

LONG DISTANCE WALKERS ASSOCIATION - BEDS BUCKS NORTHANTS GROUP
MINUTES OF COMMITTEE MEETING
THURSDAY 19TH JANUARY 2023 7.30 PM - BY ZOOM

Present: Terry Brown (Chair), Gill Bunker (Secretary), Chris Burns, Roy Carter, Nick Emery, Peter Engledow (Treasurer), Sarah Feal, Mike Hyland, Mary Knight, Sara Waldron

1.	Apologies: None	ACTION
2.	Minutes of previous Committee Meeting (6th October 2022)	
	Para 9(b) The figure for the first aid costs should read £1042.80. Update: The final cost £1002 as Sue Clements did not charge for travel mileage.	Gill
	The Minutes were approved as a true record.	
	Matters Arising:	
	Para 2 Not known if Karen Earwicker has done the Food Safety Course yet.	
	Para 3(g) We need to check with Dave F-H how many mugs he holds.	Gill
	Para 7(f) Generic Risk Assessment still to be done.	Terry
3.	Matters Arising from Annual General Meeting (27th November 2022)	
	Membership Secretary: Agreed a Membership Secretary is not necessary.	
	Norman is happy to continue with his New Member Welcome. Can he be given access to the LDWA membership database?	Gill
4.	Reports	
(a)	Chairman Terry Brown	
	<p>Since the last meeting in October I've:</p> <ul style="list-style-type: none"> • Chaired the 2022 AGM. • Contacted the Greensand Country Landscape Partnership (GCLP) declining their offer to become a formal partner and was, nevertheless, invited to associate with the Enjoyment and Wellbeing Theme Group (which covers walking, routes and access) on an informal basis. This gives us a dialogue with the Partnership as and when we both have something relevant to share. I joined a Theme Group Zoom meeting in November which focussed on events to promote getting outdoors in January. I was also invited to attend the GCLP's Five Year Celebration Event in December where I did a lot of networking on behalf of BBN. • Retrieved two of the old Greensand Ridge Walk bench tops and delivered one each to Gill and Norman. There may be more to come. • Dealt with the usual LDWA NEC correspondence and various queries. • Continued to help plan the 40th Anniversary events with Gill, Mary and Sarah. 	
(b)	Secretary Gill Bunker	
	<ul style="list-style-type: none"> • Tuesday News circulated regularly. • Emails from NEC – circulated and responded to as necessary. • First Aid Course – 29th October 2022. 14 attended. Everyone who expressed interest got a place. Total cost £1002 (Sue Clements £882 14x£63, plus the hall £120). Less £30 contribution from each attendee £420. BBN subsidy was £582. 	

	<ul style="list-style-type: none"> • LDWA 50th anniversary recipe book. Now available. Complimentary copies sent to Jim Robinson and Margaret Skerman. Dave F-H hasn't received a copy, but has emailed Julie Cribb. • December Strider – pleased with the two page spread with photos of the Midsummer Meanders and also Daniel Timms on the Pick & Mix • AGM Minutes sent to NEC Local Groups Sec as required. • LDWA Pubs & Beer Group - no response from BBN members, nothing further nationally. 	
(c)	Treasurer <i>Peter Engledow</i> – See p.3	
(d)	Membership <i>Gill Bunker</i>	
	BBN membership as at 16th January: Primary 525 + Associate 454 Total = 979. 8 new BBN primary members since 27th November AGM.	
(e)	Challenge Walk Co-Ordinator <i>Mike Hyland</i>	
	<p>Chiltern Kanter:- Event is open and as from Sunday 15th January there are 146 entries so far, and the event is open to everyone.</p> <p>Pick And Mix:- Flyer is done and on websites (BBN and LDWA), is also in Strider. Event is on SiEntries to go live from 1st March 2023 for LDWA members and from 1st April for everyone.</p> <p>Steppingley Step:- Flyer is done and on websites (BBN and LDWA), Should be in the next Strider in April, will put on SiEntries in the next couple of months, ready to go live from 1st September.</p>	
	Chiltern Kanter entry is 159 as at 19th January. Max number 250.	
(f)	Social Walks <i>Sara Waldron</i>	
	Offers to lead walks slow to come in. Agreed to target specific dates in the TN.	Sara/Gill
(g)	Merchandising <i>Peter Engledow</i>	
	Online shop. Ticking over. Prices do not appear to have increased.	
(h)	Equipment <i>Dave Findel-Hawkins</i>	
	Most BBN equipment is now with me. The updated list is on the website. The first aid kits have a number of items past their use by date. The kits are also varied. Should we be making them consistent and up to date?	
(i)	First aid kits: Terry: Would it be a good idea to include laminated advice leaflet from St Johns Ambulance in each kit if there is not already something similar in them?	
	It was agreed that all out-of-date items should be removed and replaced and that the kits should all contain the same items as far as the size of the kits allows. It was agreed it was a good idea to have laminated first aid advice in the kits, possibly with defibrillator advice on the back. Does Dave want to do this? If not, Sara offered. Update: Dave would prefer Sara to do this. We may need 4 large kits, and plenty of antiseptic wipes.	Sara
	Can out of date bandages be offered to local scouts/guides for first aid practice?	Gill
(ii)	One hot water flask has a broken handle. To be binned. Mary will buy a replacement.	DFH/ Mary
(iii)	Whiteboards: Merrian had suggested we buy a number of small whiteboards to be used for direction arrows in/out of cp or to toilets, no muddy shoes, no dogs, menu etc. Agreed this was a good idea. 12 whiteboard/pens.to be purchased.	Terry/ Merrian

(c) Treasurer *Peter Engledow***TREASURERS REPORT – PETER ENGLEDOW 19/01/2023**

BANK ACCOUNT BALANCE £5333.74
 BALANCE AS AT 6/10/2022 £5694.74

A slightly changed format for this report although the same information is present. I have managed to get hold of a low cost (free) accounting package so spreadsheets are out and technology is in.

The attached show a list of transactions and a simple profit and loss account. Hope it all makes.

SUMMARY

Overall, we remain reassuringly solvent, our 40th events should make a nice dent in the cash though.

Nothing too much else to report I am pleased to say.

BBN

Bank: Current a/c

From 01/10/22 to 30/09/23

Date	Reference	N	Details	A	Receipts	Payments	Balance
01/10/22			Balance brought forward				5,694.74
17/10/22	PAY 000001		Dee Brockway refund			30.00	
21/10/22	REC 000002		SIE Entries		1,171.75		
27/10/22	REC 000003		Earwicker FA Course		30.00		
31/10/22	PAY 000002		Zoom Licence Renewal			143.88	6,722.61
17/11/22	PAY 000003		Local Group Meeting Costs			45.00	
18/11/22	REC 000004		SIE Entries		224.25		
25/11/22	REC 000005		SIE Entries		535.41		
25/11/22	REC 000006		Brockway&Friede		30.00		
25/11/22	PAY 000004		Alan L re Northill			75.00	
29/11/22	PAY 000005		AGM Cash payments for lunch			190.00	
29/11/22	PAY 000006		Clements Training re FA course			882.00	6,320.27
16/12/22	REC 000007		SIE Entries		283.50		
23/12/22	PAY 000007		Sundon Costs			1,167.53	5,436.24
03/01/23	PAY 000008		Bedford MK Waterway •			102.50	5,333.74
30/09/23			Balance carried forward				5,333.74

BBN
Profit And Loss Account
For the year ended 30 September 2023

			2023 £		2022 £
Income	Chiltern Kanter 2023	284		-	
	First Aid Course 2022	60		-	
	Sundon Saunter 2022	1,931		-	
			2,275		-
Expenses	AGM 2022	(265)		-	
	Canal Trip 2023	(102)		-	
	First Aid 2022	(912)		-	
	LDWA Groups 2022	(45)		-	
	Sundon Saunter 2022	(1,168)		-	
	Zoom Licence	(144)		-	
			(2,636)		-
Net loss			(361)		-

(i)	Website & Social Media Gill Bunker	
	Website: Updated as needed with news, photos from group walks and events, challenge event info/route descriptions/finishing times/lost property etc. Facebook: 311 members. Well used. Mainly to share photos. WhatsApp: 23 participants. Keeps us all in touch!	
(j)	Local Groups Rep Peter Engledow	
	Peter will do a note of the discussions at the November 2022 meeting. No report from the NEC yet. There should be a summary in the next Strider	Peter
	Email from Local Groups Officer asking for a volunteer group to host this year's LGR's meeting: Agreed we could not offer this year because of the busy calendar of 40th anniversary events, but could possibly volunteer in the future,. Need to establish what sort/size of venue needed. Gill to respond.	Gill
(k)	Walks Database Sarah Feal	
	Sarah has only received one GPX file. Remind leaders to send a GPX file themselves or to ask someone on the walk to send one to Sarah. Sarah will draft a para for the TN.	Sarah/Gill/TN
5.	LDWA Matters	
	Insurance Issues – Incident Reports	
	No reportable incidents.	
	Matt Parker NEC Comms will include an item in the next NEC Newsletter reminding members to be aware when chatting on walks not to say anything that might cause upset to or offend a fellow walker.	
	Matt's words to be included in the TN. If the NEC Newsletter does not appear shortly, Terry will draft a para for the TN.	Terry/Gill/TN

6.	LDWA Hundreds <i>Mary Knight</i>	
	This year's EBB: CP 3 at Alvechurch. Mary said she was still waiting to hear what the CP access/opening/closing time of the CP which had made it difficult to ask for marshals. Mary to draft a request for marshals for the TN.	Mary/ Gill/TN
7.	BBN Challenge Events	
(a)	Sundon Saunter 2022 (20th November 2022) <i>David Sedgley.</i>	
	No report. Update: Merrian will prepare a short report.	Merrian
	Future Events	
(a)	Chiltern Kanter 2023 (5th March 2023) <i>Roy Carter</i>	
	The 22nd Chiltern Kanter became live and open to book in SiEntries on 1st December 2022. Currently there are 159 booked on the event which occurs on Sunday 5th March. The Marshals' walk is on Sunday 12th February and starts at Pitstone Memorial Hall. Checkpoint managers have been appointed – Aldbury village hall – Mary Knight and Gill Bunker – Wigginton village hall. Alan Leadbetter assigned to set up at Aldbury. The route grid references and questions for the Kanter remain the same as the 21st Anytime Kanter with minor changes to avoid traffic problems pointed out on the last Kanter. The badges and certificates are already prepared. Parking for entrants' cars will be available around Pitstone Hall and at the Pitstone Museum opposite. We now require a call for helpers at checkpoints and there is still a lot to do with arrangements before the event. Food will be ordered and prepared by the hall managers and HQ will have a stew cooking at the finish. Equipment to purchase.	
	Roy will confirm CP access/opening/closing times. He has some volunteers but a few more needed.	Roy/ Gill/TN
	Dogs Mike has added a para to the CK (and P&M) flyer: <i>Dogs are allowed on the event, BUT NO DOGS are allowed inside any of the halls (except assistance dogs). ALL must be on leads at all times and MUST have appropriate liability insurance.</i> He needs to check Hannington Hike flyer.	Mike
	Agreed a CK meeting be organised to progress arrangements.	Roy
(b)	Pick & Mix 2023 (4th June 2023) <i>Lynn & Dave Yorston</i>	
	The 2023 event will be held on June 4th at a new location in Wendover. All routes are now written and are awaiting checking. There is even wheelchair & buggy friendly interest route to encourage families to join us.	
(c)	Steppingley Step 2023 (19th November 2023) <i>Dave Findel-Hawkins</i>	
	Same routes and checkpoints as last time. Short route for walkers only. Checkpoints have been contacted and hire agreed in principle. Details now on LDWA website ready for inclusion in May Strider.	
	Short route for walkers only: Mike needs to alter the flyer.	Mike
(d)	Hannington Hike 2024 (6th March 2024) <i>Alan Leadbetter</i>	
	Nothing further to report at the moment.	
	Broken stile on route: Ask Alan if there have been any developments.	Gill
8.	BBN Group Events	
(i)	Celebration of the BBN's 40th Anniversary 2023	

	MK Boundary Walk – Cost of minibus on the three days not known yet. Agreed a £5 cost to walkers.	
	Greensand Ridge in Day – Cost of 34 seater coach £495. Cost of Ampthill FC Clubhouse for mid walk break £65 + catering costs. Agreed £10 cost to walkers.	
	Ruby Do; Woburn Village Hall £120 + catering costs. Agreed to subsidise this entirely. Members to book in similar way to last year's Midsummer Meanders.	
	River Cruise – Boat hire £450 (Capacity 40) plus food to be ordered. Agreed to charge £10 per person to include food.	
	Knightley/Grafton Way Night Walk. Minibus cost to be confirmed. Walkers to pay £5.	
	A BBN40 meeting to be arranged. Update Meeting arranged for Thursday 2nd February 7.30pm Zoom	BBN40
(ii)	BBN Holiday 2023 Criccieth (25th/28th August 2023) Roy Carter	
	I have organised this year's holiday to Criccieth, North Wales using accommodation arranged through Alfa Travel. The dates run from 25th to 28th August, over the August Bank holiday weekend. The holiday was announced in the TN and 22 members have booked accommodation and paid the £25pp deposit. Further bookings will require accommodation elsewhere in town. Just the walks to organise.	
9.	Financial Matters/Projects/Donations	
(i)	Adoption of formal procedure for members to claim expenses	
	Peter said the payment of expenses had been discussed at the November 2022 LGR's meeting. Some groups paid (a) event marshals' mileage and (b) walk leaders' mileage.	
	It was agreed BBN would pay marshals' mileage. The amount and procedure to be agreed at the next meeting.	Next Meeting
(ii)	Badges, Buffs and Marshals' T-shirts	
	Badges: More needed. Terry to contact Dave Yorston who we believe ordered the last batch of badges from Tolleys.	Terry
	Bufs: Buffs can be purchased from the online shop page, but it was agreed to order more BBN buffs. Gill to speak to Norman who ordered the last batch.	Gill
	Marshals' T-shirts: It was agreed to purchase 20 large, 10 medium and 4 X Large. Approx cost per T-shirt £10.	Terry
(iii)	Donations	
(a)	Proposal that BBN join the Bedford to MK Waterway Trust (David Sedgley)	
	It was agreed not to proceed with this. We are supporting the Waterway Trust by hiring the John Bunyan boat in September. Terry to contact David.	Terry
(b)	Beds Walking Festival: The Festival is unlikely to take place this year as the organiser has retired and nobody has come forward to take it over.	
10.	AOB:	
(i)	Sarah suggested that members be reminded to carry their Emergency Personal Health Card on walks. She will draft a para for the TN.	Sarah/ Gill/TN
11.	Date of next committee meeting	
	Thursday 6th April 2023 7.30pm Zoom	