



**Hike Norfolk
Committee Meeting**

08/03/2014

The Virgin Lounge, Norwich, 10:00 am

Chair: Tim Arnold (TA)

Minutes: Adele Dodgson (AD)

Attendees: Euan Griffiths (EG), Graham Finlayson (GF), Hanna Cannell (HC), Richard May (RMa) and Rosemary Moore (RMo).

Apologies: Clive Manwaring (CM)

No	Agenda Item	Agreed Actions (and member responsible)
1	Welcome by the Secretary	
	TA welcomed the committee members.	
2	Apologies	
	Clive Manwaring	
3	Minutes of previous meeting (Date: 18/01/2014)	
	<p>TA asked the group to check the minutes of the previous committee meeting held on the 18th January 2014.</p> <p>There were no amendments and the minutes were signed by AD and HC as an accurate reflection of the meeting.</p>	
4	Matters arising from previous meeting (Date: 18/01/2014)	
	<p>Review of outstanding actions from previous meetings:</p> <ul style="list-style-type: none"> ▪ 3x 2013 walks sent to RMa are awaiting upload onto R to BN (Walsingham on 24/11/2013, Hemsby on 22/12/2013 and Beccles to Geldeston Locks on 29/12/2013). ▪ TA to send out mailing to encourage new Ramblers members to attend a walk soon (if they haven't already done so). ▪ 2015 NA AGM to be hosted by HN, appropriate venue to be chosen. <p>Following the meeting:</p> <ul style="list-style-type: none"> ▪ TA has contacted GF to discuss re-initiating the Sustainable Growth Working Group in 2014 (and possible available place in SGWG to be advertised within group by existing members of SGWG). ▪ HC contacted Peter James (PJ), Norfolk Area Treasurer, it is usual procedure for the annual entitlement to be issued as two separate payments. ▪ AD has emailed Ramblers (on behalf of EG) to request a Username and Password for access to the Ramblers 'Walks Finder' function on the main Ramblers website. ▪ CM has contacted Peter James (PJ) of the Norwich Group to discuss joint group evening walks with HN for summer 2014 NA Walk Programme (April to July inclusive). ▪ AD promoted 2014 NA AGM via post on 'General Chat' section of HN forum. 	



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5	Committee member updates	
	<p>a) Chair:</p> <ul style="list-style-type: none"> ▪ TA and Peter James (PJ) of the Norwich Group are due to attend the Ramblers General Council in early April 2014, where they will represent the Norfolk Area groups. ▪ Raised discussion regarding HN affiliated Ramblers membership numbers, fluctuating attendance on walks and wondered how to increase the number of walk leaders. ▪ Praise given to those members who have proposed to lead walks in the new walks programme. <p>b) Membership Secretary:</p> <ul style="list-style-type: none"> ▪ Monthly membership list, dated 01/03/2014 = 42 members (no additional members in weekly update) ▪ AD continuing to collate Walk Leaders forms from 2014 walks for Race to John O’Groats (R to JOG). ▪ AD unable to attend NA committee meeting on Sat 15th March (RMa in NA Newsletter Editor role planning to attend, TA not able to attend either). <p>c) Treasurer:</p> <ul style="list-style-type: none"> ▪ HC has not yet received the outstanding balance of £71.00 from Peter James (PJ), Norfolk Area Treasurer. <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"> ▪ Thanked CM for being very proactive in terms of suggesting items for Social activities. ▪ Intends to post the latest thread for the Social Programme commencing in May shortly. <p>f) Webmaster:</p> <ul style="list-style-type: none"> ▪ Discussion deferred to item 6. 	<p>TA offered to produce a report summarising the GC for dissemination to HN committee</p> <p>TA to send emails to HN membership: (1) all potential walk leaders (i.e. known HN Ramblers members) the day before publication of the next blank walking programme (2) Ramblers members who are new to the group and/or who have not attended many walks recently.</p> <p>AD to send apologies to NA Secretary</p> <p>HC to contact PJ</p>



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	<p>g) Ordinary Members:</p> <ul style="list-style-type: none"> ▪ RMA looking forward to forthcoming Ramblers General Council. In his Ramblers Trustee role, he is planning to host an informal gathering at GC for Young Members Groups, pairing up group representatives with each other. ▪ GF is now back from his time working away in North America and hopes to attend subsequent meetings and walks. 	
6	Progress on Hike Norfolk's New Website	
	<ul style="list-style-type: none"> ▪ The Website Working Group met on Thursday 6th March. The outcomes were reviewed during the meeting, with an opportunity for the committee to view an 'in progress' version of the new website. The new website will include all the information currently available for public access on the existing website, e.g. the meeting minutes, a forum and the 'R to JOG'. ▪ The website working group, discussed the ownership of the website, 'chair@' and 'membership@' email addresses, they are associated with the HN domain ownership. EG is liaising with Ramblers as to whether the new HN website domain would need to be owned by Ramblers if it was hosted by them (e.g. to account for future change and HN committee decisions) ▪ Discussion regarding the existing forum and the forthcoming transition to a new forum system. In particular, the relationship between those who are members of Ramblers and affiliated to HN, and those who are registered on the current forum with no known/expired membership. The current forum has 15 pages of forum members, many are not HN affiliated Ramblers members, have not accessed the forum for more than 18 months, and/or have never done so. ▪ EG offered to upload information from 2014 walk leaders forms for onto R to JOG website facility which in line with the Race Rules, need to be related back to current HN membership records. ▪ In the short- to mid-term the presence of HN on Facebook will remain unchanged (i.e. will not change from a FB 'Group' to a 'Page'). 'Spam' messages and non-HN conversations do not presently appear to be causing a huge problem, this will be subject to review in the future. ▪ Proposed that the new website would go 'Live' on Saturday 3rd May to the HN Norfolk Committee to enable them to review the layout and content developed by EG, and provide feedback prior to and/or during the next meeting (Sat 17/05/2014). 	<p>AD to send EG copies of previous meeting minutes.</p> <p>EG to extract a list of members who have used the HN forum between May 2013 to 2014 for upload onto the new forum.</p> <p>AD to send EG walk leaders forms and an edited version of the latest HN Ramblers members list e.g. names, forum alias' and email address.</p> <p>EG to distribute link to committee to new website.</p>



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7	Acceptable behaviour on walks	
	Detailed discussion associated with a complaint received by TA from a HN trial member who attended a recent walk and was unhappy with comments made by another walker. All members need to be aware of what they say in a group situation (e.g. comments may be considered offensive, misheard, or taken out of context by someone else).	TA to draft a proposal for an addition to the group policy
8	Dates of Future Meetings	
	Accounting for known holidays and other commitments, dates agreed amongst those present for future meetings were as followed: Saturday 17 th May – 11 am, Virgin Lounge Saturday 5 th July – 11 am, Virgin Lounge Saturday 30 th August – 11 am, Virgin Lounge (NB: 30/08/2014 will be the final meeting before the HN 2014 AGM, an alternative back-up date was suggested of Saturday 6 th September - 11am, Virgin Lounge).	HC offered to book meeting room at Virgin Lounge
9	AOB	
	<p>Joint Wednesday evening walks with Norwich Group as follows (see NA Newsletter & Walks Programme for more information):</p> <ul style="list-style-type: none"> ▪ 04/06/2014 – 7 pm – 5.5 miles: Meet at Britannia Barracks, Mousehold Heath, Norwich (TG 241 096) ▪ 18/06/2014: TBA - available for suggestions ▪ 02/07/2014 – 7 pm – 5.5 miles: Meet at Wymondham Station carpark (TG 112 010) ▪ 16/07/2014: TBA - available for suggestions ▪ 30/07/2014 – 7 pm – 5.5 miles: Meet at Mulbarton Common carpark (TG 190 008) <p>Re-iteration of AOB from 18/01/2014</p> <ul style="list-style-type: none"> ▪ AD & TA had offered to attend the Alysham Show in August 2014. ▪ 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. 	HN committee members to consider appropriate venues and send ideas to AD
Next Meeting Update:		
The next Committee meeting is proposed for <u>10 am on Saturday 17th May at the Virgin Lounge, Norwich.</u>		