

LDWA East Lancs Group

Minutes of the Meeting Held on Tuesday 7th June 2016

at the Doffcocker Inn, Chorley Old Road, Bolton, BL1 5QD

Present:

Paul Wadsworth (PW)	Chair
Alison Wadsworth (AEW)	Secretary
Paul Allen (PA)	Treasurer
David Walsh (DW)	Walks Secretary
Hilary Scott (HS)	IT Secretary
Viv Lee (VL)	Social and Events Secretary
Alma Walsh (AW)	Ordinary Member
Peter Steckles (PS)	Ordinary Member
Ken Noble	Ordinary Member
John Picton	Ordinary Member
Paul Raines	Sue Raines
Sue Boardman	Barbara Shelton
Steve Clark	

Apologies:

Gordon Stone	Publicity Officer
Caroline Tennant (CT)	

The Group was quorate and the meeting opened at 20:10 and closed at 22:10.

1. Minutes of the Last Meeting:

The Minutes were accepted as a true record of May's meeting.

2. Matters Arising:

Action 16.06: The LDWA's Data Protection Officer, Chris Hedley, is trying to arrange a meeting with two to three local groups at the same meeting. The Secretary will contact Chris to confirm a date. **Action: Ongoing.**

Action 16.12: Discussions were held as to whether donations should be made by the Group to support local areas damaged by the winter floods. It was agreed that this would be discussed after the Two Crosses at April's meeting.

June update: A sample budget spreadsheet was displayed showing the latest financial position with all future spend as agreed at previous meetings included, (aprons, party drinks, Marshall's subsidy for Christmas meal etc.). Other future routine spend such as in-memorial donations, equipment storage, recce expense fees, Group Reps weekend costs and an allowance for other miscellaneous gifts was included to show the impact on funds throughout the year. After a short discussion it was agreed to make no further donations at this point in time. **Action: Closed.**

Action 16.14: PW and AEW would assess the value of assets held at the Scout Hut and obtain an insurance quotation for the cost of appropriate cover. Andy Griffin has been contacted for information about the construction of and security arrangements at the Scout Hut. Chair to contact Andy Griffin directly. **Action: Ongoing, awaiting AG information.**

Action 16.16: (16.16) Following recent discussions it was felt that the Group would benefit from Walk Leaders and Marshalls undergoing a first aid course including instruction on

and 16.17: resuscitation. Viv Lee was assessing suitable options. Kath Page to send the Secretary contact details of a suitable training provider.

(16.17) Norman Thomas has attended a resuscitation course provided by an ex member of the Fire Service and will investigate its options. NT confirmed that the cost of such a course is £200 plus expenses (the instructor lives in Scunthorpe). Action: The Secretary will assess the cost of such a course with information from 16.16 and 16.17 and update the Group at a subsequent meeting. G Stone and Mountain Rescue are also to provide information.

June Update: The cost of resuscitation and first aid courses from many providers such as St John's Ambulance would be over £110 per person. The Secretary had contacted Bolton Fire and Rescue Service who are offering free resuscitation courses to eligible community groups in conjunction with British Heart Foundation. Viv Lee would also then be prepared to provide a first aid training course for marshalls and walk leaders. This combined package would be a more cost effective option. **Action:** The Secretary to bring further details to July's meeting.

Action 16.21: More requests had been received for GPX files for the Two Crosses routes. PW will complete and forward to Caroline Tennant for next year's event. **Action: Ongoing.**

Action 16.24: PW has given VL and CT an Operating manual for the Two Crosses and they have updated this by collecting further information from other marshalls. The manual will then be stored electronically (but not visible to all) on the web site. VL and CT to check the contents of the Manual with the Marshalls and forward to HS for storage on the secure server once agreed.

June update: Manual being checked/updated by key marshalls. **Action: Ongoing.**

Agenda Items:

3. Chair and Secretary's Update:

- 3.1 Shopmobility have sent the Chair a number of Two Crosses 10th Anniversary Badges which it had received.
- 3.2 The next Group Representatives' weekend will be held 18-20th November 2017 at Stratford. The Chair and Secretary are happy to attend and represent the Group. The final cost is to be notified to the Group and funding sought. **Action 16.25:** Secretary to inform Group of the cost of the weekend and seek funding.
- 3.3 An email had been received from Graham Smith, Secretary of the Kent LDWA Group asking for East Lancs to undertake the breakfast stop at the 2018 100. **Action 16.26:** Secretary to email Graham informing him of the Group's agreement to host the breakfast stop.
- 3.4 There is now an easier method of checking whether an individual is a current member of the LDWA which will be useful for entry checks at our challenge events. **Action 16.27:** The Chair to liaise with Caroline Tennant to implement.
- 3.5 Further to a recent Social walk, an email has been received from Kate Hughes requesting contact details for Chris Carter. At the meeting the Chair did not have these details but he has subsequently found them and will advise Chris of Kate's request.
- 3.6 Gail Elrick's recent email to all members noted that the National LDWA had donated £500 to Mountain Rescue and £500 to the Calderdale Flood Appeal.

- 3.7 Permission is required from the National Trust before any events can be held on its land. A donation of £25 was made by the Group for the Two Crosses Event in March 2016. The NT is currently trialling a project until Sept17 which may result in fees in the region of £50-100 being applied. **Action 16.28:** CT to notify the Group of 2017 costs as a minor route change could avoid all fees.
- 3.8 An email had been received from The Pendle Walking Festival, please contact the Secretary if you want further information.
- 3.9 Ultimate Outdoors at Preston is offering 15% discount to all Group members on presentation of their membership card. Its contact details are: Ultimate Outdoors, Deepdale Retail Park, Blackpool Road, Preston PR1 6QY. Telephone: 01772 282744
If the Group are interested they have also offered to host product demonstrations.

4. Treasurer's Update:

- 4.1 The Treasurer confirmed the current financial position of the Group.
- 4.2 In order to update the Group's bank accounts and enable electronic banking the Treasurer required a mandate from the Group. **Action 16.29:** The Secretary to forward a mandate to the Treasurer.
- 4.3 The Group agreed to update the signatories on the bank accounts and the following four members were agreed at the meeting as the new signatories, Paul Allen (Treasurer), Paul Wadsworth (Chair), David Walsh (Walks Secretary) and Ken Noble (Ordinary Member). Two members will be needed to sign for any transaction. The Treasurer confirmed that the signatories would need to take identification to the bank.
- 4.4 Discussions were held as to the use of Group funds to facilitate bookings of properties for Group holidays. The Treasurer and Social and Events Secretary talked through the process and VL confirmed that individual deposits were non refundable.
Some discussion was held on the Group acting as a Travel Agent, making paying by cheque rather than credit card, and any liability that might apply in the event of a holiday monies being lost. **Action 16.30:** The Chair and Secretary to obtain any additional information on any impact on the Group and bring this to a later meeting.
- 4.5 Deposits had been paid to secure church halls (one hall has been paid in full) for the Red Rose 50. This has been funded from the Red Rose 100 Legacy Fund.

5. Walk Secretary's Update:

- 5.1 The Walks Secretary is emailing the Group to request walk leaders for January to April 2017 walks programme.

6. Social Secretary's Update:

- 6.1 Full details of all social events can be found on the website.

7. Events Secretary's Update:

- 7.1 No new update on the 2017 Two Crosses Challenge Event.
- 7.2 Red Rose 50 Committee Meetings will commence in August 2015. At present Tony Clark is undertaking a risk assessment.

8. IT Secretary's Update:

- 8.1 The IT Secretary advised the Group that between 24 April and 24 May 2016, the Group's web site had received 841 visits, with 596 of these being unique. Analysis also showed that most people go beyond the first page of the web site. This confirms that upkeep of the website is crucial.
- 8.2 New functionality allowing the Group website to display the Facebook and/or Twitter logos is now available. This allows people to directly access the Group's Facebook page from a logo button. Facebook was agreed by the Group, but not Twitter.
- 8.3 New functionality allowing the Group website to show a map of local events which can be centred on a defined location has now been implemented. The Group agreed that the centre should be the Doffcocker Pub as the Group's monthly meeting place, and that only East Lancs walks will be displayed. **Action: 16.31:** HS to update website for 8.2 & 8.3.
- 8.4 New functionality is now available on the LDWA server whereby Group bulk emails can be displayed on the website. As part of this new functionality there is the option to remove any bulk emails that are older than three months in order to reduce the storage burden on the server. **Action 16.32:** HS to forward the email regarding this to the Chair / Walks Secretary and for them to review the details and the impact. The best option can then be discussed and implemented.
- 8.5 The Chair has handwritten minutes covering a significant number of years of early Group meetings. Discussions were held as to whether these should be scanned electronically and preserved. **Action 16.33:** The Chair and Secretary to assess the volume of records and bring to the October meeting.

9. Any Other Business

- 9.1 Barbara Shelton on behalf of the South West Coastal Path Committee donated a £100 cheque from the SW Coastal Path surplus to Paul Raines on behalf of the local Scout Group. Barbara will also email the expenses breakdown to all who went on the holiday.
- 9.2 HS raised restarting in 2017 the six mile summer evening walks that had proved very popular in previous years and confirmed she would be happy to organise this. **Action 16.34:** Agreed in principal but to be reviewed by the Group in September after July and August's evening walks.
- 9.3 John Picton had completed his 36 Degree Walk series and there were suggestions that he should apply to register this as a Long Distance Footpath. John was provided with a contact detail for the LDPs.
- 9.4 Gordon Stone has put a personal account of his experience completing the Dorset 100 on the web site.

Date of Next Meeting: Tuesday 5th July 2016

7pm - 6 mile Social Walk led by Hilary Scott

from

The Beaumont Arms, Armadale Road, Bolton BL3 4XB

Followed by a short Group Meeting at 9pm

Sandwiches will be provided.

ALL WELCOME