CENTRAL LONDON CTC

Committee Meeting Minutes

Held Wednesday 26 February 2025 at 19.00
via Zoom

Present: Javier Carmona, Paul Foster (chair), Richard Jaggard, Tom James, Jenny Hung, David Kurtz, Imogen Ramm, Richard Philpott and Baska Karch (minutes).

	Item & minute	Action
1.	**Apologies for absence:** Julia Moye	
2.	**Minutes of previous meeting:** These were agreed as a true and correct record.	
3.	**Outstanding action points from previous meetings:** The update for the booking form is currently in development.	Action: RP
4.	**Secretary's report:** **4.1 AGM** The venue has been booked, and the pub is expected to have a working kitchen before April. Therefore, we may need to use their services for refreshments. BK will prepare the initial agenda and distribute it to the committee prior to the announcement.	Action: BK

	BK will send an invitation to the AGM a month in advance to all the members. An announcement will also be made on the website. Two committee members will be standing down: Treasurer - Tom James and 3-star rides Co-ordinator David Kurtz. During the meeting, a new committee member was appointed: Publicity Officer - Javier Carmona. Monika Zarembska, the new 1-star rides Co-ordinator will be nominated at the AGM in April. Additionally, Nick Bloom, the Midweek rides Coordinator, plans to stand down in April 2026. **4.2 Leaders review** The review of leaders with CUK has been partially completed. We should plan to remove the leaders who are no longer active in the club. When new leaders are registered, BK will add their registration date to the admin system. RP will support this process.	 Action: RP Action: BK Action: BK
5.	**Finance:** **5.1 2024/25 Financial report** The Treasurer presented the provisional financial report, which was then approved by the committee. **5.2 2025/26 Budget** The budget and plans for the financial year 2025/26 were discussed and approved, with the condition that additional quotes for first aid training and marketing are provided and	

	incorporated into the costs. NB & RJ will gather quotes for the first aid training. JC to suggest a marketing budget for the spring social media campaign.	Action: NB & RJ Action: JC
5.	**Social media:** JC presented various options for the club to enhance its membership by improving its social media presence. JH's and JC's social media efforts were recognised. JC will work with RP to improve the look of the website. BK will assist JC in reaching out to all groups for content.	Action: JC BK
6.	**Rides list:** 6.1 1*: Monika Zarembska has expressed interest in being the new coordinator but wants to understand the role and its time commitment more fully first. The profile of the rides may change to include more shorter London based rides. 6.2 2*: RJ reported the rides are well-attended and occur every week, except for a few cancellations due to weather. There is a range of ride leaders involved. Occasionally, the rides are oversubscribed, if this becomes a significant issue alternative ways of managing demand for places on the ride will need to be investigated, e.g. implementing a reserve list on the website. 6.2.2*: Mid week - NB reported that the rides are well-attended and all the riders have been encouraged to lead rides.	

	6.3 3*: It has been difficult to find leaders, and attendance for some rides has been low. DK will be stepping down as the ride coordinator in April. 6.4 4*: JC reported that the 4-star rides are organized regularly and have been very well attended in recent weeks.	
7.	**Tours & weekends:** 7.1 Four tours have been planned and were discussed in detail in previous meetings.	
8.	**Welfare:** Nothing has been raised (IR).	
9.	**Website:** 10.1: RP will collaborate with JC on design improvements.	Action: RP & JC
10.	**Next meetings:** ● AGM 11th April 2025 ● Committee meetings: ○ 2nd July ○ 1st October	
11.	**AOB** *Open Day* Instead of organizing a summer social, we will host an open day in Richmond or Regent's Park with feeder rides. BK to find someone to organise.	Action: BK

There being no further business the meeting finished at 9.30pm