

SEVERNSIDE RAMBLERS GROUP

Minutes of the 13th Annual General Meeting held on Sunday 21 November 2010 at Easter Compton Village Hall

PRESENT:

Jill Fysh (Chairman to Minute 10.10), Sylvi Garratt (Treasurer to Minute 10.10), Jean Aellen (Secretary/Membership Secretary), Ken Mill (Webmaster), Joy Harrison (Walk Co-ordinator), Heather Rickards (Publicity Officer), Gill King (Joint Social Secretary), Chris Roberts (Joint Social Secretary to Minute 10.10), Andy Pearson (Committee Member to Minute 10.10), Chris Gaymer, David West, Irene Skeats, Pauline Smith, Pauline Hart (Treasurer from Minute 10.10), Carolyn Muston, Robert Muston, Glenda Hewertson, Allan Davies (Committee member from Minute 10.10), Moira Trenchard, Joyce Powell, Paula Warburton, Ann Light, Chris Everett, Doreen Symonds, Susan Bowerman

Copies of the agenda, Minutes of 2009 AGM, Officers' Reports, Accounts and other papers were circulated to those present.

1.10 Jill Fysh, Chairman welcomed everyone to the meeting and thanked them for supporting the walk and the collection for Wiltshire Air Ambulance.

The following amendments were made to the agenda:

- (i) under Agenda item 5 – add Social Secretary
- (ii) change Date of next AGM from Agenda item 14 to Agenda item 15
- (iii) add Any Other Business as Agenda item 14

2.10 **Apologies for absence** had been received from Jenny Aspinall, John Lewis, Martin Firth, Narinjan Singh, Helen Briggs, David Evans, Jean Williams, John and Chris Carter, David Jefferies.

3.10 **Minutes of the previous AGM** were accepted as an accurate record.
Paula Warburton proposed and David West seconded that the Minutes be accepted.

4.10 There were no **Matters Arising** from the previous minutes.

5.10 Officers' Reports

- (i) **Chairman:** report as circulated. Jill asked anyone present who was interested in receiving the e-programme to let Jean know. Jill thanked everyone for nominating her as Chairman, a role which she had enjoyed doing.
- (ii) **Secretary and Membership Secretary:** report as circulated. There was discussion about the cost of posting out the programmes. Exact costs were not available but included stamps, envelopes and printing costs. There was also discussion about whether it would be possible to charge those who received the paper copy, or perhaps give a discount to those who opted for the e-programme. These two options were not feasible as they were outside Ramblers' arrangements for members.
- (iii) **Treasurer:** report as circulated. Sylvi reported that the allocation for 2010/2011 may be increased. Social events had made the following: Quiz £53.19, Christmas Lunch (-£3.36), Skittles £106.04, Elan Valley (-£11.54).

The accumulated funds at the end of September were:

- Group Account £250.33

- Social Account £475.17 – this included cheques for forthcoming events such as the Christmas meal.

The Group Account was for printing, postage, stationery etc; the Social Fund was for social events.

- (iv) **Joint Footpath Secretaries:** report as circulated. There were two major problems with footpaths in the area and they would not be resolved quickly. One was a Land Registry problem and the other one Tesco.
- (v) **Publicity Officer:** report as circulated. Heather had attended a publicity course recently and had felt very proud to be part of Severnside. On the course she had suggested the Air Ambulance recuse in June would be ideal publicity but had been advised this should be avoided as walking would be seen as a dangerous activity.
- (vi) **Webmaster:** report as circulated. The site was successful and there had been 4000 visitors to the site over the past year.
Paula Warburton expressed concern about any pictures of her that may be on the website. Ken advised her that there was a notice on the website that if someone did not want their photo on it they could request that it be removed. Jill suggested that if an individual saw someone taking photos on a walk and did not want their picture taken they should make their wishes known at the time. Ken said he just took what photos he was sent and did not review them in any way. Most people took pictures of an overall view and these gave a good indication of the Group – the type of walks / scenery. Andy, who took many of the pictures, stated that very often photos were of people walking away from the photographer.
Pauline Hart said she liked the website and appreciated the photos. She considered Andy excellent photographer.
- (vii) **Walk Co-ordinator:** report as circulated. Joy requested that if walk leaders wanted to submit a walk and saw a walk already on the Preview, they should check the distance of the walk already submitted. If the walk already submitted was a short walk there was still place for a long walk, and vice versa.
The average numbers attending short and medium walks was 16, and the average number attending long walks was 18.
Joy took the opportunity to remind walk leaders to submit their walks before the due date. There had recently been a problem of someone submitting a walk and it was not until Joy contacted the individual that she found out the walk would not be taking place. Walk leaders were reminded that once a walk had been submitted and the acknowledgement received, it was presumed that the walk would take place. If a walk leader could no longer do the walk they should let the Walk Co-ordinator know as soon as possible, however late in the day. The sooner the Walk Co-ordinator was advised the sooner an alternative could be arranged.
Chris Roberts stated and it was agreed that it was helpful to have a ‘buddy’ for pre-walking so that if the walk leader could not do the walk, their ‘buddy’ would be able to substitute. Pauline Hart suggested that a notice could be put on the website about cancellations. Jill reminded her that not all members had access to the internet. Cancellations would be put on the website if known about in advance and Jean emailed any changes to those who received the e-programme.
- (viii) **Social Secretaries:** All the social events had been well supported. Gill King considered the highlight had been the Elan Valley weekend. There were eight places still available for the Christmas meal. Gill reminded those present of the skittles evening in January at the King William.

There was a query about the next Quiz Night because the winning team usually arranged the next Quiz however the team that had won last time were 'outsiders'. Gill asked for volunteers to arrange the next Quiz Night and offered to help. Ken would put the request for volunteers on the website.

ACTION: Ken Mill

Sue Bowerman advised those present that her Open House would now be on 29 December 2010 from 3 pm. Those intending to attend needed to ring her by 21 December.

6.10 Changes to the Walks Programme

A paper outlining the changes had been circulated prior to the meeting. The change to issuing the programme three times a year had been adopted at Area level and agreed by all the Groups. Avon Area News would be produced on this basis too. Jill reminded those present that the next programme would be for February, March, April and May. She requested that some walk leaders who usually put on four walks a year put two walks on the next programme. In addition evening walks would start in May.

An example of how the programme would look in future had been circulated. The date and the map would be abbreviated. The walk description would be limited to two lines (likely to be 122 characters including spaces and punctuation). Walk leaders would be asked to put one telephone number only. Paula Warburton said that just one telephone number may not be sufficient because a mobile number would be needed if a walker was delayed en route to the meeting point. Following discussion it was agreed that walkers should get to the meeting / start point on time. The only time a walk leader would wait was if eg five cars had left Aldi but only four had arrived at the start point. The walk leader's mobile number could be put on the directions to the start of the walk, and if someone arranged to go to the start of the walk the walk leader could give their mobile number as part of the details.

7.10 Grading of Walks

A paper setting out the changes had been circulated prior to the meeting. All walks went on the Ramblers Walk Finder and up to now Ken and Joy had guessed the grading of the walk. In future the walk leader would make the assessment of the grade. On the programme the grade would be under the date using an initial letter only. There would be a key in the programme. There would be a compulsory box for the grade on the Submit a Walk form, hopefully there would be a drop down box from which to select the grade.

Any queries about the new format should be directed to the Walk Co-ordinator, or if there was a technical problem the Webmaster should be contacted.

8.10 Review of Mileage Contribution Rate

A paper had been circulated to the meeting. At the 2008 AGM it had been agreed the contribution rate would be 8p per mile when fuel was under £1 per litre and 10p per mile when fuel was more than £1 per litre. Fuel was currently in the region of £1.16 per litre. The meeting was asked to consider whether the contribution should be increased to 10p per mile. It was also pointed out that VAT was due to rise in January and this would reflect in fuel prices.

A view was expressed that an increase would put people off attending walks, while others stated they were more than glad to pay 10 p per mile.

Following further discussion the meeting was asked to vote on an increase of the mileage contribution to 10p per mile. 24 voted for the increase; one voted against; there were no

abstentions. The Chairman announced that the motion was carried for an increase to 10p per mile which would take effect from the next programme.

9.10 **Deposits for Social Events / Weekends Away**

A paper had been circulated to the meeting. There were no objections to the proposal that there would be a small administration charge added to social events (ranging from 50 p to £1.50) to cover the cost of postage, telephone calls, printing flyers, quiz prizes etc. In addition there may be a deposit required for room hire/food/accommodation. These costs and the administration charge would be included in the total advertised cost of an event and would be identified as non-refundable.

The administration charge would never be refunded. Deposits and any other costs incurred would not be refunded unless a replacement was found, but any other monies paid and not used would be refunded. A replacement would pay the full amount including the administration charge. All monies would go through the Group and would not be exchanged between members. Someone unable to attend an event should in the first instance contact the organiser who may have a reserve list otherwise the onus was on the person withdrawing from the event to find a replacement.

10.10 **Retirement of current Committee Members**

Before the Committee retired, on behalf of the Group and the Committee Heather thanked Jill for her work over the past three years. For Severnside Group Jill had taken on the role of Chairman, editor of the newsletter, and for one year walks co-ordinator; she was also Area Secretary and Editor of AAN. Jill had kept the Group together with great enthusiasm, had nurtured its social side and had encouraged the Committee to do their jobs. Jill was presented with a small gift on behalf of the Group.

Jill thanked the meeting for their support over the past three years and wished the Group the very best for the future.

The Committee retired and Pauline Hart took the chair for agenda item 11.

11.10 **Election of Honorary Officers and Committee Members**

Details of nominations received in advance of the meeting had been circulated. Those present at the meeting were asked if they were interested in any of the positions. There was discussion about the appointment of Chairman but no-one offered to take on the role.

The following appointments were made:

Position	Nomination	Proposed	Seconded
Group Secretary & Membership Secretary	Jean Aellen	Ann Light	Gill King
(Joint) Group Footpath Secretaries	Jenny Aspinall & John Lewis	Moira Trenchard	Pauline Smith
Group Publicity Officer	Heather Rickards	Gill King	Doreen Symonds
Walks Co-ordinator	Joy Harrison	Sylvi Garratt	Carolyn Muston
Group Webmaster	Ken Mill	Pauline Smith	Joy Harrison
General Committee Member	Allan Davies	Pauline Smith	Moira Trenchard
General Committee Member (Social Secretary)	Gill King	Heather Rickards	Moira Trenchard

There was discussion about the appointment of Treasurer and initially no-one expressed interest. Sylvi was asked if she would continue as Treasurer and 'groom' a replacement. Sylvi was prepared to work alongside someone. Pauline offered to help her with spread sheets. Subsequently Pauline agreed to undertake the role of Treasurer. This was proposed by Jean Aellen and seconded by Sylvi Garratt.

There was no nomination for the Group Countryside Officer or for a third General Committee member.

In the absence of a Chairman, Heather Rickards temporarily took the chair.

Heather thanked Chris Roberts for her contribution to the Committee and to the organisation of social events. She also thanked Andy Pearson for his contribution to the Committee over ten years, and for being the Group's 'unofficial photographer'. Andy said he was happy to continue taking photographs.

Heather thanked Sylvi for her undertaking the role of Treasurer which she had fitted in with working frequently unsocial hours.

12.10 Appointment of a representative to the governing body of the Area

Ken had undertaken this role in the past and was prepared to do so again. This appointment was agreed by the meeting. Ken was webmaster for Avon Area so it made sense for him to be the Group's representative.

13.10 Appointment of independent examiner or examiners

Louise Mill had undertaken this in the past and was prepared to do so again. This appointment was agreed by the meeting. Heather thanked Louise for her past work and for continuing as independent examiner.

14.10 Any Other Business

Jean referred to the election of committee members that had just taken place and the lack of new volunteers. She had become Secretary only a few months after joining Severnside, wanting to put something back into the Group. She expressed her view that it was important that new people volunteered for the Committee if the Group was to continue in the long term. Being a General Committee Member was a good way to find out about what happened on the Committee and in the Group more generally. Having no Chairman was not an ideal situation. The current Committee would nominate one of their number to chair the meetings but this was not the same as having a Chairman to lead the Group and act as a figurehead.

15.10 Date of Next Meeting

The next AGM would be held on a Sunday 20 November 2011 subject to the availability of a suitable location.

Heather thanked everyone for attending.

The meeting closed at 3.00pm.