

## **Secretary's report**

Well here was my first go at Club secretary, I volunteered to type up minutes and ended up with the full portfolio!

I'm now more adept at taking Zoom Meeting minutes!

I've also written several drafts of letters to head office for interpretations of the their Covid guidelines only to find them pre-answered by their realtime attempts to keep their website advice up-to-date.

Have tried to smooth over a couple of complaints from members of the public where necessary.

Apart from that I have been ably helped by James the IT officer who has stepped up and fielded/passed-on most Facebook and some of the email queries that would previously been just down to the secretary.

Still to do the end of year report back to cycling UK