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HEART OF ENGLAND – LONG DISTANCE WALKERS ASSOCIATION
Minutes of Committee Meeting 12 Via MS TEAMS internet engagement
at 7.00 pm on 20/09/2023.

In attendance:

Clive Wainwright (CW) Chair * *minutes taker*
 David Hood (DH) Group Secretary
 Robin Richmond (RR) Data Officer

Graham Jones (GJ) Walks Secretary
 Neil Bromley (NB) Deputy Chair

Apologies:

Michael Buckley (MB) Membership Secretary
 Christine Stockton (CS) Treasurer

Circulation

All above plus Group Membership (and via web site)

Item	Description	Action/date
12	*	
12.1.	Introductions & apologies	
12.1.1.	CS & MB unable to attend at last minute (notes given).	Note
12.2.	Approval of previous minutes 11 (25th July 2023)	
12.2.1.	The minutes were accepted as an accurate record of the meeting with no amendments noted.	Note
12.2.2.	Proposed by NB	Note
12.2.3.	Seconded by GJ	Note
12.3.	Matters arising (internal or external with Committee)	
12.3.1.	Issues with the National Executive Committee on our local group constitution review taken as far as possible with NEC. Principally further development subject to discussion at forthcoming NEC AGM or post event by them.	Note
12.3.2.	From 11.11.6 Committee personnel producing their individual reports for the AGM for an early issue to members prior to the AGM date taking place, CW asked drafts by committee members to be available for November meeting time.	Committee All Note
12.3.3.	HoE banner still ongoing for independently pursuing a sail banner purchase elsewhere. Committee will look at adopting a change to the logo CW had issued ideas to committee - review took place & agreement that 3No. different designs shall be offered for the AGM (with reports issued prior) for members final decision on outcome.	All Note
12.3.4	Status of allocation of funding as 11.5.2 & 11.5.3? No further volunteer request claims had been received following the EBB event so the NEC money offered to HoE group will be ploughed back into functioning of the MMM & BCC in next years events.	All Note

Item	Description	Action/date
12.4.	Chairs report (with deputy input)	CW/NB
12.4.1	Focus on communication & running group going forward.	Note
12.4.2	We continue to seek change where possible to our website for communication. Noting any member with appropriate IT knowledge is always welcome to contact us to achieve this.	All Note
12.5.	Treasurer's report (as caretaker)	CS
12.5.1	The Committee will seek a permanent appointment for 2023-4 from the membership. The notice of AGM will include invitations for nominations for new committee members as well as not just for Treasurer. Also hoping that in seeking a new treasurer and/or property officer there will be an opportunity to develop diversity within the committee too (not just males either)!! See appendix 12.12.1 for interim accounts status.	All Note + Committee
12.6.	Group Secretary report	DH
12.6.1	Ref - new venue sought for MMM in 2024. DH outlined he had contacted the 'Chase' school as an alternative venue for the MMM, conscious of the achieving as early as possible (more so rather than money, at circa £700-£1000 for the day) solution. Noting traditional entry numbers would still cover quite easily our outgoings. NB raised also there may be another alternative to be considered and mentioned "Malvern Vale community hall". DH said he would review with them if available for a date(s) or suitable. Obviously routing of either to be revised accordingly. Result 'Chase' probably priority due to car parking on offer - but MMM still open for further development at present time.	All Note+ DH
12.6.2	AS before the AGM meeting venue achieved, to be held at Alvechurch village - The Ark hall (as EBB checkpoint location) on Saturday 16th December (2:00pm AGM start). Note venue location also useful for being on a train route with a station nearby. DH to provide payment asap (note CS in support in cheque for DH's benefit). MB to develop a short morning walk to start at 9:00am prior to AGM commencement for those interested in attendance.	All Note DH/CS/MB
12.6.3	An independent group of current HoE members have shown the desire to help Dave Powell & the committee with our goal of putting back on the BCC event. We intend to get their support and involvement asap within the new year.	All Note
12.7.	Membership Secretary report	MB
12.7.1	MB reports 3 new members since last meeting, none wish to be contacted by email.	Note
12.7.2	MMM for 2024, reviewing for calendar date 22nd of June & any alternative venue location, MB will liaise closely with DH before next meeting on the matter.	All Note + Committee
12.8.	Walk Secretary report	GJ
12.8.1	GJ - what walks we have are on the website, it has been a bit quiet but we do now principally have a walk planned every	All Note

Item	Description	Action/date
	fortnight until the AGM. Praise given to all those who have contacted me,run and offered their service on walks to date. Please continue to contact me if you have a walk you can undertake, and always here for support for application of promoting. Next Strider application deadline by 9th Oct.	
12.8.2	CW reminded future lead walkers of the constitution that we produce a walk list for each walk undertaken for our records at the start of the day. Attendance form always available through GJ. RR also highlighted through GDPR the issue of records through GJ between them.	All Note + GJ
12.8.3	GJ said he would produce a new newsletter accordingly in the next few days.	GJ Note
12.9.	Publicity & Property Officer report	Vacant
12.9.1	Position vacant - a bonus if an individual is available for the position.	All Note
12.10.	Data Protection Officer report	RR
12.10.1	RR has achieved our annual checklist & audit trail requirements under GDPR & signed off our obligation of Annual Declaration (2022) forwarding to the NEC with the HoE committees backing in agreement. Any outstanding questions and issues that remain are now in the hands of the NEC & may have to wait until the NEC appoints a GDPR Officer. Noting close liaison with any of our HoE committee will always take place as topics arise. Committee members thanked RR for establishing a process in clarity for the future & all his input to date.	RR Note
12.11.	Any other business	
12.11.1	No further decision on Nominations for a future Charity all subject to item 11.5.3 for final decision on possible donation.	All Note
12.11.2	Noted good review in August Strider on the EBB in our area with photos & comments in support being a favourable success.	All Note
12.11.3	DH mentioned anyone who had participated on the Wychavon Way (either day's attendance) we undertook for the Group are welcome for a badge, he has them in his possession if anyone is interested for receipt.	All Note
	Meeting closed at 8.45pm – next meeting date, 15th November 2023 - using MS Teams. DH to send link. 7:00 pm start time.	DH
12.12.	Appendices	
12.12.1	Interim accounts	Note
	Heart of England LDWA - LDWA - Heart of England Local Group	

Heart of England Interim Account to 21 August 2023

Appendix 12.12.1

BANK

Bank balance 24/7/23	£ 6,915.14	
Credit since 24/7/23	£ 75.00	
Sub total credit	£ 6,990.14	
Debit since 24/7/23	£ -	
BANK BALANCE 21/8/23	£ 6,990.14	Concurs with bank statement

CASH

Cash held 24/7/23	£ 143.95	
Cash income since 24/7/23	£ 15.00	
Cash debit since 24/7/23	£ -	
CASH BALANCE HELD 21/8/23	£ 158.95	
TOTAL GROUP BANK AND CASH BALANCE 21/8/23	£ 7,149.09	

Summary of income/expenditure

Income

WW 2	£ 90.00
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Expenditure