

Committee meeting 15 the October 2014

Present: Raj Joshi (RJ) (Chair) Jean Billingham (JB) Jill Brogden (JBr) Jeremy Kenyon (JK)

Bev Kenyon (BK) Dennis Crossland (DC) Sue Killen (SK) Alan Plimmer(AP)

Apologies: KH

Welcome and thanks to Jean for hosting meeting

1) A confidential matter was discussed.

2) Constitution states current committee is in post for only a year. Processes must allow immediate action and must be helpful to any future committees. Previous constitution is no longer effective.

- i) We need to ensure that the 224 members are catered for.
There are 3 main activities within group. Walks, socials, weekends away. Hereafter known as events. Planning and effecting events were main focus of previous committee. Present committee should be discussing future focus of group. Defined roles will mean that planning etc. of events will be done outside of meeting in sub-committees. DH, JB and SK to be events committee and aim to avoid clashes and coordinate suggestions and work out any downsides and costings. Communication to the group must be simple and timely. Discussion followed of how far in advance weekends should be booked in and how many socials and weekends/when/where. RJ does not see a problem if things need to change. JBr feels 6 weekends away is OK. SK feels it is a lot of work for sub-committee. RJ would like to see others co-opted under DH leadership. JK made the point that if dates are on website in advance, people can decide in advance where they would like to go. JBr made the point that there is a need to look for deals so booking in advance can be difficult to co-ordinate. JBr would like to be part of the events sub-committee. RJ concerned about making work for events easier. JBr, SK and JB mentioned the template which helps. JK to work on making all templates and checklists more accessible on web site. RJ would like all this to make everything available for the future. BK to forward a document which is in current use elsewhere. Main thing is to make events available earlier and avoid discussing processes at committee meeting. JK requested info from sub-committee quickly. RJ asked for consideration to be given to socials and where/how often/when. How often needs discussing. JB wants a social in October - AP suggested one a month. What type? - Sub-committee to discuss. A committee member needs to take control of co-ordinating events. JB concerned that we are all volunteers. RJ responded that it is simply a matter of making sure things are done. Checklists can be set up to avoid confrontation.
- ii) RJ will circulate a draft of constitution - to be responded to by email.
Points of disagreement to be discussed at next meeting. RJ requested committee to prepare an outline of how they see their role. Guild lines of roles will be in addenda to constitution. SK mentioned EGM if there is a new constitution. RJ responded that we are still currently working with existing constitution. EGM only necessary if we change it before the next AGM which will probably be the forum for introducing new constitution.

iii) RJ discussed future system of minutes - numbering items so that it is easier to refer back to.
Footpaths - to be considered at a later date.
Walk leader training - part of purpose of group is encouraging more walk leaders. Intention was to train for navigation. Several courses were offered. Subsidised training -so payback would be to commit to leading walks. SK says money has been nominated for this from Ramblers Association. RJ to email committee about possible programme and who is to implement it.

3) Christmas party 2013 - £ 40/50 loss -stood by Sandra. It was pay on door and members said they would attend and then did not. RJ suggested need for planning to avoid same in future. This year we need to sell 40 tickets to break even. Food can be ordered by 7 days in advance so changes to numbers will be easy to make. If there are surplus funds they will be put towards ordering superior food if possible. JK, JB JBr to check wording of info on website.

4) Eskdale – is fully booked. JK to update website with this information. Walk leaders to be arranged - JBr is organising.

5) Facebook - JK mentioned requests to join page and decision made to have an “open” page in accordance with Ramblers

Association. Administrators are currently JK, AP, SK and Martin Wistrow . Members can contact administrators so no policy is needed about joining the page. RJ asked AP and JK to check Ramblers policy. JK said that members should police and inform administrators. JK to send information to all current members about Facebook and Facebook administrator's role will be part of addenda.

6) No New Year's Eve "do" so far.

7) Dogs – a consistent policy is needed. At present the countryside code has regulations on the length of the lead at certain times of the year. The group will adopt this code for the whole year. JK to look at FAQ - RJ to email committee with wording for this.

8) AGM minutes - First aid kit. Ramblers Association say that leaders are personally responsible for first aid. JK wondered if members are aware of what their individual responsibilities area. RJ mentioned Sports England PDF about hill walking. It can go on website as a link /FAQ /part of sign up / walk template.

9) Emails – there is a concern that presently any complaints go the general email system. We need a one password protected email account for the chair, so that complaints can be dealt with initially by the chair. This will be added to the roles in the addenda to the constitution. Minutes are to be delayed until RJ has taken more advice on other matters.

10) – No draft policies should go on the website.

11) Letter from Gemma Petty relating to complaints procedures. All the committee members are to look at letter before next meeting. Dated August.

12) Flickr - pictures - can we delete photos? JK to research. Confirm payment with JBr.

13) Communication discusses. RJ wants links to the website on ramblings. JK can do link to a page.

14) RJ to address all members.

15) Next meeting to be held at Jean's house on 19th November at 6.30pm.