

**Dereham WaW Committee Meeting :  
3 March 2021: held via Zoom**

<b>1</b>	<p><b>Minutes and matters arising from the meeting on 1 December 2020</b></p>																
1.1	<p><u>Minutes</u></p> <p>The minutes have been circulated and an edited version for the website has been written and uploaded.</p>																
1.2	<p><u>Matters arising not elsewhere on the agenda.</u></p> <p>1.2 (a) the Constitution has now been uploaded onto the website.</p> <p>1.2 (b) opting out of email list – only a few have done this, two people because they are moving away.</p> <p>1.2 (c) one of our 10 priorities as set out in our Annual Return is to recruit more people to the committee and specifically someone with a social media remit. This was discussed and it was agreed to ask someone who had attended one of our committee meetings some time ago to advise us on using social media. It was also agreed that asking people directly whether they would be willing to join the committee is likely to be more effective than a general invitation to all. This item will be kept on the agenda as it would be good to expand the committee even further.</p>																
<b>2</b>	<p><b>Website and IT</b></p>																
2.1	<p><u>Map and description of paths:</u></p> <p>No change</p>																
2.2	<p><u>Website issues</u></p> <p>Walking World (2.2, 10 January 2020) – we have had a look at the Walking World website and found that it costs £1.95 to download a walk and registering and becoming a member is required before this can be done. It was agreed to drop this item from the agenda in future.</p>																
2.3	<p>There is now a brief update on the website to say that we have started planning 2021, and more information will be forthcoming as the year progresses.</p>																
<b>3</b>	<p><b>Finance update</b></p>																
3.1	<p><u>Update and regular outgoings</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Cash at the bank</td> <td style="width: 20%;"></td> </tr> <tr> <td>(as per bank statement 17 Dec 2020)</td> <td style="text-align: right;">£2723.62</td> </tr> <tr> <td>less Dereham society gift</td> <td style="text-align: right;">£856.78</td> </tr> <tr> <td>less ring fenced Co-Op Community Fund</td> <td style="text-align: right;">£1717.76</td> </tr> <tr> <td>Plus donations from 5 December walk</td> <td style="text-align: right;">£5.65</td> </tr> <tr> <td>Less WaW National Subscription</td> <td style="text-align: right;">£110.00</td> </tr> <tr> <td>Less website maintenance costs</td> <td style="text-align: right;">£30.00</td> </tr> <tr> <td><b>Available to use</b></td> <td style="text-align: right;"><b>£14.73</b></td> </tr> </table> <p>Full 'normal' year fixed costs estimated to be £282 approx (WaW Sub, insurance, website, aboutDereham, Independent Examiner gift, AGT cost). Reserve: target £400.</p> <p>The provisional budget circulated prior to the meeting was discussed, which shows that an alternative form of income will be needed if we are to cover our costs and keep £400 reserves in the bank. It was agreed that we could borrow £500 to £600 from the Co-op Community Fund money. We could also apply to the Town Council for match funding, so that the Co-op Community Fund money goes further, eg we pay half the printing</p>	Cash at the bank		(as per bank statement 17 Dec 2020)	£2723.62	less Dereham society gift	£856.78	less ring fenced Co-Op Community Fund	£1717.76	Plus donations from 5 December walk	£5.65	Less WaW National Subscription	£110.00	Less website maintenance costs	£30.00	<b>Available to use</b>	<b>£14.73</b>
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	<p>costs of the Short Walks Booklet and apply to the Town Council for the other half. The Short Walks Booklet would be good for this, as it aims to encourage less active people to be more active. We may also distribute the Short Walks Booklet carefully, with only one or two specified outlets such as the library, plus GP surgeries.</p> <p>It was suggested that the Dereham Society funds could be used for a bench or picnic table by the new pond being constructed on the Neatherd. DWaW have already proposed construction of an all weather track to the Town Council, and the Town Clerk has indicated that he would be willing to discuss this separately but that this does not fit with the Management Plan and joint venture with the Wildlife Trust. It was agreed that DWaW would pursue this with the Town Clerk.</p>
3.2	<p>Co-op Money: the Co-op will be in touch in May 2021 to ask us to complete an 'End of Project Report'. They state that it is no problem if we haven't completed our project by then, the purpose is to understand how we have spent the grant and how our project is making a difference in our community.</p>
3.3	<p>Finance Policy: this was approved, all to sign. It was clarified that the equipment listed under assets in fact belongs to the Footpath Warden and is loaned to DWaW. The Finance Policy will be uploaded to the website and previous versions of policies on the website will be deleted.</p>
<b>4</b>	<p><b>Publicity</b></p>
4.1	<p><u>Contact list</u>: The list currently stands at 114 emails plus four by phone.</p>
4.2	<p><u>Logos</u> : The National WaW have ground rules regarding WaW towns customising their own logos. We don't need to withdraw the customised Dereham logos we have used and hopefully we can use up the unused ones we have left. Committee members requested that WaW towns have some form of customisation permitted, as this is of vital local importance. DWaW will take this up with the national committee and argue the case.</p>
4.3	<p><u>Main Leaflet</u> – a draft had been circulated for consideration. The front and back cover are a minor rewrite from the previous leaflet, and inside there is a reduced size illustration of one walk, and a list of the 14 walks that are on the website. The aim is to print a number of the leaflets and distribute them to a few identified locations, eg the library. The expectation is that people will mainly download the walks from website. It was agreed to insert a sentence advising that the walks can also be downloaded onto a smart phone.</p> <p>Comments received: One suggestion was that the type be big and bold after the list of walks. Also the http is not needed on the links.</p> <p>Any further thoughts or comments to be forwarded by email.</p>
4.4	<p><u>Walks leaflets</u> – All 14 walks have been updated and they are ready to upload onto the website to replace the ones already there, once approved by Dereham Town Council, which has agreed in principle to the use of their OS licence. The two general leaflets have been forwarded to the Town Clerk, plus an example of one of the 14 walks, so that he can be satisfied that we are meeting their conditions.</p>
4.5	<p><u>Short Walks booklets</u> – 7 walks have been written up with one overall map. One sample and the map had been circulated prior to the meeting. The proposal is that we put these into a 12 sided booklet (A4 paper, folded to A5 and stapled), with the map A4 size in the centre. The 7 walks will each take one A5 side. The remaining A5 sides will be – front cover with information about how to use the map and directions; inside back cover with information about attractions and refreshments in Dereham; back cover with information about Dereham Walkers are Welcome. Points to consider:</p> <ul style="list-style-type: none"> <li>- Should we (seek to) include a link and/or advert for organisations like the MNR,</li> </ul>

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Windmill, DHT, refreshment places (to support the WaW aim to promote the area)?

- If so, do we supply copies? charge for an advert?
- Will these serve the purpose of prescription walks for GPs? (Lengths are 2 to 4.25, with most at 3 to 3.5, miles)

There followed a discussion and it was agreed that the Short Walks Booklet is a good idea, and that hopefully people who have not walked a lot will pick it up and use it. A good number can be printed, as this is what the Co-op grant is for, but they can be distributed to a limited number of locations and therefore last longer.

The placing of adverts was decided against, as it is hoped the booklet will be useful for a number of years and businesses may come and go. The booklet is likely to be used by local people who will know where the cafes in Dereham are. We could include links to other charities, eg MNR, the Windmill, DHT.

The length of the featured walks was approved, as people can always lengthen or shorten the walks themselves. Walks can be linked together by using the central map. It was agreed to add a sentence at the beginning warning people not to attempt a longer walk than is comfortable for them.

DWaW are currently walking the routes to test the instructions. The walks will be circulated round to the Committee.

**5 Future work and plans**

- 5.1 The Neatherd: nothing further heard on the Management Plan. It is nearly complete but planting may not start until the Autumn.
- 5.2 Full path report for DTC: some photos have been taken of the footpaths but otherwise not yet started.
- 5.3 Increasing Committee membership: discussed under 1.2 (c) above.
- 5.4 Logos: it was agreed that it is too soon to approach shops yet, likely to be end of April/beginning of May.

**6 Events programme**

**Debrief**

- 6.1 Tree Week Walk 5 December – this walk went well. It was the last one before lockdown.

**For review - Planned Events**

6.2 2021 programme

At present, it is planned that outdoor sport will be possible from 29 March, presumably under the same conditions as previously.

Proposal (short walks dependent on take up):

- |     |        |                     |
|-----|--------|---------------------|
| Fri | 2 Apr  | - short walk (BHol) |
| Sun | 18 Apr | - walk              |
| Fri | 7 May  | - short walk        |
| Mon | 31 May | - walk (BHol)       |
| Fri | 4 June | - short walk        |
| Fri | 2 July | - dual length walk  |
| Mon | 30 Aug | - walk (BHol)       |
| Fri | 17 Sep | - HOD walk          |

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Sat 18 Sep - HOD walk  
Wed 13 Oct - walk  
Fri 3 Dec - dual length walk  
Sat 1 Jan - walk (BHol)

One of these may be a trip to Aylsham or Cromer.  
Litter pick March- proposed dates to be circulated.

HODS week is 10-19 September, 2021 – we plan to have a town and an industrial heritage walk during this period.

**7 Footpath issues**

**7.1** Footpath work:

1. FP1a – The Ramblers have agreed to schedule works to rebuild the steps off the A47 when we can
2. RB3 – DWaW have been pressing NCC to insist on reinstatement or diversion of this path.
3. FP14 (1) gravel – nothing further as yet. (2) We have been notified that some clearance is needed adjacent to the school, not done yet.
4. FP14a boardwalk – awaiting NCC action
5. BR21 – fallen tree remains (more has fallen)
6. RB32 and RB33 – cut up by tractor. DTC took this up via NCC Councillor, no change so far.
7. FP34 boardwalk – awaiting NCC action: path now closed 19 February to 29 July (this path has also been subject to major flooding)
8. RB36 (Cherry Lane) – reported to Dereham Town Council, and the Town Clerk said he would consider what might be done.

DWaW Town Council Rep reported a fallen tree on RB28. He has taken a photo and will forward to NCC. In the meantime we will take a look to see if it is something we can sort out. (since these minutes were taken there has been a report that the tree has been removed).

**7.2** Dereham Town Council

A report was submitted to the Town Council's Heritage and Open Spaces Committee meeting on 26 January (previously circulated). Next meeting 23 March.

**7.3** BDC: Litter near FP14 – no recent action.

**7.4** NCC: Norfolk County Council are developing Local Cycling and Walking Infrastructure Plans (LCWIPs) to provide a prioritised list of schemes to improve walking and cycling conditions. Four LCWIPs are currently in progress looking at Norwich, King's Lynn, Great Yarmouth and Dereham, the outputs of these reports will be

- A network plan for walking and cycling and identification of the priority cycling routes and walking zones
- A prioritised programme of infrastructure improvements to be delivered in the short, medium and long term
- A report which sets out the underlying analysis carried out and provides a narrative which supports the identified improvements and growing network.

The Town Clerk has advised DWaW (5 February) that it is virtually ready for public consultation.

**7.5** Litter on RB37: no recent action. It is still the case that Breckland, NCC and Highways England should share responsibility for this problem, but each feel it is not their responsibility. DWaW may be able to pursue this through membership of the Local Access Forum.

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<b>8</b>	<b>Walkers are Welcome regional</b> <u>Eastern England</u> : Zoom meeting held on 16 February – notes circulated.
<b>9</b>	<b>Walkers are Welcome national</b>
9.1	<u>Newsletter</u> : December to February issues, and the external <i>Walk this Way</i> in January have been circulated. There is a suggestion that the June <i>Walk this Way</i> might be an East Anglian edition, and DWaW is asking for articles from Aylsham, Cromer and the Suffolk towns.
9.2	<u>Articles of Association</u> : Dereham's vote was cast in favour of the proposed changes. National WaW have the required 75% in favour.
9.3	<u>Annual Return</u> : to note feedback circulated.
<b>10</b>	<b>Next meeting</b> Proposed dates to be circulated for the next meeting.