



HEART OF ENGLAND – LONG DISTANCE WALKERS ASSOCIATION

Minutes of Committee Meeting 26 Via MS TEAMS internet engagement at 7.00 pm on 19/02/2025.

In attendance:

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

Rupert Connolly (RC) Property Officer
Yvonne Court (YC) Treasurer
Michael Buckley (MB) Membership Secretary

Apologies:-

Neil Bromley (NB) Deputy Chair

Circulation

All above plus Group Membership (and via web site)

Legend - Abbreviations:- MMM = Malvern Midsummer Marathon Event
BCC = Birmingham Canal Canter Event
FoS = Flower of Suffolk LDWA annual 100 mile event 24th May 2025

Item	Description	Action/date
26	*	
26.1.	Introductions & apologies	
26.1.1.	NB	Note
26.2.	Approval of previous minutes 25 (22nd January 2025)	
26.2.1.	The minutes were accepted as an accurate record of the meeting.	Note
26.2.2.	Proposed by RC	Note
26.2.3.	Seconded by GJ	Note
26.3.	Matters arising (internal or external with Committee)	
26.3.1.	MMM - SI entries going well to date with Strider confirmation in April edition - present entry aimed at 200 people event. Payment for Colwall village hall & Wyche institute undertaken and achieved. 500 No. badges specific to event to be purchased by RC. A waiting list to be put in place through SI entries if maximum entries reached closer to the date (21st June). Volunteers to date listed, roles & duties to be developed closer to event time. DH offered paper certificates to be printed manually by himself, saving a token account of money over being printed commercially.	Committee + DH/MB RC Note DH
26.3.2.	Inventory assessment note from last meeting - see 26.9.1	Note

Item	Description	Action/date
26.3.3	RR outline document from the efforts of work undertaken with the potential amalgamation of the 'The Coventry Way' association to be made as and when available in due course.	RR
26.3.4	LDWA Local Group Officer Meeting. Meeting took place on Tuesday 11th February 2025 at 7pm via Zoom. GJ attended & main theme related to new version of social walks form which has now included an insistence of 'In case of Emergency' contact requirement to be applied through attendance. GJ to give summary to RR on the issue of GDPR recording. As this is a NEC directive future walks are to use this new version - shortly to be available through our website or via GJ for walk leaders. Next meeting Tuesday 8th April 2025 at 7pm	All Note GJ
26.3.5	LDWA Local Groups are planning to hold their annual weekend in our area (West Midlands) and have requested if HoE could organise two social walks for Saturday 8th Nov for the occasion on the day. Venue location TBA. Volunteers/leaders required, & HoE acknowledge request. CW will write back to NEC with a view to obtaining likely distance(s) needed for the day.	All Note MB CW
26.4.	Chairs report (with deputy input)	CW/NB
26.4.1	Focus on communication & running Group going forward. A purchase of a 100 No. HoE LDWA new designed logo badges has been made (just waiting delivery) for future handout to members attending our social walks for free. Otherwise badges will be on offer to purchase at our challenge events (at a small fee £3).	Note All Note CW
26.4.2	We have four volunteer sheets following AGM on offer for support of individuals offering their services:- 1. FoS 100 mile event 2. A Coventry Way 3. MMM 4. BCC As issued internally for reference to committee members, but always open for further listing if other members are available to offer their services. Please support or offer your services direct to committee members if you can or via any requests made via our WhatsApp Group	All Note
26.4.3	CW will be attending 'A Coventry Way' development meeting on the 11th March to understand HoE volunteers members' support/roles & duties on the day.	CW
26.5.	Treasurer's report	YC
26.5.1.	Interim accounts see appendix 26.12.1 for details.	YC
26.5.2	The bank balance stands at £9,563.16 as at 17/02/25. Cash	All Note

Item	Description	Action/date
	balance £118.95. Balance includes: Debit hire of halls for MMM £400.00. Debit AGM Expenses £24.00. Debit HofE logo badges £159.99 Debit hire of hall for 1st Aid training £50.00.	
26.6.	Group Secretary report	DH
26.6.1	DH - Talked about his arranged First Aid course for the Group members (as 25.6.3). He will also bring up the question about storage costs directly with the NEC for funding availability through the 'Martyn Greaves' fund (26.6.3). He stated he has issued our AGM minutes to the NEC as their requested constitution right of receipt.	DH All Note
26.6.2	Members - In light of all the help all of you give with challenge events, we would like to invite you to do this free on-line training. https://allergytraining.food.gov.uk/ This will mean that our events will have allergy trained members handling food. If you do this training, please will you email your final certificate so that I can maintain a database of who has the certification. This database will only contain your name and the date of your certificate and an image of your certificate. It will be available to our GDPR officer RR who will police the correct usage of the data. As an update only 5No. completed submitted certificates to date. All members please consider support by undertaking.	All Note
26.6.3	The 'Martyn Greaves' fund - (a bequeathed amount of money to the NEC LDWA) has asked the Local Groups to put forward any requests of use = e.g. could be tied in with below. In respect of potential additional funding for the Group (HoE) ideas we as a committee are likely to consider for starters: - • First aid training for any leaders (or potential leaders) of social walks • Navigation training (as appropriate) if needed. • Storage for rental for equipment HoE holds or equipment purchase options. In the first instance DH has organised a First Aid course suitable for our needs. Venue Hallow scout hut for day course 10th May 2025. Fixed for a total of 12 No. attendees. All set up for a reasonable amount of money with present review for payment being assessed by the NEC (as above). DH,MB & member Anne Wade likely to do a separate two day	All Note DH

Item	Description	Action/date
	course for their continued mountain leadership certification being up holded.	
26.6.4	GJ mentioned part of the fund is being allocated by the NEC to a research project at Newcastle University on the 'leans' typically seen on the 100 mile LDWA annual event.	Note
26.7.	Membership Secretary report	MB
26.7.1.	MB - As a point of note, members need to be registered by the end of this month to continue their membership via their subscription receipts to be on the electoral roll (LDWA HoE). 8 No. new members reported joining the Group since last month with their email wishes adhered to.	MB Note
26.8.	Walk Secretary report	GJ
26.8.1.	GJ - Members keep looking at the website & as usual any person wishing to undertake a Social walk for the group gratefully received. Support always given by GJ for leadership. Would request further walks for March & May timing in particular, still short for these months. GJ/MB also raised the point that next year will be the 30th year of existence for the Group, so thought through the year to be considered by all in suggestions that we put something special on e.g. an extra long distance walk (i.e. a 50 miler) correlating with our existing challenge events organised or otherwise?	GJ All note
26.8.2	GJ reported the NEC IT department for the future are requesting a maximum of four number listed committee member emails exist per local group. Therefore HoE will have to consider a new strategy of ownership for receipt of emails with the HoE Group for individuals within the committee.	All note
26.9.	Equipment Officer report	RC
26.9.1.	Inventory assessment started and progressing to give an overall profile of situation by next committee meeting. First thoughts for purchasing new items principally only relates to new Gazebos being obtained. Mainly utilised for the BCC as outside checkpoints prevail. Likelihood of 1No. being logoed with HoE signage, 4/5 No. being bought as plain. Noting in general all other support items i.e. catering equipment, cutlery etc in good order and adequate without further need of purchase. First equipment likely to be used will be on the FoS, so details needed to be obtained from them for our checkpoint at Padham for requirements.	RC All note RR/DH
26.10.	Data Protection Officer report	RR
26.10.1	RR - GDPR data obligations as a Group up to date. In view of the new social walk form being available (26.3.4) from the NEC, RR has several reservations on the requirements & GDPR issues - he has post meeting written via email for further/any clarification.	Note RR

Item	Description	Action/date
	He will also develop further integration points to our HoE Annual Checklist relating to health & safety officers likely to perform tasks through the undertaking of specific roles in responsibility i.e. First Aid, food handling & food allergies for the smooth running of activities, insurance purposes, future claims, or (possibly) legal compliance. Issue to HoE committee prior to next meeting for comment & discussion. Also as a statement Committee members in general please consider their individual GDPR circumstances again for this year for reporting.	All Committee note
26.11.	Any other business	
26.11.1	Publicity Officer (mentioned through the website) - position vacant - a bonus if an individual is available for the position of.	All Note
26.11.2	HoE committee members listed on our web site, alterations can only be achieved via NEC IT- DH has requested the present listing of Equipment Officer be changed to RC, from Dave Powell's name.	Note
26.11.3	RC reported BCC going to schedule, allocated Ackers Unit, informed Canal Trust etc, needs to confirm the Moseley RC with payment as well as organise the badges.	Note
26.11.4	Meeting closed at 8.50pm – next meeting date, 26th Mar 2025 - using MS Teams. CW to send a link. 7:00 pm start time.	CW
26.12.	Appendices	
26.12.1	Latest on account situation.	Note
	Heart of England LDWA - LDWA - Heart of England Local Group	

Heart of England Accounts to 17/02/25**BANK**

BANK BALANCE 20/01/25	£ 10,197.15
Credit since 20/01/25	£ -
Sub total credit	£ 10,197.15

Debit since 20/01/25	£ 633.99
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Sub total debits	£ 633.99
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BANK BALANCE 20/01/25	£ 9,563.16
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CASH

Cash held 20/01/25	£ 118.95
Cash income since 20/01/25	£ -
Cash debit since 20/01/25	£ -

CASH BALANCE HELD 17/02/25	£ 118.95
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TOTAL GROUP BANK AND CASH BALANCE 17/02/25	£ 9,682.11
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