

# SOUTH WEST ORIENTEERING ASSOCIATION

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Minutes of the Committee meeting held at 7.30pm on 28th  
February 2012 at Ilchester Town Hall.

## Those present

Officers: 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 Representative: WSX, Richard Arman.

## 1 Apologies for absence

Trevor Bridle, Treasurer; Jeff Butt, Committee (received post meeting); Susan Hateley, SINS Editor; Henry Morgan, British Orienteering Director with responsibility for liaison with SWOA.

## 2 Approval of Minutes for 7<sup>th</sup> December 2011

These were approved as correct.

## 3 Matters arising from those minutes

3.1 From Item 3, re record keeping:

Mike Hamilton, the BOF CEO, had replied to the Secretary as follows: Financial records should be kept for 7 years, and 'company' records – minutes etc. – for 10 years. Erik Peckett thought that more guidance was necessary. For example, for how long should records of the 2010 JK be kept, and who should be responsible? He suggested that there should be a central electronic record for those records which were legally required. Katy Dyer thought that a one page guide covering what should be kept and by whom would be a good idea. She said that the information given in the Event Safety Workshop about lists of participants and risk assessments was not the same as that given by Helen Errington to the Secretary [see minutes for 7<sup>th</sup> December 2011 Item 3].

Secretary to write to Mike Hamilton again to ask for further guidance.

3.2 From Item 14.5: re agreement for use of Braunton Burrows: John Dyson reported that it had not been possible to reach an agreement for the use of the area for The Tamar Quad weekend next June. He may approach the estate trustees about the use of the area in the future.

3.3 From Item 9: Roger Hargreaves, the KERNO secretary and former SWOA chairman, had agreed to be nominated by SWOA for the BOF Events and Competitions Committee. A decision by BOF was still awaited at the time of writing these minutes.

## 4 Correspondence

4.1 Email from Henry Morgan, informing SWOA that he would not be the BOF Board member with responsibility for SWOA after the BOF AGM, as he would not then be standing for a full term of three years.

## 5 Finance and Membership

*The SWOA and SW Junior Squad accounts from 01.08.2011 to 30.1.2012 are Appendix 1 to these minutes, being made up to that date due to the Treasurer's current absence abroad.*

5.1 SWOA Finances:

The funds stood at £6883.66 as at 30<sup>th</sup> January. Noted that since the accounts were made up, £1500 had been transferred from the current account to the Business Money Manager account.

5.2 SW Junior Squad finances:

Funds in hand are £985.47 as at 30<sup>th</sup> January.

5.3 Grants given for training and courses are detailed in the accounts.

## 6 Fixtures

Richard Sansbury's report on SWOA fixtures is Appendix 2 to these minutes. Items discussed:

6.1 The Secretary's idea that the SW Long Distance Champs. should be held with the 2013 Southern Champs. on Penhale instead of Day 1 of the Caddihoe Chase did not meet with approval.

6.2 The meeting supported the proposal for a "National Orienteering Series" but thought that it would only be of interest to a limited number of SW orienteers.

6.3 Agreed that SWOA would be willing to stage major events as in Discussion Item 2 of Richard's report.

6.4 Approval for Level C events – Discussion Item 3 of the report. Agreed that if in doubt Richard should contact the event controller, and take advice from others if he had any concerns.

6.5 Tamar Triple Day 2 Map Scales:

This event will be the SW Middle Distance Champs. The declared intention – as in the event publicity – is to use two maps at different scales for senior courses: 1:10,000 for Smallhangar Waste and 1:2,500 for Wheal Florence. The very detailed Wheal Florence map had been used successfully for a post JK 2010 event. The controller Bill Vigar had asked the Chairman for SWOA approval for this unusual arrangement – which did not appear to be forbidden by BOF Rules and Guidelines – as it was a SW championship event. This would be the last time that Wheal Florence would be available for orienteering because waste from an open-cast mine would be dumped there in future. Also the larger scale

map would be used for the last part of courses so that there would be only one change of scale for competitors. The meeting unanimously approved use of the two maps. Bill was also concerned about control proximity. Rule 6.2.4 covers this and there should be no difficulty observing it.

#### 6.6 Level B and C events:

Roger Hargreaves, the KERNO secretary, had raised the issue of the number of Level B events in the region in 2012 – only three, not counting the Chase at the Caddihoe and the Yvette Baker round. Noted that two events registered at Level B had been downgraded to C at the organising club's request: the Sarum Saunter and the WSX Dorset Delight (see Item 6.5 of the previous minutes). Roger had suggested that a review in the SW was needed, and maybe clubs needed some guidance. Noted that the authority to schedule Level B events is held by National Fixtures Group.

Roger had also suggested that a Level C in Cornwall did not constitute a clash with one near Bristol.

### 7 Controllers

7.1 Arthur Vince reported that the review of Grade C had resulted in the voluntary retirement of 10 controllers for various reasons. These being: John and Pat Grenfell of BOK; Nigel Bateman and Roger and Susan Hateley of DEVON; Alan and Sarah Middleton of KERNO; Sue Gard of QO; Patrick Barclay of SARUM; Kirsty Staunton of WIM. Also, David Parkin had moved from BOK to DVO in the East Midlands region.

7.2 The case of Roger Craddock of QO was discussed, who was appointed to Grade C (then Grade 3) in January 2005, 7 years ago. Fixtures records indicated that he did not seem to have controlled any event since then. To maintain his status he should have done so within five years, so he was two years overdue. Roger had not provided any information himself in spite of repeated requests. Arthur was asked to write to the QO secretary about Roger's controlling activity, or lack of it.

7.3 The answers by clubs to the questionnaire sent to them had indicated that they did not all think that more Grade Cs were needed. However there is certainly a need for more and Arthur would set up a course later this year. Noted that courses run by SCOA are within reach of many in the SW.

7.4 A number of Grade C controllers had expressed an interest in moving up to Grade B, although not all had yet got the necessary experience. Arthur would investigate setting up a Grade B course.

7.5 Katy Dyer asked if existing Grade A controllers had to do an Event Safety Workshop (ESW). The Secretary replied that it was not mandatory for existing controllers. However to be appointed to Grade C, or move from Grade C to B or Grade B to A, it was required.

### 8 Format of SW Sprint Championships

A briefing paper had been circulated before the meeting; two comments from individuals had been received after then. Comments had been received from five clubs (BOK, KERNO, NGOC, SARUM and WIM) and four individuals. Two races, not one, was the much preferred option; opinion was divided between both races, Prologue and Final, both counting for the championship and only the Final counting. After discussion it was agreed that the total time for the two races should determine the championship with those who mispunched or who were DNF in the Prologue being allowed to start in the Final but being non-competitive. The total time would be submitted as the result for BOF ranking points. This scheme should operate for a minimum of three years. It will need to be reviewed if the numbers competing increase so that heats and a final are needed – as for the British Champs.

### 9 SW Junior Squad Report

None received. Christine Vince reported that the Squad had had successful training days at Soudley in the Forest of Dean on 10/11<sup>th</sup> December, and Elterwater in the Lake District on 12/14<sup>th</sup> February.

### 10 SWOA Development Plan

10.1 Universities and Higher Education Colleges:

Erik Peckett had yet to get information from clubs on the universities and higher education colleges in their area.

10.2 Club Development and Coaching:

Christine Vince's report is Appendix 3 to these minutes. See also her report of Mike Hamilton's address to the BOF Coaching Conference in her report of that weekend (in Appendix 4).

### 11 Coaching Report

Christine Vince's report on the recent BOF Coaching Conference is Appendix 4 to these minutes.

### 12 AOB and Matters raised by Club Representatives

12.1 SWOA Membership Fees and Levies:

Roger Hargreaves (KERNO secretary) had suggested that it would be of great help to clubs if they knew what SWOA had in mind if the proposal to be voted on at the BOF AGM was agreed. [This can be found in the News section of the BOF website and is currently: Senior membership £5 with no Family category, Juniors £2, levy £1.00 per competitor with 3 juniors counting as a senior. There is more information on the proposal on the website.]

A discussion on SWOA fees and levies needs the input of the Treasurer. The SWOA constitution says that its membership categories shall be the same as those for BOF. Membership fees are decided at the AGM, but levies are decided by the Committee.

#### 12.2 BOF Register of Mappers:

Erik Peckett reported that there will be a BOF register of mappers with three grades (A, B and C) covering surveyors and cartographers.

#### 12.3 Permissions for Dartmoor Forests:

Erik Peckett reported that he had been told by the Forestry Commission that Fernworthy, Bellever and Soussons are available for orienteering.

#### 12.4 Use of FC Forests:

Peter Brett said that he would be representing BOF at a focus group meeting on 13<sup>th</sup> March at which the Forestry Commission will be testing its performance as a provider of recreational opportunities. He had been requested to raise three items for discussion and had thought of two: a route of appeal for permission changes for orienteering, and the wide no-go areas imposed on orienteers when raptors were found, which were not applied to the general public. Katy Dyer suggested that other users be considered when mountain bike trails were constructed.

#### 12.5 SW Championships Start Times

Christine Vince thought that all SW Championship events – whether they were at Level C or Level B – should have a timed start list to allow proper seeding to be done.

### **13 Next Meeting**

Tuesday 24th April at Ilchester Town Hall.

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

#### APPENDICES TO MINUTES

- 1 SWOA and SWJS accounts 01.08.2011 to 7.12.2011
- 2 Fixtures Report
- 3 Club Development Report
- 4 BOF Coaching Conference Report