

**LDWA East Lancs Group**

**Minutes of the Meeting Held at 8pm on Tuesday 6<sup>th</sup> June 2017**  
**at the Doffcocker Inn, Chorley Old Road, Bolton BL1 5QD.**

**Present:**

Paul Wadsworth (PW)	Chair
Alison Wadsworth (AEW)	Secretary
Paul Allen (PA)	Treasurer
Viv Lee (VL)	Social and Events Secretary
Hilary Scott (HS)	IT Secretary
Peter Balshaw	

**Apologies:**

David Walsh (DW)	Walks Secretary
Alma Walsh (AW)	Ordinary Committee Member
Ken Noble	Ordinary Committee Member
Peter Steckles	Ordinary Committee Member
Barbara Shelton	Caroline Tennant (CT)
Nick Halford	

**The Group was quorate and the meeting opened at 8.04pm and closed at 9.45pm.**

**1. Minutes of the Last Meeting:**

The Minutes were accepted as a true record of June's meeting.

**2. Matters Arising:**

**17.07:** At the April meeting the group approved the following items of expenditure for the 2016-17 accounting year:

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- £5.00 subsidy to Marshals attending the Christmas meal in December 2017 (Secretary and Treasurer to action)
- Rental for equipment storage space
- Walk Recce expenses will continue to be paid as per previously agreed rules
- Miscellaneous donations to be individually agreed and approved
- Miscellaneous gifts as required to be individually agreed and approved
- It was also agreed to stop funding sandwiches at Group meetings thereby saving £25 per meeting.

July update:

- Events Secretary has purchased 2 soup kettles and 1 large teapots, with 1 large teapot left to purchase
- Asset List has been brought up-to-date for recent purchases and disposals.
- Treasurer has actioned donations to Mountain Rescue (£45) and National Trust (£25)

**Action: Closed**

**17.17** An alternative storage space for the Group's equipment has been identified in the loft space at St. Margaret's Church, Halliwell, Bolton.

The group agreed to give notice to Rochdale Scout Group and the Secretary will contact the church to make arrangements to commence storage.

July update:

- The Chair has identified robust shelving at a cost of approximately £150 and will install this in the loft space on Monday 10<sup>th</sup> June 2017. The Group agreed to fund this purchase.
- The Church is not allowed to store any flammable liquids on the premises. The Events Secretary agreed to store the gas cannisters at her property.
- The Secretary and Events Secretary to liaise and agree a date and time to transfer the equipment from the Scout Hut to Church.

**Action: Ongoing**

**17.18:** At April's meeting it was agreed to continue funding recce expenses for walk leaders and it was agreed to provide details of the process at a later meeting, as follows:

*The Walks Sub Committee request the club membership to consider the following proposal regarding the payment of expenses to walk leaders.*

- 1) *Expenses may only be claimed by a person who leads more than two walks in a 12 month period. The first two walks will not be recompensed.*
- 2) *Expenses will only apply to walks included in the club programme.*
- 3) *Only one person per recce and one recce per walk will be eligible.*
- 4) *A rate of 20p per mile up to a maximum of £20 may be claimed.*
- 5) *Where public transport costs are involved a bus or train ticket must be submitted for reimbursement.*

*We ask that the above proposal is accepted for a 12 month trial period.*

*All claims will be confidential and will be handled by Alma Walsh who will liaise with the Treasurer to secure payment for claims. Alma will report to the club on a quarterly basis but names will not be revealed.*

The Walks Secretary confirmed that the 12 month period referred to runs from October to September. The 20p per mile was agreed to still be adequate. The Secretary to type up the Payment of Expenses to Walk Leaders Process and send to the IT Secretary for inclusion on the web site.

July update:

- The Policy currently in operation had originally been for a 12-month trial period expiring in 2012.
- The Group agreed an updated Policy at the meeting.
- The Secretary to send the updated Policy to the IT Secretary for inclusion on the website.

**Action: Ongoing**

**17:19, 20,** Discussed and updated under Section 9.2 Red Rose 50.

**21, 22 &  
23**

**Agenda Items:**

**3. Chair and Secretary's Update:**

- 3.1 The Chair has bought 3 portable utility shelters from Aldi on a sale or return basis for review by the Group. These could be used at the cut off point and CPs 3, 6 & 7 on the Two Crosses. The cost was £19.99 each. The Group erected a shelter and agreed to purchase all 3. They will be issued to CPs 3, 6 & 7. The Cut off point can suffice with golf/fishing umbrellas due to the shorter time period involved.
- 3.2 As the Chair and Secretary cannot attend the August meeting, the Group agreed to cancel this scheduled meeting.

#### **4. Treasurer's Update:**

- 4.1 The Treasurer gave a verbal update on the group's financial position, noting that a number of future payments needed to be made.

#### **5 Walks Secretary's Update:**

- 5.1 Nothing to report.

#### **6. Social Secretary's Update:**

- 6.1 The 2017 Hundred and Two Crosses Party was held on Saturday 10<sup>th</sup> June 2017 at St Margaret's Church, Lonsdale Road, Bolton BL1 4PW, it was agreed to provisionally book this venue for the 2018 Party to be held on Saturday 7<sup>th</sup> June 2018.

At this year's party  $\frac{3}{4}$  of the beer barrel was left over as well as a number of bottles of wine, which were sold off at the end of the evening. The Group to review the quantities of beer and wine provided at next year's party.

##### **Action 17:24:**

- The Secretary to provisionally book the Church Hall for 7<sup>th</sup> June 2018.
- The Group to review quantities and expenditure on beers, wine and soft drinks in May 2018.

##### **Action: Closed**

- 6.2 Full details of all other social events can be found on the website.

#### **7. IT Secretary's Update:**

- 7.1 The IT Secretary reported that the web site was up to date.

#### **8. Any Other Business**

##### **8.1 Member's Open Forum:**

No updates.

##### **9. Event Secretary's Update:**

##### **9.1 Two Crosses Event**

No new updates.

##### **9.2 Red Rose 50 Event**

186 entries have been received to date on the 50 mile route, 8 received for the 28 mile route.

8 entrants on the Marshals Walk. There will be a small financial loss on the Marshals Walk but this is the only year it will be put on. 2

##### **Action 17.27:**

- Viv to try to negotiate a discount at JSC due to the extended continuous overnight periods that the 2 bookings cover for which a 'bulk' discount could apply.
- Volunteers are still required for the Marshals' Event, covering kitchen duties from Saturday evening to Sunday morning. Please contact Viv Lee if you can volunteer.

##### **Action: Ongoing**

##### **9.2.1 Route:**

- The route has been finalised with the route description being updated by Kath Page.
- Hilary has yet to receive any documentation to add to the web site. Some debate occurred about the route at White Coppice. The Chair agreed to walk the relevant

section and send comments/updates to Kath Page. There was some doubt as to the grid reference at Belmont, the Chair to contact Kath.

**Action 17.19:** Kath Page to update the route description and GPX file with any amendments and send to Hilary for inclusion on the web site by 30<sup>th</sup> June 2017.

July update:

- Chair had sent amendments to the route to Kath Page.
- Following the 2<sup>nd</sup> Sunday recce the Chair suggested a route amendment following the Lumb Carr Lane CP to avoid potential risks. This was agreed by the Events Secretary. The Chair to update Kath Page.
- It was agreed that version control of the route, GPX files and route description remains with Kath Page only.

**Action: Ongoing**

### 9.2.2 Checkpoints and Jumbles Sailing Club:

- All deposits have been paid.

**Action 17.20:** Viv to give the Treasurer a list of when CP balances need to be paid.

July update: Treasurer to pay all outstanding balances apart from the Jumbles Sailing Club which is to be paid in cash after the event.

**Action: Ongoing**

- A discussion was held re moving one of the Tockholes CP on the Marshals Walk.

**Action 17.21:** Viv and the Chair to discuss and agree before 30<sup>th</sup> June 2017.

July update: Change agreed from Tockholes to Fenisccliffe, St Francis Church Hall with Kath Page to amend route description accordingly.

**Action: Closed**

- Viv has produced a menu for each CP and this have been distributed for comment. Following discussions at the meeting it was agreed not to provide sandwiches at CP1 .

**Action 17.22:** The menu for the Red Rose 50 will be finalised at the Group meeting on 4<sup>th</sup> July 2017. Please send any comments by 30<sup>th</sup> June 2017 to the Secretary or Viv, or bring them to the meeting.

July update: The menu was agreed at the meeting.

**Action: Closed**

- Viv has sent updated information to Nick Halford who will type and send to Hilary Scott for inclusion on the web site.

### 9.2.3 Tally

- Caroline Tennant is managing the tally design, process and production and confirmed that an emergency contact number is included.

**Action 17.23:** Caroline to bring a sample tally to the next meeting for discussion and agreement on how it should be used, particularly at early CPs.

July update:

Caroline has updated the tally and the process of how it will be used will be discussed at September's meeting.

**Action: Ongoing**

### 9.2.4 Management:

- Kath Page was confirmed as the 24 hour roving checkpoint co-ordinator for the main event. Viv Lee will remain at the Jumbles Sailing Club for the duration of the event.
- Paperwork for the Control Team to be discussed at the next meeting, including how the monitoring of an entrant's progress will be managed.
- Discussion was held as to how an entrant's emergency contact and medical details

can be printed off/downloaded from SI. To be agreed at future meetings.

- The Secretary to let Viv know when the Church Hall can be accessed for collection of equipment before the main event.

**Action 17.25:** Secretary to liaise with Church and inform Viv of available dates and times.

**Action: Ongoing**

- Viv queried the members of the Control Team and hours of working.

**Action 17.26:** The Chair to liaise with Don Watson and Julie Wightman re shifts for the Control Team and inform Viv accordingly.

- Secretary confirmed that she will arrange access for the return of the majority of the equipment back to Church before 9am on Sunday morning.
- All CP Co-ordinators were asked to check the updated documentation when it is put on the web site and asked to send any comments to the Secretary or Viv, or bring them to the September meeting.
- A £200 float will be left with the Control Team on the main event for emergency purchases. All purchases will be recorded and receipted.

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**Date and Time of Next Meeting**

**PLEASE NOTE THAT THERE IS NO MEETING IN AUGUST 2017**

**8pm, Tuesday 5<sup>th</sup> September 2017 at the  
Doffcocker Inn, Chorley Old Road, Bolton BL1 5QD.  
Please note there is NO meeting in August.**

**ALL WELCOME**

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