



South Gwent Ramblers



Minutes of the committee meeting held on 2 February 2006

Members present - Ken Phillips, Adrian Sheehan, Derek Humble, Fred Fee, Val Clark, Howard Harvey, Keith Cooper, Christine Platteeuw, Kath Carter.

1. *Apologies for absence* from Brian Williams, Ian Reese and Rae Bird
2. *Minutes of last meeting* were adopted
 - 2.1. *Matters arising from the minutes*
 - 2.1.1. Fred will add a Forthcoming Events list to the next program
 - 2.1.2. The AGM-cum-slide-show was well attended
 - 2.1.3. The “Area AGM” in item 5.4.3 should read the “Area walk”
3. *2006 Calendar of Events*
 - 3.1. Kath will organise a *skittles evening* locally for *Thursday 2 March*. Sandra Cocksedge, a keen skittler, has provided Kath with a list of venues.
 - 3.2. Christine and Tahal Azim did not have enough time to fully present all their intended slides at the last slide show and will present them at a *slide show* on *Tuesday 21 March*.
 - 3.3. Dave Fereday has indicated to the committee that he thought that a trip to Pembroke may be too far in a day and suggested the Gower instead. Kath thought that the journey further afield would make better use of the coach. The committee agreed with Kath and set a date of *4 June* for a *coach trip to Pembroke*.
 - 3.4. Gill Griffin will lead a walk for the Gwent Association for the Blind on Tuesday 20 June.
 - 3.5. Kath will investigate a proposed trip to *Porthkerry Park* for a *barbeque* in *July/August*.
 - 3.6. The *weekend away to Guernsey* on *3 October* was so well subscribed that the intended hotel proved too small and a new, more expensive one had to be booked. Despite the resultant expense, numbers bookings are going well at 21 so far.
 - 3.7. A *coach trip to Lyme Regis* in *September* could be organised by Ian, or failing this, Ray Cantwell has volunteered a trip to the West Country with a long and a short walk.
 - 3.8. Ken noted that a proposed *visit to Westonbirt Arboretum* would be incorporated into the next walks programme.
 - 3.9. Ken noted that he has a list of challenge walks.

4. *Mileage charge for lifts to walks*

Under *Any Other Business* at the AGM on 24 November 2005, Kath had noted that fuel and car running costs were increasing and that there was an element of awkwardness in both proffering money for fuel and in accepting it. She suggested that we adopt a standard way of calculating a charge for passengers who accept a lift to walks. The AGM agreed with the suggestion. Since the AGM, Ken and Christine had each devised ways of calculating the charge fairly. Although each used different methods of calculation, the calculated charge was almost identical. As a result, the committee was able to agree to the following way of calculating the charge:

The mileage is the distance from the Civic centre to the walk start point and back, *i.e.* the total distance of the round trip. The charge per passenger is 15p per mile divided by the number of occupants of the car (driver and passengers).

5. *Officers' reports*

5.1. *Secretary* Ken commented on the list of correspondence – *see* attached sheet

5.2. *Treasurer* Brian was absent. Ken lamented the absence of the cheque book!

5.3. *Footpaths Officer* Derek

5.3.1. Lots of planning applications continue to flood in: most are not of interest; one was an amendment; another added paths at the ends of the new pedestrian bridge; and the Gwent Wetlands Trust altered the route of paths to provide cover for visitors so that they would be invisible to and thereby not disturb the birds staying here. Derek has visited some sites and found nothing untoward.

5.3.2. Ken brought to Derek's attention a communication from the Strategic Environmental Awareness Group (!) who want our views on coastal erosion and defences. Derek noted that this initiative appears parallel to the the Strategic Environmental Assessment which is part of the Gwent Tidal Strategy Scoping Consultation being carried out by Atkins Water for the Environment Agency, to whose initial document Derek sent a reply.

5.4. *Rambles Officer* Adrian

5.4.1. The current programme is already doing well and filling up.

5.4.2. Fred commented that Alun Booth felt a little uneasy about the leisurely walks being billed for the same day as his easy walks. Adrian will try to keep them separate although that depends on the commitments of leaders.

5.4.3. We agreed that there is a need for guidance for leaders, in particular for new leaders. Adrian agreed to have a meeting of leaders in March so that the sage amongst them may guide those in need and so that we can discuss arrangements for the next program. Fred has scanned an RA leaflet of guidance for leaders and will promulgate it.

5.4.4. The RA now insist that a walk has to be organised in liaison with a local Health Authority to qualify for the Walk and Talk scheme.

5.5. *Membership Secretary Val* gave the following snapshot membership figures for the end of December 2005:

Group membership	
South Gwent	201
Pontypool	254
North Gwent	95
Lower Wye	226
Gelligaer	106
Islwyn	47
Area total	929

South Gwent figures	
New members this month	8
New members in past year	101
Change in membership - year	+0.03%
- 6mo	+0.01%

National figures	
Renewal rate	89.3% (87.3)
Membership per 100.000	210 (248)
(Welsh figures in brackets)	

There a quite a few overdue subscriptions and resignations for this month, so that numbers of new members don't quite balance the losses.

5.6. *Publicity Secretary Fred*

5.6.1. It is becoming difficult to get the programmes printed at a reasonable cost. Photocopying of documents, which used to be easily obtained in small numbers from work places, is now becoming harder to obtain. Fred therefore put to the committee that we should obtain a laser printer to do the printing in-house (*see attached sheet putting the case*). In the last couple of years laser printers have come down in price to the extent that we can produce programmes more cheaply in-house than at a printers. The committee agreed that Fred should obtain and store a printer and materials for printing the programmes.

5.6.2. At the AGM several members proposed that we should post an advert for the Group at doctors' surgeries. Fred agree to do so within the local area and noted that programmes are in place in Newport Library and that the library would contact him if more were needed.

5.6.3. Fred asked committee members to think about how we could acquire space to store items belonging to SGR.

5.7. *IT Officer's report* Keith gave a demonstration of a forthcoming upgrade to the web site. Keith has received and answered one or two email enquiries. In Brian's absence, Keith's enquiry about not receiving expenses could not be answered.

Next Committee Meeting is on Thursday 18 May.

SGR Correspondence

1. R.A.	- Minutes of Trustees Meeting - 21st May 2005	File
2. R.A.	- Distibution of Papers - July 05	File
3. R.A.	- New Volunteering Opportunity - September 05	Derek
4. R.A.	- Countryside Update - September 05	Derek
5. R.A.	- Raising the Profile of volunteering - September 05	File
6. R.A.	- Report on Area Financing Conference - September 05	Brian
7. R.A.	- New Recruitment Leaflets 2005/06 - September 05	File
8. S.G.R.	- Letter to Ramblers Holidays - October 05	File
9. S.G.R.	- Letter to Area Secretary - October 05	File
10. S.G.R.	- Letter to R.A. re Paul Coleman - October 05	File
11. R.A.	- Countryside Update - October 05	Derek
12. R.A.	- Access Bulletin - October 05	Derek
13. R.A.	- Footpath Campaigner - October 05	Derek
14. R.A.	- Board of Trustees Meeting - October 05	File
15. G.G.	- AGM Report	Discuss/File
16. S.G.R.	- Letter to Area Secretary - November 05	File
17. S.G.R.	- Letter to R.A Wales and Area - November 05	File
18. R.A.	- Footpath Campaigner - November 05	Derek
19. R.A.	- Countryside Update - November 05	Derek
20. R.A.	- Access Bulletin - November 05	Derek
21. R.A.	- Civil Liability Insurance Circular - November 05	Discuss/File
22. I.R.	- Accident Report - September 05	Discuss/File
23. R.A.	- Induction Day for new and prospective Treasurers - November 05	File
24. R.A.	- Footpath Campaigner - December 05	Derek
25. R.A.	- Access Campaigner - December 05	Derek
26. R.A.	- Introducing R.A. Wales Countryside Officer December 05	Derek
27. R.A.	- Letter re R.A. Chief Executive - December 05	File
28. R.A.	- Promoting Walking Survey - December 05	Fred
29. R.A.	- National Events 2006 - December 05	Adrian
30. R.A.	- Volunteer Recognition Booklet - December 05	Committee
31. R.A.	- Countryside Update - December 05	Derek
32. R.A.	- Access Bulletin - January 06	Derek
33. R.A.	- Welcome to Walking Week - January 06	Adrian
34. R.A.	- Countryside Update - January 06	Derek
35. R.A.	- Trustees Meeting Bulletin - January 06	File
36. R.A.	- New Treasurers Induction day - January 06	Brian
37. R.A.	- Use your Paths Week - January 06	Derek
38. R.A.	- Grants for Practical Volunteering Projects - January 06	Derek
39. R.A.	- Ordnance Survey Outdoors Show - January 06	Ted
40. R.A.	- Letter from Brian Reader R.A. Chairman January 06	File
41. R.A.	- Distribution of papers - December 05	File
42. R.A.	- Footpaths News - February 06	Derek
43. R.A.	- Footpath Worker - December 05	Derek
44. R.A.	- Footpath Campaigner - February 06	Derek
45. R.A.	- Access Bulletin - February 06	Derek
46. Ruperra	- Newsletter - January 06	Brian

Case for buying a Printer

I propose buying a Brother HL-5250DN duplex black-and-white laser printer to print the programmes, since printing the programmes externally is becoming increasingly expensive.

I suggest this printer because reviews suggest that it will be reliable and it is the cheapest that can print on both sides of a sheet (duplex printing). It is also one of the cheaper printers to run, with the toner and drum being relatively cheap.

Scanning the web reveals that Staples is equal to the cheapest and so the printer can be sourced locally.

The figures below assume three seasons of 500 programmes each year.

The cost of double-side printing using 160g/m² coloured card over four years, amortising the printer and costing all the consumables *pro rata* is:

	£ using small toner	£ using large toner
Printer	200	200
6000 sheets @ £10 per 500	120	120
Drum	17	17
Toner (small – 3500 sides)	161	
Toner (large – 7000 sides)		102
Total cost	498	439

Actual cost	451	392
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(The actual cost is lower than the projected total by £47

because the printer is supplied with the smaller toner cartridge
and we would, therefore, not have to supply the first toner cartridge)

Printing from the fifth year onwards would be cheaper than the total cost by £50 per year because the cost of the printer would not have to be amortised.

As a comparison, the cost of printing externally at the current rate is at least £50 per season – an actual cost of at least £600 over four years.

notes

1. Toner and drum use is garnered from manufacturer's figures which are usually based on the kind of text printing that we would do when printing the programmes.
2. I would not recommend buying toner in bulk initially, since it may not store well.
3. I would recommend buying large toner cartridges since they are much better value for money.

LATE UPDATE I have found a source of 160g/m² coloured card at about the same price as Staples paper. The overall cost would be about £30 more over four years if we paid postage, but if I order some photo supplies for myself at the same time, I can get the order post-free and the cost of the card will be the same or slightly less than Staples paper.