his annual report, to the effect that his co-option to the post and his then existing holiday arrangements had limited his involvement during 2017-18. He was reporting on matters subsequent to that. He had noted various matters including the "soft launch" of the new Audax.uk web site, the development of ARRIVEE, member communications and media coverage. His report was approved for inclusion in the AUK Annual Report.

In his report to the meeting, he noted the detailed work done so far on the content of the new website and the work that needed to be done in drawing together all the existing content and developing new content.

He had been working with the ARRIVEE managing editor in order to reduce production costs and develop editorial policy concerning aspects of cycling that may be of interest or value to AUK members.

The forthcoming PBP seemed an appropriate hook on which to hang publicity and he had been in contact with cycling writers and publications to encourage them to take an interest.

## 7. Meeting Dates

10 April 2019

10 July 2019

9 October 2019

AGM – 9 February 2019

## 8. Any other business

### 8.1. Review of the AUK Regulations

It was agreed that members of the board would work towards creating a draft that does not alter the existing Regulations but which is better structured to reflect the increasing complexity of AUK's activities.

The next step would be to consult with key delegates to ensure that the draft Regulations have the same meaning and effect but are clear, consistent and practicable.

GP will lead the review of the administrative regulations

PL will lead the review of the technical regulations

In each case, with input from board members and from the delegates with responsibility for individual event types.

The aim was to have an approved draft by the October board meeting for circulation to the wider membership before the Annual Reunion so that it could be discussed at the Annual Reunion and put to the members for approval at the 2018/19 AGM.

## 9. Closure

There being no further business the Chairman declared the meeting closed at 16.40

Chris Crossland  
**Chairman**

7 February 2019