

LDWA WEST LANCASHIRE GROUP

Committee Meeting minutes

Thursday 5th May 2016 at 8pm

		<u>Action</u>
	<p>Apologies: Doreen, Sue & Jaqui</p> <p>Present : Chair John, Secretary Karen, Ian, Glyn, Mike, Dave, Sue</p>	
1	<p>Minutes last meeting None received</p> <p>Minutes for AGM Equipment: It was reported by Mike that the toasters are in working order.</p> <p>Correspondence : A thank you card was received from Pauline Edwards, to be circulated at the next club meeting</p> <p>Standing items: Finances, equipment, walks</p>	
2	<p>Group administration A group email address which is westlancsl dwa@gmail.com has been set up. It was agreed that this should be used by the secretary when communicating to members or when emailing to others with group business.</p> <p>Ian introduced the issue of Data Protection. After some discussion it was agree that we now need to start operating in a way that conforms to the Data Protection Act and conforms to the guidelines set by the LDWA</p> <p>It was agreed that we now need to start using the National Database when sending group emails. The advantages of being able to upload documents onto the LDWA website were explained by Ian. This would ensure that all documentation such as minutes / walks programmes would be there for others to gain access to in the future.</p> <p>A list of all our primary and associate members had been circulated so that active members could be identified. An initial list of active members had been identified to which Doreen identified some additions and some she felt needed to be removed. Dave put forward some names that were actually not on the members list. These are people who are walking with the group but for some reason are not shown as members. Why is this?</p> <p>It was agreed that all members need to check their details on the Database. It was agreed that this would not be easy.</p>	<p style="text-align: center;">Ian to look into this</p> <p>Ian to give a presentation at the next meeting about how members can use the website to update their details</p>
3	<p>Website permissions It was agreed that we need to revise the names listed as having website access. A revised access list was agreed.</p> <p>It was agreed that Stan should continue to have website access so that he can continue to upload walk photos and reports. Stan to be asked if he would be prepared to continue doing this.</p>	<p>Ian</p>

	Walk leaders to be encouraged to write reports	Sue and Dave
3	<p>2017 Amble As we are to continue using the same venue we discussed the issue of overcrowding and agreed to cap the entry numbers at 300 and to increase the entry charge to £9.</p> <p>Glyn suggested staggered start. It was agreed that runners will now start at 9.00am walkers at 8.00am. Registration for runners will be between 7.30 & 8.30pm and walkers 6.30 to 7.30am.</p>	
4	<p>Next club meeting May 16th We discussed how we go about engaging with the group to determine what they want from monthly group meetings.</p> <p>What should the format of future meetings be? Decisions to be made on Venue, whether meetings are needed every month, how often presentations should be offered, whether some meetings could involve more of a social element, like a fish and chip walk as suggested by Glyn.</p>	
5	<p>Presentation Equipment The group does own a projector, but in the past Stan has used his own laptop to give presentations. Stan also owns the connecting cable and the screen.</p> <p>Glyn agreed to look after the projector for the club and provide facilities needed to give presentations.</p>	
6	<p>Change of venue A couple of places were mentioned by Mike. Members to be asked at next meeting.</p>	
7	<p>Dogs on walks After discussion it was agreed that all dogs should be on short leads on all walks in line with the Country Code.</p>	
8	<p>10 mile walks (Time limit) It was agreed that these should be referred to as the Tuesday walk irrespective of mileage. It was agreed that consideration had to be given to time and that efforts would be made to complete walks by 2.30, with some flexibility.</p>	
9	<p>The Plod 2016 It was agreed to go ahead with the PLOD, the date is Saturday 10th December and the venue The Calf.</p> <p>It was agreed that there needs to be some consideration to the invitation list and a criteria decided upon to determine numbers.</p> <p>It was suggested that we consider subsidising the meal.</p> <p>It was suggested that the club could also hold a function after the Amble to thank those who assist on the challenge events.</p> <p>This needs to be discussed again once everyone has seen the invitation list for 2015</p>	<p>John to book the Calf</p> <p>Karen to circulate list</p>
10	<p>AOB Sue to consider the organisation of shorter Tuesday walks when there is a longer walk advertised in Strider. It was suggested that this could include a coffee stop.</p> <p>Glyn asked whether it would be possible to keep a record of walks electronically for future use by walk leaders. Mike suggested a subscription to the OS 'my maps' site.</p>	<p>Sue</p> <p>All</p>

	<p>It was agreed that we need to look at providing another long distance walk. Members would be consulted if they would like a social coach trip to a venue like Ambleside in the summer to combine shopping/walking.</p> <p>It was agreed to have future committee meetings before a group meeting, if possible.</p> <p>Meeting closed at 10 pm.</p>	
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