

Dereham WaW Committee Meeting: 29 April 2024

1	Minutes and matters arising from the meeting on 20 November 2023																						
1.1	<u>Minutes</u> have been circulated and an edited version for the website has been uploaded.																						
1.2	<u>Matters arising</u> not elsewhere on the agenda: <ol style="list-style-type: none"> 1. <u>1.2 Community Toilet Scheme</u> – this is not currently being pursued with DTC. 2. <u>2.3 Programme Leaflet</u> – this has been produced and handed out to walk participants, who have welcomed it. There may be changes to the programme which means the leaflet becomes out of date, but this is unavoidable. A recent updated version has been circulated. 																						
2	Website and IT																						
2.1	Work continues on the website.																						
2.2	We will progress the setting up of a dedicated DWaW email address, to enable emails to be sent out to our contact list in one batch rather than several batches, which can be time consuming.																						
3	Finance update																						
3.1	The end of year accounts were presented to the Annual Public Meeting on 20 April. We have gained £70 during the year, and the grant from DTC has not all been spent despite a substantial spend on printing. We have £587.74 uncommitted funds, as well as our reserve of £400.																						
3.2	It was agreed that it would be good to spend the money we are holding on behalf of the former Dereham Society. A bench on the Neatherd was suggested, with an inscription on where the money has come from.																						
3.3	Barclays was closed and the money moved to Lloyds on 20 March.																						
3.4	<p><u>Update and regular outgoings</u></p> <p>So far in 2024, we have spent £110 to WaW for renewal, £28 to hire Church House for our APM, £12 to renew our aboutDereham subscription and £30 from teb-tec for web services.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Opening balance</td> <td style="text-align: right;">£2118.12</td> </tr> <tr> <td>Above transactions</td> <td style="text-align: right;">£180.00</td> </tr> <tr> <td>Unbanked Barclays cheque</td> <td style="text-align: right;"><u>£35.00</u></td> </tr> <tr> <td></td> <td style="text-align: right;">£1903.12</td> </tr> <tr> <td>Income from walks Jan-Apr</td> <td style="text-align: right;">£220.18</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>New balance</td> <td style="text-align: right;">£2123.30</td> </tr> <tr> <td> less Dereham Society gift</td> <td style="text-align: right;">£856.78</td> </tr> <tr> <td> less publicity balance</td> <td style="text-align: right;">£278.78</td> </tr> <tr> <td> less reserve</td> <td style="text-align: right;"><u>£400.00</u></td> </tr> <tr> <td>Available to use</td> <td style="text-align: right;">£587.74</td> </tr> </table>	Opening balance	£2118.12	Above transactions	£180.00	Unbanked Barclays cheque	<u>£35.00</u>		£1903.12	Income from walks Jan-Apr	£220.18	 		New balance	£2123.30	less Dereham Society gift	£856.78	less publicity balance	£278.78	less reserve	<u>£400.00</u>	Available to use	£587.74
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3.5	<u>Budget 2024</u> : Full year expenditure - £310 approx. Paid 2024: aboutDereham (Jan £12), WaW sub (Jan £110), website (Mar £30), APM (Mar £28). To pay: Insurance (May £99 expected), AGT cost (Aug £30).																						

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4	Publicity
4.1	<u>Contact list</u> : the list currently stands at 197 emails, plus 3 to phone.
4.2	<u>Logos</u> : Topping up and checking that logos are still in place to recommence shortly.
4.3	<u>Publications</u> : Leaflets (9000) are being distributed as opportunity arises. We will continue to take them to Yaxham Waters although they are not in such a good position in the café as before. The short walks booklets (5000), Town Trail leaflets (1000) and Circular walks leaflets (3000) are also being distributed when possible and being topped up regularly in the library. It was agreed that we will take them to Dereham Day at the Memorial Hall on May 11 th .
4.4	<u>Social Media</u> : The following procedures to deal with Facebook queries have been proposed and it was agreed to keep them in case of future need: <ul style="list-style-type: none">- anything posted that is a question about whether a particular walk would be suitable for a particular circumstance should be met with a response to say we'll check and reply as soon as we can, and the question emailed on to us.- ideally a contact for the enquirer will be available, either email or phone number, as that will allow for a conversation if needed.- We will advise our Facebook administrator on how to respond to the query via Facebook, offering further contact (email/phone) where necessary, and with copies so that the walk leader is informed.- we should avoid anything that assures an enquirer that everything will be fine – we can only describe the situation and then let people make a judgement in light of the information we provide.
5	Future work and plans
5.1	<u>A Dereham Plan for Dereham Residents</u> : DWaW have, as part of aboutDereham, been attending the meetings called by our MP and Rector. The first meeting was held before Christmas in St Nicholas Church on the 'let's get Dereham moving' agenda. There was a second meeting held in February via Zoom, and a third in person meeting on April 26 th . It is taking some time to get things going and establish priorities. There is community sector, business sector, County Council (councillor and staff), District Councillor, Breckland Council staff and Town Council presence (DTC councillors attending on a personal basis rather than representing the town Council). The business sector are owners of premises in the Market Place who are keen to be taking some action. Our MP has been attending the meetings and doing a good job of facilitating the process. There are no implications for DWaW yet, apart from the consensus around the aim of attracting more people to the town and providing a good experience for visitors.

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5.2	One of the participants at the APM suggested that we might run evening walks during the summer when the weather is too hot for daytime walking. She also suggested that we have more bank holiday walks as for those who are not visiting family.																																										
5.3	The above suggestions were discussed and it was agreed that we could add an evening walk into the programme if we gave two weeks' notice. The walk could possibly run from 7pm to 8.30pm or 9pm. We also discussed another evening walk with the Wildlife Trust and an evening walk on Lolly Moor. It was agreed that these could be planned for next year.																																										
5.4	The walk proposed for 27 May bank holiday will include crossing the A47 at Scarning, which will be a single carriageway crossing. Some footpaths would not be used if we ruled out any crossing of the A47. After some discussion it was agreed to go ahead, making sure that it is stated clearly in the email to our contacts that the A47 crossing is intended. We can then reassess in the light of how many people join the walk.																																										
5.5	It was agreed to cancel the September 18 th walk, as the HODs walk is on September 14 th and the short walk is on September 6 th .																																										
5.6	DWaW will be leading two HODs walks, Sept 7 th and Sept 14 th . The theme this year is routes, connections and networks. The route will involve walking around the town, following the course of the railway and the former A47 and looking at where the bypass is. A member of Dereham Heritage Trust, will accompany us to provide historical information. There will be no booklet this year, but we will produce a side by side map showing the past and the present. There will also be a folder of photos that can be handed round. The leaflet could be laser printed and would then be waterproof.																																										
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6.2	<p>For review – Planned Events</p> <p>2024 events to come</p> <p>Short walks, first Fridays, 10:15, 7 Jun (K), 5 Jul (K), 2 Aug (C), 6 Sep (C), 4 Oct (K), 1 Nov (K), 6 Dec (K)</p> <p>Easy Tuesday walks, second Tuesdays, 10:00, 14 May, 11 Jun, 9 Jul, 13 Aug, 10 Sep, 8 Oct, 12 Nov, 10 Dec</p> <p>Other: mainly longer walks and events</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Sat 11 May (CK)</td> <td style="padding: 2px;">Dereham Day, DWaW table t</td> </tr> <tr> <td style="padding: 2px;">Mon 27 May (K)</td> <td style="padding: 2px;">Bank Holiday walk, A47 crossing at Scarning</td> </tr> <tr> <td style="padding: 2px;">Sat 15 June (C)</td> <td style="padding: 2px;">Northall Green and Rushmeadow</td> </tr> <tr> <td style="padding: 2px;">Thurs 18 July (K)</td> <td style="padding: 2px;">tbc MNR walk</td> </tr> <tr> <td style="padding: 2px;">Mon 26 Aug (K)</td> <td style="padding: 2px;">Garden Party</td> </tr> <tr> <td style="padding: 2px;">Sat 7 Sep (K)</td> <td style="padding: 2px;">HODs town walk, theme – routes, networks and connections (26 May deadline for booklet). DHT assisting</td> </tr> <tr> <td style="padding: 2px;">Sat 14 Sep (K)</td> <td style="padding: 2px;">HODs town walk, as 7 Sept</td> </tr> <tr> <td style="padding: 2px;">Weds 16 Oct (C)</td> <td style="padding: 2px;">Bus to Beetley</td> </tr> </table>	Sat 11 May (CK)	Dereham Day, DWaW table t	Mon 27 May (K)	Bank Holiday walk, A47 crossing at Scarning	Sat 15 June (C)	Northall Green and Rushmeadow	Thurs 18 July (K)	tbc MNR walk	Mon 26 Aug (K)	Garden Party	Sat 7 Sep (K)	HODs town walk, theme – routes, networks and connections (26 May deadline for booklet). DHT assisting	Sat 14 Sep (K)	HODs town walk, as 7 Sept	Weds 16 Oct (C)	Bus to Beetley
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7	Footpath issues																
7.1	<p><u>Footpath work</u>: See also issues raised with DTC (7.2.1)</p> <ol style="list-style-type: none"> 1 FP2: NCC taken some steps towards establishing the field edge path on the correct alignment. 2 RB3: NCC is planning to install a culvert to cross the ditch. 3 FP12/12a: A Town Councillor has pressed National Highways to resolve the issue of flooding under the bypass. Action apparently agreed. 4 FP13/14: still chasing the Diocese re the litter; the Rector has also been involved 5 FP14: trees blocking the path have been removed with permission from the school. There is now a damaged fence which is blocking the footpath. 6 FP14a: no change - boardwalk is in disrepair 7 FP25: has again suffered from flooding at the south end; it has been reported 8 FP26: remains difficult after wet weather; approaches to press for help from private users whose vehicles impede the public's ability to walk have foundered 9 RB28,30,31: require clearance a few times during the year; RB31 was also a stream after wet weather. 10 RB32: encroachment at the eastern end did not seem to create problems after wet weather; DTC has put in a Parish Path Partnership bid to surface the western section (though only to its end, not on to The Neatherd) 11 FP34: awaiting NCC ability to deal with wet/muddy conditions and possibly add the woodland section to the cutting contract 12 RB36 (Cherry Lane): the section from Norwich Road to the Windmill is once again badly potholed, but action is limited as with FP26 13 RB37: National Highways has now apparently stated that the fence behind the layby is not its responsibility but that of the landowner, who is unidentified. In spite of BDC saying that it would not instal a 																

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	<p>litter bin at the layby, one has recently appeared.</p> <p>14 Hurn Road path: ongoing: BDC has informed me the landowner has undertaken to clear and level the path twice a year</p> <p>15 Etling Green trod: DWaw are meeting an NCC Councillor and member of staff on 6 June</p>
7.2	<p><u>Dereham Town Council</u></p> <p>1 The reports submitted to the Town Council's Heritage and Open Spaces Committee meeting for 27 February and 23 April were circulated prior to this meeting. The next meeting is planned for 25 June 2024.</p> <p>2 Our Annual Return with feedback was submitted to the Annual Parish Meeting on 19 March and subsequently published on the DTC website.</p>
7.3	<p><u>Breckland Byways</u>: Contact has been made by this body which seeks to look at possible claims to add paths to the Definitive Map, create new paths where short links would connect existing paths and influence the planning system better to integrate existing routes into developments to encourage active travel. DWaW have responded but not heard from them since.</p>
8	Walkers are Welcome national
8.1	<p><u>Newsletter</u>: December to March issues, and the external <i>Walk this Way</i> in December and March have been circulated.</p>
8.2	<p><u>Annual Get Together 2024</u>: planned for 11-13 October, hosted by Llanwrtyd Wells. We are now able to offer more financial support to attendees and if anyone would like to go they are encouraged to do so.</p>
8.3	<p><u>Annual Return</u>: (previously circulated) - to note our 'green' outcome.</p>
9	Documents:
9.1	<p>All approved the data protection policy (circulated prior to the meeting), amended only in its date and expanding the link to the Information Commissioner's Office</p>
9.2	<p>All agreed to amend 8.2 of the Constitution to read "At least three members of the Committee will be authorised to act as signatories for cheques; cheques will be signed by any two of these members but no one will be a signatory to a payment to themselves or anyone related to them."</p>
9.3	<p>All approved the Finance Policy, amended only in its date as shown in the previously circulated document.</p>
12	<p>Next meeting It is proposed to fix the next meeting for July 2024. Monday mornings were the best option for those present.</p>