

Dereham WaW Committee Meeting 13 March 2023

1	Minutes and matters arising from the meeting on 23 November 2022																		
1.1	<u>Minutes</u> have been circulated and an edited version for the website has been written and uploaded.																		
1.2	<u>Matters arising</u> none.																		
2	<p>Website and IT</p> <p>We looked statistics on our website traffic. There were 548 visits in February. It is very encouraging to see how often our walks are downloaded. The Short Walks Booklet is downloaded most often, but the walks from our 14 walks pack are also being regularly viewed and downloaded.</p> <p>The website lists our whole year's programme, and all events will be ticked when done, or have a cross by them if they did not take place for any reason. There will also be a link to the write up of each event.</p> <p>We hope to have some photos from the new very short walks, and a post-walk report for the website.</p>																		
3	<p>Finance update</p> <p>3.1 <u>Update and regular outgoings</u></p> <p>The financial year was concluded on 31 December 2022, accounts prepared accordingly (circulated prior to the meeting).</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Cash at bank last statement 16 February 2023</td> <td style="text-align: right;">£2049.72</td> </tr> <tr> <td colspan="2">Transactions not yet on statement:</td> </tr> <tr> <td style="padding-left: 20px;">aboutDereham subscription</td> <td style="text-align: right;">-£12.00</td> </tr> <tr> <td style="padding-left: 20px;">March short walk</td> <td style="text-align: right;">£35.10</td> </tr> <tr> <td></td> <td style="text-align: right;">£2072.82</td> </tr> <tr> <td style="padding-left: 20px;">Less Dereham Society gift</td> <td style="text-align: right;">£856.78</td> </tr> <tr> <td style="padding-left: 20px;">Less Co-Op Community Fund balance</td> <td style="text-align: right;">£489.07</td> </tr> <tr> <td style="padding-left: 20px;">Less reserve</td> <td style="text-align: right;">£300.00</td> </tr> <tr> <td>Available to use</td> <td style="text-align: right;">£426.97</td> </tr> </table> <p>Payments due are to Harlequin for Wayfinding leaflet printing (invoice awaited, expected £139.26, with £46 each promised from aboutDereham and Dereham Heritage Trust, leaving us to pay £47.26). We also have an invoice for £30 for the website.</p> <p>Proposed: Transfer a further £100 to the reserve, to reach the target of £400. All agreed.</p> <p>All agreed with the accounts, which can now be submitted to the April APM.</p> <p>3.2 <u>Budget 2023</u>: Full year expenditure - £331 approx. Due 2023: website (Mar £30), APM (Mar £40), Insurance (May £99), AGT cost (Aug £30). Due 2024: aboutDereham (Jan £12), Independent Examiner gift (Jan £10), WaW sub (Jan £110). It was agreed that these could all be paid without further approval unless they were more than 20% higher than expected.</p> <p>3.3 <u>Tesco Bookstall</u>: This will take place 1 July to 31 July. It was agreed that an email will be sent out to all on our contact list, advising them of our</p>	Cash at bank last statement 16 February 2023	£2049.72	Transactions not yet on statement:		aboutDereham subscription	-£12.00	March short walk	£35.10		£2072.82	Less Dereham Society gift	£856.78	Less Co-Op Community Fund balance	£489.07	Less reserve	£300.00	Available to use	£426.97
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3.4	<p>fundraising effort, and suggesting that if anyone has a few unwanted books in good condition, they can donate them by bringing them to the next walk. Our pop-up banner can be put up by the book table. Any books that are not bought will remain on the table and be passed on to the next fundraisers.</p> <p><u>Finance Policy</u>: the revised policy was circulated prior to the meeting. Some minor amendments have been made:</p> <ul style="list-style-type: none"> - to reflect the change in the financial year - to specify that everyone who signs a cheque must be a Committee Member <p>Following discussion, it was agreed to make the following amendments:</p> <ul style="list-style-type: none"> - 'accounting system' will be changed to 'book of accounts' throughout - 'online banking will not be used' will be deleted, and payment by electronic transfer included.
4	<p>Publicity</p> <p>4.1 <u>Contact list</u>: the list currently stands at 168 emails, plus 3 to phone. There is still a fair proportion of people whom we never hear from, although everyone is advised that they can indicate if they no longer wish to receive emails.</p> <p>4.2 <u>Logos</u>: 14 logos are now in place around the town, plus one at the Pickle and Pie Café at Yaxham Waters. We will continue to attempt to increase the numbers of logos placed, concentrating on cafes and restaurants.</p> <p>4.3 <u>Leaflet</u>: 414 of 10000 distributed.</p> <p>4.4 <u>Short walks booklets</u>: 3918 of 5000 distributed. No progress on reviewing content. Quotes for reprinting at 28 November were £898.67 for 5000, £1397.33 for 10000.</p> <p>It was agreed to go for a reprint of 5000 copies. The booklets are very popular, and would be easier to fund than the 14 walks booklet. We can use the Co-Op funds, and request a £600 contribution from DTC.</p> <p>The walks will need to be reviewed and updated where necessary, and the printing costs confirmed before a funding application is put to DTC.</p> <p>4.5 <u>Main walks as a booklet</u>: Quotes at 28 November were £3233.33 for 5000, £5222.67 for 10000. It was agreed not to pursue a reprint at the current time. The walks need reviewing and updating for the website and we need to confirm that DTC still give their permission for us to use their OS mapping licence.</p> <p>4.6 <u>Wayfinding leaflets</u>: 156 of 1000 distributed (Partea Hut, library, aD and walkers). We could also distribute them to the MNR, the museum, and have them available on Dereham Day.</p> <p>4.7 <u>New town walk</u>: The proposal (previously circulated) for a new town walk was discussed. The walk would be about 4.5 miles starting at Cherry Tree Car Park, encircling the town and passing points of interest. It has been suggested that the walk could be done every 1st April as a 'beating the bounds' ritual. Although the idea was liked, there was some concern that it might be a duplication of our other walks, particularly the Town History Walk. It was agreed that we will measure out the route and run it</p>

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	as a Friday short walk to see how it goes.																		
4.8	<u>Social Media</u> : Quite a number of our walkers come as a result of seeing notifications of forthcoming walks on social media.																		
4.9	<p><u>Media/publicity</u>:</p> <ol style="list-style-type: none"> 1 Active Norfolk (https://www.activenorfolk.org) a request was made for a link to our website, but no response yet, to be followed up. 2 Dereham Town Guide has been supplied with an entry. (https://www.yourtownguide.co.uk/index/html), as has Dereham Residents Handbook. 3 We are now advertising our walks in 10 local newsletters and has now added Hockering to the list. 																		
4.10	<u>U3A</u> : One of our walkers has thanked all involved in DWaW and said she has enjoyed walking in the area of Dereham so much that she plans to start a U3A Monday morning group based on our format, giving credit to DWaW. All agreed this is a nice compliment and will look well on our Annual Return. It was suggested that we could start putting a few compliments and positive reviews on the website.																		
5	Future work and plans																		
5.1	<u>Town walks booklets</u> : no change, update needed.																		
5.2	<u>Library meeting</u> : the proposal to host a short meeting at the library to promote use of public rights of way in Dereham was discussed and all agreed that this is a good idea. To be discussed further with staff at the library.																		
6	Events programme																		
	Debrief																		
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	For review - Planned Events																		
6.2	<p><u>Litter pick</u>: it was agreed that we will identify which paths need doing and then liaise regarding a date.</p> <p>RB 37 has now been widened, but all the litter is still there, too much for litter pickers to do. We will visit to further assess and approach the councillor who has been responsive in the past. It was noted that Breckland Council are a litter authority and have a contract with Serco.</p>																		

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2023 events proposals

Fri	7 Apr	short walk Neatherd
Tue	11 Apr	*very short walk
Sat	29 Apr	APM and walk Church House – note change of date
Fri	5 May	short walk Market Place
Tue	9 May	*very short walk
Sat	13 May	**Dereham Day – see below
Mon	29 May	longer walk (Bank Holiday)
Fri	2 Jun	short walk Neatherd
Tues	13 Jun	*very short walk
Sat	24 Jun	Eye agreed
Fri	7 Jul	short walk windmill
Tues	11 Jul	*very short walk
Thu	27 Jul	MNR walk, Thuxton – still to be confirmed with MNR
Fri	4 Aug	short walk Neatherd
Tues	8 Aug	*very short walk
Mon	28 Aug	garden party
Fri	1 Sep	short walk Market Place
Sat	9 Sep	HODs Town History Walk
Tues	12 Sep	*very short walk (tbc)
Fri	6 Oct	short walk Neatherd
Tues	10 Oct	*very short walk (tbc)
Wed	11 Oct	bus walk Market Place (Mattishall)
Fri	3 Nov	short walk windmill
Tues	14 Nov	*very short walk (tbc)
Fri	1 Dec	dual length walk
Tues	12 Dec	*very short walk (tbc)
Mon	1 Jan 24	longer walk (Bank Holiday)
Fri	5 Jan	short walk Neatherd

*a very short walk protocol has been developed: Two committee members are taking it in turns to lead these approximately 2 mile walks on good surfaces at 10:00 on every 2nd Tuesday.

**Dereham Day (agreement previously circulated): it was agreed to take part in Dereham Day, and we would prefer an inside table. We are asked to encourage members to come to the Celebration concert in the evening and endeavour to purchase a table for up to 10 for £100. We will also need to make a donation in cash or in kind equivalent to the retail price of a bottle of spirits, which will become a raffle/tombola prize.

7

Footpath issues

7.1

Footpath work. (map circulated with agenda) See issues raised with DTC and this update

- 1 FP2, RB3: no action, still pressing NCC
- 2 Litter at FP13/14: the Diocese recently chased
- 3 FP14: still requires clearance, fallen tree, DWaW to deal
- 4 FP14a: NCC is trying again to get approval for an aggregate path
- 5 FP19, 20, Hoe FP6 are subject to a TTRO which runs until 11 April for Jubilee Trail works. The Trail is being discussed at the aboutDereham meeting on 23 March; a launch event is planned for 21 April (tbc)
- 6 RB32: surfacing work. Initial work was completed as far as the

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	<p>second phase of building, though is 'rough surfaced' and unsuitable for some cyclists and for wheelers. The Town Clerk reported on 13 February that the contractors will be coming back to rake and re-roll some sections. The area to the west is in dispute with Taylor Wimpey and DTC is pushing Breckland to arrive at a better conclusion. Potential encroachment at the eastern end is being monitored.</p> <p>7 RB36, RB37 are subject to a TTRO until 1 May 2023.</p> <p>8 Hurn Road path: ongoing, awaiting boundary definition.</p>
7.2	<p><u>Dereham Town Council</u> The Parish meeting is on 21 March at the Memorial Hall; DWaW plan to attend. A report will be submitted to the Town Council's Heritage and Open Spaces Committee meeting for 28 March.</p>
7.3	<p><u>BDC</u>: Nothing to report</p>
7.4	<p><u>NCC</u>: nothing more to report.</p>
8	<p>Walkers are Welcome regional <u>Eastern England</u>: No meeting currently planned. DWaW are visiting Spilsby WaW in May.</p>
9	<p>Walkers are Welcome national 1 <u>Newsletter</u>: December to February issues, and the external Walk This Way in December (with Dereham feature) have been circulated. Text has been submitted for the winter edition. 2 <u>Accreditation</u>: to note our re-accreditation for another year.</p>
11	<p>Next meeting It is proposed to arrange another meeting in May or June.</p>