**Minutes of Calderdale Crawl meeting dated 20-3-24.**

**Present: -**

Jane Guest, Karen Nash, Neil Midgley, Stephen Walker, Sandy Gee. Paula Pickersgill

**Apologies: -**

Kathryn Finn

Agenda

1. Share email response and clarity around insurance for non-LDWA walkers and helpers,
2. Book visit to Heath as soon as possible
3. Feedback from Ripponden visit.
4. Food suggestions
5. Certificates
6. Feathers, cost over £400 for 3
7. Badges
8. Tallies
9. Banner is complete.
10. Risk assessment.
11. Volunteers to walk the route in its entirety from route description.
12. Can Running club assist with 2-3-fold up tables, and or water containers.
13. Should CC meetings be open to just Calderdale members?
14. Any other Calderdale Crawl (CC) Business
15. Date of next CC meeting date of next committee meeting
16. We considered issues around insurance for challenge event volunteers and agreed that to ensure volunteers are covered by insurance they need to have a written role description, eg helping in the kitchen or car park duty.

 Non-LDWA walkers should be encouraged to join the LDWA to be insured.

1. Paula is going to attempt to arrange a visit to Heath, which is the start point of the Calderdale Crawl, the purpose is to establish what is available, for example, equipment, space, and facilities. Paula believes that Thursdays may be a good day and will confirm with Jane when a date is agreed.
2. Jane, Karen, and Stephen have been to the mid-way check point at Ripponden where sandwiches, sweet snacks and hot and cold drinks will be available. This venue has all the equipment required to prepare food and drinks, it is spacious and has a large fridge downstairs. We established we could have a key on the Friday before the event so that we can take food to the fridges and lay out tables and seating.

Walkers will use a side entrance, where there is ample space and toilets.

1. Jane provided a list of food suggestions for the CC event: -

Start. Tea, coffee, squash. Toast or scones, margarine, jam, sugar, milk.

CP1 Squash, banana, melon, cake squares, flapjack, sweets

CP2 Tea, coffee, squash. Sandwiches tuna mayo, cheese and pickle, egg mayo, jam. Crisps. Jam tarts, Foxes biscuits. Sweets.

CP3 Squash. Wrapped biscuits, sausage rolls, cheese rolls. Sweets

HQ. Jacket potatoes with filling and salad or bacon/ fish finger sandwiches or quiche with pasta salad, potato salad, coleslaw, tomatoes etc.

Ice cream, jelly, tinned fruit dependent on facilities at Heath.

There was further discussion about whether to provide toast at the start or try scones for a change, and this would also mean we wouldn’t need to source, collect, and return toasters. Further suggestions at other check points were jelly babies and crumpets. There was also some concern about sausage roles at check point 3 as keeping these cool in August may be difficult.

1. Certificates, format agreed ready to order 300 which works out a little cheaper than 150 each year and would mean we have them for a second year as no date on them.
2. It was agreed that the suggested feathers were expensive over £400 for 3 of them and these would only be used at a Calderdale Crawl event, whereas a banner could be used when/if Calderdale members help at an event.
3. Badges, Karen provided a suggested format for a badge using a similar picture as the certificate, members felt the format may be ‘too busy’ the first quote for badges was also very expensive, 150 badges = £324 or 300 badges = £540.

Karen to contact Impact (who is making the certificates) to establish if the badge cost is based on colours and if it is much ‘less busy’ would it be much cheaper. Sandy will also look at alternative places for badges.

1. Tallies, Karen provided a suggested format, members felt it was important to have mileage completed and check point opening and closing times on the tallies. It appears it is difficult to source somewhere locally who can make Tallies using waterproof paper so it is suggested we ask Anne Webb (South Pennine and SP 24 organiser) to use her contact for these.
2. The Calderdale LDWA banner is complete and paid for and will be used for the first time at the navigation course that Neil is running.
3. Jane shared the need for risk assessments for, the CC route, staffing at check points and buildings used. All members were encouraged to read the risk assessments attached to the LDWA tool kit V6.0

Karen agreed to complete the risk assessment for the route as this is very nearly complete and Karen has made clear notes of areas where there are risks associated, so will be able to complete the risk assessment.

1. Volunteers to walk the route in its entirety so that a GPX route can be available and to ensure the written route description reads easily for someone who does not know the area. Sandy and Karen will try to plan a time to walk the route for the purpose of obtaining a GPX route but ideally it needs someone who is not familiar with the area to walk the route following the written route description.
2. We will need a couple of fold up tables and chairs to be available at luddenden, foot and the water stop check points, Neil is able to provide his own for his check point at Dean House Lane. Sandy/Paula to check if the running club can loan us any equipment, tables, chairs, and water containers.
3. There was discussion following the decision at the AGM to share meetings and minutes with both primary and associate members, and whether we should also share Calderdale Crawl meeting minutes with primary and associate members. After discussion the majority decision was to send Calderdale Craw meeting minutes to primary members only. Associate members will be aware of the developments via the committee meeting minutes, without having to read all the preparation and costings etc of the Calderdale Crawl.
4. Any other Business, Sandy has agreed to source and send a copy of the list of requirements that the NEC provide to ensure all compliance is complete for a challenge event, Sandy to send to committee members prior to next meeting so members have time to read this.
5. Karem noted she has added Neil, Kathryn, Paula and Stephen to the website as committee members, she asked if these members were content to have their mobile numbers attached and or addresses. Neil and Stephen were comfortable with their mobile numbers being added but didn’t feel their addresses were needed to be added. Karen to ask Kathryn at next meeting.

We consider as a group whether we needed or wanted mountain rescue to support us at the Calderdale Crawl and considered giving them a further donation if they are willing to attend the event. Sandy to make enquires.

1. Date of next Calderdale Crawl meeting 17-4-24

 Date of next Calderdale Committee Meeting 15-5-24