



Cycling Committee
Action Point Summary from 31 July 2017

	Action Point	Initials	Action by
1	<i>Ride Leaders Course</i> Confirm additional dates for a Ride Leaders Course. <i>Update:</i>	TM	21/08
2	<i>Strava</i> Create a Committee account on Strava, with a shared password, for the storage of rides. <i>Update:</i>	MCa	21/08
3	<i>Website</i> Look at the Cycling area of the website and let the Chairman have any suggestions for improvement, updates or additions. <i>Update:</i>	ALL	21/08
4	<i>Pell-Mell & Woodcote</i> Find out if the article submitted for the next edition of Pell-Mell & Woodcote could be updated after the Captain's Drive Cycling Challenge Event so the Event could be described and the winner announced. <i>Update:</i>	JB	21/08
5	<i>Budget (1)</i> Let Simon Coombs know that there have not been any member contributions to the budget. <i>Update:</i>	MCa	21/08
6	<i>Budget (2)</i> Raise with Simon Coombs the fact that a number of items in the budget are being incorrectly categorised. <i>Update:</i>	MCa	21/08

Key
 MA Mark Austin MCa Mike Cannavina CJ Claire Jones DW David Warr
 RB Rebecca Bennett MCo Mike Connick TM Tina Matthews
 JB John Biggs JDS Janetta Dalton-Sedgwick MN Mark Nash
 PB Pete Brunning MH Mark Hugo CS Chris Saxon

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7	<p><i>Forest Green August Open Ride (Sunday, 6 August 2017) (1)</i></p> <p>Let Chris Saxon have final numbers for the Forest Green August Open Ride on Saturday, 5 August 2017.</p> <p><i>Update:</i></p>	JB	21/08
8	<p><i>Forest Green August Open Ride (Sunday, 6 August 2017) (2)</i></p> <p>Book a table for 12.30/12.45 pm for 15 people at the Parrot Inn for lunch on Sunday, 6 August 2017.</p> <p><i>Update:</i></p>	CS	21/08
9	<p><i>Factor Bikes</i></p> <p>Liaise with Russell Mather from Factor Bikes re a demonstration and a trial of bikes at the Captain's Drive Cycling Challenge Event on Sunday, 24 September 2017, plus whether they could provide someone who would be willing to compete.</p> <p><i>Update:</i></p>	MCa	21/08
10	<p><i>Timing Equipment</i></p> <p>Be prepared to use the walkie talkie system at the Captain's Drive Cycling Challenge Event if the timing equipment fails.</p> <p><i>Update:</i></p>	MH	21/08
11	<p><i>Risk Assessment</i></p> <p>Update the risk assessment for the Captain's Drive Cycling Challenge Event and pass it around to the Committee for their thoughts.</p> <p><i>Update:</i></p>	MCa/ALL	21/08
12	<p><i>Communications</i></p> <p>Let the Club and Golf know about the Captain's Drive Cycling Challenge Event and ensure that adequate signage would be in place on the day.</p> <p><i>Update:</i></p>	MCa	21/08
13	<p><i>The Wire</i></p> <p>Organise for the Captain's Drive Cycling Challenge Event to appear in the Wire.</p> <p><i>Update:</i></p>	JB	21/08

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14	<p><i>Signage</i></p> <p>Organise the signage for the Captain's Drive Cycling Challenge Event.</p> <p><i>Update:</i></p>	MCa/JB	21/08
15	<p><i>Catering</i></p> <p>Check if Mark Nash is organising the catering for the Captain's Drive Cycling Challenge Event and, if not, let Claire Jones know so she can do it instead.</p> <p><i>Update:</i></p>	MCa/CJ	21/08
16	<p><i>Chairman of Woodcote Park</i></p> <p>Send Graham White an email to let him know the date of the Captain's Drive Cycling Challenge Event.</p> <p><i>Update: Complete.</i></p>	JDS	21/08
17	<p><i>Registration</i></p> <p>Organise registration and teas for the Captain's Drive Cycling Challenge Event.</p> <p><i>Update:</i></p>	CS	21/08
18	<p><i>Wet Weather Plan</i></p> <p>Organise for three gazebos to be available and erected for catering, registration and the software equipment, plus plenty of chairs, at the Captain's Drive Cycling Challenge Event.</p> <p><i>Update:</i></p>	MN	21/08
19	<p><i>Roped Off Area for Competitors</i></p> <p>Ask Mark Nash whether a roped off area for competitors could be organised for the Captain's Drive Cycling Challenge Event.</p> <p><i>Update:</i></p>	MCa	21/08
20	<p><i>Actions Point List</i></p> <p>Look at last year's list of actions for the Captain's Drive Cycling Challenge Event to ensure that everything is covered.</p> <p><i>Update:</i></p>	MCa	21/08
21	<p><i>Captain's Drive Cycling Challenge Event</i></p> <p>Encourage as many people as possible to compete and spectate.</p> <p><i>Update:</i></p>	ALL	21/08

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22	<p><i>Girona Trip 2018</i></p> <p>Investigate the costs for a couple of different dates for the trip to Girona in 2018 and then circulate the details to the Committee.</p> <p><i>Update:</i></p>	JB	21/08
23	<p><i>Meet the Committee Evening</i></p> <p>Investigate some dates for a "Meet the Committee" evening.</p> <p><i>Update:</i></p>	MCa	21/08
24	<p><i>2018 Calendar</i></p> <p>Find out what the deadline is for the 2018 Calendar and email everyone who has been on a ride in 2017 for their thoughts and feedback on rides for 2018.</p> <p><i>Update:</i></p>	JB	21/08

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