

**LDWA East Lancs Group**

**Minutes of the Meeting Held at 8pm on Tuesday 5<sup>th</sup> June 2018**  
**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	IT Secretary
Ken Noble	Ordinary Committee Member
Gordon Stone	Roger Jackson
Andy Griffin	Ian Hamilton

**Apologies:**

David Walsh (DW)	Walks Secretary
Alma Walsh (AW)	Ordinary Committee Member
Caroline Tennant (CT)	Mike Bushby

**The Group was quorate and the meeting opened at 8.15pm and closed at 9.25pm.**

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

The Secretary apologised for missing an action from the May Minutes, Mike Bushby had volunteered to produce a flyer to advertise membership of the Group and this has now been added as Action 18:08. Otherwise the Minutes were accepted as a true record of May's meeting.

**2. Matters Arising:**

**Action 18.01:** Local Groups must obtain name, address and emergency contact details for non-members who participate in advertised Group walks. This is to ensure that the current third party insurance provided by the Group covers non-members.

**Action 18.01:** The Chair and Walks Secretary to agree a pro forma for implementation in January 2018.

The Chair presented a draft Procedure entitled 'Management of Walk Safety' which had been shared with the Secretary and Walks Secretary. This Procedure adds this new requirement to current best practice and also includes sections covering the responsibilities of every walker. The aim is to provide an easy to use, best practice guide that can act as a reminder at the start of each social walk.

Comments received include:

1. Amend the section to state that whilst dogs are usually accepted on walks check with the walk leader that this is the case as there may be some exceptions, for example walks in nature reserves etc.
2. Add a section to advise new walk leaders on how to carry out recces.

The Group voted to implement the updated Procedure with the Chair trialing it on his 29<sup>th</sup> April 2018, Bronte Round walk.

CT will provide laminated copies that will be distributed to regular walk leaders.

This issue has been overtaken due to the requirement for the NEC and every local group to comply with new national General Data Protection Regulations (GDPR) and is currently on hold. Draft documents have been issued by NEC for review by Group Secretaries. NEC are to meet on 7<sup>th</sup> April, with advice, guidance and an updated Data

Protection policy being issued to all group officers and all LDWA members in May.

GDPR has to be implemented by 25<sup>th</sup> May 2018. Three documents will be sent out by the NEC prior to this. The introduction of GDPR will probably mean some different ways of working for the Group. We will await the new documents and discuss the implications with the Group at a later meeting.

**June update:** The NEC has sent out a global email to all members, who have opted to receive emails, regarding GDPR and its implications to the management of the Group. This needs to be reviewed carefully but one requirement is the introduction and completion of a walks register for each walk. The Chair will update the draft Management of Walk Safety Protocol and sent out to the Group for discussion and agreement.

**Action: Ongoing**

- 18.02** To date 13 people have volunteered to attend the CP Course, suitable both as an introduction and a refresher, at **10.30am on Saturday 8<sup>th</sup> September 2018**. If anyone else is interested in attending this course please contact the Secretary. Places are limited to 15 but the Fire Service is happy to put on additional dates as required.

**Action: Closed**

- 18.03** The Treasurer has received a cheque for £170 from the North Yorkshire 100 Committee in recognition of the Group's contributions to the breakfast stop on the 2017 100. A debate on how these monies should best be used took place and the Group voted that the money should be divided equally between the marshals who provided a full shift at the breakfast stop.

**Action 18.03:** Viv Lee has identified 16 marshals who will each receive an equal share of the £170. The Treasurer will send out cheques.

**June update:** Cheques have been sent out.

**Action: Closed**

- 18.05** The Group agreed to make the following donations to recognise support given to the Two Crosses Event:

- £45 to Bolton Mountain Rescue
- £25 to the National Trust
- £100 to the Laurel Centre's Roof Appeal

**Action 18.05:** The Treasurer to make the agreed donations on behalf of the Group.

**June update:** Cheques have been sent out.

**Action: Closed**

- 18.08** Mike Bushby has volunteered to produce a flyer to advertise membership of the Group.

**June update:** A draft has been sent to the Secretary.

**Action: Ongoing**

#### **Agenda Items:**

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

- 3.1 The NEC has appointed a new President, Phoebe Smith.

- 3.2 Mike Bushby has volunteered to hold a navigation course in early Spring. Further details to follow.

- 3.3 Caroline Tennant had discussed the Group's logo with her neighbour, a graphic designer. It was agreed that we needed to check that any symbols were Lancastrian in origin using the Lancashire red rose and Lonk breed of sheep.

**Action 18.09:** The Secretary and Caroline to identify suitable images to update the Group's logo in discussion with the graphic designer.

**Action: Ongoing**

- 3.4 The Chair updated the Group on the current membership statistics.

3.5 The Group agreed to book and pay for the Billiard Room in advance to ensure an appropriate meeting room for the AGM in November.

**Action 18.10:** The Secretary to organise the room booking and order a hot pot supper with vegetarian option.

**Action: Ongoing**

3.6 The Chair congratulated all members who entered the Kent 100, congratulations to those who finished, commiserations to those who didn't and a special thanks to Viv and all who marshalled at the Breakfast Stop. A separate email with full details has been sent to the Group.

Viv was also thanked for organising the accommodation in Walmer.

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

4.1 The Treasurer gave a verbal update on the Group's financial position.

4.2 The accommodation at Kent 2018 has all been paid for at no detriment to the Group.

The first payment has been made for Ghyll Head 2018.

4.3 The Treasurer has received a letter from the Group's bank advising that the existing savings account is being phased out and inviting the four account signatories to a meeting to discuss options for its replacement.

The Chair will canvas available dates and times for the four to meet.

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

##### **5.1 Red Rose 50**

- The Red Rose 50 Committee had met before the Group meeting and plans are well advanced. Ken Noble has completed the revised route and the updated route description and GPX file are now on the web site.
- In Caroline's absence VL reported that only 41 entries have been received to date. This is still disappointing. HS commented that The Irregulars are holding a new 50 mile challenge event in July and this may account for our low numbers [Post meeting note confirmed that the Afoot in the Dales has 220 entrants and is anticipating reaching its limit of 250].
- Members are asked to promote the RR50 and remind anyone thinking of entering to enter early to ensure the event goes ahead.
- The RR50 Committee has agreed that the financial break even number of entrants required is estimated to be about 80. The next meeting of the RR50 Committee will take place in July and will report back to the Group at the August meeting.

##### **5.2 Two Crosses**

The Two Crosses Event is live on SI, no entries received to date.

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

6.1 The Walks Secretary will shortly be looking for walk leaders for the January to March 2019 Walks Programme.

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

7.1 Full details of all social events can be found on the website, which includes:

**2018**

June – Two Crosses, RR50, 100 Party  
November – Real Ale Ramble  
December – Ghyll Head (now full)  
New Year – Neuadd Arms, Llanwrytd Wells

**2019**

January – Ambleside  
February – Keswick  
April – South West Coast Path  
May – Hadrian 100

**2020**

May – The Welsh 100

For further details or to book a place please contact the Social Secretary, Viv.

- 7.2 The Two Crosses/100 Party is confirmed as Saturday 9<sup>th</sup> June 2018 at St. Margaret's Church Hall. The Group will provide bottled beers, wines and soft drinks. Norman Thomas has agreed put on a quiz. An email will be sent to all members asking for contributions to the buffet, responses to Viv.

**8. IT Secretary's Update:**

- 8.1 The IT Secretary's had reported that the website was up to date.
- 8.2 Hilary presented an overview of the Group's website statistics and provided a helpful explanation of bounce rates etc. The statistics showed that the average user spends less than three minutes on the web site.  
The most popular pages to view were; Future Events, RR50, Two Crosses and After the Walk reports.
- 8.3 Hilary was thanked for an interesting presentation.

**9. Any Other Business**

**9.1 Member's Open Forum:**

As a large number of apologies has been received for the July meeting, it was agreed that the July meeting will be cancelled. The next meeting will take place in August, see below.

John and Edith Pickton sent their thanks to the Group for the card, gift and messages of support.

Nick Halford has been involved in a recent car accident but thankfully was not seriously injured and is now recovering at home.

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**Date and Time of Next Meeting**

**8pm, on Tuesday, 7<sup>th</sup> August 2018**

**at the Doffcocker Inn, Chorley Old Road, Bolton BL1 5QD**

**Sandwiches will be provided.**

**ALL WELCOME**