

Hike Norfolk – Committee Meeting

16/11/2013

19:00 Hotel Nelson, Norwich

Chair: Tim Arnold (TA)

Minutes: Adele Dodgson (AD)

Attendees: Euan Griffiths (EG) and Hanna Cannell (HC)

Apologies: Clive Manwaring (CM), Graham Finlayson (GF), Richard May (RMA) and Rosemary Moore (RMO).

No	Agenda Item	Agreed Actions (and member responsible)
1	Welcome by the Chairman	
	TA welcomed the committee members with particular reference to the new webmaster Euan Griffiths. The main objective of the meeting was to discuss the new website	
2	Apologies	
	Clive Manwaring, Graham Finlayson, Richard May and Rosemary Moore.	
3	Minutes of previous meeting (Date: 26/08/2013)	
	TA asked the group to check the minutes of the previous committee meeting held on the 26 th August 2013. The minutes will be signed at the next meeting.	
4	Matters arising from previous meeting (Date: 26/08/2013)	
	<p>Review of outstanding actions from 26/08/2013:</p> <ul style="list-style-type: none">▪ RMA unable to run a cross reference search between Hike Norfolk forum and R to BN to extract new member details who have joined recently.▪ AD & TA unable to complete full review of new Ramblers members and those who are trial members on HN forum due to incomplete information.▪ TA to send out mailing to encourage new Ramblers members to attend a walk soon (if they haven't already done so).▪ Possible available place on Sustainable Growth Working Group be advertised within group by existing Sustainable Growth Group members. <p>Following the meeting:</p> <ul style="list-style-type: none">▪ AD unable to provide RMO password and explanation of system to undertake review due to severe faults with Hike Norfolk website.▪ AD contacted Norfolk Area as to whether they have made enquiries to Cotswold Outdoor for sponsorship – no positive response received.▪ AD completed minor amendments to email and sent it to Cotswold Outdoor to enquire potential for sponsored prizes for R to BN.▪ RMA unable to supply number of hits (per week/month?) to HN website and R to BN page – now surplus to requirements.▪ TA contacted RMA and raised a query regarding the constitution (amend references to Norfolk Young Walkers Group to Hike Norfolk).▪ Constitution awaiting update.▪ Suggestions for policy changes were circulated and discussed via email.▪ AD undertook minor amendments to letter invitation and send to TA for review, posting and RMA to frank.▪ DL posted AGM on HN website diary.▪ TA posted AGM advertisement on forum.▪ TA contacted HC, GF and RMA to ascertain their interest in Treasurer and Ordinary Member roles of Hike Norfolk committee – re-elected at 2013 AGM.▪ TA researched another suitable HN member for the webmaster role – Euan elected at 2013 AGM.	Outstanding Actions from 26/08/2013 – see left

5	Committee member updates	
	<p>a) Chair: TA: New Committee voted in at 2013 AGM Committee members standing for next committee Chair: Tim Arnold Secretary: Adele Dodgson Treasurer: Hanna Cannell Walks Secretary: Clive Manwaring Social Secretary: Rosemary Moore Webmaster: Euan Griffiths Ordinary Members: Graham Finlayson and Richard May</p> <p>TA reported that PJ had asked if the Norwich Group and HN could arrange joint evening walks during spring/summer 2014 – all present agreed that this was a good idea.</p> <p>TA reported that at the Norfolk Area Ramblers Committee Meeting earlier the same day, it had been decided that Peter James (PJ - Norfolk Area Treasurer) and TA would attend the Ramblers Central Office AGM in April 2014 on behalf of the Norfolk Area committee.</p> <p>b) Membership Secretary: AD provided membership statistics:</p> <ul style="list-style-type: none"> ▪ Monthly membership list, dated 01/11/2013 = 49 members. ▪ Weekly membership update, dated 07/11/2013 = 1x new member ▪ Weekly membership update, dated 14/11/2013 = 1x new member ▪ TOTAL = 51 members ▪ Several new trial members have joined walks over the past couple of months. ▪ The 'Membership' e-mail address did not received any enquiries – uncertain whether the facility is still working? <p>Race to Ben Nevis summary of results, See Appendix 1:</p> <ul style="list-style-type: none"> ▪ CM noted to have won the race ▪ AD commented that the ongoing problems with the Hike Norfolk website/forum made it difficult to update the system. ▪ Also, the current format of the system means that it is difficult to easily identify where mistakes have been made. <p>From the NA Ramblers Committee meeting, AD reported (in addition to TA comments above):</p> <ul style="list-style-type: none"> ▪ AD has contacted NA committee and requested that HN be added to the NA website. ▪ HN to promote 2014 NA AGM, arranged for 22/02/2014 to encourage a wider cross section of Ramblers members to attend. ▪ 2015 NA AGM will be hosted by HN in February 2015. Venue in the vicinity of Norwich to be arranged prior to July 2014 NA meeting and speaker for traditional post-AGM talk to be arranged before November 2014 NA meeting. ▪ AD & TA offered to attend the Alysham Show in August 2014. 	<p>CM to contact PJ and discuss how to co-ordinate walks (and group walk programmes). To be discussed in further detail in Jan 2014.</p> <p>HN committee members to consider appropriate venues and send ideas to AD</p>

	<p>c) Treasurer:</p> <ul style="list-style-type: none"> ▪ HC reported a balance of £115.75 ▪ AD reported that at the NA meeting earlier the same day, Peter James had commented that Hike Norfolk would be entitled to £141.00 in February 2014. ▪ Following this deposit, the anticipated balance is likely to be circa £256.75. <p>d) Walks Secretary:</p> <ul style="list-style-type: none"> ▪ CM absent, nothing raised via email to TA to discuss at meeting. <p>e) Social Secretary:</p> <ul style="list-style-type: none"> ▪ RMo absent, nothing raised via email to TA to discuss at meeting. <p>f) Webmaster:</p> <ul style="list-style-type: none"> ▪ Nothing to report, HN website to be discussed in great detail in Section 8. <p>g) Ordinary Members:</p> <ul style="list-style-type: none"> ▪ GF and RMa absent, nothing raised via email to TA to discuss at meeting. 	
6	Query from member regarding use of HN in support of non-walking activity groups	
	<ul style="list-style-type: none"> ▪ TA has sent a query to Ramblers CO, upon response received, a reply will be provided to the member. 	
7	Administrators for FB page	
	Ideal administrators for HN Facebook page would be EG/RMa/TA	TA to contact RMa and clarify FB administrators.
8	Website	
	<ul style="list-style-type: none"> ▪ Website working group to be established comprising those who registered an active interest at 2013 HN AGM, comprising EG, RMa, TA and Peter Ward. ▪ EG has produced a detailed scope for the new website, see Appendix 1. ▪ AD has produced a list of observations from current HN website. ▪ Terms of reference for working group: <ul style="list-style-type: none"> ○ To use EG scope as a starting point. ○ To consider additional functionality ○ To establish a timescale for implementation. ○ To deciding on a hosting package ○ To clarify domain ownership and email addresses ○ To decide on technical solution ○ To report back to committee by next committee meeting on progress. ○ To include the 2014 Race to.....as part of the new website ○ To meet sooner rather than later, EG to distribute Doodle Poll. ○ EG would like to have something in place by early 2014. 	AD to email observations to EG.
9	Race to.....2014	
	<ul style="list-style-type: none"> ▪ Unanimous vote by committee members present that HN should have a 2014 Race to..... ▪ John O’Groats selected as destination ▪ Race rules from Race to Scarfell/Norfolk Tour/Ben Nevis to apply to 2014 participants. ▪ AD comments on 2013 R to BN – could these be corrected/changed for 2014 Race to JOG. 	AD to email findings to EG.

10	AOB	
	Important to re-initiate Sustainable Growth Group in 2014.	TA to contact GF and discuss.
	Date of next meeting	
	To be agreed via Doodle Poll	TA to circulate
Next Meeting Update:		
<p>The next Committee meeting will be held on 18th January 2014 at the Virgin Lounge, Norwich 4pm for a 4.15pm start.</p> <p>Future meetings will be held at roughly two monthly intervals.</p>		

APPENDIX 1: Race to Ben Nevis summary of results

Total number of walks recorded since 01/01/2013: 73

Total length of all these walks: 677 miles

Total distance walked by our members and non-members: 5220 miles

Date	Location	Length	No. Walkers	Comments
16/11/2013	Reepham & Salle	Approx 10 miles	???	Awaiting Walk Leaders form
10/11/2013	Upton Fen	7.5 miles	14	
09/11/2013	London Thames Path	Approx 10 miles	???	Awaiting Walk Leaders form
03/11/2013	Ringsfield / Redisham	7.6 miles	8	
27/10/2013	Bradenham	7.5 miles	9	
20/10/2013	Wells to Cley	10 miles	6	
13/10/2013	New & Old Buckenham	6.5 miles	4	Awaiting Walk Leaders form
06/10/2013	Gressenhall	9 miles	12	
29/09/2013	Holkham	10 miles	11	
28/09/2013	Potter Heigham	6.7 miles	7	
22/09/2013	Elsing	11 miles	7	
21/09/2013	Wroxham	5 miles	4	
15/09/2013	Little Plumstead	6 miles	4	
13/09/2013	Grisedale Pike, Lake District	8 miles	5	
12/09/2013	Northern Loweswater Fells, Lake District	8 miles	4	
10/09/2013	Derwentwater, Lake District	11 miles	6	
09/09/2013	Haystacks, Lake District	5 miles	6	
08/09/2013	Blakeney & Glandford	7 miles	10	
08/09/2013	Mellbreak, Lake District	6.5 miles	6	
07/09/2013	Great Yarmouth	5 miles	4	
01/09/2013	North Walsham and Paston	10.5 miles	12	
31/08/2013	Caistor St Edmund	7 miles	4	
25/08/2013	Reedham to Berney Arms	7 miles	2	
24/08/2013	Acle	4.3 miles	7	
17/08/2013	Dunwich	19.8 miles	5	
11/08/2013	Old Buckenham	11.5 miles	9	
04/08/2013	Cromer and Felbrigg	9 miles	7	
03/08/2013	Wymondham	6.5 miles	9	
28/07/2013	Oulton Broad to Beccles	10 miles	9	
14/07/2013	Beighton	13.5 miles	10	
07/07/2013	Burgh Castle	8.5 miles	9	
30/06/2013	Castle Acre	7 miles	5	
29/06/2013	Burnham Market	9.5 miles	6	
23/06/2013	Caister-on-Sea	9 miles	11	
22/06/2013	Wheatacre	13 miles	4	
16/06/2013	Kelling Heath and Weybourne	8 miles	5	
09/06/2013	Binham	6 miles	5	
02/06/2013	Swaffham Heath	12 miles	5	
01/06/2013	South Walsham	10 miles	4	

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27/05/2013	Mannington House	6 miles	6	
25/05/2013	Great Cressingham	15.5 miles	7	
19/05/2013	Salhouse	6.5 miles	5	
12/05/2013	Sheringham Park	10.5 miles	12	
11/05/2013	Ludham	6.5 miles	9	
05/05/2013	Exceat to Beachy Head circular, East Sussex	14.1 miles	3	
04/05/2013	Rye and Camber Sands, East Sussex	9.5 miles	3	
04/05/2013	Whitlingham Broad	5 miles	2	
28/04/2013	Hopton, North Suffolk	10.5 miles	5	
27/04/2013	Norfolk Coastal Path 3 Blakeney to Cromer	17 miles	8	
21/04/2013	Holt	8.2 miles	6	
14/04/2013	Great Hockham	7 miles	5	
12/04/2013	Glen Tromie and the Speyside Way, Cairngorms	6.5 miles	9	
11/04/2013	Pattack, Cairngorms	9 miles	8	
10/04/2013	Glen Feshie, Cairngorms	10 miles	8	
09/04/2013	Glen Einich, Cairngorms	13 miles	9	
08/04/2013	Glen Banchor, Cairngorms	11 miles	10	
07/04/2013	Blythburgh/Southwold	11.5 miles	8	
07/04/2013	Loch an Eilean, Cairngorms	9 miles	10	
06/04/2013	Holkham	5 miles	9	
30/03/2013	Kenninghall	10 miles	11	
23/03/2013	Dunwich	10.3 miles	9	
17/03/2013	Potter Heigham	8 miles	13	
16/03/2013	Norfolk Coastal Path 2 Burnham O.S. to Blakeney	15 miles	7	
10/03/2013	Stockton	12 miles	8	
03/03/2013	Snettisham	11 miles	8	
02/03/2013	Drayton	8.5 miles	14	
24/02/2013	Pingo Trail	9 miles	11	
17/02/2013	Wells Next The Sea	9 miles	5	
16/02/2013	Norfolk Coastal Path 1 Hunstanton to Burnham O.S.	16.5 miles	9	
10/02/2013	River Bure (Upton & South Walsham Marshes)	9.5 miles	9	
26/01/2013	Briston	10 miles	10	
20/01/2013	Burgh Castle	8.5 miles	10	
12/01/2013	Aylsham - Weavers Way	9 miles	16	
06/01/2013	Holkham	10 miles	17	

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Rank	Forum alias	Total walks	Total distance
1	Clive	46	454.9 miles (119.1%)
2	Peanuts	33	291.6 miles (76.4%)
3	Tim	26	246.5 miles (64.4%)
4	Adele	28	245.8 miles (64.4%)
5	Hanna	27	243.3 miles (63.6%)
6	jojo	23	227.5 miles (59.7%)
7	Julie Grooms	22	214.5 miles (56.0%)
8	Emy	22	193.8 miles (50.8%)
9	edg	19	167.6 miles (44.0%)
10	jonathan	18	167 miles (43.7%)
11	jmarie	16	144.8 miles (38.0%)
12	Martin	16	141.9 miles (37.2%)
13	Julian White	11	131.9 miles (34.6%)
14	Emma	12	123.6 miles (32.5%)
15	Olga	13	109.8 miles (28.8%)
16	Rosemary	11	92.2 miles (24.1%)
17	argeman	8	80 miles (20.9%)
18	NinaS	9	78 miles (20.4%)
19	sunnyday	8	67 miles (17.5%)
20	thepathlesstravelled	8	64.5 miles (16.8%)
21	becksking	6	53.7 miles (14.1%)
22	peterward	3	48.5 miles (12.6%)
	PippaP	3	48.5 miles (12.6%)
24	Beata	5	46.5 miles (12.0%)
25	rpm	4	44.6 miles (11.8%)
26	Peter	6	42 miles (11.0%)
27	Emily C	4	34.6 miles (9.2%)
28	Isles	3	31.5 miles (8.4%)
29	jaybo	3	28 miles (7.3%)
30	Marc	3	27 miles (7.1%)
31	wends	2	21.5 miles (5.8%)
32	Cunners42	3	21 miles (5.5%)
33	Ian.H	2	18.8 miles (5.0%)
34	Michael J	2	13.7 miles (3.7%)
35	David	1	11.5 miles (3.1%)
36	Jonny Walker	1	9.5 miles (2.6%)
37	tomjones8	1	9 miles (2.4%)

APPENDIX 2: Scope for new website

This website will be dedicated to providing news and details of the Hike Norfolk group and cover the walks, social activities and organisation of the group. The audience will be current and prospective members of the group. The site will be updated with posts every week about upcoming walks.

We are doing this because the existing site looks outdated, is hard to use and doesn't work well on mobile devices.

To achieve the stated aims, the new site should share the following information:

- what we do as a group
 - About us page
 - Meet us/Key personnel in the group
 - How to contact us
 - Committee information
- what we have done as a group.
 - Map detailing previous walks.
 - The race page showing walks participation.
 - GPS tracks that can be downloaded and used to follow/recreate our walks
 - Photo albums
 - Links to Facebook
- Upcoming walks/joining us
 - Calendar/programme of upcoming walks
 - Map illustrating location of future walks
 - Equipment required/preferred
 - How to come on a walk/join group
 - RSVP walks
 - How to contact walk leader.
- Social events
 - Calendar/programme of events
 - RSVP events.
- General chat/discussion
 - forums

Technical requirements are:

- accessible from a variety of devices/browsers
- easy to update by non technical members
- access to member details is restricted
- increased social media integration.
- forums integrated into website