

OWW Committee Meeting

Monday 28th January 2019 7.30 – 9.15 pm

The Plough Wolvercote

MINUTES

1. Apologies – Webmaster and Without Portfolio 1
2. Minutes and matters arising – agreed to consider at relevant subject in agenda
3. Chair
 - a. Reflection on AGM. Attendance was 17 despite large turnout for walk; we should consider how we promote next year's AGM. It was agreed that the pub venue was preferable to a village hall.
4. Walks – Walks Secretary reported
 - a. When inserting generic contact number the walk leaders personal contact number is lost from our records. We need to solve this problem. **To be referred to Webmaster.**
 - b. There is confusion over how walk leaders identity appears on the walks list e.g. sometimes full name, sometimes just initials. After discussion committee agree that we should always use the same format of first name and surname initial e.g. Kevin H. **Chair to advise walk leaders.**
 - c. Walk Leaders should be reminded to keep their mobile phones on until the walk starts in case anyone on the way tries to contact them, and for the duration of the walk in case a walker has a problem/becomes detached from the group. **Chair to advise walk leaders.**
 - d. Walk leader should remind large groups of the need for all walkers to be responsible for checking that they can see the people behind them, and to wait if they can't (as we have recently had where groups have been split). **Chair to advise walk leaders.**
 - e. Walks Secretary is compiling list of numbers on each walk. **Chair to advise walk leaders to send this info.**
 - f. We have not yet had a volunteer to lead a walk to the area picnic (23 June). We have picked a start point (Wittenham Clumps) in readiness.
 - g. Discussion developed around member's dogs on walks with reference to a recent walk where a (new) member's dog was felt to be not well controlled. Chair pointed out that it is Ok for the walk leader, or any committee member, to politely request dog owners to better control their dogs if necessary. **Chair to advise walk leaders of this, and to remind members of responsibility in Feb newsletter**
5. Socials- Social Secretary reported
 - a. Events over the Christmas period went well. The dinner was enjoyed by all those who went and 9 people attended the Christmas drinks. 12 members went on the Mince Pie walk 2 further social events have taken place. Archaeological and Historical Walk in Abingdon, led by Tim Marshall, 6 attendees, and a Theatre Trip, 15 attendees.
 - b. No future events currently scheduled.
 - c. Social Secretary is not always being alerted when an event is posted. **Webmaster to look into this process.**
 - d. There is no system to link the event postings to Facebook. **Webmaster to look into this.**

- e. We need a consent form to be completed by those posting events. **Chair will check with Webmaster if a form is available but if not Social Secretary could create one.** This raised question over who has access to edit our website. **Chair will check.**
 - f. It would be useful to have a social event archive on the website. This may give people ideas and prompt more events. **Webmaster to be asked if this can be arranged**
- 6. Membership – Membership Secretary reported
 - a. Current membership 130 (7 new members).
 - b. If members opt out of giving their email addresses they will not receive updates and information circulated to the email group e.g. re last minute changes in walk details. We should ensure new members understand this if they are considering withholding their email address. **Chair to ask walk leaders to mention this on walks, and will mention on FB and in newsletter (which is also published on website).**
- 7. Finance – Treasurer reported
 - a. Only expenditure since last meeting was for incentives/prizes allocated at AGM and for renewal of the Ordinance Survey membership. Gifts for leaving committee members were paid for by Chair, not from group funds.
 - b. Cheques require 2 out of 3 signatories. New Secretary has agreed to replace former Secretary as a signatory. **Treasurer will arrange this.**
- 8. Publicity – Without Portfolio 2 has researched how other groups use social media and has made 5 recommendations
 - a. We should set up a Twitter account and aim for 2 tweets per week, one with a photo from last week's walk and one publicising our next walk with a link to our website **Without Portfolio 2 will action this.**
 - b. Set up an Instagram account. **Without Portfolio 2 will action this.**
 - c. Research the possible use of Meet Up groups and bring proposal to the next committee meeting. **Without Portfolio 2 will action this.**
 - d. Research our Facebook use, including the difference in usage between our Facebook page and Facebook group (which should be a closed group **Chair to confirm/fix**). Recommendation to be presented at next committee meeting. **Without Portfolio 2 will action this.**
 - e. Review our website to set up links to our Facebook page, Twitter and Instagram. Also to consider training in the use of social media. **Without Portfolio 2 to discuss with Webmaster and action this.**
- 9. Area – Area Rep reported
 - a. In view of falling national membership Area committee had long discussion on publicity but no specific actions were identified. In discussion our committee's view is that we run a successful group, we are regularly attracting 20-30 people on a walk, so we do not think this is a problem at our level.
 - b. Area reserves of £7660
 - c. Festival of Walking is held in August focussed on the Ridgeway. If we are likely to offer a Ridgeway walk we are requested to tie it in with this festival
 - d. Countryfile is taking place 1st-4th August at Blenheim. Area is running stand again and will be looking for volunteers
 - e. AGM is 2nd February at Wytham Village Hall
 - f. Places are still available on a First Aid course 16th February. **Chair to correct date on website.**

10. Chair advised Oxford Orbital walk will be taking place early October, exact date still to be confirmed
11. 10th Anniversary celebrations. We agreed the concept of 10 walks of 10 miles, to happen in the 12 month period to celebrate the group's 10th anniversary. **Chair to ask for walk leaders to volunteer walks, aiming to cover the year and the county.** There will also be a specific celebration walk on 9th June starting from Port Meadow Car Park followed by a meal at the Plough Wolvercote at 6pm. **Membership Secretary to put on walk (as at last AGM) and to liaise with The Plough about possibility of meal. Volunteers will be needed to collect deposits for meal. Chair to confirm availability of previous Chairs.** Further detail to be agreed at next committee meeting with email discussion in the interim.
12. AOB – None

Next meetings Monday 29th April, 22 July