

SOUTH WESTERN ORIENTEERING ASSOCIATION

SECRETARY: Katy Dyer 19 Bramble Drive, Bristol BS9 1RE,
Tel. 0117 968 4173. Email: family.dyer@blueyonder.co.uk

Minutes of the Committee meeting held at 7.30pm on
12 June 2014 at Ilchester Town Hall.

Those present:

Officers: Katy Dyer BOK (Secretary); Richard Sansbury QO,
(Fixtures Secretary);
Committee Members: Christine Vince KERNO (coaching);
Erik Peckett DEVON.

1. Appointment of Chairman for the meeting:

Christine Vince was appointed chair for the meeting. Christine announced that she intends to stand for election as Chairman at the next AGM.

2. Apologies for absence: Mark Lockett, Peter Brett, Susan Hateley, John Woodall, Jeff Butt.

3. Approval of Minutes for 20 March 2014:

These were approved as a correct record apart from misspelling of Richard Arman's name. Apologies were extended to Richard Arman. Prop. Richard Sansbury, sec Christine Vince.

4. Matters arising from those minutes:

4.1. From item 4.2. Event quality questionnaire. Mark Lockett to send link for committee to comment on his questionnaire. **Katy Dyer to remind Mark Lockett.**

4.2. From item 4.3. Tax issues. No feedback received. Club secretaries to remind mappers and coaches to declare income. **Katy Dyer to contact club secretaries.**

4.3. From item 13.0. Change to SWOA Galoppen Rules. Change made and awaiting publication on SWOA website. **Katy Dyer to remind club secretaries.**

4.4. From item 14.1. See Correspondence.

4.5. From item 14.3. SWOA championship certificates. Mark Lockett made excellent certificates for SW Middle championships and was thanked.

4.6. From item 14.5. New 'SWOA championships' tab put on SWOA website by Richard Sansbury to replace 'events' tab. He was thanked.

5. Correspondence

5.1. From item 4.3 Minutes 20 March 2014. Direction signs at events and insurance of persons attending 'taster' events. Answer from Mike Hamilton CEO BOF. See [Appendix 1](#). Need more clarification regarding 'independent' runners and use of the £2 insurance fee. **Katy Dyer to contact BOF.** (note further details in Mike Hamilton's latest E News 24.6.2014)

6. Treasurer and Membership Secretary's report.

6.1. Income and Expenditure since 20 March (last meeting). For SWOA accounts see [Appendix 2a \(separate PDF file\)](#).

6.1.1 Mark Lockett asked to provide current SWJS accounts for SWOA committee. **Mark Lockett and Jeff Butt.**

6.1.2. Mark Lockett asked to produce a breakdown of grants awarded to date (12 June) for SWOA committee. **Mark Lockett.** (See [Appendix 2b](#))

6.1.3. Christine Vince to ask Jeff Butt (SWJS) to remind selectees to apply before tours for grants. Committee suggested

money from the Reserves be used if there are many applications. **Christine Vince.**

6.2. Grants:

6.2.1 The following grants were agreed:

Adam Potter £187.50 as 50% costs for JWOC Bulgaria.

Grey Grierson £150 as 50% costs BOF training Stockholm. **Mark Lockett.**

6.2.2. It was agreed that Chloe Potter should receive 50% costs BOF Talent Development Squad. Chloe Potter to inform SWOA of costs when known. **Katy Dyer and Mark Lockett.**

6.2.3. Mark Lockett to clarify if Lucy Butt has received her grant for World University Orienteering. (Personal contribution £425). **Mark Lockett.**

6.3. Support for SWOA club courses. (See WOA Minutes 20 Mar 2014 item 12.3). It was agreed that from the beginning of the next financial year, SWOA will **award £50** to assist SWOA clubs, who are putting on training courses eg planning, mapping, volunteer support. All courses must be open to all SWOA clubs, be properly tutored and organised and be advertised effectively. The Treasurer will review this in the light of the SWOA financial situation after 6 months. **Mark Lockett.**

(Note that First Aid courses other than those for licensed coaches, will not be eligible for grants – see SWOA Minutes 11 June 2013 item 5.4)

6.4. VHI payments. Final payment to YHA in mid July. **Mark Lockett.**

7. Fixtures:

7.1. Fixtures Secretary has sent in SWOA's response to the National Event Rota Survey and is not expecting anything further.

7.2. SWOA offered to put on Compass Sport Cup final 2016/17. Discuss further in the Autumn.

7.3. Yvette Baker final clashes with SW Sprint Championships July 2014.

7.4 BOK informed Fixtures Secretary that they plan to hold fortnightly events and Secretary will respond appropriately. **Richard Sansbury.**

7.5 BOC/BRC 2015. Katy Dyer (BOC organiser) said planning and organising for both days in hand. Event Arena at Speech House. Partnership Agreement still being negotiated. Meeting with Sally Pygott Tues 17 Jun to discuss this and other organising issues.

7.6 Caddihoe Chase. Report from Pat Macleod (organiser). See [Appendix 3](#).

8. Controllers:

No report.

9. South West Junior Orienteering Squad (SWJS)

Report from Jeff Butt. See [Appendix 4](#)

10. Coaching and Development

10.1. Only 2 clubs responded with information about their activities for Volunteers but see SWOA Minutes 20 Mar 2014 item 12 for more courses' information.

Coaching and Development report from Christine Vince. See [Appendix 5](#).

11. SWOA AGM date and venue:

11.1. The SWOA AGM will be held on Sat 13 Sept 2014 (Day 1 of the Caddihoe Chase) 5pm – 6pm at the Rising Sun, Moseley Green, Forest of Dean, GL15 4HN. Details, Agenda and officials' election will be published in the next SINS and on the SWOA website. [Katy Dyer](#).

12. Any Other Business:

12.1. Erik Peckett proposed that as NOV 2015 is the 50th Anniversary of the foundation of SWOA it should be celebrated by all SWOA clubs putting on an Anniversary event (or putting 'Anniversary' into the title of an event) on Sun 15 Nov 2015. Clubs may wish to combine with other clubs and the emphasis is to bring in new participants. Date agreed by Fixtures Secretary. Erik Peckett to investigate possible sponsorship and publicity. [Erik Peckett and Katy Dyer](#).

12.2. It is recommended that clubs read the item about Permanent Orienteering Courses in BOF CEO's latest E message. [Katy Dyer](#).

13. Next committee meeting:

Thursday 16 October 2014 at Ilchester Town Hall, 7.30pm.

Hot drinks and biscuits will be provided.

These minutes are subject to formal approval at the next SWOA Committee meeting

Appendices to Minutes:

Appendix 1. Mike Hamilton's response

Appendix 2a. SWOA Accounts as at 9 June 2014. Separate PDF file.

Appendix 2b. SWOA grants awarded.

Appendix 3. Caddihoe Chase report

Appendix 4. SWJS report.

Appendix 5. Coaching and Development report

Appendix 1 to Minutes SWOA committee meeting 12.6.2014

Response from Mike Hamilton

From: Mike Hamilton
Sent: 04 April 2014 14:02
To: John Woodall
Subject: RE: SWOA MEETING

Hi John,

Apologies in the delayed response to your email.

1. Are we aware of the regulations about putting up direction signs to events? Apparently JK organisers are having some problems with the Welsh authorities and there would appear to be quite stringent rules, including a formal course!?

No, but have passed the information onto Sally. Posting signs is I suspect a local byelaw matter, it is certainly not nationwide.

2. Does insurance three "tasters" for non members apply to the string course?

I am fairly sure it does

3. If somebody has had three "tasters" and comes a fourth time and pays a subscription to BOF how soon does he become a member? Is there some way that a non member can continue to orienteer? Does paying the £2 extra cover them?

As soon as the member pays the fee the membership comes into effect. Similarly if they complete a membership form that the club has given them (inclusive of BOF membership) the insurance will come into effect from the point at which the form is completed

Hope this helps.

Kind regards,
Mike

Appendix 2b to Minutes SWOA committee meeting 12.6.2014

SWOA Grants awarded as at 12 June 2014

13/08/2013	Ben Maliphant - JEC	125.00
13/08/2013	Emily Benham -MTBO WOC	210.00
19/08/2013	Gavin Clegg - VHI	30.00
09/09/2013	Lucy Butt - JEC	50.00
18/01/2014	Zac Hudd - Interland	50.00
06/02/2014	C Potter - Interland	40.00
23/04/2014	Lucy Butt - BOF Camp	70.00
09/05/2014	Lucy Butt WUOC	212.50

See separate PDF file for SWOA Accounts (Appendix 2a)

Appendix 3 to Minutes SWOA committee meeting 12.6 2014

Caddihoe Chase 2014 – June 2014 Report

The Caddihoe website is live, though not widely publicised yet. My intention is that it acts as a progressive 'Final Details' with information being added as it becomes available. The website is:

<http://ngocweb.com/caddihoe/>

Locations

Still no confirmation from FC as to use of Wenchford picnic area. I will need to hassle them further very soon, but don't want to put Amanda Jones' back up and cause even more delays. Planning is proceeding as well as it can given this constraint.

The map is nearing completion, but ongoing forestry work is making it difficult to finalise some parts.

Traders

FC have confirmed that for Wenchford we cannot use any 'external' caterers – we have to go through the lady with the exclusive franchise. I have spoken to her once, and will confirm arrangements shortly. O Nosh has asked to attend, and hopefully will attend day 2 if not allowed to come on day 1.

Entries

Entries are live on Fabian 4. We are taking entries for both individual days, with a discount for entering both. We will need to agree a policy for day 2 starts for those running only day 2 (as well as day 1 disqualifications and retirements, of course). If there is a rule or policy on how this is done I'd appreciate someone letting me have it.

There are 2 entry periods – up to 24 August and up to 10 September. Pre-entry is available for EOD colour coded courses.

Courses

Given the low turnout of M21s at last year's Caddihoe and the recent Tamar Triple we are considering a policy to drop the Black course should there be fewer than, say, 5 entries. M21s would run Brown, so gaining and providing more course competition, whilst still competing for the SW M21 age class championship. I suspect that we will do better with M21s than our benchmark events, given a more favourable/central location and proximity to some big clubs – BOK and HOC for example, but again we would appreciate a SWOA view on this potential option, which does not affect the VHI. We would need to decide on this soon and update the website to make clear our decision.

Resources

BOK have agreed to help us with the event, as well as providing first Aid as agreed earlier with Katy Dyer.

Issues

Other than FC permission for the Day 1 assembly area there are no outstanding issue that I am aware of.

Pat Macleod

Appendix 4 to Minutes SWOA committee meeting 12.6.2014

Report on the SWJOS (for SWOA committee meeting 12 June 2014)

Twelve athletes from the Squad have been selected for the 2014 summer tours run by the Junior Regional Orienteering Squads (JROS) and British Orienteering (BO). Much of the credit for this is due to Pete Maliphant BOK who has done sterling work with the 14/15s. See below for a list of tours and athletes selected. Two ex-squad members Adam Potter and Lucy Butt have been selected to represent Great Britain at this year's Junior World Orienteering Championships in Bulgaria at the end of July.

This year's Dorset Coast Path Relay will be the last one. The current plans are to form one large team and to try and break the course record (set by KERNO in 2004, at 7:24:54), with everyone running along Studland Beach. This has been a great fundraiser for the Squad over the years, and we are very grateful for the generosity and support of those who have been involved particularly Tim Britton who co-ordinated the event.

The Squad has had good results in the JK and BOC events. The next big event will be the JIRC in September; the team for this will be announced imminently.

The autumn training plans are being drawn up at the moment, and will also be announced in the next few weeks.

JROS Lagganlia

Sofie Andersen – BOK

Zac Hudd – BOK

Millie Stagg – BOK

Lucy Tonge – BOK

JROS Deeside

Eddie Narbett – BOK

JROS Stockholm

Cecilie Andersen – BOK

Grey Grierson – Devon

Michael Hallett - BOK

JROS Gothenberg

Harry Butt – Sarum

Adam Potter - BOK

Ellie Stone – Devon

BO Talent Development Camp

Cecilie Andersen – BOK

Chloe Potter – BOK

Ellie Stone - Devon

Jeff Butt 25.6.2014

Appendix 5 to Minutes SWOA committee meeting 12.6.2014

Coaching and Development (SWOA committee meeting 12.6.2014)

I attended the annual meeting of the CPD Steering Group on 10th May 2014, in Birmingham.

The minutes of the first meeting of the NSCG have been published. One of their recommendations is that the principal British Orienteering coaching qualification should be aligned to a revised Level 2 standard. The 'basic' orienteering coach should be able to plan and deliver progressive, linked sessions so that the participants will improve. It was recognised that the traditional 3-day course was proving onerous and that the format needed to change; elements of home study and 'workplace mentoring' are likely to be introduced. Work has begun on this, and I have details for anyone who wishes to do a Level 2 coaching course this year.

It is also recognised that all coaches must be able to access further training opportunities in technical, physical and psychological coaching. These workshops will enhance the 'basic' coach qualification and can be used towards further coach assessments at Level 3 where coaches want to acquire a further qualification. Also, a workshop on mentoring is required in the sport; one has been drafted and is available via email.

Mike Hamilton said that the Board is very supportive of CPD and support for BOF coaches; the Board recognises that it needs to put far more time and resource into volunteers. This might not necessarily be via the associations, but to groups of clubs across the current boundaries.

The SOA will be drawing up a set of coaching cards covering exercises in Sprint and Urban racing.

CPD issues: the concept of 'duty of care' is one of the drivers for both CPD and insurance. A CPD record is a demonstration of competence (which would be crucial in the event of a claim). Keeping a CPD record is also what a modern coach should be doing.

There are plans for a National Coaching Conference early in 2015. Associations are being encouraged to arrange their own conferences and workshops.

Christine Vince