

SPOKES RESOURCES MEETING 27.6.23 – MEETING NOTES

Attending: Anne, Dave dF, Kate (notes), Martin, Rosie (chair)

Apologies: David M, Emma, Mies

- Spokes Public Meeting (Martin)** - about 80 attendees
Challenge raised to make meetings more accessible to all groups especially in deprived areas of Edinburgh.
Rather than moving public meeting to deprived areas try to reconnect with local events and attend with a stall. **Kate to contact EVOG** to try and access list of local events for future stalls.
YouTube recording has had 200+ views.
Offer Caroline a free map as reward for her excellent MC role (Martin?)
- Spokes stalls (Kate)**
Farmers Market 03 06 – good sales of both new EL and Edinburgh maps (£130)
Low numbers of volunteers (just 1 + Mies) but now have updated list with new additions
Only requested a space to park up the CB but was given a full stall + cover so may be asked to pay a fee
Kate away for the LUCS Fun day on 6th August no other stalls planned at present
- Bike Breakfast (Kate)**
About 130 cooked breakfasts served by council, more teas and coffees – some negative feedback re plant-based content
Stalls: Spokes, Spokes Party & Infrasisisters/Bike buses/ Living Streets/ CargoBike Movement/ Cycling Scotland / East Lothian council active travel/ CCWEL / Edinburgh active travel / Police registration (+ Love to Ride)
Ed Bike Coop providing service and £50 voucher prize draw
Speakers: Kirsty Lewin, Cllr Scott Arthur and MSP Sarah Boyack
Spokes due to cover the £800 shortfall from council grant of £1,200
Of the 20 free maps they were about 50/50 East Lothian and Edinburgh with good sales (15 EL and 9 Edinburgh – total takings £141)
- Cargo bike grants update (Rosie)**
Community Group - SW20 (Dave McGraw)
Individual – Gavin Carruthers
Rosie to chase up outstanding reports and photos

5. Constitution/ Spokes becoming a SCIO (DavidM)

To be discussed at more length next meeting:

Suggestion to focus on language around leadership, direction, vision and strategy

Draft of requirements for a trustee

“Being a trustee for Spokes

A charity trustee in Scotland is a person who is in charge of a charity and responsible for its governance and strategy. Charity trustees must act in the interests of the charity, comply with the Charities and Trustee Investment (Scotland) Act 2005, and follow the guidance of the Office of the Scottish Charity Regulator (OSCR).

Some of the main responsibilities of a charity trustee in Scotland are:

- Operating the charity in a manner consistent with its purpose, act.
- Managing any conflict of interest between the charity and any person or organisation that appoints trustees .
- Managing the charity’s assets and resources with care and diligence, and ensuring they are used only for the charity’s purposes.
- Keeping proper financial records and preparing an annual statement of account and annual report that are externally scrutinised and sent to OSCR.
- Reporting to OSCR on the charity’s activities, finances, and accounts, and complying with the statutory duty to supply certain information.
- Controlling how the charity raises funds and following the fundraising regulations and codes of practice.
- Providing information to the public about the charity’s work, finances, and governance.

By fulfilling these responsibilities, charity trustees can ensure that their charity is well run, meets its charitable purposes and maintains public trust and confidence.

Seeing your role in the charity making a difference in the world is incredibly rewarding.

6. Social media: this month’s highlights (Rosie/Dave)

Facebook

Comments/responses have dropped a good deal. Where we would get 30 or 40 responses on a post we now only get 4 or 5. The most popular post was about an Ageing Well initiative for getting older people back on bikes.

Twitter

Top 3: Bike Breakfast (50 retweets), Public Meeting, New East Lothian map

7. Maps Update (Anne)

East Lothian Map – now published, sold at stall at public meeting; coverage in the Courier; orders in Haddington shops

Sales of 20+ via email

Maps group to meet on Saturday 01 07 at Cockenzie House – **Anne please take photos with maps for social media and ask for any contacts for old maps**

Andy to take a break before embarking on West Lothian (final map requiring new format)

2 ½ boxes of old EL maps – **Anne to contact EL councillor Shona McIntosh**

smcintosh1@eastlothian.gov.uk about possible homes for old maps

8. **Traffic Count (Rosie/Dave)**

The volunteers not keen on banners as they could not find places to hang them. Some would not want to wear tabards. Barbara suggested A5 leaflets to hand to the public. Tim is thinking of a design. No up-coming counts

9. **Bulletins and flyer (Dave)**

No update

10. **Summer Competition 2023**

Topic – Bike storage and Dave has done a draft of the website article

Table of the prizes and the prize organisers below:-

Spokes 2023 Competition prizes –

Kate will oversee list of prizes

	Confirmed Y/N	email or voucher	Organiser	Contact
Cargo bike £1000 voucher	Y	e	Dave	Dave duFeu (davedufeu@gmail.com)
e-bike voucher £200	Y		Dave	Dave duFeu
Set of Spokes maps	Y			Dave duFeu
Camera Obscura: 1 family tickets	Not yet	v	Mies	Amy@camera-obscura.co.uk (Amy Bell)
Day's hire of the Urban Arrow cargo bike	Y	e	Mies	Kim Harding kim@edfoc.org.uk
Cameo 2 tickets	No answer as yet	v	Rosie	
Laidback bikes free recumbent tour or cargo hire	Y	e	Mies	laid-back@blueyonder.co.uk
Scotrail tickets Family standard class return ticket	Not yet	e	Dave	community@scotrail.co.uk (Sophie)
EdBikeCoop £50 voucher	Not yet	v	Kate	alannestor@edinburghbicycle.com
Sustrans £20 online gift voucher	?	e	?	Claire Daly Claire.daly@sustrans.org.uk
Lantern Rouge (1 x £10 voucher)	Y	v	Anne	Voucher received (Cameron McVean at LR) camthebam66@gmail.com manager@lanternerouge.coffee
Dowerhouse café 2x £25 vouchers Corstorphine	Y	V x2	Rosie	dhcoffeeshouse@gmail.com (Sayana)
Hart's Cyclery	Not yet	e	Dave	one week free ebike hire (graeme@harts-cyclery.co.uk)
Spokes runner-up prizes			N/A	10 maps or buffs Edin or ML

Rosie to contact Dominion and/or Hippodrome Cinemas and Jupiter Artland re prizes

Dave to chase up Graeme Hart re prize

Martin to contact e-bike city tours re prize

Someone to contact Sustrans?

Kate to send Dave updated list by 04 07

11. **Spokes members checking route signage (Martin)**

Follow-up meeting with the Active Travel Team on Thursday has been postponed.

Active Travel Team "have chosen a couple of QuietRoutes that we would like to trial for an audit of signage. QuietRoute 9 plus the section of QuietRoute 8 that runs through Roseburn park and connects to CCWEL. QuietRoute 20."

Council don't seem clear about how this will work and haven't liaised with Sustrans.

To recruit Spokes volunteers we would need confirmation that information from the audit would result in actions and that there is someone to look after and guide the volunteers (Martin).

Likely that there will be interest in one-off audits that could possibly lead to longer-term commitment.

12. **Office (Anne)**

Bob kindly cleaned the main office and Anne spent 3 hours on a Sunday cleaning the back office so all is ready for painters

After painting, offices will need a clean before moving everything back in (but not the curtains)

Laminated new Edinburgh map to be mounted on wall

13. **Other business (Anne)**

To consider setting up online membership system (Anne/Dave/Clare)
membermojo (£250 a year)

Anne to contact John Webster re alternative membership software

14. **Date for next meeting**

Possible dates for next meeting. **Tuesday 08/08**

To be discussed:

Topic for next public meeting (? Cycling for all ages and abilities)