

# HIGHLAND CYCLE CAMPAIGN

## Meeting Minutes

2nd December 2014 at Spectrum Centre Inverness 4.00 pm

**Welcome & apologies** Present were Moira Broadhead MB, Ged Church GC, Brian Mackenzie BM, Ron Stewart RS, Graham Tuley GT. Apologies were received from Jim Towers, Marion MacDonald & Duncan Tullis

### Agenda

#### 1. Minutes of last meeting & matters arising

##### i) Amendments

Item 2 - altered to -

*Ron & Brian will meet with Minister, Keith Brown shortly. We looked forward to hearing the outcome.*

Item 7 altered to

*At the last AGM Moira Broadhead had resigned as treasurer and Lindsay MacKinnon had been appointed in her place. Since the last ordinary meeting Lindsay has reported that he had been unable to function as treasurer due to work pressure and that the appropriate paperwork to install him in post was still to be done. Earlier in the day GC met with Duncan Tullis, a HCC member, who agreed to offer his service as Treasurer. This offer was accepted and approved later in the day at the meeting where, it was agreed to accept Lindsay's withdrawal of his offer to serve as treasurer and to appoint Duncan Tullis in the post left vacant by Moira's resignation.*

##### ii) Matters arising

**Item 1.** Report on ATAG meeting.- Re speed limit reduction RS put in comment to effect that limit on the Saltburn to Kildary Rd should be lowered.

Other Action Points covered in items below

#### 2. Meeting with minister/RS & BM -debriefing report & letter GC.

RS & BM met with minister Keith Brown in Edinburgh. Also present was MSP John Finnie and 2 officials. The meeting was primarily concerned with a number of long term unanswered questions that RS had regarding the improvements that had been promised to the Tore to Raigmore section of the NCN 1 and the Kessock bridge. RS, BM GT & GC met later to discuss how to progress with regard to what had been said at this meeting. It was intended to write to the minister, however he is no longer in post. After some discussion it was decided to write in broader terms following a review of the Active Travel Vision recently published and to refer to the matters coming out of the above meeting in our response to the ATV

**Action** - See item 6

### 3. Reports

- **Milburn Rd route GT/BM** - GT reported a lot of adverse publicity regarding this new route especially concerning King Duncan's road. We had deliberately refrained from commenting too soon although contacted by the press. **BM** had produced an illustrated blog describing pros and cons starting from the west and going up to but not including KD's Rd. It was felt the Blog was very clear and balanced and could be used for HCC's comments when BM has completed it.  
**ACTION** Complete Blog. All to read & follow up at next meeting or before. BM
- **A 96 Inverness to Nairn GC** - GT & BM had attended the public options exhibition for the dualling of A96 from the retail park roundabout to the east side of Nairn. Following a meeting with GC & RS it was agreed that GC should make a representation to Transport Scotland before the Nov 28th deadline for comments. A letter was sent on 26th Nov.  
**ACTION** - Post response on website - BM
- **A9 dualling - GC** - GC reported that he had sent Bicycle Perth our draft request to the minister. He had received a reply from the chairwoman undertaking to put the proposal for a joint letter to Bicycle members. Roger Geffen of CTC had received a request from Jacobs for names of cycling stakeholders regarding the consultation on the A9 dualling. He had contacted Right to Ride reps. GC had phoned RG and told him that we had 3 reps at the Perth meeting. RG was happy for any campaign organisations to represent cycling and hoped we would be able to co-ordinate our responses.  
**ACTION** Ongoing. . Also contact Jacobs to check Stakeholder list. GC
- **Southern distributor cross river link - BM/GT** - BM had lodged an objection on behalf of HCC on a number of points concerning changes to existing footpaths & cycle friendly design. He had received a detail response from J.Smith THC requesting him to remove objection. It was agreed to leave the objection in place. (GT had responded on his behalf with similar outcomes).

**ACTION** - Ongoing BM/GT

**4. Govt Active Travel Vision RS.** RS had circulated a link to the Scottish Government's Active Travel Vision document. Members had read it to varying extents. The preliminary view was that it was a document without substance. Disappointment but no surprise was expressed that it appeared to have moved its expectation back 10 years to 2030, the previous "promised" target of 10% trips by cycle by 2020 not being evident on first reading. It was decided to make a general comment on this document and the low likelihood of turning the vision into reality given our experience of historical and current political and operational priorities. This response would refer in general terms to the outcomes of the meeting with KB ( item 2 )

**ACTION** Attach ATV link to website requesting members feedback by Jan 10th in time for next meeting and a proposed response BM

**5. Meeting David Mackechnie BM** BM has intended to meet with David MacKechnie the THC Integrated Transport Manager for some time. The Milburn Rd. route seems to provide an opportunity for a reason to ask for a meeting the intention being to use the project as a means of outlining our own views, desires and priorities.

**ACTION** Ongoing BM

**6 Treasurer's report. MB** GC noted that the treasurer post is currently unfilled as the handover following MB's resignation at the 2014 AGM is in process but incomplete ( see AOB ). He invited MB as the treasurer "emeritus " to give the report. MB stated that the current position taking into account an uncashed cheque sent recently was that we had funds of £5,969.23p. A few small

payments totalling around £40.00 are due to be paid when the new treasurer is installed.

MB alerted us to an unauthorised payment from our account. This concerned a payment to Admiral Insurance of £450. The bank had replaced the funds as had Admiral. Thus we now have an additional £450 in our account. MB phoned the bank and Admiral and informed them of this double payment only to be told no further action was required.

MB emphasised the necessity for alerting the new treasurer to the occurrence of occasional fraudulent transactions.

## **7. AOB -**

**i) - Transfer of signatories. MB** - MB reported that for various reasons and despite the efforts of all concerned including Hamish Wood, BM, MB DT & GC this has been a protracted and confusing process. It now seems close to completion. She and BM had signed appropriate documents in the bank earlier that day. It only remains for copies of the appropriate meetings' minutes regarding decisions to be delivered to the bank and for DT to visit the bank.

**ACTION** Deliver minutes GC & BM. Take ID & complete form DT

**ii) - Meetings & communications MB** MB raised a number of points concerning areas where she felt improvements could or should be made. She pointed out that she had raised some of these points previously by e-mail in particular. These areas were

- Timeous notice of meetings to all membership ( not just regular attenders )- at least 2 weeks
- Low numbers attending meetings. MB felt the cause to be lack of or poor communication
- Frequency of meetings - there ought to be at least 4 preferably quarterly
- Use of social media such as Facebook for communications between members
- Importance of putting minutes of meetings on website.
- Absence of AGM minutes from website

A discussion followed in which it was pointed out that

- there had been delays in setting up website, getting venues and fixing times suitable for all but that it was our intention to give notice of 2 weeks where feasible of any meetings. The next 2 meetings are now fixed and this information would be conveyed to membership.
- the difference between numbers attending and the historical attendance is marginal ( this year between 4 & 7 ). We could exhort members to attend as had been done from time to time in the past. This could be done by e-mail or via the website.
- this meeting is the 5th since the AGM GC felt this was a greater number than in the last few years i.e. since the days of monthly meetings at Lovat Rd. There is a constitutional requirement for at least 4 meetings per year. These could be set quarterly.
- BM operates the website for which our thanks are due. He pointed out that facebook served a quite different purpose to the ones served by a website. BM has no interest in becoming involved in facebook. This was also the position of all others present. It was agreed that it needed someone with a special interest in setting up such a system to become actively involved if this idea was to progress.
- BM intends to put minutes on the website. Due to the conventional need for amendments and approval time we are still refining the process.
- the custom has been that AGM minutes are circulated shortly before the next year's AGM. Decisions taken at the AGM are generally reported in the minutes of the first ordinary meeting. This procedure needs to be reviewed.

Finally it was pointed out that the members who attended the meetings had been very busy with various actions, that the finding of an appropriate venue had been time consuming, that the transfer of signatories/treasurer change had been lengthy and time consuming and that a member willing to

attend primarily in the role of minutes secretary would be most helpful.

**ACTION** Ongoing. Take forward action on MB's Bullet Points ( BPs ) 2nd & 5th - All  
BP 6 Ensure decisions taken at AGM are communicated at first opportunity  
-All next AGM  
BP 3 Consider setting Quarterly meetings -All next AGM  
BP4 No change.  
Post request for an able member/minutes secretary volunteer. GC/BM

**DONM** Wednesday 21st January 2015 Spectrum Centre Inverness 6.30 - 8.30pm