

## **Minutes of a meeting of Hamsterley Trailblazers held on Monday 5 January 2004 at 6.30pm in the Forest Classroom**

**Present:** Vicky Chilcott (in the chair)  
Michael Chilcott  
Dave Church  
Jill Church  
Michael Elstobb  
Simon Goodwin  
Simon Jones (Iron Horse)  
Robin Lofthouse  
Bill Pike  
Ivan Pratt (Iron Horse)  
Andrew Samanjoul

**Apologies for absence** were received from Marie Brown, Oliver Graham and Dave Gelson.

**1. Minutes of the last meeting** The minutes of the meeting held on 1 December 2003 were approved as a correct record.

### **2. Matters arising from the minutes**

**2.1 Insurance** Further discussion took place on insurance requirements and it was **AGREED** Andy Samanjoul contact [www.btcv.org](http://www.btcv.org) for an alternate quote (prior to funding meeting on 8 January.) It was further **AGREED** a meeting to discuss insurance was urgently needed with Forest Enterprise (email sent to Bill Burlton 23.12.03 and reply awaited – Robin to follow up.)

**2.2. Bank Account** Dave Church said that following investigations, HSBC appeared to offer the most appropriate banking facilities for the group (no charges for cheques and easy access.) It was **AGREED** to open an account with HSBC as soon as possible – Dave Church to action.

**2.3 Black Route – stones** It was **AGREED** Trailblazers meet on Sunday 11 January 2004 at 9.30am (Information Centre) to remove stones lining the new section of the black route. Discussion took place on the surface of this section which was felt to be too smooth and too wide for a black route. It was **AGREED** that future sections should be left with a rougher finish and no more than 18" (45cm) wide. It was noted this section had largely been a training exercise and the Group was still learning trail building skills.

**2.4 Logo** Still waiting information from Dean Grindle.

**3. Constitution** A draft constitution, prepared by Oliver Graham and Bill Pike, had previously been circulated via email to all Trailblazers. Bill Pike went through each section of the proposed Constitution drawing attention to relevant points. In particular it was noted that::

- The document allowed for as much flexibility as possible and the Group could easily apply for charitable and/or limited company status in the future.
- The document allowed for an annual subscription to be set if the Group so wished.
- Two types of membership were proposed – over and under 18's.
- A minimum number of 3 committee meetings per annum, plus an AGM were provided for. The AGM would take place in April or as soon as possible thereafter.
- 5 annually elected officers and between 3 and 8 annually elected members would form the Committee.
- A quorum would be 25% of the Committee or 5 whichever was the greater.
- The document provided for the calling of special General Meetings by the Committee or one quarter of the membership and Extraordinary General Meetings by the Committee – after giving appropriate notice.
- The document provided for the establishment of a bank or other account. 4 authorised cheque signatories were provided for, any two of which could sign cheques.
- Disciplinary hearings and action were provided for.
- Amendments to the Constitution and dissolution of the Club were provided for, after appropriate notice and consultation.

Discussion took place on the proposed Constitution and Simon Goodwin proposed it be accepted. The proposal was seconded by Bill Pike and it was AGREED the Constitution, as set out, be adopted by Hamsterley Trailblazers.

IT WAS FURTHER AGREED that HSBC be appointed bankers to the Club.

The following officers were duly proposed, seconded and elected to the Committee until the 2005 AGM:

	<u>Elected</u>	<u>Proposed by:</u>	<u>Seconded by:</u>
<u>Chairman</u>	Simon Goodwin	Vicky Chilcott	Bill Pike
<u>Vice Chair</u>	Andrew Samanjoul	Simon Goodwin	Vicky Chilcott
<u>Treasurer</u>	Dave Church	Vicky Chilcott	Simon Goodwin
<u>Assis Treasurer</u>	(Left vacant pending discussion with Ian Robson)		
<u>Secretary</u>	Vicky Chilcott	Simon Goodwin	Bill Pike

The following people and organisations were duly proposed, seconded and elected to the Committee until the 2005 AGM:

**Marie Brown**  
**Jill Church**  
**Michael Elstob**  
**David Gelson**  
**Oliver Graham**  
**Bill Pike**  
**Ivan Pratt**  
**Forest Enterprise (normally represented by Robin Lofthouse)**

It was further AGREED that the following Officers should be cheque signatories for the Club:

**Chairman - Simon Goodwin**  
**Vice Chairman - Andy Samanjoul**  
**Treasurer – David Church**  
**Secretary – Vicky Chilcott**

It was also AGREED to obtain two cheque books and paying-in books that could be held by two different officers to ensure accessibility to the bank account at all times.

**4. Funding Meeting 10.12.2003** Minutes of the meeting to discuss funding held on 10 December 2003 had previously been circulated and their contents were noted.

**5. Cyclist Count and Questionnaire** The suggestion at the Funding Meeting to organise a cyclist count and questionnaire was discussed in detail and it was AGREED that Trailblazers carry this out over the weekend of 7 and 8 February 2004. It was noted this would need to take place simultaneously at the Visitor Centre end, the Grove and the Downhill course. Andy Samanjoul agreed to obtain a copy of the Redlands questionnaire and prepare a draft, in consultation with Robin Lofthouse, for consideration at the next meeting of Trailblazers. It was AGREED that the questionnaire contain an invitation for people to join Trailblazers. It was noted that it would probably be necessary to carry out several surveys at different times of the year to obtain an accurate benchmark for the development of cycling trails and facilities in the Forest.

**6. Trail Survey Work – Phase I** Discussion took place on initial survey work carried out on 7 December 2003. The possibility of developing several new trails and repairing others was discussed and would form part of the Phase I funding bid. Ivan Pratt and Simon Jones AGREED to display large scale copies of Hamsterley Forest maps at Iron Horse Cyclery and invite cyclists visiting the shop to mark on them suggested routes and trails requiring repair/development. Simon Goodwin AGREED to supply the large scale map.

Discussion also took place on the need to access a mapping system as soon as possible. In view of difficulties associated with efficiently accessing the Forestry Commission system, it was AGREED the Phase I funding bid should include a system that could be used by 2 or 3 members of Trailblazers at any time. Simon Goodwin AGREED to obtain a detailed quote for such a system, including training, from Harveys for the funding meeting on 8 January 2004.

**7. Phase I** The following were noted:

- A meeting to discuss Phase I funding would be held with Sue Berresford, Teesdale Council on 8 January 2004. Simon Goodwin, Andy Samanjoul, Vicky Chilcott and Oliver Graham would attend the meeting. Forest

Enterprise had been invited to attend and a reply was awaited. (Robin to chase up.)

- Vicky Chilcott had sent an email to Forest Enterprise on 23 December 2003 listing tools and materials required for Phase I and asking for any assistance that could be provided. A reply was awaited.
- Discussion took place on grading and naming trails and it was **AGREED to discuss this further following detailed survey work.**

**8. Phases 2 and 3** It was noted information on Phases 2 and 3 was dependant on the Forestry Commission Feasibility Study. Further information on this was expected during January 2004.

**9. Teesdale Marketing Ltd** Chris Dauber, on behalf of Teesdale Marketing Ltd, had offered help to the Trailblazers in actioning the Cycle Trail Scheme and it was **AGREED to accept this offer and invite Teesdale Marketing Ltd to send a representative to future meetings.**

**10. Publicity** It was **AGREED Trailblazers needed to publicise proposals and activities widely.** In particular it was **AGREED the website needed urgent development (for action by Dave Gelson and Dean Grindle) and to contact local press and cycling magazines.**

**11. Future events** **The following calendar of events was AGREED:**

**Sunday 11 January 2004 – 9.30am – Trailbuilding (meet Information Centre)**

**Sunday 18 January 2004 – 9.30 am – Forest Ride (gentle/moderate) plus Trailbuilding (meet Information Centre)**

**Saturday 6 and Sunday 7 February 2004 – 9.30am – Cyclist Count and Questionnaire weekend**

**Sunday 29 February 2004 – 10am – Cycle ride from Broompark to Brandon, Lanchester, Consett, Waskerly and Parkhead (via cycle trails.) Food available at Parkhead.**

**Friday 30 April – Monday 3 May 2004 – Long weekend cycling trip to Aviemore – cost estimated at £70 per person.**

It was noted further events, particularly trailbuilding, would be organised in January, February, March and April.

**12. Date and Time of Next Meeting** It was **AGREED the next meeting would be held on Monday 2 February 2004 at 6.30pm in the Forest Classroom.**

