

Hike Norfolk - Annual General Meeting (AGM)

20 October 2012

Assembly House, Norwich

Chairman: Richard May (RMa)

Minutes: Amy Lees (AL)

Attendees: Tim Arnold (TA), Anita Avery (AA), Olga Bristow (OB), Emily Burkitt (EB), Johanna Cannell (JC), Stephen Cunningham (SC), Adele Dodgson (AD), Graham Finlayson (GF), Peter Fisher (PF), Jon France (JF), Ian Hardicker (IH), David Lees (DL), Clive Manwaring (CM), Rebecca Mills (RMi) & guest, Rosemary Moore (RMo), Lisa Norman (LN), Pippa Purser (PP), Jennifer Simmons (JSi), Jonathan Smith (JSm), Lourdes Urbina (LU), Peter Ward (PW)

No	Agenda Item	Agreed Actions (and member responsible)
1	Welcome by the Chairman	
	RMa welcomed the attendees to this year's AGM for Hike Norfolk (HN).	
2	Apologies	
	RMa noted that apologies were given by Aaron Lawn.	
3	Minutes of previous AGM	
	RMa asked the group to provide any comment on the minutes of last year's AGM (held on 13 April 2011). No comments were made and RM & AL signed the minutes as an accurate record of proceedings.	
4	Matters arising	
	There were no matters arising from the minutes of the previous AGM.	
5	Chairman's Report	
	RMa provided a report covering the group's activity over the last 5 years under his chairmanship. RMa thanked the outgoing members of the committee	

	<p>(Paula Stone, AL & JSm) for their contribution to the development of the group.</p> <p>RMa also noted that he was looking forward to continuing this involvement in the group as an Ordinary Member.</p>	
6	Combined Secretary's Report	
	<p>AL provided a report containing an overview of the walking programme and membership to September 2012.</p> <p>The group continues to grow in membership and walk attendance numbers, and that new members appear to converting into full Rambler's members.</p> <p>RMa thanked AL for her report and for her development of the secretary role.</p>	
7	Treasurer's Report	
	<p>TA provided a report of the status of the group's finances to September 2012, and thanked LN for her input into the audit of the group's finances.</p> <p>TA noted that he would welcome ideas from group members on how the remaining money could be spent as the Area Treasurer had encouraged Hike Norfolk to spend their budget.</p> <p>IH queried what the money could be spent on, and how much could be held back.</p> <p>RMa & TA confirmed that the money needed to be spent on activities that furthered the pursuit of walking and that one year's income (£118) plus one year's reserve is the recommended amount to be held by a group in their account.</p> <p>SC suggested that the group could produce a booklet of walks to be sold and to sell this at fairs (i.e. at Pensthorpe).</p> <p>PW suggested that this money could be used to fund the fixing/clearing of a Norfolk footpath. GF suggested</p>	

	<p>that the group could apply for an additional grant to support this if the existing budget would not cover these works.</p> <p>RMa thanked TA for his report.</p>	
8	Walks Secretary's Report	
	<p>IH gave a verbal overview of the walking programme for 2011-present.</p> <p>The group's walking programme is growing but there are challenges to find walk leaders for each quarterly programme. IH encouraged walk leaders to come forward to lead walks.</p> <p>IH commented that Norfolk walks and trips away (i.e. Scotland, Lake District) have been well-attended by members.</p> <p>RMa thanked IH for his report and his continued input into the group.</p>	
9	Social Secretary's Report	
	<p>JSm gave a verbal update on the social programme for 2011-present.</p> <p>24 social events had been held over the last 18 months, and JSm thanked those who had helped to organise events (TA, RMo, JC).</p> <p>RM thanked JSm for his report.</p>	
10	Webmaster's Report	
	<p>DL gave a verbal update on the position regarding the HN website.</p> <p>DL reported that he continued to maintain the website and Norfolk Tour page. Otherwise, no major additional changes had been made.</p> <p>DL had also put together a Hike Norfolk flier and had initial costs for professional printing, which he hope to take forward in November 2012.</p>	DL to arrange printing of flier.

	<p>RMa queried whether the update of the Norfolk Tour would stay with AL & DL – DL confirmed that this would be handed over to the new secretary.</p> <p>RMa thanked DL for his report and his continued input into the group.</p>	
11	Norfolk Tour update	
	<p>RMa confirmed that the 'Norfolk Tour' competition had generated activity in the group, and noted that the top five places had been won by :</p> <p>5th – Anita Avery 4th – Johanna Cannell 3rd – Ian Hardicker 2nd – Clive Manwaring 1st – Tim Arnold</p> <p>RMa asked the group whether they would like this type of competition to continue.</p> <p>After discussion, the group concluded that they would like:</p> <ul style="list-style-type: none"> a) record to mileage to be continued so members can see how far they have walked, and for this to include trips b) an opportunity for all members to take part in a competition (so attending a walk would mean one ticket into a draw, with walk leaders getting two) 	<p>Committee to take these ideas forward at next committee meeting.</p>
12	Election of New Committee	
	<p>RM invited nominations for the new committee.</p>	
a	Chairman	
	<p>There had been 2 nominations for Chairman but one withdrawn so RMa proposed Tim Arnold for Chairman – this was seconded by IH. Attendees agreed unanimously.</p>	

b	Combined Secretary	
	TA proposed Jennifer Simmons for Combined Secretary – this was seconded by LN. Attendees agreed unanimously.	
c	Treasurer	
	TA proposed Johanna Cannell for Treasurer – this was seconded by GF. Attendees agreed unanimously.	
d	Walks Secretary	
	AD proposed Ian Hardicker for Walks Secretary – this was seconded by TA. Attendees agreed unanimously.	
e	Social Secretary	
	GF proposed Rosemary Moore for Social Secretary – this was seconded by JSm. Attendees agreed unanimously.	
f	Webmaster	
	AD proposed David Lees for Webmaster – this was seconded by JC. Attendees agreed unanimously.	
g	Other Members	
	<p>TA proposed Richard May to become an Ordinary Member – this was seconded by AD. Attendees agreed unanimously.</p> <p>AL proposed Graham Finlayson to become an Ordinary Member – this was seconded by JC. Attendees agreed unanimously.</p> <p>IH proposed Adele Dodgson to become an Ordinary Member – this was seconded by LN. Attendees agreed unanimously.</p>	
13	Election of an Auditor	
	JC proposed that Anita Avery become auditor for 2012-13, and attendees agreed unanimously.	

14	Ideas from members	
	<p>RMa asked members if they had ideas for development of the Hike Norfolk group.</p> <p>Family walks – SC suggested that shorter walks could be run alongside longer walks and be opened up for families to bring their children. He suggested that this could be done on a trial basis with a smaller set of families at first, and he would be happy to take this idea forward, promoting the walks through the HN website.</p> <p>SC queried what insurance would be necessary and JF commented that CFB checks may have to be considered. IH added that the usual policy is that children attending have to be with a responsible adult who is completely responsible for their safety,</p> <p>Shorter walks – PF suggested that there should be more variety to the current walks programme for those who could not manage 11/12 mile walks on a regular basis.</p> <p>Ramblers membership – JF suggested that a discussion should take place on whether Hike Norfolk remained affiliated to Ramblers. RMa suggested that this should be discussed at a following committee meeting.</p> <p>Christmas Meal – RMo asked the group whether they would prefer her to organise a Christmas or January meal or both. The group vote was split so RMo will ask for input via the forum.</p> <p>RMa thanked the group for their ideas and asked the committee to follow the ideas up at their next meeting.</p>	<p>TA to arrange for JF to attend a committee meeting to make a proposal.</p> <p>RMo to start thread on forum.</p> <p>Committee to discuss at next meeting.</p>
15	AOB	
	<p>RMa asked the group if they had any other items to raise but there were no further issues raised.</p>	
16	Introductions for new committee members	

	<p>Richard May noted that he was looking forward to continued involvement in the group in a new role as Ordinary Member.</p> <p>Rosemary Moore commented that she was looking forward to her role and that she had a variety of ideas for social events that she would propose to the group.</p> <p>Johanna Cannell noted that she was also looking forward to her new role. JC also mentioned that members should be aware that they can apply for expenses for reccys up to the value of 120 miles.</p> <p>Jennifer Simmons commented that she was also looking forward to her new role.</p> <p>RMa formally handed over the chairmanship to Tim Arnold. Tim thanked RMa for his contribution as chairman over the last 5 years and how he had steered that group through difficult times. RMa was presented with a gift from the committee.</p> <p>Tim Arnold welcomed the new members of the committee (JC, RMo, JSi) and thanked the outgoing members for their work (AL & JSm). TA noted that he was looking forward to his new role and had ideas to share with the group on how it could be developed further.</p> <p>RMa thanked attendees for coming and the meeting was closed at 9pm.</p>	
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Next Meeting

It was agreed that the 2012-13 Committee will hold its first Committee meeting before the end of 2012 and the Chairman will propose dates to the Committee.