

Dereham WaW Committee Meeting : 27 May 2021: held via Zoom

1	Minutes and matters arising from the meeting on 3 March 2021
1.1	<u>Minutes</u> The minutes have been circulated and an edited version for the website has been uploaded.
1.2	<u>Matters arising not elsewhere on the agenda.</u>
1.2.1	1.2 Welcome to our new Committee member.
1.2.2	3.1 We had discussed using the Dereham Society funds to install a bench by the new pond on the Neatherd. It was clarified that the new pond is just past Oriel House, and it is an historical pond being renovated rather than a brand new one.
1.2.3	4.2 The website has been altered to display compliant logos.
1.2.4	4.4 The original 14 walk leaflets have been uploaded to the website.
1.2.5	9.1 It is now planned to have an East Anglian <i>Walk this Way</i> edition in the autumn.
2	Website and IT
2.1	The website has been reviewed, and changes made where the need was identified.
2.2	The website is gradually increasing in size, but this is not a problem unless we need to go back and change something.
3	Finance update
3.1	<u>Update and regular outgoings</u> Cash at the bank (as per statement 17/32021) £2589.27 Plus donations from walks, not yet banked £42.90 less Dereham society gift £856.78 less ring fenced Co-Op Community Fund £1717.76 Available to use £57.63 Co-op Community Fund £1717.76 <i>leaflets (not yet invoiced)</i> £362.00 <i>short Walks (not yet invoiced)</i> £511.00 <i>balance remaining</i> £844.76 Full 'normal year' fixed costs estimated to be £282 approx (WaW sub, insurance, website, aboutDereham, Independent Examiner gift, AGT cost). Reserve target £400.
3.2	<u>Co-op Community Fund</u> : There was a discussion as to whether we should 'unreserve' some of the Co-op Community Fund money, for emergencies and other expenditures. It was agreed to draw down £200 for general expenditure.
3.3	<u>Finance Policy</u> : All (except our new Committee member) have confirmed acceptance of the Finance Policy.
3.4	It was agreed that we would not submit the accounts for verification by an Independent Examiner this year, as there has been so little activity. If anybody wishes to view the financial records, they are welcome to do so.

Dereham WaW Committee Meeting : 27 May 2021: held via Zoom

4	Publicity
4.1	<p><u>Contact list</u>: The list currently stands at 115 emails plus four by phone. It was clarified for our new Committee member that we ask for contact details from anybody new who attends the public walks who is happy to provide them. That person will then receive an initial email asking for their permission to go on the contact list. The vast majority of people do opt to go on the contact list, but they are not members as such. There is not a newsletter currently, but when emails go to our contact list with details of a planned walk, any items of news about the activities of DWaW are included. There are about 10 or 12 of these emails a year.</p> <p>It was agreed to review the data protection policy at the next meeting.</p>
4.2	<p><u>Logos</u> : It was agreed that we would start a refresh of logos in the town in mid to late July. Some businesses still have a logo in their window, but many have disposed of them. We first need to modify the new logo design to include reference to Dereham and the QR code. We will first produce a design and obtain a quote. We will opt for logos that will go on the inside of the shop window and face outwards, as before.</p>
4.3	<p><u>Main Leaflet</u> 10,000 copies have now been printed. It was agreed that their distribution should be the same as for the Short Walks Booklet, see below.</p>
4.4	<p><u>Short Walks Booklets</u> – our draft has been converted into a more presentable version; 5000 copies have been printed. It was agreed to distribute them in a limited manner, to GP Surgeries, the library, the Windmill, MNR, Assembly Rooms (DTC), Baptist and Wellspring churches and to walk participants. Some booklets have already been delivered to the Co-op. The manager was very pleased to receive them and hear how we have used our Co-op Grant. Breckland District Council are currently recruiting for a Social Prescribing Officer, who would be a useful contact for distribution of the Short Walks Booklets to the health sector. Councillor Alison Webb may be a useful person to enquire about this.</p> <p>It was agreed that when the booklets have been distributed, we will put a notice on the website detailing where they can be obtained. We will also organise a press release, possibly inviting a journalist to come on a short walk.</p>
5	Future work and plans
5.1	<p><u>The Neatherd</u>: Progress awaited on the Management Plan. DWaW are not directly involved in this, as it is about conservation and is an association between DTC and Norfolk Wildlife Trust. The all-weather path across the Neatherd is being dealt with separately. DWaW has received some information from the Trails Team who have organised an all-weather path, and has passed this on to the Town Clerk.</p> <p>We have received a phone call from Councillor Philip Morton yesterday, who wanted to discuss funding for the all-weather path and is keen to press ahead with it. We will continue to keep in touch and influence developments, and there may be the possibility of contributing the Dereham Society funds to it.</p>

Dereham WaW Committee Meeting : 27 May 2021: held via Zoom

	<p>It was suggested that we might lobby Will Richmond, NCC, as he has £10,000 discretionary money and has indicated that he is interested in footpath maintenance. It was agreed that Will would be a useful contact, although the discretionary money could not be used on Public Rights of Way as NCC have a statutory duty to maintain them. However, not all paths on the Neatherd are public rights of way. There is also Parish Partnership money. We have suggested to the Town Clerk that a trod be installed by the new cemetery east towards the footpaths that cross by Etling Green, so there is a route off the road.</p>																																										
5.2	<p><u>Full path report for DTC:</u> a sample had been attached for comment. All agreed that the format was very good. If anyone has any further feedback or comments, they can email them to the Chair. The report will ultimately be uploaded to the website. It was suggested that it might be easier to do in PowerPoint rather than Word.</p>																																										
5.3	<p><u>Increasing Committee membership:</u> it was agreed to advertise for new committee members in the next email that goes out to our contact list. We will also mention it in the introductory talk at the next public walk. It was suggested that increasing the size of a Committee is not always a positive thing and can introduce more conflict among committee members. We could alternatively recruit walk leaders as a way of getting more people actively involved with DWaW, providing a second tier to the Committee. There could be a meeting once a quarter of a bigger forum for sharing ideas.</p>																																										
6	<p>Events programme</p> <p>Debrief</p> <p>6.1 <u>Year Starts Here Walk</u> 18 April – this walk went well, everybody seemed really keen to get out and be mixing with others again. 16 walkers, £29.00 donations.</p> <p><u>Short Walk</u> 7 May – also went well, 15 walkers, £13.90 donations.</p> <p><u>Litter Pick</u> 15 April – plenty of rubbish collected successfully.</p> <p>For review - Planned Events</p> <p>6.2 <u>2021 programme short walks</u> dependent on take up</p> <table style="margin-left: 40px;"> <tr><td>Mon</td><td>31 May</td><td>- walk (BHol) 19 bookings including committee</td></tr> <tr><td>Fri</td><td>4 June</td><td>- short walk 9 bookings, reminder to go out soon</td></tr> <tr><td>Fri</td><td>2 July</td><td>- dual length walk</td></tr> <tr><td>Fri</td><td>6 Aug</td><td>- short walk</td></tr> <tr><td>Mon</td><td>30 Aug</td><td>- walk (BHol) possible garden party?</td></tr> <tr><td>Fri</td><td>3 Sep</td><td>- short walk</td></tr> <tr><td>Sat</td><td>11 Sep</td><td>- HOD Walk - Georgian</td></tr> <tr><td>Fri</td><td>17 Sep</td><td>- HOD walk - Industrial</td></tr> <tr><td>Sat</td><td>18 Sep</td><td>- HOD walk – Town</td></tr> <tr><td>Fri</td><td>1 Oct</td><td>- short walk</td></tr> <tr><td>Wed</td><td>13 Oct</td><td>- walk</td></tr> <tr><td>Fri</td><td>5 Nov</td><td>- short walk</td></tr> <tr><td>Fri</td><td>3 Dec</td><td>- dual length walk</td></tr> <tr><td>Sat</td><td>1 Jan</td><td>- walk (BHol)</td></tr> </table> <p>One of these may be a trip to Aylsham or Cromer.</p>	Mon	31 May	- walk (BHol) 19 bookings including committee	Fri	4 June	- short walk 9 bookings, reminder to go out soon	Fri	2 July	- dual length walk	Fri	6 Aug	- short walk	Mon	30 Aug	- walk (BHol) possible garden party?	Fri	3 Sep	- short walk	Sat	11 Sep	- HOD Walk - Georgian	Fri	17 Sep	- HOD walk - Industrial	Sat	18 Sep	- HOD walk – Town	Fri	1 Oct	- short walk	Wed	13 Oct	- walk	Fri	5 Nov	- short walk	Fri	3 Dec	- dual length walk	Sat	1 Jan	- walk (BHol)
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6.4	We will start work on the design and print of the booklets for the HODs walks, probably on a 'cheap and cheerful' basis as in past years, at least for now. We may apply for Co-op funding to produce a smarter booklet later in the year.
6.5	We may produce a Churches Walk when time allows. It would be a self-guided walk, in an 'I spy' format for younger people, 'can you spot the gargoyle?' etc. Vicars could be contacted to provide a history of their churches and photos.
6.6	<u>Annual Public Meeting</u> : It was agreed to aim for holding the Annual Public Meeting from 15:00, after the 13 October walk, which would start at 13:30. If it is appropriate to meet in person by then, we will hold it at the Wellspring Centre. If not, we will hold it on Zoom. We will make enquires at the Wellspring Centre. We would want the room from 14.30 for 2 hours.
7	Footpath issues
7.1	<p><u>Footpath work</u>:</p> <ol style="list-style-type: none"> 1. FP1a – The Ramblers has agreed to schedule works to rebuild the steps off the A47. DWaW will assist 2. RB3 – We have been pressing NCC to insist on reinstatement or diversion of this path. DTC are also involved, one councillor has contacted NCC but had no response yet. It was noted that Will Richmond might also be a useful contact here. 3. FP14 gravel – nothing further as yet. 4. FP14a boardwalk – a lot of wire mesh has come off and many boards were broken. NCC have replaced some of it, but then run out of either time or money, and it is a question of waiting for NCC to complete the job. We would be reluctant to push NCC on this, as they may close the footpath as they have at Rush Meadow. 5. BR21 – fallen tree remains (more has fallen). This is not a problem for walkers but would be for a cyclist. It has been reported and we will have a go at removing some of the tree too. 6. RB32 and RB33 – cut up by tractor; no remedial action but now less of an issue. 7. FP34 boardwalk – awaiting NCC action: path now closed 19 February to 29 July (the flooding on this path has subsided). 8. RB36 (Cherry Lane) – reported to Dereham Town Council. The Town Clerk advised at the recent Heritage and Open Spaces Committee meeting that the surface has now been scraped over and potholes filled. <p>(See also 7.2 below for issues taken up with DTC)</p>
7.2	<u>Dereham Town Council</u> : A report was submitted to the Town Council's Heritage and Open Spaces Committee meeting on 25 May.
7.3	<u>BDC</u> : Litter near FP14 – the Diocese has said they are appointing a contractor to clear the litter, but won't consider a fence or a hedge. They may put up a notice, and we have advised the Town Clerk of this, but not sure if he has taken it up.
7.4	<u>NCC</u> : The Dereham Local Cycling and Walking Infrastructure Plan is awaited (for consultation).

**Dereham WaW Committee Meeting :
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7.5	<u>Litter on RB37</u> : no recent action. We are trying to press Highways England to repair the fence so that people cannot park in the layby and then come down and dump their rubbish. The NCC need to deal with the vegetation so that the path becomes more of a Restricted Byway and BDC should clear the litter, although they are not responsible for litter on a PROW.
7.6	<u>New path (to link RB39 to Hurn Road, behind Tesco)</u> : The storage company have recently put up a fence around their property, so the footpath has become quite narrow. The physical condition of the footpath needs to be improved before there is so much overgrowth that it becomes very difficult to walk. DTC have advised DWaW that it is BDC who should push the developers to make the designation. The Town Clerk has said that DTC may be able to do some cutting back, and he will also contact BDC to enforce the planning condition.
8	Walkers are Welcome regional <u>Eastern England</u> : Zoom meeting held on 25 May. Seven of the nine WaW towns attended. Interesting discussion about what they have all been up to. The notes will be circulated when ready.
9	Walkers are Welcome national <u>Newsletter</u> : March to May issues, and the external <i>Walk this Way</i> in March have been circulated as have the Annual Report and Accounts. The AGT is planned for 29, 30 and 31 October. It was agreed to have the same arrangement as before, ie DWaW will pay for one person's registration. Two committee members plan to attend.
10	New committee member Our new committee member has joined DWaW with a marketing and communications role, and would also be happy to create a social media account, probably Facebook, believing it is quite possible to do it safely. It would be sensible to train someone to manage the social media account at the same time. This was agreed to.
11	Next meeting It was agreed to fix the next meeting in about 2 months.