

Cycle Herts

Minutes of the meeting held Tuesday 6th December 2011

Present: John Metcalf (Chair), Adam Edwards (Minutes), Ian Gregory, Chris Whitehouse, Robert Finney, John Shead, Stephen Wragg, Richard Stubbs, Roger Bangs, David Calder, Ian Gregory, Bob Jones

1 Apologies: Nick Truran, Dave Burt, Kate Jenkins, Pam Mann, Anne Nobbs, Jeremy Buckman, Jim Brown.

2 Introductions and voting member: The following voting members were identified representing the groups listed:

Name	Voting for
Robert Finney	Stevenageand N Herts CTC
John Shead	Welwyn Hatfield Cycling Forum
Stephen Wragg	St Albans Cycle Campaign
Richard Stubbs	South Herts CTC; 40 plus group
Roger Bangs	Spokes

The CTC has 4 areas in Hertfordshire. CTC need to be told we now exist and to be consulted as to whether there should be a single representative or one from each group. **Action Richard.**

3 Minutes of the meeting held 20th October 2011: Approved.

4 Matters arising:

- The web site is now live. Dave Calder was congratulated for his work on this. Agreed each groups should be given access rights to edit their group information. Agreed the discussion forum should be open to attract members. **Action Dave.** Agreed we need a logo. **Action Stephen to draft a design.**

5 Hertfordshire Cycle Forum: The next meeting will be on 17th January 2012. Agreed we would ask for the issue of new signs allowing, for example contra-flows on one way streets, to be discussed. Noted that any bids for councillors' funds for highway works should ideally be in to them by 1st January 2012. Stephen has asked David Burt to map the bids received against the HCC plans for cycle routes.

5 Officers election: The following officers were elected to serve until the next Annual General Meeting:

Chair: John Metcalf
Deputy Chair: Roger Bangs
Secretary: Adam Edwards
Treasurer: Ian Gregory
Publicity Officer: David Calder

6 Affiliation to cycle nation: Agreed that the fee paying membership should stay with local groups. Spokes, WHCF, StACC and Tring are all members. Cycle Herts should take advantage of the offer of free affiliation. **Action John.**

7 Contacting CTC members: John had written to CTC about their offer to Cyclenation to assist with mailing to CTC members. He had also asked about help starting groups in areas we do not cover. The response from CTC had been sadly unenthusiastic. Agreed it would be better to ask all local groups to help by mailing their wider list of members. However, it was noted this would not cover those CTC members who are not in the local groups. Noted that John already has a long contact list of people across the county. **Action John and David to draft an announcement and send out to local groups for distribution. Action Richard to ask CTC HQ about sending a message to all members with postcodes in Hertfordshire.**

8 Finance: Noted that the Secretary is owed £40.00 for the hire of the venue for his meeting. He is happy to wait for this to be paid back to him. Agreed John would use the meeting with Stuart Pile to ask about possible sources of funding. **Action John.** If this is not possible we will ask the local groups to contribute to meeting costs. Noted that a room can be obtained in St Albans for free through local contacts. Another possible contact is the Sustainable Transport Group at University of Hertfordshire who may be able to offer a free room. **Action Stephen and John.**

9 Meeting with Stuart Pile scheduled for 8th December 2011: John, Roger and Robert will attend this meeting to represent us. Stephen will attend if Robert cannot. Agreed the following issues to be raised in addition to those in the letter sent 28th October 2011:

- Policy on gritting cycle paths.
- Need to ensure local groups are consulted when bids are made for funding. (Noted that the current LSTF bid is for pre-existing projects thrown together rather than new bids for more useful works. Noted that StACC has a ranked list of preferred projects which is kept constantly updated. If all groups did this, then swift suggestions to HCC would be easily made.)
- The need for a full time cycling officer for the county.
- Identify who the Hertfordshire Highways local programme strategy officers are, i.e. those key people the local groups should be in contact with.
- Merged strategy for cycling, walking and schools: How much money will be spent on cycling projects?

10 Hertfordshire LSTF bid: Already discussed under other items.

11 Policy development: The aim should be to develop briefing notes on each topic. Agreed each one should be posted on the web site discussion forum to allow contributions from members which can then be developed. **Action Dave.** Useful photos should be added to the Cyclestreets.net web site from which they can be linked to ours. **Action All.**

12 Any other business: Two useful new reports were noted:

- TRL Report PPR 580 on *Infrastructure and cyclist safety*: <http://assets.dft.gov.uk/publications/infrastructure-and-cyclist-safety/infrastructure-and-cyclist-safety.pdf>
- A new DfT report on changing road signs: *Signing the way*. <http://assets.dft.gov.uk/publications/signing-the-way/signing-the-way.pdf>

13 Next meeting: To be arranged for March 2012 on a date when David Burt can attend. **Action John.** Agreed Cambridge Cycling Campaign should also be contacted to see if they can come and speak to us. **Action Adam**