

Coleford Welcomes Walkers

07/02/22

6.30pm

Council Chamber



Chair:	Debbie Sturgess	Note taker:	Ella Beard
Attendees:	Debbie Sturgess (Chair), Stuart Cox (Vice Chair), Ella Beard (Secretary), Alison Stinson (Treasurer) Cathy Sandles, Geoff Sandles, Jane Baird, Nick Penny, Martin Green, Simon Jones, Jeff Wheeler (by Zoom)		
Apologies:	None		

Minutes

Agenda item 1: To agree the minutes of previous meeting **Facilitator** Chair

Discussion: Minutes of the last meeting were agreed

Agenda item 2: Actions from last meeting **Facilitator:** Chair

Discussion: Actions were considered to be covered by other items on agenda

Agenda Item 3 Postponed until Jeff Wheeler joined the meeting at 7pm **Facilitator:**

Agenda Item 4: Action Plan for the next 12 months and beyond – set up a working group **Facilitator:** Chair

Discussion: It was agreed by the committee that a working group be set up to review the likely actions going forwards for the group over the next 6 to 12 months and beyond. Whilst there were several very good ideas being touted, we had to be realistic in what could be achieved.

It was felt that the website was most the important item to get up and working as this was a base from which to move forward on.

A Discussion took place around General Data Protection Regulations (GDPR) and holding addresses and email addresses.

A discussion took place regarding social media and getting people involved.

Conclusions:

Simon offered to be in the working group with Debbie / Alison has set up an Instagram account /The Facebook page is set up – Alison, Geoff and Simon to Administer / Martin has set up a Strava account / Ella gave Martin details of Visor Ando

Action items	Person responsible	Deadline
To set a meeting up to discuss	Debbie / Simon	Ongoing

Agenda item 5: Website revamp**Facilitator:** Chair

Discussion: Debbie had met with Debbie Jones (Forest Deli) to discuss the website revamp and to agree what was achievable in stage 1 of the revamp.

A draft document, previously circulated to the group was reviewed and the contents agreed upon for stage one of the revamp.

Conclusions: Debbie Jones had previously kindly offered her free time to set up initial requirements with a draft version being made available for review in the coming weeks.

Investigations are underway to clarify the use of the Digital Ordnance Survey maps on the website. Potentially this could be by piggy backing onto District or County Council license for use or purchasing our own license.

Action Items

The website to be revamped / reviewed and uploaded for use, being kept up to date moving forwards.

Person responsible
Debbie to oversee

Deadline
Ongoing

Agenda item 3: PROW officer Jeff Wheeler**Facilitator:** Chair

Discussion: Jeff explained his role and answered a series of questions

Conclusions: The definitive maps reveal some landowners but not others, if unable to find he can consult the Land registry.

We should ask Jeff first before cutting back overgrown footpaths on any private land – unless we know already that this is OK.

Jeff has a meeting with his line manager 9/2/22 and will let us know how many places are available for the Mid May training in using equipment etc. Approximately 5 people would want to attend if possible. The training day covers all aspects of Rights of Way maintenance, diversions, furniture, stiles, kissing gates, bridges.

It is not advisable to cut back heavily during the nesting season so from end Feb on. Can restart after end September. However small areas can be cut back with hand tools during this time.

It is acceptable to take before and after photos of areas cleared.

Some groups install gates and so forth.

The IT man for GCC is currently looking to see if he can sort the website so that PROW issues can be seen after reporting. It will show on the map once sorted. Jeff himself always tags locations and the main issues.

No need to inform Jeff of minor works carried out by us. If anyone queries then refer them to him.

Jeff asked that we report anything we think needs replacing as he has £1500 from Carole Alloway- Martin's fund to spend by end of March. He will be out and about on Thursday and agreed to meet up with anyone who wished at 1pm Thursday @ the entrance to RCO25. (Where issues of divergent footpath and ploughing to edge is in evidence.)

Currently some availability issues on a standard 2m Kissing gate, but plenty of 2.6 width gates in stock.

We need to wait for training to come under the County Councils Insurance policy and receive equipment.

Jeff was thanked for a very informative discussion.

Deadline**Action items**

Meeting with Jeff Thursday 10th 1pm

Person Responsible

Debbie, Geoff, Stuart and anyone
Else who would like to attend.

Agenda item 6: Partnerships and Social media presence

Facilitator: Chair

Discussion: Potential partnerships were discussed using a draft list provided by Debbie. A small working group is needed.

Conclusions: Debbie has a phone call lined up with the Forest of Dean Ramblers secretary this week.

Ella reported on Walking for Health locally after speaking to the previous leader. This has been disbanded and there are no local walking groups on the national website.

Nick offered to be part of the Working group for partnerships.

Action items:

Date to be set for an initial meeting

Person Responsible

Debbie / Nick

Deadline:

Ongoing

Agenda item 7: Insurance update and Consideration

Facilitator: Chair

Discussion: Debbie having previously supplied quotations from two of the three insurance companies contacted, outlined the challenges faced in obtaining the correct insurance the groups had indicated they wanted.

Zurich - £95 online – doesn't cover group activities

Hiscox – Ramblers suggested. £465 but would get £45 off if members of Ramblers

James Hallam £123 - £196 – highest cover for everything we might do

WaW say would get 5% discount on Zurich, whose bespoke quotation we are still waiting for.

Conclusions:

Martin proposed spending maximum £200.00 to purchase insurance as soon as possible. Alison seconded.

Action items

Stuart to review the insurance details with Debbie and if acceptable to request the Town Council draw down funds to pay for the policy to be set up.

Person responsible

Debbie / Stuart

Deadline

ASAP

Agenda item 8: Coleford Walking Festival

Facilitator: Chair

Discussion: The Walking festival committee, Stuart and Nick, invited CWW to lead a walk. They need to know who and what by end of this week, 12/2/22.

A walk which starts and ends in Coleford would be preferred.

Debbie to enquire about using the National WaW banners on the clocktower railings or on Crusty loaf railing. Nick explained why this was not allowed. FoDDC railings were discussed as an alternative.

A brief discussion took place regarding using the CWW logo on the Walking festival.

Conclusions:

Martin suggested a 2 Victoria Crosses walk to include Angus Buchanan and Clearwell – a walk of approximately 7 miles & will get the route to Stuart.

Debbie will enquire with WaW to borrow their banners.

Members of this Committee were welcome to help take registration details of walkers at the start of Walking Festival walks.

Action items	Person responsible	Deadline
Martin to give Stuart details of walk	Martin	12/2/22

Agenda item 9: Treasurer's report **Facilitator:** Treasurer

Discussion: Alison gave details of problems of setting up traditional bank accounts currently.

Discussion took place regarding funding of £500 donated by Coleford Town Council.

Conclusions:

Bank account has been set up with online bank Starling

For now, invoices will go to Coleford Town Council to be paid from the £500 allocated to CWW. Insurance costs will also be paid by CTC from this fund.

Funding grants can be applied for from CTC up to £2000, need to know what we want to do with our monies. We need to look at this.

Coleford Area Partnership have funding available for a healthier town. Again, the grant application would need to know what the money would be used for and would only be for 50% of total cost. We would have to match fund.

Tesco have Community Grants we can apply for as do Coop and Waitrose

FoDDC possibly have grants we might apply for

Nick suggested Councillor Carole Alloway-Martin may be able to make a grant to local community group. The Rotary club was also suggested.

Frontera Form Pave have Community Grants up to £1000

We need to be self-sufficient going forwards

We need to consider charging for walks and any publications we sell

We need to look for ways to raise funds

Winchcombe charge businesses to display stickers. Simon felt we should not charge businesses for this, but should charge for being on our website

Nick suggested a stall with Tombola or similar at the Carnival of Transport

Quiz nights were suggested

Once the website is up and running, Debbie will draft a leaflet to be handed to local businesses inviting them to support the group and advertise the logo in their shop window.

Action items	Person responsible	Deadline
To review grant options Draft a leaflet to distribute to local businesses	Alison / Debbie	Ongoing

Agenda item 10: Any other business – no notifications given. **Facilitator:** Chair

Discussion: Actions from the Actions list which had not been covered were discussed:

A discussion took place regarding reaching out to Monmouth, Chepstow and Ross on Wye WaW groups.

Audit of Footpaths: They all need to be walked. Debbie asked if each committee member could walk footpaths.

Conclusions:

Debbie suggested that Geoff had excellent experience of social media and should have access to the Facebook page.

Jane, Stuart, Cathy, Geoff and Martin all offered to help walk footpaths

Action items	Person responsible	Deadline
All to report back to Debbie on footpaths walked.	Debbie/Jane/Stuart/Cathy/ Geoff/Martin	
Access to Facebook needs to be provided to Geoff and Alison	Simon/Debbie Jones	

Agenda item 11 Date of next meeting **Facilitator:** Chair

Discussion: Suitable dates were discussed

Conclusions:

Next meeting 21st March at 6pm

Action items	Person responsible	Deadline
Debbie to book meeting	Debbie	
