

	Present Frances Arthur (FA), Terry Cassidy (TC), Geoff Der (GD); Yvonne Flynn (YF); Gareth Morgan (GM), Barry Pottle (BP), Helen Sweeting (HS), Sandra West (SW). Also attending (although not a member of the Committee): Marjory Anderson (MA).
1.	Interim arrangements - chairing Barry Pottle agreed to chair the meeting (whilst remaining unwilling to accept the title of Group Chair).
2.	Apologies Suzi Bateman (SB) and Jim Riddell (JR). NOTE – both had resigned - SB from the Committee; JR was not a Committee member but attended as Access Officer.
3.	<u>Minutes of Committee meeting held on 14th August 2024</u> a - Accuracy as record of meeting - GD noted that an IT action point “GD to reinstate ‘How to join Ramblers UK’ to the front page of the Glasgow Ramblers website” was probably incorrect since he did not think it had ever been there. Otherwise, those present agreed the record was accurate and after amendment (replace ‘reinstate’ with ‘add’) could be approved and uploaded to the website. b - Matters arising (ACTION points from 14th August Minutes not otherwise on the Agenda) <u>Re #3 Minutes of June Committee meeting</u> - HS to send pdf of final 4th June Minutes to GD and for these to be posted on website - DONE. - TC to send the register of volunteer sighted guides to all Walk Leaders - DONE. - GD to add ‘How to join Ramblers UK’ to the front page of the Glasgow Ramblers website - DONE. - SW to pin ‘How to join’ text, based on the wording on the Glasgow Ramblers website on X and Facebook – DONE in respect of Facebook; SW is not now using X and has not seen anything from Ramblers GB in it recently. - SB to feed back on how other Groups handle PR / social media / communication – ON HOLD until after the AGM along with other social media work. - YF to send GPS of her Women’s Day walk to GD for addition to Glasgow Ramblers website - DONE. - SB to provide Scottish Council meeting report for circulation – NOT DONE. BP noted that Liz Lawie, who attended as one of the North Strathclyde Area Reps, was to complete a report, so we could adopt that once available. - SW to purchase and distribute 10 more tick removers - DONE. Seven remain undistributed. - TC to email walk leaders to ask them to make sure they look at the new guidance - DONE. <u>Re #4 Reports and matters arising</u> - BP to investigate / take out a Teams subscription for Committee meetings - DONE. This meeting was held via Teams, all managed the login and were happy with its performance. BP thought it might be possible to obtain Microsoft 365 (which includes Teams) for free as a non-profit organisation – he agreed to investigate this. - SW to take Ramblers promotional goods to the AGM – WILL BE DONE. <u>Re #5 Walks and events programme</u> - TC to email all walks leaders asking them to consider leading over the next few months – and to include the idea of shorter / easier walks – IN PROGRESS. TC noted that the programme is now fairly full. The process of registering as a Walk Leader with Ramblers GB has become more complex and requires completion of training courses.

	• TC to email all walk leaders alerting them to new guidance - DONE. • JR to continue to lobby in order to promote the Mag 11, with the eventual aim of designating it a Core Path and / or Heritage Trail – NOTE THAT JR HAS NOW RESIGNED AS ACCESS OFFICER. Re #7 First aid • SW to contact BASP re Outdoor First Aid Training once BP informs her that the budget including provision for this has been approved – IN PROGRESS, the Glasgow Ramblers 2024-25 budget had not yet been approved. Re #8 AGM 2024 and preparation of annual report • SW to email the speaker to check how she wants to provide her slides - DONE. The speaker will bring her own laptop and HDMI lead to connect to the Pearce Institute's TV. • ALL who contribute to the annual report to begin to consider content – DONE, draft report circulated. Re # 10 AOCB • BP to pass on email address of a member of Young Ramblers who had expressed interest in Mag 11 maintenance to JR - DONE. ACTIONS • HS to amend 14th August minutes and send pdf of final version to GD and for these to be posted on website. • BP to pass on Liz Lawie's Scottish Council meeting report for circulation once available. • BP to investigate whether we can obtain Microsoft 365 for free. • SW to take Ramblers promotional goods to the AGM. • Once new Access Officer is appointed by the Group, they should continue lobbying re Mag 11. • SW to contact BASP re Outdoor First Aid Training once BP informs her that the budget including provision for this has been approved.
4.	Reports and matters arising a – Chair • No report as the Group did not currently have a Group Chair. b – Treasurer (financial report available on request) • BP's report noted that he should receive news in mid October on whether Glasgow Ramblers' £1,200 2024-25 budget request has been approved. • A Teams account had been opened with a one-month free offer. As above, it was agreed that BP should terminate the Zoom account and investigate the options for obtaining Microsoft 365 (including Teams), • BP had prepared the Glasgow Ramblers' Annual Financial Return and sent it to the Group's Independent Examiner (Gerard McCrear) who hoped to sign it off in the next few days. • GD asked what the Social Fund was for? It was noted that SW had asked this at the August meeting and BP had been unsure; he agreed to try to find out. SW wondered whether it could be used to subsidise bus trips? BP thought this would be acceptable, provided it was within the objects of Ramblers as a charity (e.g. if the bus trip was part of a project to increase access or membership of Ramblers). c – Membership Secretary (report below) • FA's report noted that on 27th September, <i>"the total membership for Glasgow Ramblers is 372, this is an increase of 11 since the last Committee meeting in August 2024"</i>. • TC commented on the large number of members versus the relatively small number of Walk Leaders (around 15, only 10-11 active). He noted that whenever he led a walk he asked whether anyone was interested in the role and talked to them about it. HS highlighted that not all members were active walkers; SW thought it was probably 40-50, YF noted that non-members also join walks. • GD noted that there were Glasgow Group members who chose to walk with other groups, also that when joining, individuals could choose a group or have one chosen for them based on postcode. SW suggested we could check this by running a report to see how

	many Glasgow members had Glasgow postcodes. GD and BP pointed out the complications of a Glasgow postcode versus actually living in the Glasgow City area. • BP noted that even 30 years ago, people were asking the same question about why such a relatively small proportion of members actually went on the walks. He conducted a survey at that time and found about half had walked once in the past year, of whom about half (ie ~25% of the membership) had walked twice or more. • TC would be attending a Walk Leader refresher course and so would be able to discuss difficulties recruiting Walk Leaders there. • MA wondered whether it would be possible to have a buddy system for new Walk Leaders? YF thought this already happened, but on an informal basis – and that some members would never feel confident enough to take on the role. She also commented that the small number of Walk Leaders was self-perpetuating, since it meant each had to lead a large number of walks, which was not an attractive prospect. • MA thought some might not feel confident about the actual walk they were considering. GD noted that some groups allocate walks to Leaders. It was AGREED that this was not something Glasgow Ramblers would wish to do. d – IT / website (report below) • GD's report noted that he had continued to make changes to the Glasgow Ramblers website with the aim of simplification and had re-written 'What you need to know' - TC thought this was good. • SW had sent GD the Ramblers advice for new walkers, which included their responsibilities. It was AGREED that GD would add a link to this. • GD had also added the Aviemore and Arran slideshows, compiled by YF, to the website. BP noted that he used to compile slideshows twice yearly. It was AGREED that since blogs are now produced for almost all walks, slideshows would be reserved for more significant events, e.g. linked walks such as the River Ayr Way or weekends away. e – Access (report below) • FA noted that JR had forwarded information on a broken gate on the Magnificent 11 route to a GCC staff member but there had been no action on this so far. f – Secretary's correspondence (report below) • <u>Scottish Council AGM and Event 2025</u>. This event is scheduled for 15th March at the Merchants' House. SW had received an email from Ramblers Scotland "<i>I am looking to fill some volunteer roles for the day of the event and would be grateful if you could perhaps ask your group members if they would be happy to help? There are 5 main roles but we would also like to arrange a few lunchtime walks around the city and so some walk leaders, back markers and a walks programme would also be required</i>". The roles include registration desk etc. BP noted that anyone nominated to attend cannot do registration, and that the actual delegate should not be a teller or scrutineer (though anyone attending as a visitor could do this). It was AGREED that SW would email all Glasgow Ramblers to ask for volunteers and possibly also raise it at the AGM, if this was not later than the response deadline. • <u>Weekend away 2025</u>. SW reported that 28 had signed up. <u>ACTIONS</u> • BP to try to find out what the Group's Social Fund can be used for. • TC to raise the issue of Walk Leader recruitment when he attends the Walk Leader refresher course. • GD to add a link to the Ramblers advice for new walkers to the Glasgow Group website. • SW to email all Glasgow Ramblers to ask for volunteers at the Scottish Council AGM and Event 2025 and possibly also raise it at the AGM.
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5.	Walks and events programme a – Walks programme - Discussed above (3 re Re #5 Walks and events programme; and 4c – Membership Secretary). b – Any incidents or anything to report - An Incident Report Form had been completed and returned to Ramblers GB in respect of a fall during the 30th August West Highland Way walk. This was appropriately dealt with and both the Walk Leader and Ramblers GB had been in touch with the individual involved. c – Weekend away 2024 – Friday 20th – Monday 23rd September, Aviemore - All who had attended agreed this was a great success. - YF noted that, because completing the Ayrshire Coastal Path route would be logistically complex, options included hiring a bus for a day or linking it to a weekend away.
6.	Social Media / Communication ON HOLD until after the AGM as this represented a significant piece of work.
7.	AGM 2024 - preparation of Annual Report - SW had circulated a draft for discussion which included contributions from several Committee members. - YF noted that it needed editing for consistency of style. - The content was discussed and a number of specific suggestions made, including the section order, with the aim of making it punchier and more clearly relevant to Glasgow Ramblers members. SW and YF agreed to work on the re-drafting. - YF asked about the timescale. BP noted that amendments to the Group Constitution made at the 2023 AGM meant that: (1) members must be given a minimum of 28 days notice of an AGM; and (2) any motions to alter the constitution must be received no less than 21 days before the meeting. SW agreed: (1) to check requirements in respect of circulating papers (whether they needed to be circulated in advance or whether at the AGM is acceptable); and (2) to ensure the AGM notification specified the deadlines for submitting (a) motions to alter the Constitution and (b) ordinary motions. - It was noted that the Constitution available on the Glasgow Ramblers website had not been updated following the changes made at the 2023 AGM. BP agreed to do make the required changes and to forward the updated version to GD for uploading to the website – GD would send him a Word version of the Constitution as at 2020, on which those changes could be made. - YF noted the 2023 Annual Report should also be posted on the website. - BP asked about nominations? - All current Committee members were willing to serve another term. - Independent Examiner - Gerard McCrear had not indicated whether he wished to continue. BP noted that this position can be filled at any time during the year. - Area Council – our Group could have up to four representatives. BP and GM were willing to continue (SB and JR were also current reps). This meant that there would be two vacancies, unless there were any further volunteers. GD wondered whether we had to have four reps? BP said no: it was up to four. - Scottish Council – our Group can have one rep (in addition to BP who attends as Convenor of the Motions Committee). SB attended in 2024. We therefore need a replacement – particularly since the 2025 meeting will be held in Glasgow. - TC suggested the AGM might be a good opportunity to discuss the low number of Walk Leaders and to try to recruit some new ones. He AGREED to lead on this. - It was AGREED that BP would offer to chair the AGM (unless anyone else volunteered) and that SW would contact Ian Brooke to ask whether he would chair the elections of (1) Honorary Officers; and (2) reps for Area Council, since BP would be standing in these.

	<u>ACTIONS</u> • SW and YF to work on re-drafting the Annual Report. • SW: (1) to check requirements in respect of circulating AGM papers; and (2) to ensure the AGM notification specifies the deadline for submitting motions. • GD to send BP a Word version of the Group's Constitution as at 2020, BP to update it with the changes made at the 2023 AGM and return the document to GD for uploading to the Group's website. • GD to also post the 2023 Annual Report on the website. • BP to check whether Gerard McCrear is willing to serve another term as Independent Examiner of the Group accounts. • TC to lead on a discussion about Walk Leader numbers and recruitment at the AGM. • SW to contact Ian Brooke to ask whether he would chair the AGM elections of (1) Honorary Officers; and (2) reps for Area Council and Scottish Council.
9.	Next meeting • Wednesday 15th January 2025, 7pm – Teams meeting.
8.	AOCB • None.

SUBMITTED REPORTS

Chair's report – none as no current Group Chair.

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Treasurer's Report – financial details available on request.

Group Budget submission for Financial Year 2024/25

I confirmed in my report to the August 2024 Committee meeting that I had sent the Budget submission to the Area Treasurer and that I had requested funding of £1,200 for the year 2024/25. I also stated that the Area Treasurer had advised that the approval of the Area's budget request (which includes the budget requests of all Groups within the Area) is made by Central Office and that the results of the Central Office review will be announced mid October. Therefore I do not yet know whether the request of £1,200 for Glasgow Group is approved.

Teams

As agreed at the August 2024 Committee meeting, I have opened a Teams account and the meeting of 2nd October, 2024 will be set up through Teams. I have used a one month free offer so, if the Committee decides not to continue with Teams, it will cost the Group nothing. I have not yet terminated my Zoom account, pending the Committee's decision as to whether or not to continue with Teams.

Annual Return and Financial Statement 2023/24

I am writing this report on 30th September, which is the Ramblers' financial year-end. All Groups are requested to submit to the Area Treasurer by 14th October Annual Returns for the period to the financial year-end, signed by the Independent Examiner. I am arranging to prepare the Annual Return which I will forward to Glasgow Group's Independent Examiner, Gerard McCrear, along with Bank Statements and other supporting documentation. I have already alerted him to expect this, and have received his acknowledgement.

Once the Annual Return has been signed by the Independent Examiner, I will prepare the Financial Statement for circulation to members with the AGM papers. This will comprise a summary of income and expenditure for Main and Self-funded accounts the following excerpts from the Annual Return:

1. Independent Examiner's Report,
2. Receipts and Payments,
3. Cash and bank (i.e. Balance Sheet).

Barry Pottle
September 2024

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Membership Secretary

Since 08/08/2024 membership figures are as follows:

Joiners:	New to Ramblers	21
	Members who have moved to Glasgow Ramblers	1
	Members who have moved to the Area	1
	Reinstated / Rejoining members	2
	Total joiners	25
Leavers:	Members who have resigned	10
	Members whose membership has lapsed	2
	Members who have moved Group	1
	Left the area	0
	Total leavers	13

On 27/09/2024 the total membership for Glasgow Ramblers is 372, this is an increase of 11 since the last Committee meeting in August 2024.

Frances Arthur
September 24

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IT / Website

I have continued to make changes to the website with the general aim of simplifying it for viewing on smaller devices such as phones and tablets. Since the last meeting, I have rewritten the "what you need to know" page and would welcome any feedback on this.

I put the slideshow from Aviemore on the website. While viewing it noticed that Yvonne had also produced one for the Arran weekend last year. As I was not on that weekend I didn't receive a copy at the time. I also noticed that no slideshows had been put up since pre-pandemic times. These slideshows normally feature long, multi-day walks, like the River Ayr Way or weekends away. Typically, they are circulated to participants but are of general interest so should go on the website. It is quite a lot more work for me to put them up retrospectively. So this is a reminder to anyone who produces a slideshow to copy me in when they are circulated.

Geoff Der
October 2024

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Access and Countryside

There is a broken gate on Mag 11 between Carmunnoch Rd and Windlaw Rd (see Yvonne for details).

Jim Riddell
October 2024

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Secretary Report / Correspondence

1. Scottish Council AGM and Event 2025 ref circulated email
2. Weekend Away 2025 update.

Sandra West
October 24