

**Hike Norfolk – Committee Meeting**  
Hotel Nelson, Norwich

**19 March 2012**

Chairman: Richard May (RM)  
Minutes: Amy Lees (AL)

Attendees: Tim Arnold (TA), Adele Dodgson (AD), Graham Finlayson (GF), Ian Hardicker (IH), David Lees (DL), Jonathan Smith (JS)

Apologies: none

| No | Agenda Item   | Agreed Actions (and member responsible)  |
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| 1  | <b>Welcome by the Chairman</b>  |  |
|    | RM welcomed the committee members.  |  |
| 2  | <b>Apologies</b>  |  |
|    | RM noted that no apologies were given.  |  |
| 3  | <b>Minutes of previous meeting (30 June 2011)</b>   |  |
|    | <p>RM asked the group to check the minutes of earlier committee meetings held on 5 May 2011, 30 June 2011 and 5 January 2012.</p> <p>5 May 2011 and 30 June 2011 were signed by RM &amp; AL as an accurate reflection of the meetings.</p>  |  |
| 4  | <b>Matters arising from previous meeting (5 January 2012)</b>   |  |
|    | <p><b>5 January 2012; Item 4</b></p> <ul style="list-style-type: none"> <li>• Code of Conduct – was discussed and will be considered at next AGM</li> <li>• Walks – RM had not sent e-mail out to HN members.</li> </ul> <p><u>5 January 2012; Item 5</u></p> <ul style="list-style-type: none"> <li>• AL has info from Ramblers.</li> <li>• IH has posted walk info on HN forum.</li> <li>• TA organized meal on behalf of JS. Pippa has suggested additional event in mid Norfolk – could be moved to April?</li> </ul> | <p>RM to send out to HN members a month before October AGM.</p> <p>RM to send out e-mail in w/c 23/03/12</p> |

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|          | <ul style="list-style-type: none"> <li>• GF suggested asking members for volunteers to lead social; events in next 4 month spell – should be advertised soon?</li> </ul> <p><u>5 January 2012; Item 9</u></p> <ul style="list-style-type: none"> <li>• DL has checked metatags.</li> <li>• TA has placed advert on Gumtree and will continue to investigate.</li> <li>• DL drafted flier and shared with group, who responded positively. RM thanked DL for his efforts.</li> </ul> <p><u>5 January 2012; Item 10</u></p> <ul style="list-style-type: none"> <li>• IH has added reminder on forum.</li> </ul> <p><u>5 January 2012; Item 11</u></p> <ul style="list-style-type: none"> <li>• IH confirmed walk timings now appearing on forum walks.</li> </ul> <p><u>5 January 2012; Item 12</u></p> <ul style="list-style-type: none"> <li>• RM did not send e-mail but committee members requested that this happen in future.</li> </ul> | <p>RM to send out e-mail to committee members.</p> |
| <b>5</b> | <b>Committee member updates</b>  |  |
|          | <p><b>a) Chairman –</b></p> <p>RM noted that he was pleased with group progress, and that this had been improved by the Norfolk Tour competition, where one member was already half way round the course.</p> <p><b>b) Membership Secretary –</b></p> <p>AL noted membership data was accurate with 5 new members since the last committee meeting and an e-mail enquiry every 2 weeks on average.</p> <p><b>c) Treasurer –</b></p> <p>TA confirmed that the group’s financial statement had been verified by an independent examiner (Jon France) and sent to Rambler’s.</p> <p>TA also noted that the cheque for the annual grant had been</p>   |  |

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|          | <p>received (£118) but amendments needed to be made to the group's bank account.</p> <p>The group discussed how the group's reserve could be spent, and the following ideas were debated:</p> <ul style="list-style-type: none"> <li>• Printing costs for fliers to promote the group</li> <li>• Speaker (walking-related) for the AGM meeting in October</li> </ul> <p><b>d) Walks Secretary –</b></p> <p>IH noted that the current programme was nearly full but there were 5 free weekends (especially in June 2012) that could be filled.</p> <p>It was noted that there were now a reduced number of walk leaders with some regular walk leaders not contributing as they had previously.</p> <p>TA suggested that a reminder be made in the forum later in the programme to see if members would like to lead additional walks.</p> <p>GF suggested approaches could be made to individual group members to see if they would lead walks, or a letter sent out to members with a flier to promote the group.</p> <p><b>e) Social Secretary –</b></p> <p>JS had nothing further to add than had been discussed already.</p> <p><b>f) Webmaster –</b></p> <p>DL had nothing further to add than had been discussed already.</p> <p><b>g) Ordinary member –</b></p> <p>GF &amp; AD had no updates to make, further to the last meeting.</p> | <p>IH to add reminder to forum.</p> <p>RM to send to an e-mail to group members to ask for volunteers to lead walks.</p> |
| <b>6</b> | <b>Norfolk Tour 2012 Update</b>  |  |
|          | <p>AL &amp; DL confirmed that forms from walk leaders were coming in on time, and this meant the Norfolk Tour was up to date on the HN website.</p>  |  |

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| <b>7</b> | <b>Clothing Update</b>  |  |
|          | <p>RM noted that there had been several recent enquiries from members about the purchase of HN branded clothing.</p> <p>Clothing is to be supplied by <a href="http://www.uneekclothing.com">www.uneekclothing.com</a>, with sample prices as follows:</p> <p>S/shirt - £9<br/> Polo shirt - £5.50<br/> Heavy polo shirt - £6.75<br/> Hoodie - £11.90</p> <p>Cost for logo (£3.50+VAT) and/or web address (£5.60+VAT) would need to be added to the above price. Delivery charge would be £6 per carton with a maximum of 30/40 items to be delivered in one carton.</p> <p>It was agreed that the cost of the website address was too prohibitive and that HN clothing would only feature logo on front.</p> <p>The group discussed the complexities of administrating requests for clothing, and DL shared his experience of this at Norfolk National Trust volunteers.</p> <p>It was agreed that orders for clothing would be collated 3 times a year in conjunction with the HN programme and RM would collate orders for the time being.</p> | <p>RM to collate clothing orders.</p>      |
| <b>8</b> | <b>Future chairmanship of Hike Norfolk</b>  |  |
|          | <p>RM noted that he had led Hike Norfolk for 5 years and that he had committed to stay as chairman until the October 2012 AGM.</p> <p>RM noted that if any of the committee wanted to stand as chairman at the next AGM, he would not stand against them, although he would like to remain as ordinary member.</p> <p>RM added that he would encourage somebody from the current HN committee to stand as they have the necessary experience.</p> <p>GF queried whether this experience was necessary, and how widely known it was that RM was to stand on. RM agreed to articulate this to the group later in 2012.</p> <p>AD queried when the minutes of the March 2012 meeting</p>   | <p>RM to communicate changes to group.</p> |

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|   | would be published on the HN website – DL confirmed that this would be after they were signed off (which would be 28 June 2012 meeting).  |                               |
| <b>9</b>  | <b>Representation at area council</b>   |                               |
|   | RM confirmed that the next area meeting would be on 21 July 2012, and recommended that any committee members standing for chairman should think about attending this meeting.   |                               |
| <b>10</b>   | <b>Upcoming multiday events</b>   |                               |
|   | <p>RM noted the upcoming multiday events in the walk programme:</p> <p>TA – EHW/equivalent trip in early May 2012<br/> RM – Sussex trip on June Bank Holiday weekend 2012</p> <p>IH also to possibly lead a walking trip in September/October but this was to be confirmed.</p> | IH to update at next meeting. |
| <b>11</b>   | <b>AOB</b>  |                               |
|   | There were no items raised by committee members.  |                               |
| <p><b>Next Meeting</b> - The next Committee meeting will be held on 28 June 2012 and this will be the last committee meeting before the 2012 AGM to be held on 28 October 2012.</p> |   |                               |