

**CRAVEN MOUNTAINEERING CLUB**  
**MINUTES OF COMMITTEE MEETING 204**

**HELD MONDAY 18 MARCH 2019 AT THE NARROWBOAT SKIPTON**

The meeting was attended by Shirley Emptage (SE), Martin Heming (MH), Michael Faulkner (MF), Andy Hudson (AH), Fiona Burnett (FB), Dick Winslow (DW) and Andy Barton (AB)

**1. Chairpersons welcome**

SE opened the meeting at 7.30pm and covered the following:

Welcome. Thank you, lots to cover, timely meetings, everyone has a voice.

A lot changes in 40 years and this committee should look at new and innovative ideas to get folk together and get the club back on track. Average age a consideration!

- Committee WhatsApp group
- Revive enthusiasm amongst members to get involved
- Create an active programme
- Address /comply with GDPR
- Keep members section of website up to date with committee meetings/discussions and decisions
- Promote club/advertising
- Regular email newsletter (BMC study)
- Website management/revive home pages /photos - AH to expand
- New ideas/suggestions to promote the club (Flo can update)
- Constitution (future meeting)

Priority today is club programme. (Meet coordinators rather than leaders)

**2. Apologies for absence**

Vikki Bassek (VB) and John Ward (JW)

**3. Adoption of minutes of meeting 203 held on 18 January 2019**

MH explained that Jon Lury, the former Secretary, had said he would deal with these, but they had not yet been received. It was agreed to carry forward this agenda point to the next meeting and in the meantime MH would chase Jon up.

**4. Matters arising from the minutes of meeting 203**

See 3 above.

**5. Matters arising from the AGM held on 14 March 2019**

**a. Minutes of the 2018 AGM**

These had not been approved at the 2019 AGM due to there being some errors and omissions. MH had been requested to amend these minutes and circulate to all members. MH had updated them and circulated a revised draft to all committee members in advance to the committee meeting.

- The revised minutes were unanimously accepted;
- It was agreed that these should be emailed to all members and also post on the website;
- Request that everyone approve them by a set date to be approximately 2 weeks from emailing out.

**b. GDPR**

As there seemed to be some uncertainty and disagreement at the AGM over whether or not the club has dealt correctly with this matter, the new committee had been requested to carry out a review to ensure that the approach was both correct and fair to members. MH confirmed that he intends to obtain BMC guidance and carry out a review for the next committee meeting.

AB stated that the club already had produced a policy document for GDPR. When MH asked where this was and had it been approved by the committee, it transpired that it had not been formally approved by the previous committee. MH stated that he felt that documents should not be described as club policy unless they had been formally approved by the committee.

Action agreed: AB to email MH a link to the document. MH to review in conjunction with BMC guidance for the next meeting.

**c. Emergency contact details**

To be covered in FB's walking meets secretary report.

**6. Committee members reports**

**a. General Secretary**

- Jon Lury had forwarded to MH a recent email exchange with the BMC. The BMC are proposing increasing the amount that the club have to pay to them from £14.25 to £20.25 per member with effect from January 2020. This is due to the level of recent insurance claims. This is to be confirmed at the BMC AGM on 31.03.19. MH will keep the committee updated as it will impact on the club subscriptions for 2020.
- Jon Lury has promised to inform the BMC that MH has taken over as Secretary. The BMC should then send MH a link to register and be able to access the club portal.
- MH reported that the contact the secretary link on the website doesn't appear to go anywhere. AH to look into.
- MH queried if the contacts list on the website is up to date. AB said it was to the best of his knowledge and belief but was unsure if he had the latest member list. MH to review in conjunction with BMC information.
- MH noted that there were people on the website whose membership status was stated as lapsed. MH queried if they should really be on there at all if they were no longer members. The consensus was to remove them at the end of March if they do not renew in the intervening period.
- MH pointed out that John Belbin is listed on our website as an honorary member but he is not on the BMC member list. It was stated that the previous committee had approved John being an honorary member but had felt it not necessary to inform the BMC. A vote took place as to whether or not John should continue to be an honorary member. 5 voted in favour of this continuing for 2019 and this motion was therefore carried. MH to contact the BMC and if necessary arrange the appropriate subscription to be paid by the club.

**b. Treasurer**

- MF had looked into arranging for MH and DW to be signatories on the club bank account and to have online access. Required for DW to monitor online hut receipts and MH to monitor subscriptions. SE and VB also have access. VB to be removed as there is a limit of 4 people and she would not have a need to access the account. MF to advise MH & DW what information he requires.

**c. Communications**

- AH confirmed that his intention is to keep the website up to date. He will post meets and content on behalf of others if they request him to do so and will also produce a quarterly newsletter to be emailed to members.
- AB pointed out that the link to Facebook is not fully functional in that postings go direct to Facebook but events do not. AB believed that there is a linkage app available at a low cost and also one for putting repeat meets on such as the weekly indoor climbing wall meets in winter. AB offered to look into this. DW proposed that we just get on with this if it is available at a reasonable cost rather than waiting until the next meeting for approval. AB was given the approval as long as the cost does not exceed £20. Otherwise he should email the committee.
- FB pointed out that if you do a google search on local walking clubs, the CMC does not come up whereas it does for climbing and mountaineering. AH explained that this was to do with google search optimisation and needed keywords inserting into the website. AH to look into.
- AH stated that he would need administrator rights to be able to undertake some of the tasks. AB currently has this and confirmed that he would update AH's rights.
- AB confirmed that he does not appear to have the same rights as Steve Wilson who had previously looked after the website and was unable to carry out some background tasks. AH to review once he has administrator rights and contact Steve Wilson if necessary.
- Steve McCain had offered to help with website management as he has some knowledge of this. AH to see how he gets on and contact either of the Steves for additional help if he needs it.

**d. Walking meets**

- FB reported that walks were planned up until 15 June and would be seeking volunteers beyond that date.
- Chris Heald had enquired whether there was any interest in having mid-week walking meets and had offered to put some on the program. The committee thought it would be worth trying and Chris's suggested walks would be included in the program
- FB stated that there would be no dogs on walks unless the coordinator specified otherwise.
- FB informed the committee that, over the last year or so, she had been walking with a number of other groups. All of these groups have formal safety procedures in place and she felt that the club should also improve its procedures.
- FB had drafted a document to be put on the website based on BMC guidance. It contained guidance notes for coordinators and members, emergency procedures and basic first aid. MH questioned whether some of the contents increases our duty of care to a level that may be beyond the capabilities of some of the meets coordinators. DW stated that he had been involved with differing types of groups from those where there are paying customers to small informal groups. Paying customers may expect and have the right to a higher duty

of care than the smaller less formal groups. It was agreed to use FB's guidance notes but not to include the emergency procedures and first aid. FB to update her notes to this effect and replace any reference to leader with the word coordinator. AH to publish on the website and include as a link on all published walking meets.

- It was also agreed that the above document would request that all attendees have details of an emergency contact in the top of their rucksack.

**e. Climbing meets**

- VB had provided a list of suggested venues for the mid-week evening venues (Tuesdays except for after a bank holiday when it would be Wednesday). The list covered the whole summer period from April to early October. Apart from commenting that one of the Wednesday meets was at the same venue as someone had volunteered to arrange the previous weekend, there were no other comments. VB to be asked to suggest an alternative. Otherwise everyone was happy for the list to be published.
- It was agreed that weekend meets would be looked at when going through the events program as there had already been some volunteers to coordinate these.

**f. Hut meets**

DW produced a list of huts that had already been booked and also some suggestions for other dates and venues.

Huts booked:

- Easter 2019 – Arran. SE to continue to coordinate this meet.
- October 2019 – Don Whillans at the Roaches. DW unable to attend. MF to do on his behalf.
- November 2019 – Little Langdale. Again DW unable to attend. Volunteer required.
- December 2019 – Stair hut. 20 places. DW able to attend.
- January 2020 – Gritstone Smithy. DW & Barbara available.
- February 2020 – Crianlarich. 8 places. DW available.
- Easter 2020 – provisional booking in Braemar. To be pursued.
- May 2020 – Provisional booking at Scottish National Trust in Kintail. Min number 6. 15 required for exclusive use. £20pppn. DW to try to book 10 places w/c 23/05/2020.

Other DW suggestions:

- May 2019 – Somewhere in NW Scotland. DW to gauge interest of members.
- Early June 2019 – Lakes, Tranearth to possibly link with a climbing meet to Dow Crag.
- Early July 2019 – Wales.
- September – DW unavailable. Considered that there should be a meet in September. Volunteers to be sought to suggest a venue and/or assist with coordination.

Several of those present said that they were unavailable early June. It was suggested that there be just 1 summer hut meet at the end of June rather than meets in both June & July. DW agreed to investigate Tranearth for the end of June.

**g. Socials**

No report in the absence of JW. We are now beyond the season for indoor social meets so there is no urgency with this but JW to be asked if he would be prepared to put on a few mid-week bike rides as they had proved successful in the past.

#### **h. New members**

- AB reported that there were 10 prospective members on the list presented at the AGM and that he would follow these up.
- AB explained the process for those that were not fully aware. Individuals could make initial enquiries to the club via the contact us link on the website. If they wish to attend a meet they would need to register as a prospective member. There is an online form available on the website to enable people to make their application. The BMC must be informed 3 months after the first active meet and the appropriate BMC subscription paid. This is 50% of the full fee for people registering after 1 July, otherwise it is the full fee. They are also requested to pay an admin fee to the club equating to the same amount paid by full members with a 50% discount for applying after 1 July.
- Discussion took place regarding promotion of the club to attract new members. It was felt that we should first get the program updated so that we have something to advertise. Facebook and posters were mentioned. It was agreed to look into this in detail at the next meeting but in the meantime AB to send electronic copies of the existing posters to the committee to review in advance of the next meeting.

#### **7. Program development**

SE had produced a calendar planner with all of the currently arranged meets with slot for additional ones to be filled in. Some members had volunteered to organise meets at the AGM and these were on the calendar. SE and FB to approach people to fill in the gaps. AH then to publish on the website.

#### **8. Any other business**

None

#### **9. Date of next meeting**

Thursday 9 May 2019 at 7.30pm at the Cavendish in Emsay.

The meeting closed at 10.00pm