

LONG DISTANCE WALKERS ASSOCIATION  
DORSET GROUP  
COMMITTEE MEETING

Winterborne Kingston Village Hall, Thursday 9 Jan 2020 7.00 pm

Present:

Committee Members:

Chris Pitt (CP) (Chair)  
Robert Powell (RP) (Treasurer)  
Pat Clifton (PC) (Group Secretary)  
Anne Brown (AB) (Walks Secretary)  
Martin Callow (MC)  
Phil Bardswell (PB)  
Ian Brown (IB)

Non-committee member:

Richard Lang (RL)

1. Chairman's welcome

CP welcomed everyone to the meeting, especially IB as a new committee member and RL who was about to join the committee.

2. Co-option of new committee member: Richard Lang

Motion to co-opt RL on to the committee.  
Proposed: Phil Bardswell    Seconded: Martin Callow

The motion was passed unanimously.

CP welcomed RL to the committee.

3. Apologies for absence

There were no apologies from committee members, as they were all present.

John Ponsford, who had been planning to attend this meeting, sent his apologies.

4. Approval of minutes of meeting 31 Oct 2019

The minutes were approved and a printed copy signed by the Chair (CP).

5. Matters arising from meeting 31 Oct 2019

RP raised the point that all primary members should receive a copy of the agenda and the minutes for the AGM. As these are currently sent out by email some members, who either have no email address or opted out from receiving emails, are not getting this information. RP said we should consider sending paper copies, by post, to these members. There was some discussion of this with the conclusion that the group

secretary should consider contacting these members, to find out if they are interested in receiving this information.

PC to check how many members are in this category.

Action: PC

## 6. Financial update

RP had distributed, by email, a copy of the treasurer's report to the committee members prior to the meeting. It contained the following information:

- i. The Group bank account statement for the period ending 21 December 2019 shows a balance of £11,142.87. Having regard to cheques uncashed at that date, cheques written since and taking account of income received since, the bank account balance as at 6 January 2020 was £10,981.76.

The group received its first payment on 15 November 2019 for the Cerne Giant. From the proceeds of £481.60 SiEntries Limited retained £200 for refunds to entrants on any Dorset LDWA challenge event, and thus a net £281.60 was received. Therefore, the total cash assets of the group as at 9 January 2020 amount to £11,181.76.

- ii. The balance at 21 December 2019 includes income of £30 received in the new financial year from RWH Travel Limited in respect of a member booking Ramblers Holidays.
- iii. A payment of £135 was made to the LDWA for the Local Groups Weekend held on 15/16 November 2019 attended by the chairman and the walks secretary.
- iv. A payment of £60 was made for transport for the linear Liberty Train South held on 6 October 2019.
- v. The cost of providing a buffet lunch for 36 members, and the hire of facilities at the AGM was £450.
- vi. The winter solstice walk attracted 16 primary members and expenditure on breakfast of £95.34 was incurred (2018: £58.45), at an average of £5.96 each.
- vii. The group accounts, approved at the AGM, for the financial year ending 30 September 2019 have been submitted to the NEC treasurer and an acknowledgment received.
- viii. RP proposed to Colin Utting, the Examiner of the Accounts, that the group should retain financial records for the current and six previous financial years i.e. the 2013/14 accounts could be destroyed at the beginning of the 2020/21 financial year. Colin has agreed to this and the committee is asked to confirm this arrangement.

The committee briefly discussed this proposal with PB querying the wisdom of destroying all the records, currently stored both electronically and on paper. The

committee will revisit this at the next meeting, to which RP agreed to bring the records for consideration.

Action: RP

- ix. Following Bill Peach standing down from the committee at the AGM there are two remaining authorised signatories to the group bank account, Robert Powell and Chris Pitt. RP sought approval from the committee to make Martin Callow a third signatory, to replace Bill, and said that he, as treasurer, would make all necessary arrangements with Santander to facilitate this.

The committee approved the appointment of Martin Callow as signatory.

RP also undertook to notify Santander of the changes to the committee membership and contact IB and RL regarding any paperwork required.

Action: RP

- x. With regard to the Y 100 Sir Fynwy (South Wales 100) at which the group is running a checkpoint, the 2017 AGM approved:

*Grant of a provision of £1,000 to reimburse members reasonable expenses when supporting checkpoints on events not organised by the Dorset Group. Events qualifying for reimbursement shall be pre-approved by the committee. The contribution from Group funds shall have regard to any donation received from another group. Expenditure shall be monitored by the committee and the committee shall review the scheme as these funds become exhausted or at any other time at its discretion.*

As reported at the AGM, the cumulative net total spent in respect of the past two financial years is £446.33. Having regard to the £813 spent in respect of the Cinque Ports 100 the £1,000 ongoing net provision may be exceeded.

Therefore, RP recommended that:

- the current £1,000 provision be increased to £2,000.
- if the increase in the provision to £2,000 is approved, that this be reported to the 2020 AGM.
- approval for expense payments be restricted to those that are helping on the group checkpoint.
- those travelling to the checkpoint be encouraged to share transport and take the shortest route that is reasonably possible.

The committee discussed the first two recommendations above. PB pointed out that the sum of £1,000 was to cover the 3 years, 2018 to 2020, and that to change this would require a motion at the 2020 AGM. It was agreed to leave the provision as it is at present and review any overspend before the AGM, when it would need to be renewed anyway.

## 7. Group Challenge events

### a) **Cerne Giant (22 Mar 2020)**

MC (with input from AB, RP and IB) supplied the following information:

- Catering - AB and RP are planning the catering and intending to provide a simple menu with jacket potatoes and a choice of 2 toppings at the end. Deirdre Flegg has agreed to purchase the food and provide the catering at the Buckland Newton checkpoint, as agreed with AB and RP. AB said they would be making it clear to entrants that special diets could not be catered for. There was some discussion regarding provision for vegans.
- Parking - Colin Utting has agreed to make a plan for this, which will be needed at least 2 weeks before the event.
- Transport - This is being organised by Bill Peach. MC said Peter Cowlyn, who will be ferrying retirees back to the Cerne Abbas (HQ), will be leaving at 4.30pm and after that retirees will have to wait to be brought back by the marshals, when they close the checkpoint.
- Equipment - John Ponsford will be shadowing Mike Childs, who will be in charge of the equipment.
- Volunteers - MC had circulated a spread sheet for the event before the meeting and checked everyone was happy with the staffing levels throughout. He said there were sufficient volunteers to cover the various roles.
- Route - MC said this is nearly finished with just a couple of queries to be resolved before completion. One issue, which MC is waiting to be resolved by Dorset Council, is an electric fence across the path at Bookham Farm. The second is the clearance of some trees near the start, which has still not been done.
- Marshals' event (1 Mar 2020) - IB said he had 18 entrants (14 for the 31 mile route, 2 for 20 miles and 2 undecided, as yet). He will email all marshals to confirm their entries and close the list 1 or 2 weeks before the event takes place.

Action: IB

MC asked if he could email the route description to those asking for it, with the proviso that it is not yet finalised. This was agreed.

Action: MC

- Publicity/possible advertising to Duke of Edinburgh groups - AB said 15 places had been offered to local schools but there had been no response.

### b) **Dorset Duddle (23 Aug 2020)**

CP said that entry for the Duddle 2020 opens 29 Feb 2020. RP stated that he has booked 3 coaches for the event with an option for a 4<sup>th</sup>. The price has increased by £5 per coach compared to last year.

### c) **Duddle West 2021 - possible date(s)**

There was some discussion over the use of Broadsword Hall in Dorchester as HQ for this event and possible difficulties with parking. It was generally agreed that these had

been minimal last time and that we should provisionally go ahead with the same HQ and route. It was agreed that a date in October, before the clocks change, should be booked. It was noted that this would mean that the Group would not be running a challenge in the spring of 2021.

**d) Route for the Dorset Giant 2022**

It was agreed to leave discussion of this to a future meeting, with the hope that PB will be able to be present to explain his suggested changes to the route.

**e) Catering for future events**

RP expressed the intention of the committee to build a team of volunteers, along with a data base of information on catering. It was agreed that for each event there will need to be someone in charge of the planning and preparation, with possibly a different person in charge on the day.

**f) Equipment management for future events/inventory**

CP said that John Ponsford has volunteered to take on this task and it was agreed that he should be invited to the next committee meeting, as unfortunately he was unable to attend this one.

AB said she still had very few replies to her emails appealing for information and that 50% of the Group's equipment was therefore unaccounted for.

**8. Checkpoints for Wiltshire 50 and the 100's in 2020 and 2022.**

**Wiltshire 50** (31 Oct/1 Nov 2020) - MC said there was no new information on this event. He has been asked by Andy Todd, the organiser, to check the route description, but is unclear whether this meant actually walking the route to check it on the ground. CP volunteered to walk the route in March, after the Cerne Giant.

MC to let Andy Todd know of CP's offer and to clarify what is needed.

Action MC

**100 in 2020** (23 - 25 May) - CP said he has 10 volunteers to cover the Dorset group checkpoint in Pandy from 4 am to 6pm. There is plenty of room for parking and a room to sleep in at the checkpoint.

**100 in 2022** - to be in Warwickshire. Currently no more details.

**9. Social walks planning and programme**

AB said she needs more leaders to put details of walks on the planner, as there is currently 12 vacant weekends between April and August 2020. She expressed concern that if there is little choice, the walks available will become overcrowded and that large group sizes are difficult for walk leaders to manage. AB proposed that some shorter walks could be included in the summer programme, to encourage those that don't want to go so far.

The form to be completed by visitors to Dorset group walks was approved by the committee and AB said she will let walk leaders know that it is to be used.

10. Implementation of the motion, from the AGM, to redesign the Group logo.

CP said the LDWA have few restrictions on the design of group logos. He suggested members should be given a month to submit their ideas and that he will draft an email (subject to committee approval) to ask for entries with a deadline of 1 Mar 2020.

There was some discussion of the possible number of entries the committee might receive.

11. Group contribution(s) to the national IT fund.

CP stated that he would like to raise funds for this by the method he suggested at the AGM. That is the Group should increase the amount charged to non-members entering our events, so they pay £10 more than the members, with the intention of allocating £5 of the surcharge to the IT fund. PB expressed his opinion that it is wrong to get non-members to pay in this way but CP said they had the option of joining the LDWA and contributing by that means.

It was agreed that the Group policy must be decided by a motion or motions at the next AGM, with PB saying that a number of options should be offered to the membership.

It was agreed to revisit this at a committee meeting in the summer.

12. Possible contribution towards a 2020 group holiday in Wales, to be organised by Colin Utting

CP said he thought the committee should approve this in principle, as long as the holiday was open to all members of the Group. The committee agreed to revisit this, when the number of members interested in going was known.

RP to check what contribution was made to the Group holiday in Wales in 2017.

Action: RP

13. New draft policy, to be submitted to the NEC, regarding dogs on social walks.

There was some discussion regarding the legal responsibilities and public liability insurance for dogs. AB said that the LDWA's new insurance policy does not mention dogs. CP said that verbal assurance from dog owners, that they had suitable insurance for their dog(s), is all that is needed. The subject of visitors bringing dogs on walks was then considered and it was decided that the Group policy should be that only members could bring dogs on walks.

AB is to redraft the policy, taking into account this discussion and the email received from John Ponsford on this subject.

Action: AB

14. Diary of events for the coming year.

It was agreed that a diary of events for the coming year (as far as they are known) should be included at the end of each set of committee meeting minutes.

15. Other matters arising from the AGM.

There was a short discussion of the venue and buffet for the AGM 2019. It was agreed that the buffet had been a little disappointing, possibly due to the venue struggling to cater for the number of members attending.

16. First aid training.

CP said he would arrange for 1<sup>st</sup> Response Training to run a course for 16 members on a Saturday and would book a village hall to use for this purpose.

Action: CP

17. Policy for adding new group members to the email list.

AB proposed that, instead of waiting for new members to ask to be added to the Dorset Group Email List, we should add them automatically. Those that expressed a wish not to receive these emails could then be removed, as required. AB said she would draft a welcome email to be sent to new members, including a notification of the email list and how to opt out from it.

Action: AB

PC agreed to check the Group membership list for new members each month, send them the welcome email and add them to the email list.

Action: PC

18. Dates and venue of committee meetings in 2020.

MC said that another committee meeting before the Cerne Giant was unnecessary.

It was agreed to change the venue for the committee meetings to the Stour Lounge at Sturminster Marshall Village Hall.

The following dates were agreed for committee meetings:

Mon 30 Mar 2020

Thurs 2 Jul 2020

Fri 2 Oct 2020

PC agreed to book these dates.

Action: PC

19. Possible venue and date for the 2020 AGM.

The date for the AGM was agreed as Sun 8 Nov 2020.

There was some discussion of possible venues and the committee members agreed to think of ideas and gather more information.

Action: All

20. Any other business.

- CP thanked Phil Bardswell (PB), who is standing down from the committee, for his fantastic, thoughtful contributions over many years of service. CP and PB are

to liaise over removing PB's access to parts of the LDWA and SI Entries websites. RL expressed an interest in taking over this responsibility and CP welcomed this and agreed to show him what is needed.

Action CP, PB and RL

- After some discussion regarding the insurance policy offered by SI Entries, the committee agreed that it is unnecessary for the Dorset Group.

#### DIARY OF EVENTS

01 Mar 2020	Cerne Giant marshals' event
22 Mar 2020	Cerne Giant main event
30 Mar 2020	Committee Meeting
04/05 Apr 2020	Wellington Boot marshals' event
18/19 Apr 2020	Wellington Boot main event
02 - 04 May 2020	South Wales 100 marshals' event
23 - 25 May 2020	South Wales 100 main event
02 Jul 2020	Committee Meeting
26 Jul 2020	Dorset Duddle marshals' event
23 Aug 2020	Dorset Duddle main event
24 - 27 Sep 2020	Possible group holiday in Wales
02 Oct 2020	Committee Meeting
10/11 Oct 2020	Wiltshire 50 marshals' event
31 Oct/01 Nov 2020	Wiltshire 50 main event
08 Nov 2020	AGM