

SOUTH WESTERN ORIENTEERING ASSOCIATION

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Minutes of the Committee meeting held at 7.30pm on
28 November 2013 at Ilchester Town Hall.

Those present:

Officers: Katy Dyer BOK (Secretary); Richard Sansbury QO, (Fixtures Secretary); Mark Lockett DEVON (Treasurer)

Committee Members: Christine Vince KERNO (coaching); Jeff Butt SARUM (South West Junior Orienteering Squad)

Visitors: John Woodall, BOF Director with responsibility for liaison with SWOA; John Rye RMOC (Orienteering England – HI 2014 coordinator); Nicholas Maxwell DEVON (club chairman)

1. Appointment of Chairman for the meeting

Richard Sansbury was appointed chair for the meeting.

2. **Apologies for absence;** Trevor Bridle WIM; Erik Peckett DEVON

3. Approval of Minutes for 17 September 2013

These were approved as a correct record.

4. Matters arising from those minutes

4.1. From item 6, SWOA colour coded badge scheme. Richard Sansbury said BOF running online badge scheme and SWOA has separate badge scheme. **Mark Lockett (Treasurer) agreed to investigate costs and method** of distributing SWOA badges to club Chairmen who would present them to juniors.

4.2. From item 12.1. Improving attendance by clubs at SWOA meetings:

4.2.1. Katy Dyer suggested running SWOA courses. See item 13 in these Minutes.

4.2.2. Richard Sansbury suggested travel is an issue and alternate meetings are conducted by telephone conferencing. **Katy Dyer to check costs and inform Mark Lockett.**

4.2.3. Computer based conference call suggested. **John Rye to get details to Katy.**

4.2.4. Other suggestions include changing locations and active encouragement. **Katy Dyer to speak with all club chairmen/secretaries.**

5. Correspondence

Already within the Agenda.

6. Treasurer and Membership Secretary's report.

6.1 Income and Expenditure since 17 Sept 2013 (last meeting). SWOA accounts see [Appendix 1](#). Treasurer reported his cautious approach working well: enough in reserve for Autumn tour grants: still able to offer £1000 to SWJS. He expressed concern that when BOF paid SWOA £13063.92 by mistake, he was unable to speak with an appropriate person at BOF immediately and did not feel reassured that he was doing the right thing. **John Woodall to convey this to BOF.**

6.2 John Rye asked for second mention of English OC in the Accounts to be changed to SWOA VHI to avoid confusion. **Mark Lockett agreed to change this.**

6.3 Grants:

6.3.1 Grant of £250 awarded to Brian Parker to attend the IOF Trail O meeting. (50 % of £500 total cost).

6.3.2 Grant of £125 awarded to Tess Stone DEVON for UKCC Level 2 coaching course. (Already received £200 from Active Devon and £100 DEVON).

6.3.3 Grant of £125 awarded to Gill James NGOC for UKCC Level 2 coaching course and £25 for First Aid course.

Mark Lockett to inform all applicants.

7. Fixtures

7.1. Richard Sansbury attended ESG meeting Oct 2013 and reported:

a. Caddihoe Chase 2016, joint WIM/WSX, to include Southern Champs, Level A and UK Orienteering League. BOF wants greater profile for area champs.

b. SW Middle distance Champs 2014 is to be middle day of Tamar Triple 2014.

c. SW galoppens 2014-2015 complete except for one club's response.

7.2. Discussion on event quality. Topics noted: vetting of event areas and officials left to clubs; no formal way to feedback to maintain quality and assist newer officials; regional not local events feedback to SWOA; online post event form could be devised. **Mark Lockett to explore the last with SWOA web master.**

7.3 BOC 2015. Request from Dave Urch coordinator for assistance from individuals in other SWOA clubs. Agreed but need to know financial recompense eg refund on entry fee. **Katy Dyer to report to Dave Urch and BOK.**

8. Controllers

No report

9. South West Junior Orienteering Squad (SWJS)

9.1. SWJS is mostly composed of DEVON juniors (Steve Perrelle coaching weekly at Torquay Grammar School and Tess Stone coaching at 2 schools in east Devon) and BOK juniors (from Avon Schools Orienteers – various coaches working in several schools and with BOK Junior Squad).

Valuable input from other SWOA clubs too.

SWJS now so successful (potentially 42 juniors in Jan 2014) that there is a need for selection and Jeff Butt has written an Athlete Selection and Support paper for the guidance of juniors, parents, clubs and coaches. See [Appendix 2](#).

SWJS set up like BOF Talent Squad but each association area Junior Squad is autonomous.

There is no perceived BOF development pathway for individuals when too old for the SWJS, unless they go to a university with a strong orienteering club. Jeff Butt suggested a visit from the BOF Talent and Performance team to the south would be very encouraging. **Katy Dyer to investigate.**

9.2. SWJS was third in Junior Inter Regionals at Hawkshead this autumn but will make a loss. It will need the £1000 grant from SWOA this year. The SWJS accounts prepared by Trevor Bridle were deemed as satisfactory. See [Appendix 3](#).

9.3 Jeff Butt was thanked for his great commitment and hard work with the juniors and SWJS.

10. Coaching and Development

10.1 Cut backs. Christine Vince expressed concern that due to the cutbacks on local council training courses and the loss of the 2 Day BOF Coaching Conference, coaches will find it harder to fulfil CPD requirements. Jeff Butt agreed a 2 day conference was valuable.

10.2. Association and Club Conference at Stratford attended by Christine Vince. Formal report from BOF but Christine highlighted:

- a. Clubs could offer Xmas goodies and barbecues to volunteers.
- b. Grant Management Group of Sport England has money for orienteering.
- c. Volunteers need a spoken thank you.
- d. Regional volunteer conference idea.
- e. Role of club volunteer coordinator is to talk to and encourage club members.

11. Area embargoes Level B/SW Champs.

See Annex 4. SWOA agreed that DEVON could make their own decision regarding the embargo period for a Level B event hosting a championship event ie Caddihoe Chase 2015 (Autumn) followed by a Tamar Triple 2016 (Spring). No specific BOF embargo period decreed for Level B. See [Appendix 4](#).

12. Veteran Home International (VHI)

12.1. John Rye described the VHI (92 competitors) taking place at the NGOC Caddihoe Chase Sept 2014 Mallards Pike Forest of Dean; individual race on Sat and relays on Sun. Committee agreed the requests made in [Appendix 5](#):

- a. Request A. Payment of balance of deposit for Jovial Collier bunkhouse £73 making £101 in all by 1 Dec. 2013.
- b. Request B. Payment of main deposit for youth hostel approx. £800 on 5 Mar 2014 (25% due 6 months before).
- c. Request C. Waiver of per capita SWOA levies for VHI competitors.

Mark Lockett to action.

12.2 John Rye said some SW orienteers may be selected mid Dec for the England team Interland, 30 Mar 2014.

12.3. Room available in Goodrich village hall for SWOA AGM Sept 2014 **Katy to liaise with John Rye.**

13. SWOA courses proposed:

13.1 SWOA Event Safety Workshop Sun 23 Feb 2014 after NGOC galoppen Forest of Dean now organised. **Katy Dyer organising.**

13.2 DEVON Planners' course to be redesignated SWOA Planners' course. Agreed by Nicholas Maxwell. **Katy Dyer to liaise with DEVON.**

13.3 DEVON First Aid course proposed but limit on places may preclude SWOA designation. **Katy Dyer to confirm.**

13.4 SWOA Lidar mapping courses (beginner and more advanced) in February 2014 at Torquay Grammar School. Mike Kite WIM has 4 near beginners from his club who are very interested. **Erik Peckett DEVON to organise.**

13.5 SWOA OCAD 11 course, free, in Bristol by Thomas Gloor managing director OCAD AG. A Saturday in March 2014, 6 hours. Participants need own laptop with OCAD 11 Trial Version installed. Up to 15 persons. **Katy Dyer to coordinate and liaise with Erik Peckett.**

14. Tax Issues for clubs.

Nicholas Maxwell DEVON opened the subject of payments to club officials, clubs earning money from selling maps, tax payable by clubs and individuals etc. See [Appendix 6](#). John Woodall strongly advised that all clubs should read the latest online BOF Club Newsletter which supplements page 26 of Focus magazine Autumn 2013.

15. Any other business

15.1. John Woodall said the Forestry Commission is rolling over current charges to 2014. There may be a change in the BOF insurance provider pending.

15.2. John Rye said the England junior team for Interland 30 March 2014 has just been selected.

15.3. Katy Dyer expressed concern at all the changes in BOF.

16. Next meeting

Thursday 20 Mar 2014 at Ilchester Town Hall

Hot drinks and biscuits will be provided.

Mark Lockett proposed as next meeting's chairman.

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

Appendices to Minutes

1. SWOA accounts 1 Aug 2013 to 25 Nov 2013.
2. South West Junior Orienteering Squad (SWJS)- Athlete Selection and Support. Jeff Butt 13 Nov 2013.
3. SWJS accounts 1 Aug 2013 to 26 Nov 2013.
4. Area Embargo and Level B/SW champs.
5. VHI 2014 Nov 2013 report.
6. Tax Issues.