



# South Gwent Ramblers



## Minutes of the committee meeting held on 18 May 2006

*Members present* - Ken Phillips, Adrian Sheehan, Fred Fee, Val Clark, Howard Harvey, Kath Sadler, Kath Carter, Christine Platteeuw, Rae Bird, Derek Humble.

1. *Apologies for absence* from Brian Williams and Ian Reese.
2. *Minutes of last meeting* were adopted with the following matters arising:
  - 2.1. The skittles evening was well supported, with 23 attending, and a great success. Another was suggested for the Autumn.
  - 2.2. The walks meeting was poorly attended, probably due to short notice and a resultant lack of opportunity to publicise the event.
3. *2006 Calendar &c*
  - 3.1. The Pembroke trip has attracted 48 takers.
  - 3.2. Only 19 have applied for the Weston-super-Mare trip (2 July) so far and that number is not viable: the committee with publicise the trip at walks.
  - 3.3. Kath, Chris Harris and Adrian are arranging a Barbeque for a date to be announced in August. Adrian indicated that the event will be finalised in time for the next walks programme.
  - 3.4. Ken suggested a visit to Westonbirt in the Autumn to general approval.
  - 3.5. A ready reckoner for calculating fuel costs for walks was issued with the last newsletter and was well received: the walks programme included an estimate of the round trip mileage for each walk.
4. *Officers' reports*
  - 4.1. *Secretary Ken* commented on incoming correspondence:

1.	RA.	Minutes of Trustees Meeting	Jan 06	File
2.	R.A.	WCEC Minutes	Feb 06	File
3.	R.A.	Paths Challenge	Mar 06	Derek
4.	R.A.	Volunteer Support Update	Mar 06	File
5.	S. G.	Letter to Mike Williams	Mar 06	File
6.	R.A.	Minutes of Trustees Meeting	2005	File
7.	RA.	Welcome to Walking Week	Mar 06	Adrian
8.	R.A.	Trustees Meeting Bulletin	Mar 06	File
9.	RA.	New Member Booklet	Mar 06	Val
10.	R.A.	Access Bulletin	Mar 06	Derek
11.	R.A.	Footpath Campaigner	Mar 06	Derek
12.	R.A.	Eurando 2006	Mar 06	Adrian
13.	RA.	Paul Coleman Refund	Apr 06	File
14.	R.A.	Distribution of Papers	Mar 06	File
15.	RA.	Footpath Campaigner	Apr 06	Derek
16.	R.A.	Newport Unitary Development	Apr 06	Derek
17.	RA.	Access Bulletin	Apr 06	Derek
18.	R.A.	Festival of Winter Walks	Apr 06	Adrian

19.	RA.	new Chief Executive	Apr 06	File
20.	R.A.	Access Bulletin	May 06	Derek
21.	SOE	Letter to R.A. re Membership	Apr 06	File
22.	S.G.	Invoice to Ramblers Holidays	Apr 06	File

4.2. *Treasurer* Brian was not present and Ken presented his report.

4.2.1. Our annual payment from Area was £494, slightly lower than last year because of a slight fall in membership. Area also refunded £94.74 being the cost of catering and their newsletter for their AGM last year.

4.2.2. We received £40 from Ramblers Holidays for their advert in our newsletter.

4.2.3. A profit of £10 was made for the skittles evening.

4.2.4. Our current account balance is £1497.41, but recent expenditure, not yet counted, includes the costs of running our web site and obtaining a laser printer.

4.2.5. Brian attended the Area meeting of 10 May 2006 at which reserve policy and budget matters were discussed. (For more details of this – *see* Adrian’s report below.)

4.3. *Footpaths Officer* Derek reported that so little arrived recently that he telephoned Newport CC to check that all was well! To make up, he received an application (postage £15.40) for a large development at Pencoed Castle which benefits Ramblers by improving footpaths. Ken suggested an evening walk crossing the new Newport footbridge and associated paths to general approval.

4.4. *Rambles Officer* Adrian reports:

4.4.1. Walks are proceeding smoothly with only small changes. A few of the walks start at 8:30 and no adverse comments have been made about the start time.

4.4.2. The Health Board has introduced a year-round programme of 3-5 mile walks called “Stepping Stones” to encourage people to start walking. The programme requires that all leaders be trained by the Board and that they must have First Aid training. We agreed to consider setting up such walks, perhaps with Alun Booth providing some of the walks.

4.5. *Membership Secretary* Val reports that we are down to 194.

4.6. *Publicity Secretary* Fred – *see* attached sheet

4.7. *IT Officer’s report* Keith was not present

5. *AOB*

Ken noted that the Christmas Dinner was booked for 14 December at Newport golf Club.

*Next Committee Meeting* is on Tuesday 5 September

## Publicity Report

### Expenses

Date	Item	Cost
03/02/2006	Brother HL-6250DN laser printer	209.06
06/02/2006	2500 sheets of plain A4 laser paper - Xerox	13.99
21/03/2006	1500 C5 envelopes and 250 sheets 160g/m blue card	36.27

### Initial Use of printer

	Date	Sides	Purpose
1	06/02/2006	19	Initial setup - poor printing with inkjet paper cured with laser paper
2	21/03/2006	5	Testing booklet printing
3	25/03/2006	4	Testing booklet for new programme
4	25/03/2006	1000	200 card + 258 paper + 42 waste - programmes
5	30/03/2006	10	5 sheets of mileage ready reckoner

Waste caused by inexperience in printing two sided documents.

The printer was also used to produce a Newsletter at low cost.

### **Advertising**

I have placed an A4 advert for our walks in the library and will send a copy of the programme electronically to Monmouthshire CC and Newport CC Physical Activity Directory.

Brian and I put up a display in the Library for a month and we have had at least one new walker as a result.

The Library staff are very helpful and asked if we could produce more copies of the programmes for them, since they disappear fast. In view of the low numbers of new walkers that are introduced to the group as a result of the programmes in the Library, I am not sure that leaving more copies there is a good idea. What does the committee think? The meeting agreed that I should ask the Library staff to adopt the Abergavenny *modus operandum* (see below).

Adrian sends out printed copies of the program to various organisations and said that he already sends one to Monmouth CC. As usual with council bureaucracy, one department does not know what the others are doing. I accidentally found where the hard copy resides – in the Tourist Information Office in Abergavenny.

In the Abergavenny Tourist Information Office, the staff asked if we could leave programmes there. They only give the programmes on demand, or when someone is indicating that they may use them – they would keep the programmes behind the counter. Should I print more copies of the next programme for them? Should I ask Newport Library if they issue programmes on the same basis? There was little support at the meeting for providing Abergavenny with programmes since they would not be likely to attract new walkers to SGR.

Should I send a copy of the A4 advert for our walks to the Tourist Information Offices locally? Yes

Kath (I think) suggested leaving programmes at Cwmbrân and I will investigate.