



HEART OF ENGLAND – LONG DISTANCE WALKERS ASSOCIATION

Minutes of Committee Agenda Meeting 27 Via MS TEAMS internet engagement at 7.00 pm on 26/03/2025.

In attendance:

Clive Wainwright (CW) Chair * *minutes taker*
 Neil Bromley (NB) Deputy Chair
 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:-

David Hood (DH) Group Secretary

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
27	*	
27.1.	Introductions & apologies	
27.1.1.	DH	Note
27.2.	Approval of previous minutes 26 (19th February 2025)	
27.2.1.	The minutes were accepted as an accurate record of the meeting.	Note
27.2.2.	Proposed by RC	Note
27.2.3.	Seconded by YC	Note
27.3.	Matters arising (internal or external with Committee)	
27.3.1.	MMM - All going well with minor amendments to routing through discussion. Thanks to liaison by NB on GPX files & both NB/MB on routing in the area with locals. Minor amendments required on our website (IK) to address continuity & details for being up to date. Final route description writing to take place over the next two weeks by NB. Final equipment assessment to take place at the next meeting. Entry levels on course for being fully booked, with likelihood of waiting list coming into force in May.	Committee + MB/NB Ian Kelsey NB All Note
27.3.2.	BCC - appraisal: venues booked, application to the canal Trust to be issued. Still always requesting help through volunteering needed, Whats App & wider audience required closer to the event. Dave Powell to do catering at new HQ, just discussing options. Event badges achieved presently in postage should be	RC All Note

Item	Description	Action/date
	received in the near future.	
27.3.3.	LDWA Local Group Officer Meeting. Next meeting Tuesday 8th April 2025 at 7pm RR also offered his services for this one, and would like to discuss social register/GDPR issues, noting on a usual basis one member per Group represents us via a link. CW will check if an additional link can be achieved for the date - if not GJ to log on conveying all points if possible on the night.	All Note GJ CW
27.3.4.	LDWA Local Groups are planning to hold their annual weekend in our area (Midlands) HQ Leamington. HoE will organise two social walks for Saturday 8th Nov for the occasion on the day. Start locations TBA. Anne Wade has offered to undertake one. MB/DH to review for other as a leader. Final arrangements to be published through the website.	All Note MB/DH
27.4.	Chairs report (with deputy input)	CW/NB
27.4.1.	Focus on communication & running Group going forward. Receipt of 100 No. HoE LDWA new designed logo badges has been achieved, and can now be given out as a handout to members attending our social walks for free if they wish to receive. Otherwise badges will be on offer to purchase at our challenge events (at a small fee £3 each).	Note All Note
27.4.2.	We have four volunteer sheets on offer for support of individuals offering their services:- 1. FoS 100 mile event 2. A Coventry Way - (see specific WhatsApp group now if you have offered your services). 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
27.4.3.	CW attended 'A Coventry Way' development meeting on the 11th March to understand HoE volunteers members' support/roles & duties on the day. Many other HoE members on the night attended also (Thank You). Specific WhatsApp Group formed, for additional details or any issues for the day contact CW please.	All Note CW
27.5.	Treasurer's report	YC
27.5.1.	Interim accounts see appendix 27.12.1 for details.	YC
27.5.2	The bank balance stands at £10,862.06 as at 24/03/25. Cash balance £118.95.	All Note

Item	Description	Action/date
	Balance movement in the month includes: Debit BCC Expenses £365.00. Debit High Viz vests £63.60. Debit Mosely Rugby Club BCC £500.00. Debit hire of hall for 1st Aid training £50.00. Credit SiEntries: BCC £520. MMM £1250. Unavailable Funds: Contingency for event failure £3,600.00. Grant for First Aid Training £515.00. Funds available to for general HofE expenditure: £6,866.01	
27.6.	Group Secretary report	DH
27.6.1	DH - First Aid course for the Group members has been achieved (as 27.6.3). Venue Hallow scout hut for day course 10th May 2025. Fixed for a total of 12 No. attendees. A reserve list now applies if any attendee drops out beforehand.	DH All Note
27.6.2	Members - Allergy food training is always available for members, 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 acting as volunteers 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. All members please consider support by undertaking.	All Note
27.6.3	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. Presently achieved and reviewing with NEC as below. • First aid training for any leaders (or potential leaders) of social walks = achieved 27.6.1 • Navigation training (as appropriate) if needed.	All Note DH

Item	Description	Action/date
	Storage for rental for equipment HoE holds or equipment purchase options.	
27.7.	Membership Secretary report	MB
27.7.1.	MB - 466 is our present HoE membership, drop from approx 500+ assessed as being due to payment via SI or Direct debits being re-established rather than general loss of members. Emphasis was renewing by the end of Feb, or they would not be listed to the NEC system. GJ to raise question at Local Groups meeting (27.3.3) to see if any feedback/issues with the NEC about situation since now being via SI entries for payment.	MB Note GJ
27.7.2	Paragraph statement to be place on our website to read:- “anyone who has had difficulty in membership renewal please contact MB”	MB/DH via Ian Kelsey
27.7.3	9 new members recorded since the last meeting, 7 stating they can be contacted by email.	Note
27.8.	Walk Secretary report	GJ
27.8.1.	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 May timing in particular, still short for this month.	GJ All note
27.8.2	GJ review; a maximum of four number listed committee member emails are allowed to 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. Further up date possible post 8th April Local Groups meeting.	All note
27.9.	Equipment Officer report	RC
27.9.1.	RC - Storage still an issue, but with itinerary outcome getting close for a physical result, volume for storage likely to be one garage size, possibly two for our needs. With research a typical rental storage facility in the B,ham area equates to £15 per week = approx £800 annually. Hiring would be based on where the committee member lives. Or another possible solution is part hire for a proportion of the year months leading into the challenge events - remainder of time at a garage elsewhere? Not ideal but needs a trial to establish what works best & how existing equipment is utilised? And all subject to how many events we finally undertake via the HoE Group organising within a calendar year. RR mentioned was it feasible to just hire items per event? - discussion led to it being more costly that way & we already have a large amount of equipment in our possession. As in life its likely to be a balance on outcome, together with the type of event checkpoints eg. MMM is now mostly indoor locations whereas BCC have the majority outdoors likely to require gazebos.	RC All Note RC Note

Item	Description	Action/date
	Final revisit required once full itinerary listing achieved. We certainly need a couple of new Gazebos, preferably with sides for inclement weather situations. Instant needs: - • Certainly first purchase 3 or 4 sides for existing gazebos. • A couple of new water containers. • A start/finish banner (with poles)	RC + All Note
27.10.	Data Protection Officer report	RR
27.10.1	RR - GDPR data obligations as a Group up to date. Appraisal: - have contacted various parties at NEC level on several issues of Data Protection, with no joy as outcomes on policy or questions raised. Overall respectfully seeks a new conversation with the new NEC Data Manager officer (Daniel Selman**), pointing out the developed work undertaken over the last couple of years if this can be utilised again. Clarity sought & then will advise the committee accordingly. All we can state is the Group is operating in accordance with their present guidelines & rules, inclusive of using the latest social register form for our future social walks on offer. Although RR has reservations on the latter form being used correctly, also the addition of extra work from a GDPR perspective. RR likely to pose further questions through Local Groups meeting of 8th April by joining meeting (27.3.3. item). Also as a statement Committee members in general considering their individual GDPR circumstances again for this year for reporting.	Note RR RR All Committee note
27.11.	Any other business	
27.11.1	Publicity Officer (mentioned through the website) - position vacant - a bonus if an individual is available for the position of.	All Note
27.11.2	There will be a 'A Coventry Way' post-Challenge meeting on 29 th April, proposing to make the 2026 event another 100 mile qualifier event for the NEC LDWA in our area. They also wish to push the date held later in the year for daylight reasons. HoE support and volunteer element required together with discussion needed. Committee attendance required if available to attend.	Committee + All Note
27.11.3	Noting our 30th Anniversary of our HOE Group is next year, discussion/consideration for a special walk to be put on within the year to be discussed further in our July/August meeting.	Committee + All Note
27.11.4	Just a point of note, Strider now has the opportunity for income to have advertisements placed - new Strider April issue has several.	Note
27.11.5	Meeting closed at 8.50pm – next meeting date, 14th May 2025 - using MS Teams. DH to send a link. 7:00 pm start time.	DH

Item	Description	Action/date
27.12.	Appendices	
27.12.1	Latest on account situation.	Note
27.12.2	** datamanager@ldwa.org.uk	Note
	Heart of England LDWA - LDWA - Heart of England Local Group	

Heart of England Accounts to 24/03/25**BANK**

BANK BALANCE 17/02/25	£ 9,563.16
Credit since 17/02/25	£ 2,227.50
Sub total credit	£ 11,790.66

Debit since 17/01/25	£ 928.60
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Sub total debits	£ 928.60
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BANK BALANCE 24/03/25	<u>£ 10,862.06</u>
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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 24/03/25	<u>£ 118.95</u>
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TOTAL GROUP BANK AND CASH BALANCE 17/02/25	<u>£ 10,981.01</u>
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Note to accounts

Provision for failure of event	£ 3,600.00
Grant for First Aid training	£ 515.00

Total Funds Available	<u>£ 6,866.01</u>
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