

**Manchester Weekend Walkers Committee Meeting**  
**Minutes**

**Monday 21st May 2018**  
6.30pm Briton's Protection

**1. Minute Taker, Attendance and Apologies**

Debbie Needham - DN  
Debbie Watson - DW  
Brendan Keely - BK  
June Finch -JF  
Martin Saxon - MS  
Andy Barclay - AB  
Patra Fairclough - PF  
Edmund Dunne - ED  
Gavin Poulton - GP  
Jude Coker – JC

Apologies: John Moran – JM

Minute taker: Jude Coker

**2. Any other urgent business not on the agenda – n/a**

**3. Minutes of previous meeting held Monday 15<sup>th</sup> January 2018 – approved**

There was a discussion on whether to send the minutes for each committee meeting out to the members. It was decided that the minutes would be written up and approved within two weeks of each meeting, then DN and JC would redact the minutes if necessary (e.g. for any sensitive issues). These redacted minutes will then be uploaded to the website as PDF, on the Links page: this will be done within a month of each meeting, and archived after six months. At the bottom of the minutes we will include a paragraph inviting members to put forward any subjects which they would like the Committee to discuss, and also inviting any members who would like to attend a committee meeting as an observer to do so by emailing the Chair in advance to arrange this. MS will establish the process for uploading the PDF.

Action: DN and JC to redact minutes once approved, MS to check uploading process.

#### 4. Matters arising

**GDPR/ data protection legislation** - JM sent an email to the committee on 30<sup>th</sup> April, containing the current advice from the Ramblers central office on the new GDPR legislation. This stated that Ramblers groups could only contact their members for communications which were core to fulfilling the membership contract, i.e. one reminder to join, and the AGM notice; beyond this, members would have to specifically opt in to receive communications. The questions which were raised in the meeting for JM to take back to central office were:

- Is there any mechanism for central office to tell groups which members want to be contacted by their local group?
- How do local groups now contact members re. anything outside the AGM?
- Next year, will HQ take responsibility for putting a question in about contact from the local group, to members renewal paperwork or questionnaire?

**UPDATE:** Following the committee meeting, Ramblers central office sent an email on 23<sup>rd</sup> May revising and clarifying their advice on GDPR, which addresses some of the questions which the committee raised.

**Action:** JM to check the updated guidance, and report back to the committee on any areas of concern or operational considerations we will need to take on board.

**Backmarkers leaving walks** to assist walkers who are ill etc – JF raised the question of what should happen in this instance, and whether it would be appropriate in some cases to reimburse the train fare of the person who had had to leave the walk to assist.

There was a general discussion on this subject, and the key points were:

There needs to be more people involved in a walk than just the walk leader.

Any committee members present should liaise with the walk leader if a situation such as this arose.

If someone became ill and needed to leave a walk, the appropriate response would depend on the individual situation. There would need to be an assessment of the person, the weather conditions, the particular ailment, the location and so on.

The backmarker would not automatically be the person to accompany the ill person. We should reiterate (in the pre walk briefing) that no-one should walk ahead of the walk leader.

As a charity, it wouldn't be appropriate to use funds to reimburse a person's train ticket, so a whip round on the day may be the best option in this sort of situation.

**Medical conditions** – it was agreed that we should encourage people to use the 'In Case of Emergency' contact/information cards, including details of any medication which people may need. We could check on the train on the way to walks if people have these in their backpacks. John Ireland may have a further supply.

**Walk About Festival** – it was agreed that we won't take a register on the walk on 2<sup>nd</sup> June (included in the Hidden Gems Ramblers website page). If there are any new people on the walk, we will ask them where they heard about the walk.

**Hike For Lancashire** joint walks enquiry – we were contacted by the group in November. There now seem to be more walks on their website, so the enquiry may be out of date now.

**Action:** PF to contact the group to see if there is any scope for cross-promoting any relevant walks either group is leading.

## 5. Membership

- Membership stats – we currently have **160 members**, and 6 pending (not currently renewed yet) at the end of April. From January to the end of April, we gained 22 new members.

## 6. Walks

Update from Patra: we currently have lots of walks planned, with new and returning walk leaders. Posting available dates in batches to invite walk proposals is working well.

For the **Christmas walk**, we will stick with Saturday 8<sup>th</sup> December.

Brendan is continuing to upload walks on the Ramblers site. Patra will send Brendan any updates to walk info, as well as the original walk information.

Andy will cover the Ramblers uploads for three weeks when Brendan is away over the summer.

There was a query regarding the walk leader contact link on the Ramblers site, which goes through to info@ which currently goes to Gavin. Could we put an auto response on to this link, which recommends people to look at our website for walk information, and email if they have any further queries?

Action: GP to investigate the auto response link message.

## 7. Treasurer

There is currently **£1008.07** in the bank account.

We have some **weekend costs** still to pay for.

We have received the **stipend from the Ramblers**, and monies from **Ramblers Holidays** which our members have booked.

We will continue to let the stipend continue for now.

## 8. Socials

Recently we have had meals, Lubna's events, and the Stockport pub crawl. The monthly pub nights are working well too.

## 9. Weekends

The **Grasmere** trip is happening next weekend, and the August **Buttermere** trip will be open for booking soon. **Shropshire** in October and **New Year** are forthcoming. DW is thinking about ideas for 2019.

**Sharing some responsibilities** and volunteering is working well for Grasmere; it is much better to spread the workload where possible.

DW summarised a document which outlined how full **previous weekends** had been, and when/if they had reached capacity with bookings.

The basic details for the **Shropshire** weekend will go up on the website in the next week or so.

The **Llangollen coach walks recce weekend** is also happening at the end of August, where the Coach Ramblers takeover and New Year walks will be recced.

Seven people are attending the recce weekend; the cost of one night's accommodation per person will be paid for by MWW, at £25ppn. This cost will be set against the New Year weekend.

## 10. IT / Web

There are currently no IT or web issues. Gavin will update some of the pictures on the website. Action: GP to update some website pictures

## 11. AOB

**Agenda item** to be added to the next committee meeting for discussion: the election process at the AGM.

Scope of **walk leader project**: JF sought clarification on the scope of the project, to recruit more walk leaders from within the existing membership of the group. A subgroup will meet before the next committee meeting to discuss this.

Action: JF to send an email out, arranging this subgroup meeting

Currently we are not listing any non walk events (e.g. socials) on the Ramblers website. BK can do this in the future if we wished to change this policy.

## 12. Date of next committee meeting

The next meeting is **Mon 10 September**, at 6.30pm at Briton's Protection.