



CHESTER CYCLING CAMPAIGN

.....Working to Create a Cycle Friendly City



Minutes of the Meeting held on Wednesday 5th March 2025 at 7.30 pm at Bowling Green Court

Present:

Simon Brown (SB) (Chair), Andy Ashton (AA) , Steve Pemberton (SLP), Julia Bennett (JB), Nic Siddle (NS), Ian Slater (IS), Peter Williams (PW), Cathey Harrington (CH) (Minutes).

By video link: Monica Robinson (MR), Arnold Wilkes (AW), Sam Marshall (SM).

1. Apologies

Simon FitzMaurice (SF), Stephen Perry (SP), Laura Ryan (LR), Ashleigh McCraith (AMc), John Holiday (JH), John Violet (JV), Eileen Morgan (EM).

2. Minutes of January meeting. Draft Minutes of CCC Meeting Jan 2025 v2 were approved, ready for posting on the website. **Action: CS to post to website.**

Minutes of the AGM meeting held 5th February. These will be approved at the next AGM. It was noted that the objectives agreed at the AGM do not each have an individual allocated to champion them. This should be addressed. ATFest, though not an objective, will be pursued as a project.

3. Matters arising from the minutes of the January meeting.

- **Publicity to advertise Cyclehub:** Carried forward. **Action: SB.**
- **Safe Pass vests-** Cheshire Police replied to JV that we were unsuccessful with our bid for funding.
- **CCC writing to PCC asking for 2 days for a crackdown on inappropriate cycling:** JV was to approach PCC after the Safe Pass Vests project is completed. In light of the refusal of funding for vests, JV to decide appropriate timing to approach PCC. **Action: JV.**
- **Climate Emergency Response Plan** – SF submitted a response on behalf of CCC. SB to ask SF to circulate the response, if a copy has been kept. **Action: SB, SF.**
- **Concern that no-one in CW&C is taking responsibility for a protected cycle route along Charterhall Drive:** See Development Control below.
- **AGM preparation:** Done.
- **Volunteers to chair and minute monthly meetings:** A few slots left to fill, volunteers still needed please.

2025	Chair	Minutes
January	Ian	Cathey
February (AGM)	Nic	Stephen
March	Simon B	Cathey
April	Cathey	Steve P
May	Stephen	Simon
June	John	
July	Cathey	
August		
September	Stephen	Simon
October		
November	John	Cathey
December	Simon B	Stephen

Please put names on [Google spreadsheet](#). **Action: All.**

4. Treasurer's Report for January and February.

CCC funds stand at £5,839.38.

Sam Marshall, who has inspected our accounts for the last few years, attended to cover 3 points arising from the 2023 accounts:

- I. Receipts. Every item of expenditure must have a receipt. Receipts can be photographed and submitted electronically.
- II. If we receive money from restricted funds, eg Big Bike Revival, we must ensure that we comply fully with the terms and conditions of the restrictions (eg money used for an allowable purpose; keep to maximum percentages allowable for a particular type of expenditure).
- III. Rewards for recognition of voluntary work: HMRC is keen on detecting payments which could be interpreted as paying someone as employment, and therefore being liable for National Insurance and tax. This means:
 - We should avoid reimbursement at a set amount per hour, or benefits in kind which are high value, as these could be viewed as employment.
 - It is OK for us to pay for a token of appreciation in recognition of work done by volunteers, so long as it is proportionate (which means low! eg flowers, a voucher, coffee and cake).
 - We can't pay honoraria because that would be employment. (Note also that the nature of our organisation is that we can't be an employer).
 - We can reimburse someone whose work we pay for, if they are self-employed, eg a bike mechanic or publicity agency. They would bill us and we would pay the bill. They are liable for their own National Insurance and tax.

Sam was thanked for his help.

5. CWaC Liaison.

January Highways meeting:

IS, NS, JV and SF attended a meeting with Highways at Guilden Sutton. Topics discussed included:

- Grosvenor Bridge: no clear timescale was given for completion, but it was thought that it would be within the next financial year (ie post April)
- Surfacing: CwaC is applying a 40mm minimum depth requirement for inspection
- Advanced Stop Lines: (ref. Pepper Street/Bridge Street): CWaC to "take another look"
- StreetScene: a future Highways meeting is scheduled for discussion
- Charterhall Drive: we emphasised that action was required in the short term
- Future large maintenance works: A review of the pink, black and silver routes is planned; a possibility of Active Travel England funding

Next meeting pencilled in for May.

City centre:

Request for improvements submitted to relevant councillors + Karen Stevens. No response as of the time of writing.

Updated contact list for CW&C officers is now on CCC website on password protected area.

6. Development Control Report

- **Concern that no-one in CW&C is taking responsibility for a protected cycle route along Charterhall Drive:** Approval now granted for Charterhall Drive office building conversion to residential use. There is still no responsibility being taken for a protected cycle route along the road. Nic will approach Richard Beacham. **Action: NS.**
Suggested press release wasn't done. Press releases deemed to be less effective than social media. AA will put Charterhall Drive on X as "Snickets of Chester" feature. **Action: AA.**

7. **Membership Report.** No report, waiting for volunteer to become Membership Secretary.

8. **Inclusivity.** Nothing to report this month.

9. Request for funding for ATFest and Chester Green Weekend 7th & 8th June 2025. Re. SP's email to CCC activists 24 Feb 2025.

It was noted that the CCC Constitution allows us to support cycling, but not non-cycling related, activities.

The meeting agreed that a proposal for "up to £1000 be earmarked for cycling related activities, but that no money could be retained by Chester Green Weekend as this would not be for cycling related activities", be put to the April meeting. Membership to be circulated at least 14 clear days before April meeting, as per [Constitution 8.3](#). Decision to be taken at April meeting. SB will prepare article for Bulletin, LR to post in Bulletin and send out as per Constitution. Meanwhile, expenditure on Farmers markets will qualify for expenditure under £250. **Action: SB, LR.**

10. Funding request from Civilised Cycling in Casual Attire.

Paul McCormick from CCICA requested £136.13 to cover room hire for ride leader training done on 3rd March 2025 in Hoole Community Centre. Free places were offered to CCC members. Meeting voted to approve, on the basis that this supports cycling in Chester. **Action: SB will email PMcC.**

11. Big Bike Revival. No volunteers have come forward from CCC to apply for funds and run activities under Cycling UK's Big Bike Revival scheme. It was suggested that should CCICA wish to apply, they could do so as members of CCC.

12. Lache Action Plan – Road Improvements Consultation. Deadline is 9th March. Comments gathered at meeting:

- Full width humps are not good for cyclists, need cycle by-pass.
- How fast can vehicles go over proposed humps.
- Need 20mph limit.

Post-meeting note: CH volunteered to submit response on behalf of CCC. **Action: CH.**

13. AOB

AA reported that Chester Tourist Office say that the fold-out maps of CW&C's coloured cycle routes are very popular and requested more. There was discussion of whether they could be reprinted. CCC still has some supplies, currently with SP. **Action: SB to ask SP to drop in coloured routes maps, or family cycle ride leaflets, to Tourist Office.**

CH reported that CW&C Council recently voted to introduce 20mph speed limits around all schools and that the issue is going to scrutiny to work out the details.

Next meeting: Wednesday 2nd April 2025.

Chair: CH

Minutes: SLP.

Meeting closed at 9.35pm.