



## THE CAMPING AND CARAVANNING CLUB

**MINUTES** of the Meeting of the **WALKING AND CYCLING SECTION COUNCIL**  
held on 8<sup>th</sup> November 2023 at the Camping and Caravanning Club, Greenfields  
House, Westwood Way, Coventry CV4 8JH  
The Meeting commenced at 11.00am

Members Present:

Francine Nutt (Chair), Graham Mason (Vice Chair), Christine Mason (Secretary), Angela Blood (Treasurer), John Allen (Officer to National Council), Steve Harris (C&CC representative), John Gerner (PRO/Website Co-ordinator), Sandra Wain (Minute Taker), Deb Masters (Wessex Representative), Jane Russell (Elected Member)

### **CHAIRMAN'S REMARKS**

The Chair, Francine Nutt, welcomed everyone to the meeting – her first visit to the Club's Headquarters – and thanked everyone for travelling to attend.

### **APOLOGIES FOR ABSENCE**

Jeff Whitmore, Trevor Masters, Les Morton, Andrew Wood and Peter Taylor

- 1 APPROVAL OF MINUTES FROM LAST MEETING HELD ON 6<sup>th</sup> SEPTEMBER 2023**  
The following amendment to be made – Item 1 – insert after the word oversight 'by the Secretary'. It was then proposed by Graham Mason and seconded by Angela Blood that the Minutes were correct.  
Agreed unanimously. They were then signed by the vice Chair.
- 2 MATTERS ARISING FROM THE MINUTES**  
Steve Harris reiterated that walking off site is now covered by the Club's insurance, walk leaders are covered by the Club's public liability insurance. However, cycling is not, as insurers class it as a higher risk activity (same as boating and canoeing).
- 3 CORRESPONDENCE**  
Report previously distributed and accepted as read.
- 4 TREASURER'S REPORT**  
Report previously distributed.

Payments since last meeting

1 August to 30 September

Annual W&CS website hosting – Rose IT £ 250.00  
(Agreed by Committee at the last Meeting)

Expenses

John Gerner re Printing paper for Festival of Walking weekend £ 4.00  
Section AGM & weekend Hall Hire (refund to Wessex Area) £ 103.50  
Activity magazine & posting £ 72.15  
Zoom annual subscription £ 143.88

**Figures as of 30<sup>th</sup> September**

Balance of HQ account £23174.61  
Balance of Nat West Account £ 897.63

**Total £24072.24**

Information has been gathered by Area Committees re utilisation of Section funds, this item will be discussed at the January meeting.

It was clarified that the £10 technology fee claimable by committee members be paid by Area treasurers if the Committee member has an Area role and by Section if the member has a Section role only.

Steve Harris informed the meeting that the interest rate on accounts held by the Club has increased from 2% to 4%.

Membership payments – VAT not yet been taken off. It was explained that couples pay one membership fee, then numbered as two in the membership list. There could be delay in getting new members' payments as the subscription is not charged for Section new members until their Club renewal is due. There seems to be discrepancies in the membership figures supplied to our Membership Secretary, she will liaise with Steve Harris, if there is an ongoing issue identified he will investigate it  
Proposed: John Gerner, seconded Christine Mason that the report be accepted.  
Agreed unanimously.

CM  
SH

**PRO/WEBSITE REPORT**

5 Report previously distributed.

John Gerner will contact Tony Gledhill, Northern Area, to request a copy of Northern's sites list for 2024 for the website.

Francine Nutt asked if the Minutes for Area and Section meetings can be put on the website, John Gerner stated that there is the facility to do this. Only minutes that have been formally approved will be uploaded.

JG

**6 MEMBERSHIP REPORT**

Report previously distributed.

Christine Mason explained the procedure when someone wishes to join the Section. A letter is sent to them by email or post telling them what we do. Although the letter states that sites lists are on the website, Christine would also like to send all these as a Word document/attachment so new members have the information to hand. Christine has Peakland and Wessex meets but not Northern – she will contact Tony Gledhill for a copy.

Christine has enquired about discrepancies in the membership figures supplied and was informed that the outside body dealing with membership had had an issue which had supposedly been resolved. The figures supplied recently suggest that inaccuracies remain, CM has asked for further information but has had no reply. Steve Harris will investigate this

CM

SH

**7 NATIONAL COUNCIL REPORT**

John Allen highlighted some points in his previously circulated report  
Disciplinary action requirements – meet stewards should collect evidence should issues arise during a meet regarding any reportable incidents  
John Allen has taken on the role of Club Representative to the Ramblers Association.

The Club has a new site at Thornton's Holt near Nottingham – there are good walks in the area.

Feedback from the rollout of Quickbooks is positive.

Hamza Yassin has been appointed President of the Club.

Phil Davison to replace J Payne as National Parks Officer

The group booking process has been adapted and changed as a result of requests from Sites Committee to review and simplify the process. Part of this process is to reduce the number of sites that are not bookable, leaving just the four high occupancy ones in the Lakes as outside its scope, (Should a group want to camp at these four sites and pitches are available, they would be paying the full price).

John Gerner stated that Wessex had had some difficulties with group bookings on two Club sites (Salisbury & Verwood) possibly due to site officers not being fully aware of the new processes or a communication error by the Club's group booking system.

Verwood Site Managers were excellent when one of Wessex members sustained a fractured ankle on site recently.

Other campers on Club Sites have shown interest in the group and cards have been handed out to them. Wessex have a template for a leaflet they use which they are happy to share. John Allen shared some printed leaflets which may be of assistance to produce an informative, eye-catching leaflet. Copies could be included in the steward's pack, it would also be useful to have a QR Code on it. It should be mentioned when handing out information that the Section subscription would not be payable until the individuals Club Membership was due for renewal. Steve Harris stated that any new leaflet had to be sanctioned by Club HQ before printing.

It was queried about putting an advertisement in the Ramblers Association publications; however, this is thought to be rather expensive.

JR

JG

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| 8  | <p><b>NORTHERN REPORT</b><br/>Report previously circulated. Accepted as read.</p>  |                                |
| 9  | <p><b>PEAKLAND REPORT</b><br/>Report previously circulated. Accepted as read.</p>  |                                |
| 10 | <p><b>WESSEX REPORT</b><br/>Report previously circulated. Deb Masters reported that the Area is looking at replacing steward's kits. She also described the new signs, posts as being lightweight &amp; adjustable and she is looking for bags to transport these items.</p>   |                                |
| 11 | <p><b>VENUE AND HOSTS OF THE SECTION AGM AND FESTIVAL OF WALKING AND CYCLING 2025</b><br/>Northern Area had advised that it could not host this event in 2025. Section Committee felt that this was rather unfortunate as this meant Northern members have less opportunity to attend a Festival of Walking &amp; Cycling as they have to travel to one of the other two Areas every time and members also would like the opportunity to visit the Northern Area again. Section Council was in agreement that it would be responsible for the organisation of the 2025 event if Northern could secure a suitable venue. After discussion, John Allen agreed to liaise with the Northern Area sites officer to possibly book the site and hall at Chipping in Lancashire with the assurance that Section will organise the running of the event. It was agreed to ask Peakland to explore the possibility of their Area organising a meet before the Northern venue so that units travelling a long distance can break their journey.</p> | <p><b>JA</b><br/><b>GM</b></p> |
| 12 | <p><b>INSURANCE FOR GROUP CYCLE RIDES</b><br/>A reply was received from the Club's insurers to say that cycling is not covered. It has been suggested by them that we seek information about insurance for cycling through an affiliated cycling organisation, Cycling UK and British Cycling were suggested. Angela Blood will investigate what is covered and get some quotations.</p>   | <b>AB</b>                      |
| 13 | <p><b>DATES FOR THE 4 MEETINGS FOR 2024/25</b><br/>The following were agreed:<br/>Post AGM Short Meeting at 10am on Sunday 5<sup>th</sup> May 2024 followed by Committee Meeting at Highfields Farm, Ashford-in-the-Water<br/>18<sup>th</sup> September 2024 at 10am (Zoom)<br/>6<sup>th</sup> November 2024 11am at Coventry<br/>15<sup>th</sup> January 2025 at 10am (Zoom)</p>  |                                |
| 14 | <p><b>ANY OTHER BUSINESS</b><br/>Peakland area suggested that Section fund a catering company to provide a buffet following the 2024 Section AGM. Any dietary requirements to be a question on the booking form. Sandra Wain will look at local catering companies.<br/>Proposed: Angela Blood; Seconded: Graham Mason<br/>Agreed.</p>   | <b>SW</b>                      |

A meeting to adopt the accounts will be held on Friday at 7pm - 3<sup>rd</sup> May 2024 at Highfields Farm, Ashford-in-the-Water.

**DATE AND TIME OF NEXT MEETING**

31<sup>st</sup> January 2024 at 10 am via Zoom

There being no other business, the meeting closed at 12.42 pm

**CHAIRMAN**.....

**DATE**.....

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