Glasgow Ramblers Committee Meeting – 17th October, 2023

Present
Frances Arthur (FA), Suzi Bateman (SB), Terry Cassidy (TC), Geoff Der (GD), Yvonne Flynn (YF), Barry Pottle (BP) from item 3d, Helen Sweeting (HS), Alan Watt (AW), Catherine Watt (CW), Sandra West (SW).

1. Interim arrangements - chairing
Sandra West agreed to chair the meeting.

2. Apologies
Gareth Morgan (GM); BP apologised for late arrival.

3. <u>AGM</u>

Preliminary discussion – AGM actions from September 19th Committee meeting

- BP to set up AGM zoom - DONE.
- SW to circulate blank Annual Report and all named to complete sections before 17th Oct - DONE.
- BP to compile the accounts - DONE.
- CW to contact Ramblers Central for stick on labels for those needing a postal AGM notification – DONE – these were unfortunately supplied printed double-sided.
- SW to contact Ramblers Scotland to request Zahrah Mahmood as our AGM speaker – DONE – due to other commitments, Zahrah Mahmood is only available to attend national level meetings.
- If necessary, CW to obtain Living Streets contact as potential AGM speaker – DONE –the local Living Streets group has been disbanded.
    - → SW has therefore asked Angela Musk, Ramblers Scotland Equalities Outreach Officer, whether she might speak. She is working with various groups, one of which is a local Muslim women's group, some of whom are joining SW's 18th Oct walk. Angela Musk has said that while she could be speaker, she thought it would be preferable if some members of the Muslim women's group felt able to do it. SW agreed to ask during her walk.
- SW to check out Open Doors walk leaders for post-AGM walk – DONE – Glasgow City Council has a number of heritage trails with details online - https://www.glasgow.gov.uk/heritagetrails.
- If necessary, CW to contact Annette Bonar / HS to contact Ronnie Scott re post-AGM walk – PARTLY DONE – Annette Bonar suggested that she speak to the Strathclyde 3Ls Architecture and Design Group about arranging a walk further in the future.
    - → It was agreed that since there are walks in the programme for 11th and 19th November and the 14th Nov AGM is a zoom meeting, a post-AGM walk is not required.
- BP to check with Ian Brooke re AGM election of office bearers – DONE – Ian Brooke has agreed.

a – AGM Agenda

- SW had circulated a draft Agenda based on last year's with minor modifications.
- It was noted that: (1) #9 'Motions affecting the Group Constitution' included a sentence re date anomalies in clauses 10 and 14; (2) #10 'Ordinary Motions' required a decision as to the deadline date – it was agreed this should be 7th November; and (3) #11 'Election of Representatives to Area and Scottish Council' needed amending since our group membership is now over 300 which means we are entitled to four (not three) Area Council reps.

b – Notifications

- SW had circulated draft AGM notifications for: (1) the vast majority of members who have provided an email address and to whom AGM documents could therefore be easily sent; and (2) those members who would require a postal notification – this included a sentence to let them know that AGM documents could be requested by contacting the Group Secretary – since these would require printing.
- AW noted that the only formal requirement is to let members know that a meeting will be held.
- It was also noted that: (1) BP had now provided zoom login details; (2) #6 'Details of guest speaker' could not yet be provided – it was agreed that this would be included as 'to be confirmed'; and (3) #7 'Details of walk to take place on 18th Nov' could not be provided as it had not been possible to arrange something appropriate – it was agreed to remove this from the notifications, since a post AGM walk is only really appropriate immediately following a meeting held in-person.
- It was suggested that the paragraph in respect of the need to receive motions in respect of changes to the Group / Area constitution by 17th Oct should be removed since this deadline was now impossible.

c – Annual Report

- SW had circulated a draft Annual Report, with contributions by several committee members, which was discussed paragraph by paragraph. A number of editorial suggestions were made, but none to the main substance; SW and YF agreed to amend the draft.
- There was some discussion in respect of a paragraph (which it was agreed should be moved to the Newsletter) on the random failure of email communications to walk leaders within Walks Manager – this prompted AW to ask whether TC had checked that all walk leaders had given permission for their emails to be used. TC has emailed them all with instructions on how to do this, but acknowledged that some may not have done so. He noted that there is definitely a technical issue since Walk Leaders report receiving some messages but not others.

d – Accounts (BP, the Group Treasurer, joined the meeting at this stage)

- SW had circulated BP's draft Treasurer's Report.
- It was agreed that a lengthy note re Restricted and Designated funds was not required; BP agreed to remove this.

e – Nominations for election

- It was noted that AW and CW would be standing down and that FA (Membership Secretary) has agreed to serve for one more year. SW agreed to take responsibility for emailing out the Group Newsletter from December.
- The remainder of the Committee confirmed they were happy to continue. There was brief discussion in respect of encouraging more Committee members; HS suggested that since the Newsletter includes the dates of future Committee meetings, this could in future always add a note to the effect that meetings are open to all Group members, since Suzi hadn't been sure of this.
- BP confirmed that Gerard McCrear had agreed to serve again as Independent Examiner.
- There was discussion around the four Area Council reps to which our Group is now entitled. GM and BP (in his role as Area Secretary) have been attending; SB attended the most recent meeting. All three agreed to continue on the Area Council, BP as both a Group rep and Area Secretary. AW asked if Jim Riddell (Group Access and Countryside Officer), who attends Area meetings could attend as a Group rep; BP agreed to ask him.
- There was similar discussion around attendance at Scottish Council – we can send one representative – SB agreed to attend. It was noted that we can also send additional reps, but without this being paid for.

	f - Motions • SW had circulated BPs draft motion re alterations to clauses 10 and 14 of the Group Constitution, with an extract from the minutes of our 19th September Committee meeting as background. The issue is that, currently, the required notice period for the AGM is less than that for changes to the Constitution. BP's motion amends clause 10 (required AGM notice) from 14 to 28 days and clause 14 (alterations to the constitution) from 28 to 21 days before the AGM and from 14 to 7 days from notice of the AGM. • No substantive changes were suggested; HS suggested editorial changes for clarity. • It was agreed that BP would propose and CW would Second the motion. • SW suggested she liaise with BP in respect of the wording re motions in the notifications. **ACTIONS** • SW to ask Muslim women's group members whether they might be happy to speak at our AGM. • SW to make agreed amendments to AGM Agenda; notifications (liaising with BP in respect of the wording re motions); and (with YF) Annual Report. • SW to ensure that paragraphs from the Report's 'Publicity' section relating to email communications and use of the Glasgow Group website be shifted to the Newsletter. • BP to make agreed amendments to the Treasurer's Report. • SW to take responsibility for emailing out the Group Newsletter from December. • SW / Newsletter writers to include against future Committee meeting dates a note to the effect that these are open to all Group members. • BP to ask Jim Riddell if he is happy to act as a Group representative at Area meetings. • BP to make agreed amendments to the draft motion re alterations to clauses 10 and 14 of the Group Constitution.
4.	**AOCB urgent matters only = Lessons learned from weekend away** • YF had circulated a 'Lessons learned and suggestions for 2024' document following the 29th Sept - 2nd Oct Glasgow Ramblers weekend away on Arran, including sections on: Managing numbers; Communication; Location; Accommodation; Walks programme; and Group dinner. • Committee members thanked YF for organising a very successful trip and for producing the thoughtful document. • SW suggested the first step for a future weekend should be to sort out (sufficient) walk leaders, with leeway in case not all could make it. • Re numbers – CW thought 25 was a good number, enabling two concurrent walks of about 12. • Re communication – AW urged caution in respect of using Eventbrite for bookings and WhatsApp for those attending since, while these would ease organisation and communication, some loyal members may not feel comfortable using them. • TC suggested use of Walks Manager to both publicise future weekends and limit numbers; AW suggested saying in the Newsletter that any member should not assume they were booked onto a weekend until they had received an acknowledgement. • SW, SB, TC and YF all volunteered to work together to organise the 2024 weekend.
5.	**Date of next committee meeting** • To be decided by the new Committee immediately following the AGM.