

LDWA WEST LANCASHIRE GROUP

Minutes of the Annual General Meeting of the LDWA West Lancs Group held on 9th November, 2020 via Zoom

Meeting opened 19.30 hrs

Members Present 23

	<p>Apologies:</p> <p>At 19:15 Chairman, Neil, welcomed members as they entered the meeting on Zoom. This was Neil's first AGM meeting as Chair. Meeting formally commenced at 7:30. Apologies received: Margaret and Bob, Peter and Sue, Stan and Diane</p>	ACTION
1	<p>Approve the minutes of the previous Annual General Meeting.</p> <p>Minutes of the 2019 AGM, which had been sent to members, were passed as a true record. Actions from the previous submitted motions:</p> <ol style="list-style-type: none"> 1. It was agreed to plan the Committee meetings to coincide with the group meetings, which were to be held every other month. Meetings to follow a format of slide shows and talks. This was to be trialled for 12 months. 2. Walks Register, it was agreed to complete these for every walk, however, following later guidance from central office, our interpretation of procedures was that they were no longer a requirement, so we ceased completing registers in October 2019. <p>Neil explained that when the group does start to walk again, walk registers and risk assessments must be completed for every walk. Andy agreed to co-ordinate this.</p> <ol style="list-style-type: none"> 3. It was suggested and agreed that the financial year would end at the end of December. Unfortunately, due to COVID this did not materialise. <p>Proposed by Doreen Seconded by Sue</p> <p>Matters arising: It was agreed in the future that the financial year will end at the end of September 2021, as it was agreed to hold the AGM's in future in November 2021. In AOB last year Stan asked for consideration to spend some of the Club funds on a separate social occasion, not necessarily linked to a walk.</p> <p>Neil felt that the summaries and actions of the Committee meetings were easy to understand. There was no discussion about these.</p>	<p>CARRIED</p> <p>Action when the group are able to meet socially, this will be considered</p>
2	<p>Annual Reports of the Committee</p> <p>The Chairman's, Secretary's, Challenge Walks Organiser's & Walks Secretary's reports were circulated to members prior to the meeting for their perusal and comments</p> <p>The Chair, the Secretary, Challenge Walks Organiser & Walks Secretary briefly went through their reports.</p> <p>Chair's report: Summary – Neil talked about how he hoped he 'had listened and learnt' throughout his first year as Chair. Neil wished to incorporate some discussion from the previous submitted motions into his summary tonight. He felt that the Thursday walk programme would have given an opportunity for longer walks which would have put less stress on the Tuesday walk programme.</p> <p>Linked to Motion 1, as the Chair and Committee, it was felt that there was a need to look at more structure and regularity to the group meeting. Previous meetings had a low attendance, with a point previously made by David, that all the walk information is available on the website and a meeting was not needed to discuss this.</p> <p>Neil opened this up to the group for discussion and how to proceed?</p> <p>The following points were made, one that the Furlough scheme has been extended to end in March 2021 so there was little chance of us meeting as a group before then. That there was uncertainty about when and where the group could meet, a member talked about not wishing to meet in a</p>	

	<p>formal setting as there was an ‘at risk’ husband at home. There was a discussion about meeting outside, but this would depend on Government guidance changing. After considerable discussion it was decided to postpone this motion and consider it again in November 2021.</p> <p>Regarding the present walks, Neil commented that some members were organizing their own walks, in groups of 6 in certain areas and once this lock down is over this would continue. Neil lastly stated that he felt the group was strong and it was a pleasure to be part of.</p> <p>Secretary’s report: Summary – Karen to email out to Primary members in regard to the ordering of an emergency tag, this had been on hold due to COVID, but the firm are now up and running again.</p> <p>Equipment Officer’s report: Mike’s report was delivered on the night. Mike commented that the equipment is still there, present, and current, just waiting to be used!</p> <p>Challenge Walk Organiser:</p> <p>Ian had provided a substantial report. Neil commented that this year’s Amble was a really successful event and using SI entries had been a sensible decision as it had made a significant difference. Both Ian and Neil thanked everyone for their continued help and involvement.</p> <p><u>Update re the Amble and other challenge events</u></p> <p>Ian had attended a number of Zoom meetings with the NEC, who are keen to get challenge events going again. There are strict guidelines, including no food, drink or body wagons. Future participants carry everything. Check points are to be in place, but strict guidelines as to how people are accounted for. Ian was keen to keep the Amble going.</p> <p>Ian asked for some indication as to whether he should pursue drawing up some guidelines and keeping a watching brief on Sport England/NEC guidelines. Everyone at the meeting was in favour of the Amble continuing if at all possible. Ian to put together a format for the day to be considered at the next Committee Meeting.</p> <p><u>Anytime Challenges</u></p> <p>In the course of enquiries, Ian had looked at the current situation with Anytime Challenges which are entered on SI entries.</p> <p>Ian discussed that the Barbon could be listed next year as such an event, with a £5.00 entry fee. The route has already been used by a West Sussex group recently who enjoyed the day and gave positive feedback through Chris S who had led the walk for them.</p> <p>Questions were raised in regard to the public footpaths (previously we had had permission from land owners). The route chosen would be on public footpaths. Another question was asked about whose responsibility it was if anybody got lost? Ian responded, everyone who entered, did so at their own risk. Entrants log their own time and Ian would send a certificate. (We still have some badges).</p> <p>It was agreed to proceed with this.</p> <p>Walks Organiser’s report: David’s report was self-explanatory. Tuesday walks remain very popular.</p>	
3	<p>Annual Statement of Accounts</p> <p>The annual statement of accounts was circulated to members prior to the meeting for their perusal. In view of Motion 3 and 4, see below, which were passed prior to considering the accounts, these had been prepared for an 18 month period to 30th September 2020. In reality there had been very little change in funds with no expenditure in the period of April to September.</p> <p>The statement of accounts had been approved by Peter Lomax.</p> <p>There was a healthy £8,122.74 balance and on this basis a discussion in regard to Motion 2 (a donation of £1,000 to be sent to LDWA for the website) Neil explained that additional funding was needed to cover the costs of the LDWA website improvements, such as the ability to now download past walks which was very useful. Neil mentioned how the website was now being more widely used and that we all benefit as members. Neil explained that 20/30 groups had already contributed to the IT fund.</p> <p>Whilst handing over money was initially agreed further discussion took place. A member highlighted that this money had historically been accrued over several years of events by members, who would not necessarily agree it was an appropriate use of group funds. It was felt</p>	CARRIED

	<p>that although technology was a lifeline at present, IT did not stand still and it was felt that the LDWA would be asking for further funds in the future.</p> <p>It was proposed and agreed by David and Glyn that there should be a compromise of giving £600.00 now (ie the profit from this year's Amble) to the LDWA towards IT costs and to look at running a future fund raising event to raise the £400.00, which would be donated to the IT LDWA fund at a later date.</p> <p>For completeness, the accounts were proposed by Neil Harwood and seconded by Ian Wardle</p>	
4	<p>Appoint an independent examiner of the financial accounts Peter Lomax would be asked to act as independent examiner of the financial accounts for 2020/21</p>	CARRIED
5	<p>Discuss and consider any properly submitted motion There were three properly submitted motion</p> <ol style="list-style-type: none"> At the annual general meeting of LDWA West Lancs group held on the 15th April 2019 David Whittaker submitted a motion to hold meetings bimonthly After discussion it was decided that the new committee would set dates for the new year This would be trialled for 12 months I would like to submit a motion to review the above based on the following <ul style="list-style-type: none"> No group meetings held over the last 12 months The 5 meetings held were all presentations with no provision for AOB or member feedback The absence of group meeting notes limits information for members, who need the opportunity to express their views on club matters which then enables the committee to act on their behalf <p>Proposer- John Evenden</p> <p>Seconders- Stan Bradshaw, Jeff Parr</p> I am proposing that we contribute £1,000 to the LDWA IT fund in line with at least 23 other groups including East Lancs. We do need this to support the upgrade of the LDWA IT infrastructure as we use our website constantly and would find it difficult to operate our Group without this these days. The Group has ample funds and will still have significant funds after this donation and the any others agreed by the committee. <p>Proposer- Neil Harwood</p> <p>Seconders- Ian Wardle</p> That the constitution of the Group be amended as follows <ul style="list-style-type: none"> 6.1 That future AGMs are held in November of each year rather than April. <p>Proposer- Neil Harwood</p> <p>Seconders- Karen Wardle</p> 	<p>Decision to be made at next AGM</p> <p>£600 to be sent to LDWA</p> <p>CARRIED</p>

	<p>4. That the constitution of the Group be amended as follows</p> <p>- 7.4. That the year end shall be from 1st October to 30th September.</p> <p>This will apply from 1st October 2020. For the period since 31st March 2019 accounts have been prepared for an 18-month period to 30th September 2020.</p> <p>Proposer- Neil Harwood</p> <p>Seconder- Ian Wardle</p>	CARRIED																						
6	<p><u>Election of committee</u></p> <p><u>Officers</u></p> <table><tr><td>Chair</td><td>There are no nominations. Neil has agreed to stand again</td></tr><tr><td>Secretary</td><td>There are no nominations. Karen has agreed to stand again.</td></tr><tr><td>Treasurer</td><td>There are no nominations. Jaqui has agreed to stand again.</td></tr><tr><td>Equipment Officer</td><td>There are no nominations. Mike has agreed to stand again.</td></tr><tr><td>Challenge Walks Organiser</td><td>There are no nominations. Ian has agreed to stand again</td></tr><tr><td>Walks Secretary</td><td>There are no nominations. Dave has agreed to stand again</td></tr><tr><td>Web Master</td><td>There are no nominations. Ian has agreed to stand</td></tr><tr><td>Social Walks Co-ordinator</td><td>There are no nominations. Jane has agreed to stand again</td></tr><tr><td>Committee Post 1</td><td>There are no nominations. Glyn has agreed to stand again</td></tr><tr><td>Committee Post 2</td><td>There are no nominations. Andy Webster agreed to stand again</td></tr><tr><td>Committee Post 3</td><td>There had been one nomination, John Clarke, back in March</td></tr></table> <p>Nominated: David Whittaker, Seconded: Harry Bretherton</p> <p>Due to the cancellation of the April AGM the committee had voted John onto the committee, however, for compliance the committee are asking the Meeting to confirm this appointment.</p>	Chair	There are no nominations. Neil has agreed to stand again	Secretary	There are no nominations. Karen has agreed to stand again.	Treasurer	There are no nominations. Jaqui has agreed to stand again.	Equipment Officer	There are no nominations. Mike has agreed to stand again.	Challenge Walks Organiser	There are no nominations. Ian has agreed to stand again	Walks Secretary	There are no nominations. Dave has agreed to stand again	Web Master	There are no nominations. Ian has agreed to stand	Social Walks Co-ordinator	There are no nominations. Jane has agreed to stand again	Committee Post 1	There are no nominations. Glyn has agreed to stand again	Committee Post 2	There are no nominations. Andy Webster agreed to stand again	Committee Post 3	There had been one nomination, John Clarke, back in March	<p>CARRIED</p> <p>All the committee were approved</p> <p>CARRIED</p>
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7	<p>Any other business:</p> <p>Karen discussed a request from a member in regard to the erection of a Peak and Northern Footpath sign, to be placed somewhere on the Amble route. Having checked this, the cost to the group would be £375.00. The process would be to locate a suitable sight, then request permission from the landowner.</p> <p>Discussion took place and it was thought to put this request on hold.</p> <p>As there was no further business the meeting closed at 20.46.</p> <p>Neil thanked everyone for their attendance and then invited everyone for a presentation of the highlights of the Lancashire Way followed by a short quiz. This was really enjoyable.</p> <p>It was noted to try and have a social group Zoom meeting on the 7th December, a quiz or something similar. Ideas would be welcome.</p>																							