

SOUTH WEST ORIENTEERING ASSOCIATION

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Minutes of the Committee meeting held at 7.00 pm on
18 May 2017 at the Corner House Hotel, Taunton

Those present:

Officers: Christine Vince KERNO (Chairman); Katy Dyer BOK (Secretary); Mark Lockett KERNO (Treasurer); Richard Sansbury QO (Fixtures).
Committee Members: Dick Keighley WIM; Erik Peckett DEVON; Nicholas Maxwell DEVON.

Club representatives: Julie Astin WSX; Alan Honey BOK, Tom Dobra UBOC.

Remembrance of Margarett Parker BOK

Christine Vince read out the letter from Charles Daniel BOK about Margarett Parker, who recently passed away. Margarett was closely involved in orienteering in the South West in many key capacities. The full letter with details of the funeral has been circulated to clubs and is shown in [Appendix 1](#).

1 Apologies for absence Jeff Butt SARUM (SWJOS Manager, Committee); Pete Maliphant BOK (SWJOS Deputy Manager); Trevor Bridle WIM; Judith Holt DVO (BOF Chair and Director representing SWOA to the BOF Board).

2 Approval of Minutes for the SWOA meeting of 23 March 2017

The minutes were approved as a correct record.

3 Matters arising from those minutes

3.1 Item 3.3. Erik Peckett reported that the new ISOM document has now been published.

4 Acknowledgements

The chairman has thanked NWO for staging this year's Yvette Baker qualifier at Savernake Forest on 30 April 2017.

5. Finance

5.1 Treasurer and Membership Secretary's report. Income and Expenditure from 01 August 2016 to 15 May 2017. Balance in hand is £10211.92. [See Appendix 2](#).

5.2 Budget SWOA. Shown in the balance sheet.

5.3 Grants. Requests for grants have been agreed by email. The following grants were also approved:

5.3.1 Tom Dobra: £280 (50% of £560) to attend the World Championships Temp O in Lithuania.

5.3.2 Flurry Grierson: £175 (50% of £350) to attend the BOF Talent Squad camp.

5.3.3 WSX (Julie Astin): £100 for a 3-part Mapping and Surveying course, 3 / 24 / 29 June 2017.

5.3.4 Liz Yeadon SARUM: £101.90 for a Coaching Assessor's course, 12 May 2017.

5.4 Expenses. The Caddihoe M21 trophy has been missing for several years, Christine Vince said that she would ask past winners about it but, if it cannot be found, it was agreed that up to £100 could be spent on a new trophy. (Christine Vince)

5.5 Tom Dobra (captain of UBOC) asked if grants would be available to UBOC to improve training (e.g. attendance at training weekends), equipment and participation. He was asked to submit grant requests to SWOA treasurer, with the proviso that training events should be open to other universities. He will explore grants from other sources (e.g. BOK, Bristol University). He will prepare a training and participation strategy for his club. (Tom Dobra)

Tom asked for SWOA clubs to be reminded to offer student rates for their events. BOF has no set student rates. He expressed concern that the change from the junior rate to senior rate at age 21 affects students in their third year when they are poorest. Christine Vince will check current BOF policy, and remind clubs to offer junior rates to students in full-time education. (Christine Vince)

5.6 Mark Lockett required a mandate for new people to have access to the SWOA account (since Arthur Vince is no longer on the committee). Nicholas Maxwell DEVON (committee member) and Andy Reynolds DEVON (who is Finance Officer for the British Sprint and Middle Championships 2018) were added to the mandate which was counter-signed by Christine Vince and Katy Dyer. His intention is to have a separate account for major events such as the British Sprint and Middle Championships. (Mark Lockett)

6 Fixtures

6.1.1 Richard Sansbury reported that the Galoppen series 2017/2018 is now fixed and dates for the Galoppen series 2018/2019 are under discussion.

6.1.2 Dates for summer 2018 events have been agreed with clubs and dates for Major Events are in place.

6.1.3 Survey of SWOA Fixtures system. Seven (of nine) clubs have replied; a report will be written by the end of June. (Richard Sansbury)

6.2 British Sprint and Middle Championships 2018. Alan Honey BOK (organiser for the Sprints) said a contract with Bath University had just been agreed. Coordinator Christine Vince gave a progress report. [See Appendix 3](#).

6.3 Level B events in South West. This topic had been raised again at the SWOA Club Conference in

April. BOF have relabelled the event levels to make them clearer to newcomers (text in [Appendix 4](#)).

Christine Vince reiterated the need for more Level B events in the South West. Reasons that clubs gave for not putting on Level B events included: lack of suitable areas, perceived extra effort required and no difference from Level C events. Reasons given by SWOA for putting on Level B events included: essential experience is gained by officials; greater kudos to the club; Level B as a 'national event' has quality. Tom Dobra said that a Level B event should have a Black course. Christine Vince to talk to club chairman again. [See Appendix 4.](#) (Christine Vince)

6.4 BOK Blast City of Bristol races 10/11 June 2017. A progress report was submitted by Mark Dyer BOK, organiser. [See Appendix 5.](#)

6.5 JK 2021

The committee had already drawn up a short list of venues following consultation with clubs (See SWOA Minutes 08 September 2016 item 6.1.1).

The committee agreed that the major roles should be advertised to all SWOA members via club secretaries, to encourage younger folk to come forward, for which mentoring would be given. (Christine Vince)

The committee agreed that Day 2 would be a Middle Distance race.

6.6 Chairman's Summer Relay Series 2017. Gavin Clegg BOK reports that six events have been arranged and the best 4 of 6 to count. Christine Vince to circulate to club secretaries at Gavin's request. (Christine Vince) [See Appendix 6.](#)

7 SW Junior Squad

7.1 Report from Jeff Butt, SWJOS Manager. [See Appendix 7.](#)

7.2 SWJOS statement on safeguarding:

Pete Maliphant, Ben Chesters and Jeff Butt have all read the BOF O Safe document and they have a copy on the files at all training sessions should they ever need to refer to it. They advise all regular coaches to read the document. In future other helpers will also be advised to read the document prior to them helping at squad training. All three have had a DBS check.

7.3 The need for adult females to be present when girls attend weekend camps to be confirmed. (Katy Dyer)

8 Volunteers

8.1 Recent training courses: None since last meeting.

8.2 Training courses arranged:

a) Grade C controllers' course, KERNO Ilsington Village Hall, Saturday 17 June 2017; tutor Roger Hargreaves KERNO.

b) Three-part Mapping and Surveying course, WSX, 03/24/29 June 2017; organiser Julie Astin WSX.

8.3 Training courses proposed/needed:

- a) Grade B controllers' course. See item 9 below
- b) SWOA Planning Conference – see item 11.2.
- c) Christine Vince said that the committee should look at the need for another mapping course in a year's time.

9 Controllers

Arthur Vince reported that he was looking at running a Grade B controllers' course at Montacute in the Autumn this year.

10 Development

10.1 The SWOA Club Conference was held on Saturday 08 April 2017 and was successful. Christine Vince said she would collate the notes made by the various groups and issue those. (Christine Vince)

10.2 SWOA Planning Conference, Saturday 07 October 2017, organiser Christine Vince. Speakers and venue in Exeter booked. 40 places available and details to be sent to club secretaries. (Christine Vince)

11 Coaching

Nothing to report.

12 SWOA AGM

12.1 The SWOA AGM will be held on Saturday 02 September 2017, 1700 to approx 1830 in the Main Hall, Pool Academy, Pool, Redruth TR15 3PZ. (Katy Dyer)

12.2 Succession planning

12.2.1 Christine Vince will be standing down as chairman at the 2017 AGM, at the end of her three-year term. This post to be advertised to clubs. (Christine Vince)

12.2.2 Katy Dyer said she would continue as secretary for another year but would stand down at the 2018 AGM.

12.3 Proposed amendments to the SWOA Constitution

12.3.1 First amendment to the Constitution re voting rights for the SWJOS Manager and Deputy. (For full text see [Appendix 8.](#)) Proposed Alan Honey, seconded Mark Lockett, carried nem.con.

12.3.2 Second amendment to the Constitution. BOF have introduced fresh wording to replace that on safeguarding given last year. (For full text see [Appendix 8.](#)) Proposed Katy Dyer, seconded Nicholas Maxwell, carried nem.con.

This wording should also be incorporated in the constitutions of each club. (Katy Dyer)

13 Other SWOA business

None not dealt with in previous business.

14 Any Other Business including matters raised by club representatives

14.1 A report on the new BOF website from Judith Holt (BOF Chair). [See Appendix 9.](#)

14.2 The committee congratulated Tom Dobra UBOC on his recent success winning the Trail O Open Championship 2017.

14.3 BOK and UBOC are working together. Tom Dobra said “BOK is supportive of UBOC by assisting us in hosting the first race of the BOK urban series each year and letting us keep all of the profit. We also have an agreement to use BOK maps and equipment to host some of our own races at other times of year, but have not taken advantage of this yet. Finally, we are always indebted to the goodwill of many BOK members for giving us lifts, enabling us to attend races without the high costs of vehicle hire.”

14.4 Some of the SWOA clubs are celebrating World Orienteering Day on 24 May 2017.

14.5 Geoff Ellis BOK sent a report on the Interland competition held on 02 April 2017 report. [See Appendix 10.](#)

15 Date and venue of next committee meeting

Wednesday 4 October 2017, 7.0pm

The Corner House Hotel, Taunton

These minutes are subject to formal approval at the next SWOA Committee meeting. You are invited to send comments on these Minutes to the secretary before the next meeting.

Appendices to minutes:

Appendix 1 – Margarete Parker BOK

Appendix 2 – SWOA accounts

Appendix 3 – BSMC 2018 Progress report

Appendix 4 – Level B events in the South West

Appendix 5 - BOK Blast City of Bristol races 2017 progress report

Appendix 6 – Chairman’s Summer Relay Series 2017

Appendix 7 – SWJOS report

Appendix 8 – Proposed amendments to SWOA Constitution at SWOA AGM 2017

Appendix 9 – Interland March 2017 report

Appendix 1 to SWOA Minutes, 18 May 2017

Margarette Parker

I am sorry to break the news that on Saturday 6th May Bristol OK honorary life member Margarette Parker has passed away at eighty after a great life full of many and varied achievements. Orienteers may remember Margarette and as a regular competitor or ever present in the BOK tent at multi-days or as a wonderful hostess at many and varied social occasions. When they think of Margarette they will inevitably think of John and Margarette as a team; a Morecombe and Wise spreading humour and sunshine to all they met.

Margarette had been a long term BOK treasurer, but it was through her organisational skills that she gave her major contribution to British Orienteering. She successfully organised many events including: Badge, National, British Relays and three JKs. Many of our current practices have evolved from her ideas which she was always more than ready to share.

I am sure everyone's thoughts and wishes will be with John and the Family: the children Mike, Louise and Steve and grandchildren; the Daniels Charlie, Laura (Goy), Holly and the Danes Andreas and Emma.

The family have arranged a funeral at South Bristol Crematorium at 15.45 on 25 May, to which Orienteers, both present and past would be very welcome.

John has asked that there be a positive view on her life, come dressed in whatever you feel comfortable. Margarette did not want flowers and would prefer donations to be made to a charity so the hospice who provided her care and our support has been nominated: www.dorothyhouse-hospice.co.uk

The Family do not need to know if you will be attending the service, but it would be helpful if you could indicate to <mailto:louise07clyde@hotmail.co.uk> if you intend to attend the reception

Charles Daniel

Appendix 2 to SWOA Minutes, 18 May 2017 – SWOA Accounts

SOUTH WEST ORIENTEERING ASSOCIATION

Accounts for the period 01 August 2016 to 15 May 2017

<u>INCOME</u>		<u>BUDGET 16/17</u>	
Event Levies	6268.70	7700	
Interest	2.37	4	
SWOA Activities	0.00		
Grants for Courses	1042.50		Returned Grant for Cancelled UKCC Level 2 Coach x 2
Colour Coded Badges	9.50	15	
Reserves			
Total Income	<u>7323.07</u>	<u>7719</u>	
<u>EXPENDITURE</u>			
English O.C.	0.00	750	Annual Affiliation Fee to English OC
SINS	0.00	0	SW Newsletter Printing and Postage (currently not being produced)
Officials Expenses	0.00	250	
Committee Expenses	223.75	600	Room hire, meetings and AGM, Travel Expenses, National Meetings
Competition Expenses	133.54	250	Gallopen Trophies and Certificates, SW Champs Certificates
Tour Grants	2747.00	2500	Training camps, international competitions, Home Internationals, Interland
Junior Squad	0.00	1500	Support the running of the SW Junior Squad
Badges	204.60	0	
Grants for Courses	1221.05	2000	
Web Site Expenses	98.39	140	Website updates, Domain Name
Major Events/BOF Conference	0.00	200	Committee/SWOA Representative at Major Events/BOF Conference
SWOA Activities	286.16	0	SWOA Club Conference
Club Conference	96.15		
Coaching Conference	234.18		
British Champs 2018 Start Up Fund	435.20	3000	
Total Expenditure	<u>5680.02</u>	<u>11190</u>	
Surplus of Expenditure	1643.05		
Balance B/Fwd 01/08/16	8568.87		
Surplus of Expenditure	<u>1643.05</u>		
Balance in Hand	<u>10211.92</u>		
Represented by:			
Current Account	4220.50		
Business Money Manager Account	5991.34		
	<u>10211.84</u>		

Appendix 3 to SWOA Minutes, 18 May 2017

British Sprint and Middle Championships 2018

01 September 2018 at Bath University and 02 September 2018 at Stock Hill

Middle Distance at Stockhill: Dave Peel will prepare the new map this September. Once that is done, we can have a sample printed by BML and request that ECC allow us to use laser printing (not offset litho). Ben Chesters (planner) has visited the site with Liz Yeadon (organiser) to look at the proposed Assembly area and forest access; the farmer is being very helpful and has offered to build stiles etc. Once the map is done, Ben aims to start planning this September – one year in advance. The first major expense will be the Stockhill map.

Christine Vince 17.05.2017

Appendix 4 to SWOA Minutes, 18 May 2017

Level B Events in the South West

This matter was raised by two clubs at the SWOA Club Conference. In Mike Hamilton's eNews for January 2017, it was announced that the event levels would be re-labelled (the full text of that item is printed below):

“ A part of this will be the re-labelling of our event levels to the following:

Level A Will become 'Major Events'

Level B 'National Events'

Level C 'Regional Events'

Level D 'Local Events'

This is a presentation change only and does not alter the structure of events. It should be more friendly for non-orientees to understand as local, regional, national and major events are used across many sports. “

Some events (e.g. CompassSport qualifying races) are defined in the Rules as Level B. Otherwise, SWOA encourages clubs to put on Level B events as often as their resources and the national calendar permit. Staging a Level B event provides opportunities for club organisers and planners, and other clubs' controllers, to gain essential experience.

Christine Vince 17.05.2017

Appendix 5 to SWOA Minutes, 18 May 2017

BOK Blast City of Bristol Races 10/11 June 2017

- David Hunt (BOK) Coordinator
- Two new maps have been produced.
- Planning is essentially completed. Controllers (Roger Thetford TVOC and Chris Branford WIM) now working with planners (Matt Leathwood and Paul Gebbett) to finalise details ready for printing.
- Partnership with Bristol City Council in Bristol's year as European City of Sport. Full and enthusiastic support: use of City Hall as Event Centre, prizes to be presented by Bristol's Mayor, Marvyn Rees. Support of Bristol Hotel, Mercure Hotels and Caffe Gusto.
- Outreach plan includes:
 - Long, Medium and Short courses each day specifically planned for newcomers to the sport, with help and advice on hand.
 - Link for newcomers to BOK Wednesday Urban Series.
 - Photo-O course (identifying objects visible from locations marked on a map) for tourists and families. Map available on the event days, and from local harbourside businesses afterwards.
- 330 entries each day, as of 15 May. Present entry fees apply until 31 May. Entry closes midnight 4 June.
- Full details on www.bristolorienting.org.uk/city-of-bristol-races-2017

Mark Dyer BOK 15 May 2017

Appendix 6 to SWOA Minutes, 18 May 2017

Chairman's Summer Relay Series 2017:

Best four of six to count. Please go the Organising Club's website for event details.

Date	Relay	Organising Club	Venue
Sun 4 June	NWO Relays	www.northwilts.org.uk	Lawns Park, Swindon
Sun 25 June	Adams Avery	www.bristolorienteeing.org.uk	Nr Wells
Sun 2 July	Moonraker Relays	www.sarumo.org.uk	Dinton Park, Salisbury
Sun 9 July	Furrow Hoppers	www.wimborne-orienteeers.org.uk	Blandford Forum
Sun 16 July	Hardy Relays	www.wessex-oc.org	Slades Farm, Poole
Sun 23 July	Devon Relays	www.devonorienteering.co.uk	Kings Tor, Princetown

Gavin Clegg

Appendix 7 to SWOA Minutes, 18 May 2017

South West Junior Orienteering Squad (SWJOS) Report

Training this season has been attended by a core of athletes although numbers as a whole are down on previous years. Despite this we will still be able to take a full team to this year's Junior Inter-Regional Championships which are being held on the weekend of 23/24 September in the South East with the aim of finishing in the top three; our main rivals being Scotland, the North West and Yorkshire/Humberside.

Since Christmas the squad has trained for one day in January at The Forest of Dean, three days on Penhale during the February half term and one day at Killerton House in March.

Last week we set our programme for the 2017/2018 season and will be sending this out to squad members at some point in June.

Two ex-squad members, Cecilie Andersen and Chloe Potter have been selected to represent Great Britain at this year's Junior World Orienteering Championships in Finland.

Other selections for summer competitions and tours from the squad are as follows.

Eddie Narbett – Junior European Cup, Austria & Pre JWOC 2018, Hungary.

Flurry Grierson – British Orienteering Talent, Scotland.

Sarah Horsler – JROS Deeside.

The Lagganlia, Stockholm and Gothenburg camps have not currently been announced but I would expect at least three and possibly four squad members to be selected for Lagganlia, up to two squad members to be selected for Stockholm and at least one squad member to be selected for Gothenburg.

Jeff Butt
17 May 2017

Appendix 8 to SWOA Minutes, 18 May 2017

Changes to SWOA Constitution at SWOA AGM 02.09.2017

Proposed change 1

From **Matters arising** from the last meeting:

Change to the SWOA Constitution re voting rights for the SWJOS Manager and Deputy.

Proposed change:

Where the SWJOS Manager is an elected member of the committee, in the event that s/he is unable to attend a meeting, then the Deputy Manager may attend instead and exercise the associated right to vote.

Proposed change 2

From Mike's eNews dated 21 October 2016:

Club & Association Constitutions or Governance Documents

Many of your AGMs will have taken place over the recent weeks and it will therefore be too late for many of you to consider the following clauses for inclusion this year. When you do have opportunity you should look to include the following clauses as it will provide you and your organisation with better protection.

I've been working with a number of you to develop these clauses and I think what we now have is three succinct clauses that build the links between your club or association and the British Orienteering rules, regulations and policies.

When you have the opportunity I would advise you to recommend to your membership that you include these clauses:

- 1. The [name of The Affiliated Body], agrees to adopt the up to date British Orienteering Policies, Procedures, Rules and Regulations as published on the British Orienteering website.*
- 2. All individuals involved in orienteering through [name of The Affiliated Body], in any capacity, are deemed to have assented to and abide by and adhere to the British Orienteering Policies, Procedures, Rules and Regulations as published on the British Orienteering website.*
- 3. Both the [name of the affiliated body] and its members agree to abide by the final outcome of any disciplinary and appeal proceedings.*

These clauses replace the clauses published previously and particularly those included in the appendix of O-Safe.

Proposed change:

- 1. The South West Orienteering Association agrees to adopt the up to date British Orienteering Policies, Procedures, Rules and Regulations as published on the British Orienteering website.**
- 2. All individuals involved in orienteering through the South West Orienteering Association in any capacity, are deemed to have assented to and abide by and adhere to the British Orienteering Policies, Procedures, Rules and Regulations as published on the British Orienteering website.**
- 3. Both the South West Orienteering Association and its members agree to abide by the final outcome of any disciplinary and appeal proceedings.**

Appendix 9 to SWOA Minutes, 18 May 2017

From Judith Holt:

I am aware the new website was unstable to start with and perhaps still is in places. I know some people have found it irksome to have to log in their account to see the things they are most familiar with. If people have constructive suggestions for improvements then they should do as suggested and email info.

Do ask people to look out for publicity about orienteering on the 50th Anniversary, June 17th. Jennie Taylor has managed to get BBC breakfast lined up to do something which I am sure will be publicised beforehand.

Next Board meeting is June 17th.

BOK/SWOA Interland

Interland is an annual competition between England, France, Belgium (teams from 2 regions) and The Netherlands. This year the competition took place in Belgium in the area of the Ardennes. A full team of English orienteers from M/W14 to M/W60 (including M/W65) travelled mainly by coach to Belgium. We used modern and clean Youth Hostels for overnight accommodation. BOK and SWOA were well represented with Clive and Jackie Hallett, Alison Simmons, Karen Crawford, Katy Dyer, Geoff Ellis, Oliver Tonge and Jim Bailey.

Whilst some of the collective were familiar with the format of the weekend, it was nice to see first timers, Katy and Karen, Jim and Oli getting to enjoy the team coach trip, including a cultural stop off at the Namur Citadel. It would seem that the Citadel could offer some nice orienteering challenges, albeit with a bit of climb!

Although the competition is held on one day, there is often the opportunity to get out in similar terrain on the Saturday, normally over a shorter distance. Grandvoir - Rossart played host to 3 training courses. The forest was very similar to the Forest of Dean with steep hills and mixed plantations of conifers and beech. The courses topped out at 6.1km through rolling runnable terrain with small Earth features, interspersed with tougher forest green and quite accessible rough open. Fortunately there were no brambles or damage to the forest floor by wild boar so our shoes stayed relatively clean.

The competition itself was held on Herbeumont, perhaps best described as a cross between the Forest of Dean and Epping Forest. The area had the steep slopes and platforms that are familiar to the Forest of Dean, with the vague and often changing vegetation of the no1 and no2 green variety dispersed between the white which we see in Epping. The area was going to offer plenty of route choice and climb, whilst testing contact through the veg to many platforms.

Whilst this report could tell the story of the those and how they ran, perhaps it is better for each New England Cap to tell their own story

Karen. After the event on the way home I really enjoyed comparing routes with juniors who had run the same course. I also enjoyed doing something as a whole team, but as a whole team with new people.

Katy. I was fortunate to be selected for Interland 2017. A training event on the Saturday in the Grandvoir set the scene for us and we used the time to get used to the mapping and the terrain. On Sunday after a chilly night we made our way to the forest at Herbeumont through the mist. The terrain was much more complex and I had many platforms to find in rather amorphous forest. My course only had 90m climb but there was route choice to avoid the steepest slopes. I did not find it easy to navigate with so few attack points and failed to reach the first three places in the final results. But I did enjoy orienteering again after a long break and was proud to wear an England shirt. The juniors ran very well and along with some very good runs from the seniors made sure that England won the competition. Well done to all.

Jim. I really like the weekend including mixing with the other nations over football and getting to know the England team better. I enjoyed the vague terrain which was ok as long as you stayed in contact. It was important to know how terrain is mapped in different countries, so the training day was useful. Meant I could go into the race with confidence. I also learnt how to prepare for a big race and not worry about it. I just tried to think of it as a green ASO event. I hope to take this experience into the JK and to Sicily for the World Schools.

Oli. Didn't really enjoy the messy forest and I found it hard to stay on bearing due to the light green whippy trees. Enjoyed being on tour with other England Juniors. Had quite a bit of fun. Have found a need to work on bearings and trust them more, as I normally prefer path running.

The whole weekend was really well organised by John Rye and our coach driver managed to get us back to Calais just in time for the ferry. Thank you very much to both. I would also like to thank SWOA and the English Orienteering Association for the grants received.

The individual results:

Clive 1st M50

Jackie 1st W50

Karen 8th W40 (3rd England runner)

Alison 4th W60 (2nd England runner)

Katy 6th W60 (3rd England runner)

Jim 3rd M14 (2nd England runner)

Oli 5th M14 (3rd England runner)

Geoff 6th M40 (2nd England runner)

Report by Geoff Ellis BOK 17.04.2017