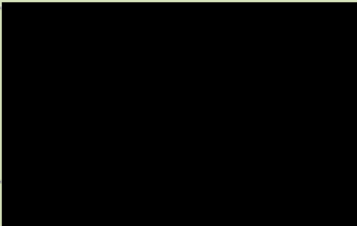


AGM MINUTES & REPORT 2025			
Deeside Bike Collective – Group AGM.			
Attendees		Date	4 th Nov 2025. 19:30
		Location / Forum	Burnett Arms Hotel / On-line
Apologies		Minutes	

Agenda

1. Welcome & Apologies
2. Minutes of previous AGM – 
3. Project report for previous year – 
4. Project objectives for 2025/26 – 
5. Treasures report – 
6. Funding overview – 
7. Any other business – 
8. Questions to the floor
9. AGM Closed

AGM Meeting Minutes

Previous AGM Meeting Minutes

Chas provided a summary of the minutes for November 2023 AGM. Minutes were accepted and approved at the meeting.

Project Activity Highlights for 2024 into 2025

 provided an overview of the activities that the group have progressed over the past 12 months:

Picnic area was constructed in spring 2025.

Several trail maintenance sessions held in 2025. Plan to increase the frequency of these session in 2026 with some night time events as the trails tend to be less busy during the winter months and dark nights.

Engaged with CRC (trail contractor) for phase two work scope. Met CRC at the woodland for a site overview to assess potential for further development and sound out ideas the groups vision.

Banchory Bike Fest held in May 2025 with the three local bike shops and a few other local businesses. The day was was a great success and drew a good crowd. Plan to repeat this in either 2026 or 2027, after phase two work is complete.

During the Banchory Bike Fest the group took the opportunity to consult those attending regarding what they would like to see at the site. In brief the feedback was; more trails, a larger skills area, bigger jumps / features and a pump track.

During 2025 the group approach a few funding providers for project grants. These included:

- NESTRANS for £7,750 – unsuccessful with funding request
- Aberdeenshire Rural Facilities Fund for £48,188 – unsuccessful with funding request
- Just Transition Fund phase 4 for £50,000 – final stages of funding approval in progress

A scope of work was developed for phase two construction work at the site based on public consultation and feedback. This SoW forms the bases of the work planned for 2026 and was presented to the contractor in Q3 2025 to enable them to quote.

Project Objectives for 2025 into 2026

Main project objective for Q1/Q2 2026 are to complete the construction of phase two of the project. This consists of:

- Boundary path. Construction of a path linking the top and bottom of the site adjacent to the land boundary with the Glen O'Dee Hospital. Improving access around the site creating a circular path network for walking, running and cycling.
- A flow and pump skills loop. A fun flowing loop constructed within the trees at the top of the site. Ideal for early learners, infants, family and running coaching sessions. Located next to our newly created picnic area.
- Red Trail upgrade. Increase the size and type of features on the initial 100 meters of the trail. This is being done to bring it in line with the feature on the lower section of the trail and to meet the comments received from users that 'it is not challenging enough and could be more progressive'.

Aim is to have the construction work complete and commissioned by May 2026. The group are working with the contractor to plan for this whilst the funding for the work is being progressed and finalised.

During the Banchory Bike Fest the group took the opportunity to consult those attending regarding what they would like to see at the site. In brief the feedback was; more trails, a larger skills area, bigger jumps / features and a pump track.

Group to continue to explore **funding options** for 2026. Applications to be submitted to:

- The Hays Travel Fund by end of Jan-26
- The FCC Communities Foundation (land fill fund) by Q1 2026
- Explore options for North East Adventure Tourism for funding by Q1 2026

The **planning application** for the storage container has granted in October 2025. The container was landed at the site first week of Dec-25. There is a planning approval requirement to paint the container forest green which will be actioned in spring 2026.

Entrance signage at the site to be designed and installed.

Continue collaborate with coaching groups in the area for use of the site for their skill sessions. Deeside MTB, Deeside Thistle MTB, 57 North and Grampian Tigers.

Explore funding options for low value purchases: gazebo, tools, seeds for planting, lighting for night-time work, container padlocks & paint, wheelbarrow & material for trail surfacing
Potential for sports goods jumble sale in Q4 2026 or other event fundraiser, possibly something at the site such as a junior enduro event / challenge.

Treasurer's Report

Group bank statement at the close of the financial year 31st Mar 2025 was **£14,825**

Expenditure for financial year 2024 to 2025 was **£39,644**

Income for financial year 2024 to 2025 was **£54,469**

Current account balance on 01-Oct-2025 is **£14,271**

PayPal balance is **£2,087**

Submit yearly accounts to OSCR for Apr 2023 to Mar 2024

Annual summary report required to accompany the yearly accounts.

Site construction completed in first week of April 2024. Total cost for the construction was **£196,365**

Key spend in 2024

- £23,733 to CRC for final trail construction invoice

General project expenditure through 2024/25 was:

- Insurance: £384
- Planning application fee and newspaper advert: £447
- Picnic tables and bench: £3,078

Planned key spend in 2025

- £86,622 – Boundary path, red trail upgrade and flow & pump skills area

Group Members, Groups and Volunteers

Roles within the group were raised. No change to the group structure with everyone happy to continue in the roles they perform with everyone supporting one and other.

There are 12 core DBC group members, no change from previous year in 2023.

The four trustees of the group remain as [REDACTED].

[REDACTED] remains in her role of treasurer for the group without being an active member.

Banchory Woodland Trails Maintenance group, excluding the core group members, has 11 volunteers. However, always attract more support on the day of events through friend, neighbours etc.

Formal signed up DBC membership is currently sitting at 139 active members.

The group currently has 2,200+ Facebook followers.

██████████ volunteered herself to act as a woodland manager to preserve and promote the woodland diversity.

Any Other Business and Actions

Group trustee contact details to be added to OSCR account portal before year end.

Site notice board construction and installation. Contact ██████████ from the Men's Shed group to arrange a quote once the start / exit of the boundary path has been defined with the trail contractor – phase two construction work.

The group also discussed implementing a QR code on visible signage at the trailhead and car park to gain user feedback and request donations to assist with trail and site maintenance and upkeep, tools and materials.

Seed sowing session to be held at the site to sow and scatter Scottish woodland flowers around the picnic area and the lower area adjacent to the car park. This didn't happen in 2025, so plan to reinstate this action for 2026. - Over the coming years this will hopefully develop the ecosystem at the site and promote a diverse insect presence at the site which in turn benefits the woodland birds. It has also been suggested that planting blueberry seeds in select areas would further develop the flora in the woodland, which could be well suited to the site, and does attract bees and birds.

Next Meeting/s

Meeting planned early January 2026 to cover planning for phase two project build.

Meeting with CR Contracting Ltd planned for w/c 12-Jan to cover the next phase of construction work.

Site maintenance session to be organised from January / February 2026, weather dependant.

AGM Closed

Meeting closed at 21:15

Signed By

Deeside Bike Collective



Annual General Meeting

Burnett Arms Hotel
4th Nov 2025, 19:00



Deeside Bike Collective AGM

Meeting agenda:

- Welcome and apologies
- Minutes of previous AGM – [REDACTED]
- Project overview for previous year – [REDACTED]
- Project objectives for 2025 – [REDACTED]
- Treasures report & funding overview – [REDACTED]
- Group structure and members
- Phase Two Construction Overview
- Any other business - group
- Questions to the floor
- AGM Closed



Project Overview for Previous Year 24/25

Achievements at the site

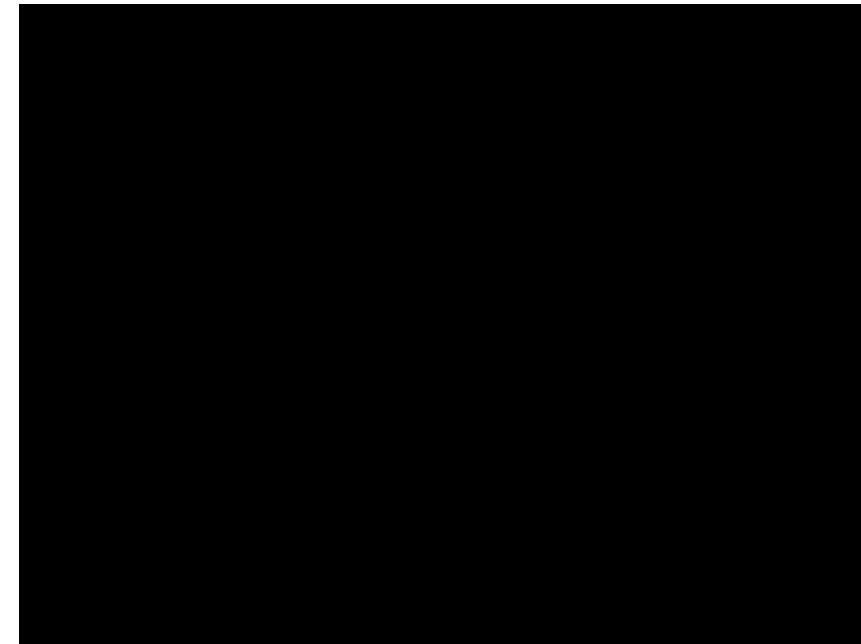
- Picnic area completed, spring 2025
- Planning approval granted for the storage container
 - Container stored off-site waiting delivery
- Phase two work scope planning in progress
 - Meeting with CRC to discuss
- Two main funding sources applied to:
 - Rural Community Challenge Fund
 - Just Transition Fund Phase 4



Project Overview for Previous Year 23/24

Project Achievements

- Nov 2024 Sports Goods Fundraiser Sales. Hard work but always great!
- Successful Bike Fest event in May with the local cycle businesses.
 - Brilliant day, very successful and well attended.
- Slight increase of DBC membership of 139. Facebook followers 2,100+
- Two main funding sources applied to:
 - Rural Community Challenge Fund
 - Just Transition Fund Phase 4
- Trails are being used regularly by coaching groups
 - Also frequent jump jam session through 57 North



Project Objectives for 2025 & 2026

Goals for the year ahead

- Phase two construction, target date by May-26 in time for summer
 - Boundary path, Dee-Send upper section upgrade and flow and pump skills area
- Project construction financing. Continue to explore options and apply for funding grants
 - Unfortunately the group weren't successful with the RCCF application.
- Site entrance signage to be designed, purchased and installed along with small signs with QR for donations.
- Regular maintenance of the trails through arranged work sessions to be implemented
- Planning application to be submitted for jump and drop zone

Project Objectives for 2024 & 2025

- Organise a 2026 event and fundraiser at the site. Ideas to be discussed
- Site notice board to be commissioned with the Men's Shed group once the container is in situ and the boundary path start is defined. Carry over from last years actions
- Grow core group members. Promote sign up for DBC membership - its free
- Management of the woodland. Non-native sapling removal along with seeded rhododendron bushes. Tree planting / transfer within the lower site once the path is in
- Explore funding options for low value purchases: gazebo, tools, seeds for planting, lighting for night-time work, container padlocks & paint, wheelbarrow & material for trail surfacing
- Potential for sports goods jumble sale in Q4 2026

Treasurer's Report



2024 to 2025 Financial year

Item	Value GBP
Statement at the close of the financial year 31-Mar-25	£14,825
Expenditure 24-25	£39,644
Income 24-25	£54,469

Key Expenditure:

- £23,733, final payment to CRC

Finances on 01-Oct-25

Item	Value GBP
Bank balance on 01-Oct-25	£14,271
Expenditure in financial year 2025	£TBC
PayPal Balance	£2,087

General Expenditure 2025:

- Insurance: £385
- Planning application and advert: £447
- Picnic tables & bench: £3,078

Funding Overview

Donations received in 2025

- £

Funding Providers Applications

- Rural Community Challenge Fund (RCCF): £48,188.99
 - Unsuccessful with fund request
- Just Transition Fund Phase 4: 50,000 (Applied for. Expect confirmation by year end)

Quoted project costs for phase two

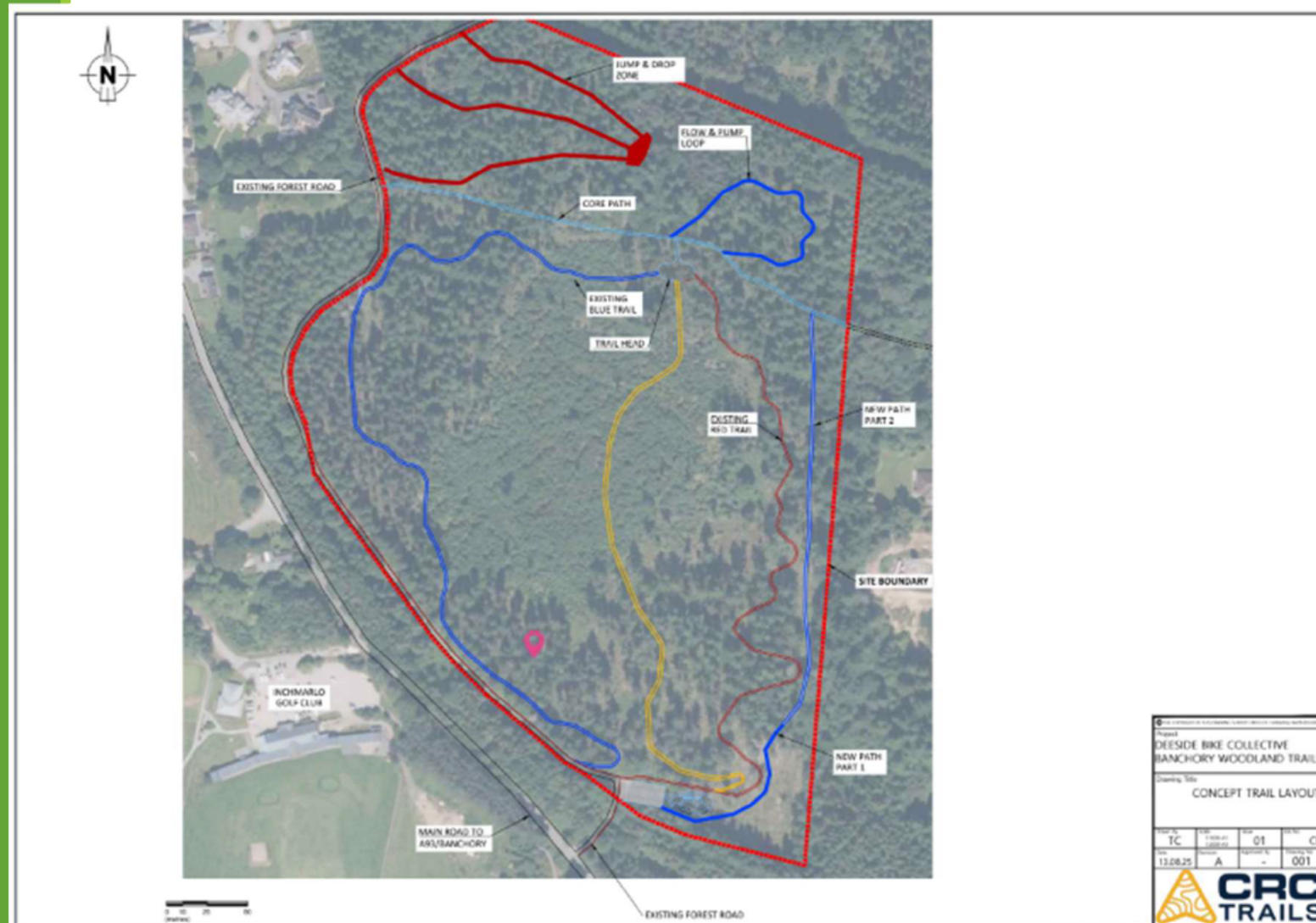
- £86,622.78 – Path, Red Trail & Skills Area
- £70,072.22 - Jump and Drop Zone
 - Site area and cost to construct will be assessed Nov-25

Group Structure and Members

- Four Trustees - [REDACTED]
 - Confirm trustees are happy to continue
- Twelve core group members. A couple of new members for 2026 would be good.
- [REDACTED] remains our group treasurer (volunteer from the BDI)
- Growing membership base, **139 total members**
- Trail maintenance and inspection group formed in 2024 - needs to be re-established for 2026 for regular maintenance sessions

Proposed Layout Plan from CRC

- New Boundary Path
- Upper section of Dee-Send reworked
- Flow and Pumps Skills Loop constructed
- Jump and Drop Zone – not part of phase two construction plan for now. Requires planning approval



Estimated Construction Costs

At this stage the Jump & Drop Zone is not part of the work scope



CONSTRUCTION COSTS

In response to the project scope of work document provided by the Deeside Bike Collective please see the quote for construction outlined here.

Imported material based on the delivered cost to the car park at current rates. This is estimated at 200mm for each trail due to the changeable ground conditions on the site. The base material should be larger aggregate and could be sourced on site.

Preliminaries include site safety Site Safety - secure access points - signage for plant access - netting around close contact points.

Area	Total Cost (ex VAT)
Prelims	£12,838.63
Boundary Path	£35,873.17
Red Trail Upgrade	£8,198.34
Pump Trail	£24,712.64
Jump Zone	£70,072.21
Sub-Total	£151,695.00
VAT	£30,339.00
Grand Total	£182,034.00

Preliminaries (site setup, management, safety measures, and temporary services)

Item				Cost (ex VAT)
1.1	Site setup, management, safety measures, welfare and temporary services			£11,338.63
1.2	Signage			£1,500.00

Boundary Path

Item	Description	Width (m)	Length (m)	Cost (ex VAT)
2.1	Boundary Path - car park to hospital wall	1.5	130	£15,545.30
2.2	Boundary Path - hospital wall to core path	1.5	280	£20,327.87

Red Trail Upgrade

Item	Description	Width (m)	Length (m)	Cost (ex VAT)
3.1	Red trail - upper section trail upgrade	2	80	£8,198.34

Pump Trail

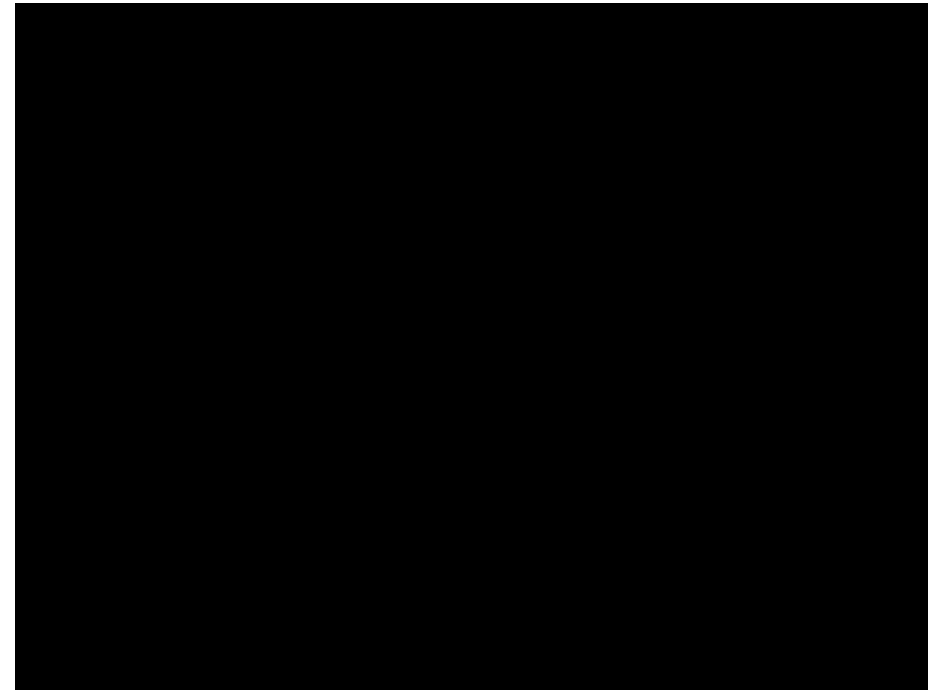
Item	Description	Width (m)	Length (m)	Cost (ex VAT)
4.1	Flow n' pump skills loop	2	210	£24,712.64

Jump Zone

Item	Description	Width (m)	Length (m)	Cost (ex VAT)
5.1	Jump zone 1	2	160	£25,407.17
5.2	Drop zone 2	2	160	£25,407.17
5.3	Jump and Drop 3	2	120	£19,257.88

Any other business

- Trustee contact details are required for OSCR. CM to obtain and update our account
- CRC have issued their invoice for the 3% retention fee. Was expected in Apr-2025
- CRC are planning a site visit in Nov-25 to survey and assess area for the Jump Zone



Any questions or comments



AGM Closed



Deeside Bike Collective

Statement of Receipts and Payments for the year ended 31 March 2025

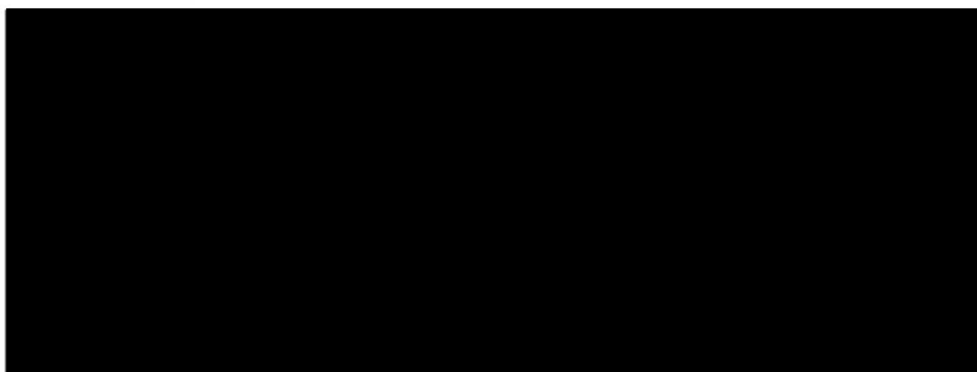
	Unrestricted Funds	Restricted Funds	Year ending 31/03/2025
Receipts			Total
Fund-raising	9868	0	9868
Donations	3297	0	3297
Total Receipts	13,165	0	13,165

Payments

Cost of Charitable activities	39,645
Total Payments	39,645

Statement of Balances – at 31st March 2025

	Unrestricted Funds	Restricted Funds	Total 2025
Opening cash at bank	11,772	29,533	41,305
Surplus for the year	3178	(29,658)	(26,480)
Closing cash at bank	14,950	(125)	14,825



Deeside Bike Collective

Income Period: 2024 to 2025

Date	Receipt	No.	Bank	Events	T Shirts	Grants/	Misc
01-Apr-24	Balance B/F		41305.01				41305.01
08-Apr-24	Just Giving		10.00			10.00	
20-Apr-24	HOB Fun Run Committee		100.00			100.00	
13-May-24	Total Energies		600.00			600.00	
21-May-24	Craig International Ltd		900.00			900.00	
02-Sep-24	Groundwork UK - TE GWUK		1000.00			1000.00	
07-Sep-24	[REDACTED]		46.00		46.00		
08-Sep-24	[REDACTED]		46.00		46.00		
09-Sep-24	[REDACTED]		47.00		47.00		
13-Sep-24	DTCC Youths fees donation		300.00			300.00	
16-Sep-24	[REDACTED]		111.80		111.80		
18-Sep-24	[REDACTED] - 3 tops		135.00		135.00		
21-Sep-24	[REDACTED]		46.00		46.00		
26-Sep-24	Charities Aid Foundation		30.88			30.88	
28-Sep-24	[REDACTED] - 3 tops		129.00		129.00		
12-Oct-24	Charities Aid Foundation		61.76			61.76	
21-Oct-24	Sum-up payment		4.92			4.92	
25-Oct-24	Charities Aid Foundation		30.88			30.88	
10-Nov-24	Donations		124.00	124.00			
11-Nov-24	Sum-up payment		375.49	375.49			
12-Nov-24	Sum-up payment		4991.95	4991.95			
12-Nov-24	[REDACTED] - jerseys		171.00		171.00		
12-Nov-24	Donations		181.00	181.00			
15-Nov-24	Cash Sales		3371.47	3371.47			
16-Nov-24	[REDACTED]		46.00		46.00		
27-Nov-24	Charities Aid Foundation		30.88			30.88	
30-Dec-24	Charities Aid Foundation		30.88			30.88	
27-Jan-25	Charities Aid Foundation		30.88			30.88	
27-Feb-25	Charities Aid Foundation		30.88			30.88	
17-Mar-25	Living Quarters Engineering		100.00		46.00	54.00	
27-Mar-25	Charities Aid Foundation		30.88			30.88	
31-Mar-25	Just Giving		50.00			50.00	
Total			54469.56	9043.91	823.80	3296.84	41305.01
Check			54469.56				
Balance		14824.95					

Deeside Bike Collective

Expenditure

Period: 2024 to 2025

Date	Bacs/Chq No.	Payment	Bank	Events	Admin	Travel	Cap Exp	Trail mainte	Insurance	Merchandise
16-Apr-24	bacs	CRC	2080.64				2080.64			
16-Apr-24	bacs	CRC	21653.25				21653.25			
06-Jun-24	bacs	delivery material	396.31				396.31			
06-Jun-24	bacs	- video & photos	100.00		100.00					
19-Jun-24	bacs	KPH Woodchipper	246.00				246.00			
21-Jun-24	bacs	- trail signs	89.44				89.44			
15-Jul-24	bacs	- digger	500.55					500.55		
26-Jul-24	bacs	hosting	201.46		201.46					
08-Aug-24	bacs	Endura Blue Jerseys	516.00							516.00
08-Aug-24	bacs	Endura Black Jerseys	1724.40							1724.40
13-Aug-24	bacs	Zurich Insurance	383.36						383.36	
31-Aug-24	bacs	Go Barcodes	185.00		185.00					
06-Sep-24	bacs	CRC-Trail maintenance course	720.00					720.00		
27-Oct-24	bacs	,Website-social login	37.00		37.00					
27-Oct-24	bacs	, Website-Mail Chimp	34.59		34.59					
11-Nov-24	debit	Sum-up Bank charges	6.35	6.35						
12-Nov-24	debit	Sum-up Bank charges	84.36	84.36						
12-Nov-24	bacs	Sellers payments	7087.80	7087.80						
26-Nov-24	bacs	- Play bark	384.00				384.00			
26-Nov-24	bacs	- digger	126.00					126.00		
30-Dec-24	bacs	Bank Charges	10.10		10.10					
03-Mar-25	bacs	Marmax Recycled Products	3078.00				3078.00			
Total			39644.61	7178.51	568.15	0.00	27927.64	1346.55	383.36	2240.40
Check			39644.61							