

## Essex & Herts LDWA

### Notes from the Committee Meeting held at Lorna Doone

Tuesday 5<sup>th</sup> September 2023

**Present:** Gill Struthers, Ginny Powell, Elaine Oddie, Mike Wheatley, Richard Haynes, Lizzie Bridge, Jackie Burnett, Rob Struthers (for the Shotley Peninsula 50 Debrief)

1. **Apologies for absence:** Maggie Stevenson, Peter Tremain, Brian Martin **Actions**
2. **Minutes of the meeting held on 8<sup>th</sup> June 2023**  
The minutes of the previous meeting were approved (Proposed Elaine, Seconded Mike)
3. **Matters arising from the previous meeting**
  - Checkpoint guidelines & etiquette: work in progress Jackie & Elaine
  - As 'Challenge First Aid' is a commercial organisation we will not donate to them
  - Links to the Food Hygiene and Allergy courses have been circulated
  - Jackie to follow up with HF re displaying advertising content Jackie
4. **Financial Report**
  - With surpluses from our challenge events, we currently have a net surplus of £4100 for the year (Total balance at bank £10,576)
  - Local groups who ran EBB checkpoints received £500 from the organising committee – a surplus of £42 once marshals' travel expenses are deducted.
  - Meeting agreed this would go towards three replacement First Aid kits Jackie

The Financial Report was approved (Proposed Jackie, Seconded Lizzie)
5. **Martyn Greaves Fund**  
Elaine proposed we submit a bid for updated Essex & Herts signage for checkpoints (eg solid signs, smaller banners) & other promotional items (eg tabards or aprons) Gill & Elaine
6. **Social Walks Update**
  - More walks needed over the coming months! Lizzie will write a few words for the next update. Lizzie
  - Mike suggested that we offer some shorter walks / easy ambles.
  - Richard suggested that figure of eight walks offer flexibility.
  - Leaders finding it harder to find suitable parking for social walks: later start times might help.
  - **Secret Santa:** Mike will devise a route in the Willingale/Fyfield area. Lizzie will organise refreshments etc Mike & Lizzie
7. **Challenge Event updates**  
**Shotley debrief:**  
Everyone agreed that overall, this had been an extremely successful event with lots of positive feedback about the route, the route description, marshals, and refreshments. One written complaint about noise in the village has been acknowledged. Gill passed on her thanks to Brian Adcock and everyone else involved.

There were a few discussion points for future challenge events:

#### **Start times**

Offer more start times on challenge events (every 15 minutes?) which could benefit both slower walkers and runners. Make it clear to entrants in pre-event information and at start of walk that checkpoint opening times must be adhered to.

### **Wi-Fi/PACER**

Lack of wi-fi at Holbrook was problematic. Endeavour to start walks from locations with reasonable Wi-Fi.

Checkpoints to have list of entrants with contact numbers

WhatsApp a good way of communicating between checkpoints and HQ

### **Car parking**

Only just managed to park all the cars (not helped by camper vans & larger cars).

Need to ensure that adequate parking is available near walk HQs.

### **Figure of Eight route**

Economical as one location can be used for start, meal stop and finish.

Also cuts down on travelling distance between checkpoints.

Some entrants had problems with GPX not starting on second loop (but should have route description as well)

Possibly more retirements at meal stop – but transport back to base not required.

### **Refreshments & Checkpoints**

Self-sufficient checkpoints and moving supplies on worked well.

First checkpoint very busy – provide one more table for an early outside checkpoint if possible

### **Blackwater Marathon**

- Entries are low, possibly because London LDWA Founders Challenge is the same weekend. Promote to running clubs in the area & advertise on social media.
- Ginny has given Jean some feedback on the route description.
- Jean has contacted marshals re Marshals' Walk

Jackie,  
Mike, Lizzie

### **Stansted Stagger**

- St John's Hall, Brent Pelham and Quendon Village halls all booked.
- Peter will organise the marshals' walk on 26<sup>th</sup> November.
- Peter would like a subcommittee meeting in late September: may not be possible due to holidays

### **Support on marshals' walks**

- Meeting agreed that marshals' walks are needed to check the route description/GPX files, check checkpoint opening times and give marshals the opportunity to walk the route under event conditions.
- However the amount of support provided on E&H marshal's walks was discussed as we provide more than most groups, and they can be both labour intensive and expensive given the number of walkers
  - Can we cut down on the number of checkpoints? On a 50 this could be at about 15, 30 and 40 miles.
  - Do we need support at the start and finish?
  - Do we need support on the whole route? Can we have someone on at the end of a phone on standby instead?
  - Should we ask members walking main events to consider marshalling the Marshals walk?
  - Should we set a minimum number of walkers on a supported marshals' walk?

## **8. Health and Safety**

- One entrant on Shotley taken to A&E: Accident Report Form completed.
- Mike asked about our responsibilities/duty of care on challenge walks:
  - Should we have sweepers for whole event? (But dependent on number of marshals available)
  - Should we group walkers at night? (May meet with reluctance/resistance from entrants)
  - Should we use Trackers? (Expensive: entry fees would be considerably higher)
  - Should we offer first aid training to members? (Last course was around six years ago. Expensive and didn't reach the right people)

- LDWA Event and Route Risk Assessments carried out on all our Challenge Walks
  - Jackie will add link to British Heart Foundation online CPR training in an email update ([Learn how to do CPR | British Heart Foundation - BHF](#)) Jackie
9. **Essex and Herts 50<sup>th</sup> Anniversary 2025 - update**
- Mike and Maggie leading on 50<sup>th</sup> Anniversary events.
  - St Peter's Way in a Day will be run again, probably on the Saturday of the August Bank Holiday weekend
  - Gill will write an article for an email update asking for other ideas from members. Gill
  - No update to the Golden 50 this meeting
  - Ideas and budget to be discussed at our next meeting and then taken to the AGM
10. **Essex and Herts Constitution**
- The NEC has invited comments on a revised Model Constitution for Local Groups
  - There are a few minor differences to our current constitution: Jackie will incorporate these before taking the revised Constitution to the AGM in February
  - The meeting agreed that E&H will continue to have four officers and Associate members should be able to vote at our AGM. We will seek clarification as to whether Associate Members can serve on the Committee. Jackie
- AGM**
- The AGM will be on Saturday 3rd February at the WI Hall in Old Harlow. Peter Aylmer will lead a Sculpture Walk in the afternoon.
  - Elaine (Treasurer) and Jackie (Secretary) gave notice that they will be standing down from their Officer positions. Jackie is happy to continue with the Internet and Social Media role. Jackie
11. **Any Other Business**
- Richard asked whether E&H can support or lend weight to planning applications with environmental implications or which impact on footpaths. As a group we can't, but we can make members aware of issues which they can respond to as individuals.
  - Elaine will be attending the Local Groups Weekend in November
12. **Date and place of next meeting**
- Thursday 7<sup>th</sup> December 2023, possibly PM. Please let Jackie know if this is OK All