

# FOREST OF DEAN RAMBLERS

## COMMITTEE MEETING HELD ON

Monday 4<sup>th</sup> June 2018 at Yorkley Community Centre

**PRESENT:** Chair, Secretary, Walks Co-ordinator, Webmaster, Footpath Officer, Membership Secretary and one general committee member.

**APOLOGIES:** Treasurer and one general committee member

AGENDA ITEM:	ACTION:
<p><b>1. Minutes of meeting on 12<sup>th</sup> February 2018:</b> with the amendment of the membership numbers from 204 to 203, the minutes were agreed and signed as an accurate record.</p>	Secretary to send to Webmaster for publication on the website.
<p><b>2. Matters Arising:</b></p> <p>There were no matters arising not covered under later agenda items.</p>	
<p><b>3. Chair's report:</b></p> <p>The Chair reported on a very successful holiday in Skipton and requested formal recording of his thanks to the organisers and walks leaders. He went on to report he had commenced arrangements with Gloucestershire College to hold the group's Christmas lunch at their new Cinderford campus.</p> <p>The Chair had no further reports to make.</p>	
<p><b>4. Secretary's report.</b></p> <p>In addition to the usual secretarial duties, the Secretary informed the committee of two incident forms submitted to CO. The Secretary went onto provide an update on the arrangements for the proposed navigation course on 27<sup>th</sup> and 28<sup>th</sup> October and reported that 3 places remained. It was also reported that Area had again requested the FoD Group host their AGM this year. After discussion it was decided the Secretary discuss requirements with Area Chair with a view to supporting the request.</p> <p>The Secretary presented a final paper on the use of the Book Fund monies which proposed donating £500 to restoration costs of St Mary's bridge in Lydney and Stowfield Bridge at Lydbrook. The paper had previously been circulated to all committee members. The final paper was endorsed however it was agreed that to increase the donation to £750 each would be appropriate and affordable. With this amendment the Secretary was requested to submit the proposals to Area for consideration.</p>	<p>Secretary to contact Area Chair about their AGM</p> <p>Secretary to submit amended final paper to Area for consideration</p>
<p><b>5. Treasurer' report:</b></p> <p>The Treasurer provided a written report showing the Unity Trust account stands at £478.64 (of which £173 is set aside for the 40<sup>th</sup> anniversary event) whilst the Coventry Building Society account stands at £3585.87. The PayPal (online sales) account stands at £85.44.</p> <p>£285 has been transferred to the Coventry this year plus £38 for hard copy book sales. 61 books have been sold so far this year (6 of which have been on line) and there are 781 books left in stock giving a potential income of £5,976.50.</p>	

<p>A reprint of the Beechenhurst Trail walks leaflet was agreed noting several minor amendments needed to bring the details up to date.</p>	<p>Secretary to arrange reprint</p>
<p><b>6. Walk Coordinator's report:</b></p> <p>The Walks Coordinator reported a total of 28 walks on the new programme which runs from July to October. Yet again the programme offers a good spread of walks across weekdays and over weekends offering a great range of walks overall. The programme was now available in a printable format and had been sent to the Membership Secretary for appropriate action.</p> <p>The Webmaster reported that walk leaders' information entered on our local website had not been picked up at national level. The matter had been investigated and the issue had now been resolved.</p>	<p>Membership Secretary to issue notice of new programme availability.</p>
<p><b>7. Membership Secretary's report:</b></p> <p>As at end of April membership stands at 200 compared to 203 at last reporting date. Over this time there had been 3 new members, one had left the group and 3 memberships had been lapsed. Responses to enquiring of new members what had prompted them to join Ramblers, the Membership Secretary stated only one response had been received and this indicated prior knowledge of Ramblers. New members would continue to be asked how they became aware of Ramblers.</p> <p>In line with the resolution passed at the AGM a review of members still wishing to receive paper copies of walks programmes and newsletters had been completed. 7 members had confirmed their preference for printed communications. Programmes and newsletters would now be printed from a home printer negating the need to use professional printers. The committee endorsed this new approach.</p> <p>An in depth discussion took place regarding the impact of GDPR on local Groups and in particular the way Membership Secretaries undertake their role. It was noted that guidance from CO was still evolving although the new regulations were operational from 25<sup>th</sup> May 2018. It was agreed for a small group of officers whose role is affected by GDPR to meet separately to go through in detail the guidance and amend actions/processes as need be. Furthermore it was agreed for GDPR issues to be a standing agenda item and that minutes would now refer to posts and committee members rather than names or initials since our group publishes minutes of meetings.</p> <p>It was agreed that members (apart from those who receive printed copies) would be notified by email to let them know the walks programmes and newsletters are available on the FoDR website. Attachments will not be sent, since current CO guidance considers these documents as direct marketing.</p>	<p>Secretary to set up meeting with Membership Secretary, Webmaster, Walks Coordinator and Treasurer</p>
<p><b>8. Webmaster's report:</b></p> <p>There was nothing further to report beyond that raised at agenda item 6 above.</p>	
<p><b>9. Footpath Officer's report:</b></p> <p>A full report on footpath activity for the period January to April 2018 had been submitted prior to the meeting however the Footpath Secretary summarised by stating there had been reports of 4 encroachment issues, 2 modifications applications were under consideration and 29 planning applications had been reviewed for footpath impacts. Overall across the county 142 jobs had been completed over this reporting period with 200 outstanding.</p> <p>It was noted that the retrospective Motorcross planning application at Yorkley Wood had been</p>	

<p>withdrawn and GCC Officers were in negotiation with the landowner to restore affected footpaths.</p> <p>The Footpath Officer concluded by reporting on the transfer of the PROW contract back to GCC from AMEY.</p>	
<p><b>10. Holiday proposals for 2019:</b> The committee reviewed proposals for a holiday based at Grange over Sands for 28<sup>th</sup> April to 5<sup>th</sup> May 2019. The costs would be £475 for twin/doubles and £575 for singles to include hotel accommodation at half board, coach travel and all tips. This proposal was approved.</p>	<p>Information to be issued to members</p>
<p><b>11. 40<sup>th</sup> Anniversary of FoD Group:</b> The Secretary updated the committee reporting that known previous members had been sent a letter inviting them to attend the event on 22<sup>nd</sup> September and responses were being received. Yorkley Community Centre had been booked, arrangements were in place to retrieve historic documents from Gloucestershire Archive Offices and a cake baker had been identified. The Chair would lead the short pre event walk.</p>	
<p><b>12. Newsletter items:</b> these were agreed and would be sent to the Newsletter Editor</p>	<p>Secretary to liaise with Editor</p>
<p><b>13. Date of Next Meeting and AGM:</b> Monday 1<sup>st</sup> October from 7.45pm to 9.30pm at Yorkley Community Centre.</p> <p>40<sup>th</sup> AGM to be held on Friday 9<sup>th</sup> November 2018 at Yorkley Community Centre</p>	<p>Secretary to book YCC for both dates</p>