

# SOUTH WEST ORIENTEERING ASSOCIATION

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Minutes of the Committee meeting held at 7.30pm on 19th  
June 2012 at Ilchester Town Hall.

## Those present

Officers: Trevor Bridle, WIM, Treasurer & Membership Secretary; John Dyson, DEVON, Chairman; Richard Sansbury, QO, Fixtures Secretary; Arthur Vince, KERNO (Secretary).

Committee Members: Peter Brett, DEVON; Katy Dyer, BOK; Erik Peckett, DEVON; Christine Vince, KERNO.

Club Representatives: WSX, Richard Arman.

Visitor: John Woodall, BOF Director with responsibility for liaison with SWOA.

## 1 Apologies for absence

Susan Hateley, SINS Editor; Pat Macleod, NGOC representative.

## 2 Introductions

The Chairman introduced John Woodall, the BOF director with responsibility for liaison with SWOA.

## 3 Approval of Minutes for 24<sup>th</sup> April 2012

These were approved as correct.

## 4 Matters arising from those minutes

4.1 From Item 3.1, re record keeping. The Secretary had asked John Woodall to enquire about this. John reported that the orienteering archive at Sheffield University (see *Focus* Autumn 2011 p5) is not accepting new material. John said that BOF Office wanted JK 2010 records such as results and courses, preferably in electronic format. He would investigate as to whether or not BOF wanted other club records. Katy Dyer reported that she was looking at the instructions for record keeping in the Event Safety Workshop material for Helen Errington. BOF Office will keep "Incident Report" forms.

4.2 From Item 8: The EOC AGM minutes were now on their website ([www.orienteeringengland.org.uk](http://www.orienteeringengland.org.uk)).

4.3 From Item 11.1: The Secretary will be advertising for a new Galoppen scorer in the next SINS and on the SWOA website.

4.4 From Item 12: A room 3 miles from the event at Longleat had been booked for the AGM, from 4.30 to 6.30pm.

## 5 Correspondence

None.

## 6 Finance and Membership

*The SWOA and SW Junior Squad accounts are given in Appendix 1 to these minutes.*

### 6.1 SWOA Finances:

Funds in hand were £5521.32. The bulk of membership fees have been received, a bit down on budget. Levy income is over the budgeted amount already. The capitation fee payable to the English Orienteering Council (responsible for Interland and the Home Internationals) is increasing from 65p to 105p per adult. The EOC is no longer getting £2000 a year from BOF. This will result in our next payment (to be paid in August) being £913.

### 6.2 SW Junior Squad finances:

Funds in hand were £300.52. Some concern was expressed at this low balance. However £951 had recently been paid out for the Junior Inter-Regional Championships and the athletes' contributions had not been received yet; the new squad O-tops which cost £927 would be sold to squad members.

Noted that Trevor Bridle was happy to continue as the Squad Treasurer after he had retired at the AGM from being SWOA Treasurer.

6.3 Grants already given for training and courses are detailed in the accounts. Two more claims for the Kincaig training camp had been received, from Harry Butt (SARUM) and Ellie Stone (DEVON) who would each get £182.50.

### 6.4 SWOA Membership Fees and Levy for 2013:

6.4.1 BOF had changed the date by which regional association fees had to be notified from 1<sup>st</sup> August to 31<sup>st</sup> October following a review of their renewal process. Consequently SWOA fees could now be decided at our AGM. It was agreed that the EGM due on 8<sup>th</sup> July should be cancelled.

6.4.2 The Treasurer had produced a table of options for various fee/levy combinations (circulated with the meeting agenda). These ranged from:

A Senior Fee £5, Junior £1, no club fee; levy 15p on all runs to

B Zero fees and 50p levy on all runs.

For the levy 3 juniors would count as 1 senior. Option A would produce an estimated annual income of £6367 and B £6076.

6.4.3 Fees: The opinions received from clubs were in favour of low or zero fees, with income got from levies. The meeting favoured the zero fee option. The Treasurer thought that cash flow would not be a problem as levy payments are ongoing through the year.

6.4.4 Levy: The Treasurer said that larger events would be paying less BOF levy next year. Discussion on the amount of the SWOA levy for 2013 resulted in a proposition (proposed Trevor Bridle, seconded Christine Vince) that it be 60p not 50p, in order to deal with increasing costs. This would apply to all runs with 3 juniors counting as 1 senior. This was approved nem. con. and will take effect on 1<sup>st</sup> January 2013.

6.4.5 POST MEETING NOTE: The Treasurer has looked again at the prospect for cash flow. As the increased levy will not take effect until 1<sup>st</sup> January, levies from 1<sup>st</sup> August will be collected at the existing rate. Without income from membership fees this will lead to a shortfall in income for the financial year 2012-2013 of about £1000. He suggests a transitional year for membership fees with a senior fee of £2 and a junior fee of £1 for 2013. This would tide SWOA over the shortfall and increase the reserves.

## **7 Amendments to the Constitution**

To bring the SWOA membership structure in line with that of BOF and discontinue the Family membership category, the constitution needs changing. As the EGM has been cancelled (see 5.4.1 above) the necessary changes will be proposed at the AGM.

## **8 Fixtures**

### **8.1 British Championships 2015:**

Richard Sansbury reported that BOK had agreed to stage the British Long Distance and Relay Championships in 2015 (BOC & BRC). Consequently another club is being sought to stage the Caddihoe Chase and Senior Home International in 2014. NGOC had expressed an interest but there was nothing definite yet..

8.2 Richard is working out a better system for event bids from clubs.

8.3 BOK will be organising the Compass Sport Cup final in 2013. Katy Dyer expressed some concerns about the precise status of this event and was advised to contact Dave Peel, BOF Event Manager, about them.

### **8.4 Southern Area Championships 2013:**

The coordinator, Roger Hargreaves, had reported as follows:

Permission for the assembly area at Perran Sands has been obtained.

He has made contact with the ranger about spectator controls and patches of protected plants.

There might be ponies grazing next year, fenced off with electric fences.

It is hoped to have a training event at Hayle Towans on the Saturday afternoon, and an urban race in St Ives on Saturday evening.

Mapping: Simon Beck should be starting on the main area of the map later this month. Roger had completed 75% of the holiday camp area. The Competition Rules say maps should be printed by offset litho rather than laser. Offset litho maps would cost about £4 each for the longest courses, so Roger would like to use laser printing which would cost 50p per map. Roger has contacted the

BOF ECC Committee in order to resolve this and some other issues before promoting the event.

## **9 Controllers**

Erik Peckett, a Grade A controller of long standing, is retiring from controlling.

## **10 SW Junior Squad Report**

None received.

## **11 Succession Planning: Officers & Committee for 2012-2013**

The Chairman, Secretary and Fixtures Secretary are willing to stand for re-election at the AGM. John Dyson said that he would not be standing again for Chairman in 2013. Mark Lockett of KERNO is willing to stand as Treasurer. Peter Brett, Katy Dyer, Erik Peckett and Christine Vince are willing to stand for the Committee.

## **12 Coaching and Development**

12.1 Christine Vince's report from the BOF Coaching Committee meeting on 16<sup>th</sup> June is Appendix 2 to these minutes. The views of clubs on how the committee works are wanted. Please reply to Christine.

### **12.2 Club Development and Coaching:**

Christine's report from the BOF Coaching Committee meeting held on 16<sup>th</sup> June is Appendix 3 to these minutes.

### **12.3 Universities and Higher Education Colleges:**

Erik Peckett reported no progress on this. He would contact clubs again.

John Dyson reported that a new club had been set up at Plymouth University by Mark Lockett of KERNO.

### **12.4 Grants for Coach Training.**

In future UKCC Level 1 courses will cost £250 and Level 2 £450. (A UKCC Level 3 course has been postponed because of its high cost). There is also a variable charge for the venue and running costs. There will be one Level 1 course in the SW a year, and four Level 2 courses in the whole country. Christine Vince argued for a new grant system, to replace the one agreed at the SWOA meeting of 6<sup>th</sup> April 2011. She suggested that this should pay a grant of £75 for Level 1 and £125 for Level 2, with clubs or participants paying the balance and travel and accommodation costs. This new grant structure was agreed.

Christine said coaching activities can be charged for by clubs and that these should result in higher participation figures, and hence more income. Clubs needed to be proactive in seeking financial help. Possible sources are County Sports Partnerships and *sports coach UK* ([www.sportscoachuk.org](http://www.sportscoachuk.org)).

Katy Dyer mentioned the West of England Sport Trust in Bristol ([www.wesport.org.uk](http://www.wesport.org.uk)) as a possible route to funds.

**13 AOB and Matters raised by Club Representatives**

13.1 Erik Peckett reported that Heather Till, a member of Devon OC and previously Teignbridge Orienteers had died. Also that Ben Chesters had been coaching elite orienteers in Slovakia.

**14 Next Meeting**

In October at Ilchester Town Hall, date to be advised.

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

**APPENDICES TO MINUTES**

- 1 SWOA and SWJS accounts
- 2 BOF Coaching Committee Report
- 3 Club Development Report