

## Minutes of a Meeting of the WNBR London Collective

Held at the Royal Festival Hall, 19:30 Thursday 19 April 2018.

(Action items in *red*)

**Present:** Barbara, Cy, Harvey, Simon

**Apologies:** Ian, John, Rob

### Slack

Even less use is being made of the Slack collaboration tool. We should try to get everyone using it instead of multiple emails copied to everyone.

### Liaison with the authorities

Our applications have been submitted to the police and parks. Parks are setting up a face-to-face meeting with us.

The ALO-London email address has been changed to a real mailbox and the liaison team will be using and checking it.

### Insurance / Bike Week registration

Bike Week registration was successful. We need to examine its public liability insurance.

### Start points and leaders

The collective has not heard from Derek for three meetings which casts doubt on whether he still wishes to lead a West Norwood ride. If not, we will cancel that ride.

**Action:** *Rob to contact Derek to enquire about his wishes (again).*

We will now start inviting volunteer marshals and attaching them to starts.

### First Aid training

Harvey has organised the low-cost first aid training session on Saturday 19<sup>th</sup> May at Oakwood Sun Club, Noak Hill. Cy will email all organisers, marshals and helpers. If there are still spare places we might then broadcast it further.

**Action:** *Cy to publicise*

### Things we need to buy

Two months ago we agreed the collective needs to buy more marshal armbands. Derek had previously identified a good, cheap source for these. As he has not responded to the action Cy (as joint treasurer) will procure them for us.

**Action:** *Cy will procure armbands*

That still leaves undecided the other things we agreed we should consider buying, eg:

- WNBR hats for leaders and marshals
- Flags for us and for sale to riders
- Website hosting and domain name costs need to be reimbursed
- First Aid kits

Cy collected the unsold seat covers from John. Including the ones from Tower Hill, Cy has 93 covers. Other leaders probably have a small number. John and Cy went through the information about deliveries, returns, sales and payments for seat covers sold by LBTC. If they sell the same this year we just have enough - but none for the starts, so we need to investigate procuring new ones.

Action: **Cy to look at seat cover suppliers.**

### **Publicity**

We identified an afterparty venue which is suitable for 100 participants and maybe 40 bikes. It is subject to confirmation and we do not want to disclose its location yet, but attendees discussed the venue and were pleased with the potential arrangements.

Action: **Simon and Cy to finalise details and set up publicity and ticketing as required.**

Simon produced a large supply of the two designs of poster (cartoon and photo montage). Rob could not pick them up so he should collect them from Cy. Harvey also took some. There are enough for other people to have if they have a use.

Action: **Rob to distribute.**

### **Additional ride**

We have been invited to participate in a community processional opportunity later in the year. This would be an evening ride with a selected smaller number of riders. We agreed it was a good idea provided it is focused on promoting WNBR's mission and messages. Attendees were satisfied that it was worth pursuing the opportunity. Esther has agreed to be ride leader, supported by Natasha and Simon. Cy will also help it happen but is not available on the proposed date.

Action: **Cy, Esther, Natasha and Simon to pursue**

### **Website**

Website editors are Cy, Pawel, Mike and Steve. Please check your content!

Action: **All ride leaders need to check their start information**

### **Mailing List**

Our mailing list was set up on Reachmail and we successfully sent out a first mailing. Only one person reported it as spam.

### **Ride-day command and control**

Ride day comms will work using mobile phones, either through a shared discussion group, text messages, or phone calls. An essential component would be a non-riding co-ordinator who can assimilate input and summarise progress plus deal with any issues. Probably the ride leader should have a marshal to be their communicator so they can communicate without needing to stop the ride. The proposed method should be tested on the test ride.

Action: **ride leaders to think about practical options and have a waterproof phone cover.**

### **Funding**

We still have concerns about accessing our funds given the departure of John and non-appearance of Derek. We will need to seek solutions and appoint new treasurers.

**Next meeting:** 7:30pm Thursday 17<sup>th</sup> May in the Royal Festival Hall – seating area by the side entrance near the statue of Nelson Mandela.

**Meeting dates:**

Reminder: meetings will follow the usual pattern of the third Thursday of the month at 19:30 at RFH (unless otherwise agreed):

1. Thursday 18 January 2018 19:30 at Royal Festival Hall
2. Thursday 15 February 2018 19:30 at Royal Festival Hall
3. Thursday 15 March 2018 19:30 at Royal Festival Hall
4. Thursday 19 April 2018 19:30 at Royal Festival Hall
5. Thursday 17 May 2018 19:30 at Royal Festival Hall
6. Test Ride(2 June 2018 tbc)
7. Pre-ride finalisation and comms check (7 June 2018 tbc)
8. Post-ride review (tbc)