



Wiltshire LDWA Committee Meeting

Tuesday 25th August 2026 @ 1900hrs

Minutes

In attendance: Clive Frankham, Sue Pavey, David Purdy, Lucy Robins, Janette Armstrong

1. Welcome (Clive)

The meeting was conducted online using Google Meet

2. Apologies for absence (Sue)

None.

3. Minutes of previous meeting 26th March 2026

The minutes of the last meeting were agreed.

4. Matters arising

All actions were completed.

5. Reports

- a. Chair **(Clive)** – see below
- b. Secretary's report **(Sue)** – see below
- c. Treasurer's report **(Dave)** – see below
- d. Walks Secretary's report **(Lucy)**

Nothing to report

6. Discussion and actions

a. Honeypot 100 2026

It was agreed that all volunteers at the event should receive £100, using £500 received from the NEC and the group's funds. **Janette** and **David** to liaise regarding the list of volunteers and details for payments.

b. Pewsey Downsaround 2026

No offer for expenses eg petrol and food purchases has yet been made to volunteers. **Sue** to send an email to all volunteers.

c. Pewsey Downsaround 2027 – 25th April

i. Advertising

Clive to investigate advertising at Wiltshire sports and leisure venues and via local Facebook groups. As for PDA 2026, it can be advertised as a possible training event for other charity events. It was suggested that local running clubs could be approached – Jon Bateman would be a good contact.

ii. Strider/Website

Lucy to add the event as a challenge walk for inclusion in the next edition of Strider. The cost structure to remain the same.

iii. SiEntries

Clive to set up in January.

iv. Booking locations

Sue to confirm a booking with the Scout Hut in Pewsey and also check when a deposit is required for the Social centre at Avebury.

The two churches to be contacted in January.

v. Start Times

These need to be clarified to avoid entrants arriving early at checkpoints before they've opened and for arrivals back at the HQ before the catering team have had time to have a break after the start. It was suggested that the 10 mile entrants would start at 9, with the 35 mile entrants allowed to start from 7:30, and others from 8. These need to be considered in conjunction with the opening times of checkpoints and runners' pace. **Dave** would have a runners viewpoint on this. It was noted that it was not possible for someone walking the route to leave the Avebury checkpoint 3 at closing time to arrive before checkpoint 4 closed. It was suggested that HQ should be closed to entrants from 10am for 1 to 2 hours. Decisions on this to be made in January.

vi. Marshalls walk

To be proposed at the AGM and to ask for volunteers.

vii. Storage and transport of equipment

Clare has volunteered to help with transport. Hiring a van is an option. Storage of equipment is yet to be resolved.

viii. Use of Pacer/ scanners

Following the positive experience of using PACER this year, the system will be used again. We could borrow scanners from Surrey again or just type in the identification number. The phones owned by the group to be used rather than marshals' own phones. **Clive** to discuss with other groups eg Dorset, their experience using PACER at outdoor checkpoints with limited mobile phone signal as PACER may need a constant connection to the internet.

ix. Division of labour between catering and non-catering

More volunteers are required with more precise definition of roles. **Janette** to create a list of tasks.

x. Whatsapp group

It was agreed that there should be two groups – one for catering and one for tracking entrants.

d. Jurassic 100 2027 - Devon /Cornwall

Clive and Janette to liaise on the contact in Dorset regarding assisting at their checkpoint.

e. Future 100 events

Millstone 100 2028 – High Peak Group: we are awaiting confirmation of an allocated checkpoint.

Heart of England 100 2029 have already contacted Janette to request we man a checkpoint.

f. AGM and meal

The Old Royal Ship (Luckington), suggested by Clive, appears to meet the requirements. **Clive** to contact the venue. This would take place on Sunday 6th December. Sue is not available that day but will ensure that the request for nominations is sent to members, will create the agenda and distribute it in advance. It will require someone to take notes eg of attendance, nominations, proposers and seconders at the meeting.

g. Treasurer

i. Members to be approached on social walks to identify any who show an interest in taking over the post. An alternative would be to have a new secretary, with Sue taking over the role of treasurer if there is any interest in this post instead.

ii. There are enough surplus funds to pay for an organised event eg a post-PDA gathering or a BBQ in the summer.

iii. Bea will be checking the accounts again this year.

h. Local Groups

Lucy will go to the Local Groups weekend if the date is convenient for her.

i. Walks

- i. David reported that West Yorkshire would be interested in an exchange, showing favourite walks in each location.
- ii. Clive has suggested a policy for hot weather walking is required, assuming no directive on this comes from the NEC, for example, starting earlier.
- iii. Although the significant majority of our members are in the north and west of the region, now that the Bristol group's members are included, we should still endeavour to cover all of Wiltshire in our programme.

7. Next Meeting

The next meeting to be scheduled for January. (**Sue**)

Sue Pavey

Secretary of the Wiltshire LDWA

Chairman's Report

Pewsey Downsaround (PDA)

Let me start with the PDA. As far as the entrants were concerned, it appears to have been a great success. There were many first timers, as well as our regulars. In no particular order, they loved the food, the countryside, the weather and the organisation. Please tell me if you think I'm wrong, but I believe it went very well from our side, despite a number of minor issues.

- Using PACER was, in my opinion, the right call. It is widely used across the LDWA, is well documented, and there are many experienced users we can call upon when needed. Prior to this year's event, **John French** arranged a meeting with **Tony Cartwright** from Surrey LDWA. Setting the event up on PACER was a breeze. PACER2 is meant to be even better. The interaction between SiEntries and PACER was also smooth.
- PACER can work with or without scanners, i.e. the operator can simply type in the entrant's three-figure number (or surname). We borrowed 6 scanners from Surrey LDWA this year.
- If we don't use scanners, then in theory, we don't need anything to scan. Entrants could just be sent their three-figure number, which they will be expected to remember.
- Whilst I believe other groups use PACER with members' own phones, I understand that the feedback is, if we have our own group handsets, we should use them in future. Whichever handset we use still need to be able to connect to a mobile phone network at the HQ and checkpoints.
- The lack of WiFi at the Scout Hut came as a surprise to me. There were fixes available, but as entrants had already begun arriving, there was no time to play around.
- The manual recording system worked as well as could be expected. Having both chronological and alphabetical paper lists, meant any typos/anomalies were easily spotted. The results were fed into PACER relatively quickly after the event, and certificates published. From the time he arrived, **Steve Braithwaite** seemed to have a very good handle on the numbers still to arrive at the finish.
- A WhatsApp group had been set up prior to the event, to which I was added on the day. As a communication choice it worked very well, however, in future all checkpoints need to be included in it.
- The idea of having a mass start soon went out of the window. A number of runners reached CPs 1 and 4 before the official opening times. My suggestion would be to allow the 35-mile walkers to start early; the 17 and 26 mile walkers/runners and the 35-mile runners to start at 0800hrs; and the 10-mile walkers/runners to start no earlier than 0900hrs. The revised timings would be published beforehand on SiEntries.
- CP1 closed early. In future all CPs will adhere to their published timings. I still need to speak to **Angela Johnson** to hear her ideas on this subject.
- There was an error in the longer route descriptions, caused by my cutting and pasting skills, or lack thereof. A couple of entrants pointed this out to me at the start. A few pedants also pointed out to me that GPX route didn't exactly match the satellite image of the route on the ground. Luckily they chose to air their views publicly, and were subsequently rounded on by many of the LDWA Facebook community. Any errors will be corrected ahead of next year's event.
- Apparently WHSmith/TGJones string is inferior quality. It also needs to be slightly longer next year. Other issues that are likely to present themselves in future, include the imminent retirement of **Clare Staff's** van; and we don't know how long we will be able to use **Adrian Crocker's** barn for storage. Whilst we are slowly eliminating any 'single points of failure', we are still heavily reliant on **Jeanette's** catering and organisational skills, which are pivotal to the success of our event, as well as others. We collectively need to put our thinking caps on, and try to offer the group as a whole some ideas for discussion. There has also been talk about having a Marshals' walk which might reward those taking part with, e.g. a drink.

Ridgeway 40

Many of the group supported this event once again, including **Jeanette** and I. Despite more retirements than usual, the event went off without incident. Let's hope **Phil Heneghan** is successful in securing the future of the

event. I look forward finding out about the new arrangement, and to being involved next year, hopefully in similar roles.

Hunnypot Hundred

For the third weekend in five, **Jeanette** and I were volunteering our services, this time sharing duties with the Dorset LDWA at Checkpoint 9 at Edenbridge. We were joined by **Caroline Longley, Clare**, and **Jacqui Tyzack** as well as others who had taken part and subsequently retired. It was a hugely enjoyable weekend, despite the heat. **Caroline, Jacqui** and I have since offered to help the Dorset group at their checkpoint next year in Lyme Regis.

AGM and Xmas Meal

I'm keen to have a smoothly run AGM this year. **Sue** may be unavailable on the day itself, so we will try to prepare well ahead of the event, share our reports and encourage feedback beforehand. Hopefully we can enjoy the meal and each others' company, and not worry about the elephant in the room! As a starter for ten, here are some possible venues for hosting our AGM:

- Egypt Mill (Nailsworth)
- Rattlebone Inn (Sherston)
- Old Royal Ship (Luckington)
- The Angel Hotel (Chippenham)
- The Bear Hotel (Devizes)

Treasurer Vacancy

I'm assuming that we've had no takers so far, so this needs to be a priority for discussion when out on walks

Hot Weather

I expect the recent heatwaves have depleted numbers attending our walks. I have pulled out at short notice after having seen the previous evening's local weather forecast. Hopefully if it becomes an issue that affects the LDWA long term, we'll hear from the NEC. In the meantime, let's consider what we can do, e.g. starting walks an hour earlier; or offering long and/or shorter options on the day itself; or just slowing the pace down and have more 'hydration breaks'. I don't have any answers, so I would welcome your thoughts on the subject.

Raising awareness of our group's walks in Wiltshire

What I would like is to start promoting our activities on social media. I already promote my Ramblers group on town, village and local events Facebook pages across northwest Wiltshire, which collectively have more than 100,000 followers. I'd like to roll this out for this group to all the major settlements in the county.

Secretary's Report

1. PDA 2027 – I have booked the Avebury Social centre for 25th April 2027. No deposit has been paid as the booking clerk informed me that they were changing the deposit system.
2. Business Basic Access in Microsoft Office 365 – we have now changed to this. We can use OneDrive via the website and other Office Apps. A document on how to use it was distributed on 20th July which I have yet to read in detail. Note that the Wiltshire treasurer email address is no longer active – emails are directed to me instead.
3. Jurassic 100 2027 – I replied to Gillian Kingwell to say we couldn't help with a checkpoint and are with Dorset on theirs.

4. Millstone 100 2028 – I replied to Darren Welsh of High Peak Group to say we could man a checkpoint.
5. I reviewed the location of our members by postcode and concluded the majority of our members, now including those from Bristol live in the north and west of the area (roughly north of the M4 and west from Devizes), approximately 230 out of 295.
6. Local Groups issues
 - a. We received a warning to be aware of scam emails sent to LDWA officers. I had one sent to the treasurer email address supposedly from Clive.
 - b. There was a presentation on the New Digital Platform at the recent Local Groups meeting in July which I will review. Development period is about 12 months. I have offered to be our groups contact for this. These are the actions agreed at the meeting:

DG1. Local Groups to begin reviewing and tidying existing microsite content in preparation for future migration.

DG2. Each Local Group to identify a single contact for future Digital Platform consultation and user testing.
 - c. At the meeting there was also a discussion on Long Distance footpaths with the following action:

LDP2. Local Groups to notify the Long Distance Paths Team of newly established routes, significant changes to existing routes and, where appropriate, volunteers willing to assist with route maintenance.
 - d. There was a reminder that images/photos found on the internet should not be used on the website and in event material due to licencing issues, unless supplied with permission.

WI1. Local Groups to review website images and remove any material where copyright ownership cannot be confirmed.
 - e. Next Local Groups meeting is on Tuesday 13th October which I am hoping to attend.

Treasurer's Report

Wiltshire LDWA to 5/8/26

Current Funds £10,640.48

Last Report 8/3/26 (for meeting on 26/3/26) Funds £10,074.13

PDA: income £2,651.06, outgoings £1,923.07, Total income £727.99. Note: a small amount was related to this year's 100 mile event, which I have ignored.

Nags&Nog: Total outgoing £140

This year's 100 mile event: income £500.00 (NEC), outgoings (shirts) £521.64, Total outgoing £21.64

Total income for this period was: £566.35

The information from the NEC on the tasks that need to be undertaken by the Treasurer

7 Finance.

7.1 All monies raised by and on behalf of the Group shall be applied in the furtherance of the objectives of the Group.

7.2 The Treasurer shall keep proper financial accounts, shall keep the Committee regularly informed as to the financial position of the Group, and shall report the annual accounts to the Annual General Meeting. The Treasurer shall ensure that the accounts are authorised by the independent examiner. A copy of the accounts shall be supplied to the LDWA Treasurer no later than 45 days after the Annual General Meeting.

7.3 The Treasurer shall be responsible for maintaining a correct bank account in the name of the Group. All monies received shall be paid into the Bank and all payments, other than petty cash payments, shall be made by electronic transmission signed by or authorised by the Treasurer and one other member of the Finance Sub-committee.

The Finance Sub-committee will consist of the Treasurer and two other committee members (The Authorised Committee Members). Every effort must be made to register the new Treasurer and the Authorised Committee Members with the Bank as soon as possible. If it is not possible to register the new Treasurer and the Authorised Committee Members with the bank immediately as signatories, then the existing signatories (the Existing Signatories) registered with Bank may be appointed by the committee to the Finance Sub-committee and be empowered to continue authorising payments.

The Existing Signatories must be primary members of the Group.

Once the registration of the new Treasurer and the Authorised Signatories has been completed, the Existing Signatories or any of them may remain as members of the Finance Sub-committee with powers to authorise any form of electronic transmission for a period of up to three months from the date of that registration. After that period, the Existing Signatories or Signatory will cease to have any powers to sign on behalf of the Group.

7.4 Exceptionally, and to ensure the Group can continue to function and meet its obligations, if the Treasurer is unavailable or the post of Treasurer is temporarily vacant, the Committee may appoint another Officer to authorise payments in place of the Treasurer.

7.5 The accounting year shall be from 1 January to 31 December.