

SOUTH WEST ORIENTEERING ASSOCIATION

SECRETARY: Katy Dyer, 19 Bramble Drive, Bristol, BS9 1RE

Tel. 0117 9684173. Email family.dyer@blueyonder.co.uk

MINUTES OF 2018 ANNUAL GENERAL MEETING

Held at the

Perham Down Community Centre, Tidworth SP11 9LQ on Saturday 22 September 2018

Those present:

Officers: Katy Dyer BOK, Secretary; Richard Sansbury QO, Fixtures Secretary;

Committee: Christine Vince KERNO,

SW members: Arthur Vince KERNO (Recorder of Controllers), Helen Kelsey BOK, Mark Dyer BOK, Alan Honey BOK Chairman, Kim Liggett NGOC Secretary, Brian Hart SARUM Chairman, Pat Hart SARUM Secretary.

Visitors: None

The meeting opened at 4.30 pm, chaired by Richard Sansbury.

1 Apologies

Mark Lockett DEVON (Treasurer and Membership Secretary), Dick Keighley WIM, Erik Peckett DEVON, Jeff Butt SARUM, Pete Maliphant BOK, Jason Falconer WSX, Alan Yeadon SARUM, Liz Yeadon SARUM, Julie Astin WSX Chairman, Brian Smith DEVON Chairman.

2 Approval of Minutes of 2017 AGM

These were accepted as a true record. Proposed Christine Vince, seconded Mark Dyer, carried nem.con.

3 Matters arising from those minutes

None.

4 Reports

4.1 Secretary's report. In the absence of a SWOA Chairman, Katy Dyer (Secretary) presented her report. She thanked the SW clubs for all their events from the most informal to major Championships. She recognized the valuable work involved in the SW Junior Squad, club and association training courses and the revamp of the SWOA website by Nath Fernandes, Webmaster. She herself will stand down as Secretary at the end of 2018 and will be replaced by Helen Kelsey BOK at the beginning of 2019. Katy was thanked for her work.

[\[Appendix 1 to the minutes\]](#)

4.2 Fixtures Secretary's report. Richard Sansbury presented his report. The total number of events and activities is the biggest yet, mainly due to significant increases in DEVON, QO and SARUM activities. SWOA clubs put on 468 events/activities this year. SWOA put on 6 National fixtures and DEVON hosted a

major event, the CompassSport Cup Final. The British Sprint and Middles Championships will be included in next year's report. Richard was thanked for his work. [\[Appendix 2 to the minutes\]](#)

4.3 SW Junior Squad Manager's report. Jeff Butt's report was read by Richard Sansbury. The squad trained on eight weekends. Four squad members were selected for Junior Regional Orienteering Squads tours. Flurry Grierson represented Great Britain in the European Youth Orienteering Championships 2018 and was best placed GB man. The squad team was fourth in the Junior Inter Regional Championships 2017. [\[Appendix 3 to the minutes\]](#).

Jeff Butt was congratulated on the squad successes and is to be asked if more money is needed. **Action Katy Dyer**

4.4 Recorder of Controllers' report. Arthur Vince presented his report. Two controllers' courses were held, one each for Grade B and Grade C. Clubs are reminded that controllers must be licensed by attending the appropriate course, fulfilling the BOF criteria and then must be approved by their club and SWOA. Application forms are available from the Recorder of Controllers. A list of SWOA controllers is posted on the SWOA website. [\[Appendix 4 to the minutes\]](#)

5 Treasurer and Membership Secretary's report

5.1 In the absence of the Treasurer, Richard Sansbury presented the report and the audited accounts for the year 1st August 2017 to 31st July 2018. [\[Appendices 5 and 6 to the minutes\]](#)

5.2.1 It was noted that:

Grants to juniors for tours amounted to £2155.00. Grants for volunteer development (courses) amounted to £2391.15 (up on last year). The income from event levies for the year 2017 to 2018 was £8394.80.

5.2.2 SWOA has given £1000 to support the South West Junior Squad activities this financial year. Post meeting note: SW Junior Squad funds at 31 July 2017 stood at £850.19; accounts provided by Trevor Bridle. [\[Appendix 7 to the minutes\]](#).

5.3 The SWOA accounts were audited by Matt Atkins DEVON on 5 September 2018.

5.4 The meeting felt that it could be more useful at future AGMs to express income/expenditure compared

to the previous year, as well as to the budget. **Action Mark Lockett**

It was further noted that:

- a. The 'Surplus of Expenditure' should read 'Surplus of Income'.
- b. The income and expenditure relating to the British Sprints and Middles Championships should have been shown as an 'exceptional item' and removed from the accounts.

The accounts were formally approved subject to observations 'a' and 'b'. Proposed Mark Dyer, seconded by Christine Vince; carried nem.con. **Action Katy Dyer, Mark Lockett**

6 Membership fees for 2018

It was proposed that no membership fee is to be charged for 2018; the levy income is enough to fund SWOA costs (this has been the case for several years). Proposed Alan Honey, seconded Arthur Vince; carried nem.com

7 Amendments to the Constitution

None.

8 Election of officers

8.1 Chairman: Christine Vince KERNO. Proposed by Katy Dyer, seconded by Brian Hart; carried nem.con.

8.2 Administrative Secretary: Katy Dyer BOK till 31 December 2018. Helen Kelsey BOK is the nominated successor. Proposed by Christine Vince, seconded by Alan Honey; carried nem.con.

8.3 Treasurer: Mark Lockett KERNO. Proposed by Arthur Vince, seconded by Pat Hart; carried nem.con.

8.4 Membership Secretary: Mark Lockett KERNO. Proposed by Katy Dyer, seconded by Brian Hart; carried nem.con.

8.4 Fixtures Secretary: Richard Sansbury QO. Proposed by Mark Dyer, seconded by Alan Honey; carried nem.con. Richard wishes to stand down at the next AGM.

In the absence of other nominations, the above were elected.

9 Election of Committee

9.1 Jeff Butt SARUM has stepped down from the committee.

9.2 All of the following had previously said that they would be willing to continue to serve on the committee: Dick Keighley WIM; Erik Peckett DEVON for one more year; Nicholas Maxwell DEVON; Helen Kelsey BOK (who then takes over Secretary role from 1st January 2019; Katy Dyer BOK (committee member from 1st January 2019). All five were proposed by Brian Hart, seconded by Christine Vince. In the absence of other nominations, these five were elected. One committee post remains vacant; the constitution allows the Committee to co-opt members as necessary.

9.2 Recorder of Controllers: Arthur Vince is happy to continue in this post.

9.3 It has been confirmed that Spencer Modica QO will continue as Galoppen Scorer.

14 Any other business

None.

The meeting closed at 5.25pm.

Minutes recorded by Katy Dyer.

These minutes are issued subject to formal approval at the 2019 AGM.

Appendices:

- 1 Secretary's report
- 2 Fixtures Secretary's report
- 3 SW Junior Squad Manager's report
- 4 Recorder of Controllers' report
- 5 Treasurer and Membership Secretary's report
- 6 SWOA accounts for the financial year to 31st July 2018
- 7 SW Junior Squad accounts for the financial year to 31st July 2018

SWOA 2018 AGM Minutes – Appendix 1

SECRETARY'S REPORT

In the absence of a SWOA Chairman, I am pleased to be able to make a Secretary's report to the SWOA AGM 2018.

In the past year, SWOA clubs and their members have been putting in great effort to run many successful events. Every event arranged from the smallest informal race to the biggest championship has needed hard work, serious time commitment and dedication from many helpers. Our clubs have also hosted the SWOA Galoppens, the SWOA Relay series, multi day events such as the Tamar Triple, the SWOA Long, Middle and Sprint Championships, the Compass Sport Cup and Trophy Final, the British Schools Championships, the Yvette Baker Trophy round and the British Sprint and Middle Championships.

Arranging club, SWOA and major fixtures in the busy orienteering calendar is always going to be a difficult job. All fixtures' officials have done a great job.

The work carried out by coaches both within clubs and within the successful South West Junior Squad is excellent and greatly appreciated. Clubs have arranged numerous training courses for volunteers: First Aid, planners, organisers, coaches' UKCC Level 2, event safety workshops, controllers Grades C and B. The SWOA Planning Conference in October 2017 was most successful and well attended. It is good to see clubs sharing these training courses and tutors.

The SWOA website has been revamped and I would like to express a special thanks to Nath Fernandes our webmaster for all his work. The task is ongoing.

We greatly appreciated the visit from our new British Orienteering CEO Peter Hart to the committee meeting in March.

I would like to welcome Helen Kelsey onto the Committee. She plans to take on the role of SWOA Secretary from me from the end of December. I will then remain on the committee till the 2019 AGM.

I would like to thank every member of the committee for their hard work and also to thank all SWOA clubs and affiliated clubs for all their support and work in orienteering over the past year.

Katy Dyer
SWOA Secretary
September 2018

SWOA 2018 AGM Minutes – Appendix 2

FIXTURES' SECRETARY'S REPORT

My job is to develop an orderly programme of orienteering across the region and to assign major competitions. I do this by frequent liaison with club fixtures secretaries, by representing SWOA on the national Event Scheduling Group and by giving equal opportunity to SW clubs to bid for major competitions. Over the 12 months from 1 Sept 2017 to 31 Aug 2018, SWOA clubs held a total of 468 events and activities. This is more than ever before and it's a very impressive total! Well done to everyone who has contributed.

Club	Number of events/activities 2017-18					
	Level A "Major"	Level B "National"	Level C "Regional"	Level D "Local"	Activities	Total
BOK	0	2	8	25	64	99
DEVON	1	2	5	13	18	39
KERNO	0	2	9	14	1	26
NGOC	0	0	6	27	15	48
NWO	0	0	2	14	9	25
QO	0	0	3	13	60	76
SARUM	0	0	2	6	54	62
WIM	0	0	2	16	7	25
WSX	0	0	3	7	58	68
TOTAL	1	6	40	135	286	468

The increased total is mainly due to an increase in activities, with significant increases by DEVON, QO and SARUM. But there was also a noticeable increase in regional events.

Year	Number of events/activities across SWOA					
	Level A "Major"	Level B "National"	Level C "Regional"	Level D "Local"	Activities	Total
2011-12	1	5	23	147	275	451
2012-13	1	6	27	132	240	406
2013-14	1	9	37	145	230	422
2014-15	2	5	30	131	227	395
2015-16	0	4	36	122	178	340
2016-17	0	8	33	117	211	369
2017-18	1	6	40	135	286	468

We have had one "major" (Level A) event in our region last year when DEVON hosted the CompassSport Cup Final. And of course we've just had the British Sprint and Middle Championships weekend, but I'll be counting that in next year's total. We've had six "national" (level B) events. Two of these were last year's Caddihoe which KERNO held; BOK hosted the British Schools Orienteering Championships last November, and this Spring we had the BOK Trot and two days of the Tamar Triple. We would have had two more but the SARUM Saunter and QO Compass Sport Cup both fell victim to the snow and could not be rescheduled.

Looking ahead, this autumn Wimborne will have the British Schools Score Championships and this Spring's BOK Trot will also be the Southern Championships. BOK are probably doing the Yvette Baker Trophy final in 2020 but otherwise we have a bit of a break from major events until the JK in 2021.

Richard Sansbury September 2018

SWOA 2018 AGM Minutes – Appendix 3

SOUTH WEST JUNIOR SQUAD REPORT

This year the squad has trained on the following dates at the venue shown.

Exeter Track, Dartmoor & Polly Joke – September 2017
Plymouth track, Dartmoor – October 2017
Cannop, Forest of Dean – November 2017
Hawkshead, Lake District (M/W16's only) –November 2017
Forest of Dean – December 2017
Exeter Track, Woodbury Common – January 2018
Gower residential – February 2018
Dorchester urban – March 2018

In addition to the training outlined above, the squad competed at the 2017 Junior Inter Regional Championships held in the south east at the end of September 2017. The team performed very well finishing in an excellent 4th position behind the relatively larger funded squads from Scotland, the North West and Yorkshire/Humberside. The stand out result was a win in the men's relay by Flurry Grierson, Jim Bailey and Eddie Narbett.

This year's Junior Inter Regional Championships is to be held next weekend at Chatsworth, Derbyshire. We have selected a team of 19 orienteers.

Four squad members were selected for JROS (Junior Regional Orienteering Squads) tours this year.

Flurry Grierson was selected to represent Great Britain at the 2018 European Youth Orienteering Championships, his best result being 15th in the long distance race, the best British performance on the day.

Flurry Grierson, Jim Bailey and Lucy Tonge have been selected to run for England at this year's Junior Home International to be held in two weeks' time in Scotland.

Finally, thanks to Peter Maliphant for his administration talents and coaching support, Dave Hanstock and Ben Chesters for their coaching input, Tom McMurtrie for organising the Woodbury Common training, Trevor Bridle for acting as our Treasurer, Peter Grierson, Amy Curtis, Scott Bailey and Louise Tonge for their cooking skills, Tamsin Horsler for her driving! and anyone else who I have missed, I am indebted to you all.

Jeff Butt
September 2018

SWOA 2018 AGM Minutes – Appendix 4

RECORDER OF CONTROLLERS' REPORT

TRAINING COURSES

A Grade B training course was held at Montacute House on 11th November 2017, with Arthur Vince as tutor. One member of QO, one member of WSX, and a member of SCOA attended. Two new Grade B appointments in SWOA resulted from this course.

A Grade C training course was held in Bristol on 12th May, with Mark Dyer [BOK] as tutor. Six members of BOK and one member of WOA attended. No new appointments have yet resulted from this course. No training courses are currently being planned.

CONTROLLERS in the SW

SWOA clubs have 73 currently licensed controllers: 6 at Grade A, 22 at Grade B and 44 at Grade C. An up-to-date list of controllers is on the SWOA website in the 'Officials' section.

Changes since the last AGM are:

GRADE B Richard Sansbury of QO and Roger Crickmore of WSX have been appointed to this Grade.

GRADE C Carol Iddles, BOK; Tom Lillicrap & Rob Parkinson, Devon OC; and Kevin Pickering, WIM have been appointed to this Grade. Linda Pakuls, a former member of Guildford Orienteers who was appointed to Grade C by SEOA has now moved and joined WIM.

RETIREMENTS None

CLUB	Number of licenced controllers in club			
	Grade A	Grade B	Grade C	Total
BOK	3	4**	5*	12
DEVON	1	1	11	13
KERNO	2	3	9	14
NGOC	None	3	5	8
NWO	None	1	1	2
QO	None	2	5	7
SARUM	None	1*	2*	3
WIM	None	3	6***	9
WSX	None	4	1	5
Total	6	22	45	73

** Two licensed via WOA *One licensed via SCOA *** One licensed via SEOA

APPOINTMENT OF CONTROLLERS

Clubs and individuals are reminded that in order to become a licensed controller, or move from Grade C to Grade B, as well as completing the necessary training course and fulfilling the other BOF requirements, it is necessary to be approved by their club and SWOA. Application forms are available from me.

Grade A controllers are appointed by the BOF Events and Competitions Committee.

*Arthur Vince, KERNO
7th September 2018*

SWOA 2017 AGM Minutes – Appendix 5

Treasurer and Membership secretary's report

TREASURER'S REPORT 2017/18

SWOA started the year with a healthy balance of £7388.12 and received income of £8394.80 through levies, which makes up the majority of our income. The picture is slightly confused with banking problems meaning that there are some transactions for the British Sprint and Middle Champs shown in this account. Once a major events account was set up, all accounting has been conducted through this account by the Event Treasurer. All monies have been transferred into that account less £435.20 which was part of the start-up fund provided by SWOA during 2016/17.

SWOA was proud to be able support a range of athletes with grants totalling £2155.00, to support club and coaches with grants of £2391.15 (details below) and the SW Junior Squad with £1500.

SWOA finished the year with a balance of £7646.62

I would like to say thank you to the SW club treasurers, who continue pay levies in a timely manner, 8 of the 9 clubs are now paying by direct transfer. Also thank you to Matt Atkins (Devon OC) for again auditing the SWOA Accounts.

GRANTS 2017/18

Tours and Competitions

Flurry Grierson Devon	M16	Junior Ward Home Internationals
Rob Parkinson Devon	M60	Interland 2018
Jack Forrest Devon	M16	Interland 2018
Jackie Hallett BOK	W60	Interland 2018
Clive Hallett BOK	M55	Interland 2018
Lucy Tonge BOK	W18	Interland 2018
Tom Dobra UBOC	M21	European TrailO Championships
Harry Stagg BOK	M16	Interland 2018
Bryony Stagg BOK	W14	Interland 2018
Flurry Grierson Devon	M16	JWOC + Talent Squad camp Blencathra
Chloe Potter BOK	W20	JWOC
Eddie Narbett BOK	M20	JWOC 2018, Pre-JWOC camp 2018
Ruby Owen BOK	W14	Lagganlia Junior Training Camp
Oliver Tonge BOK	M16	Deeside
Lucy Tonge BOK	W18	Gothenburg summer camp
Tom Dobra UBOC	M21	World TrailO Championships 2018

Courses

Wessex	Event Safety Workshop		
Bristol OK	Organisers' Course and Event Safety Workshop		
SARUM	Organisers' Course and Event Safety Workshop		
Stephen Mallison	WIM	M35	UKCC Level 2 Coaching Course
Steve Robertson	QO	M60	ITC Certificate in Outdoor First Aid.
Bristol OK run	UKCC Level 2 Coaching Course		
Bristol OK	Event Safety Workshop		
SWOA	Controller's course Grade B		
BOK	Controller's course Grade C		

Mark Lockett (KERNO)
SWOA Treasurer

SWOA 2018 AGM Minutes – Appendix 6

SWOA accounts for the financial year to 31st July 2018

SOUTH WEST ORIENTEERING ASSOCIATION

Accounts for the period 01 August 2017 to 31 July 2018

		Budget 17/18	
INCOME			
Event Levies	8394.80	7700	
Interest	3.30	4	
Colour Coded Badges	5.50	15	
British Champs 2018	8221.60		
BOF Major Event Conference	435.00	435	
Total Income	17060.20	8154	
EXPENDITURE			
English O.C.	1478.00	718	Annual Affiliation Fee to English OC
SINS	0.00	0	SW Newsletter Printing and Postage (currently not being produced)
Officials Expenses	58.00	150	
Committee Expenses	300.42	300	Room hire, meetings and AGM, Travel Expenses, National Meetings
Competition Expenses	15.00	200	Gallopers Trophies and Certificates, SW Champs Certificates
Tour Grants	2,155.00	3500	Training camps, international competitions, home internationals, Interland
Junior Squad	1,000.00	1500	Support the running of the SW Junior Squad.
Grants for Courses	2391.15	2500	First Aid Courses for Coaches, Event Safety Courses, Controllers Courses, Mapping/OCAD Courses
Web Site Expenses	553.39	350	Website updates, Domain Name
Major Events/BOF Conference	0.00	200	Committee/SWOA Representative at Major Events/BOF Conference
Club Conference	148.89	150	
SW Planning Conference	371.80	400	
BOF Major Event Conference 2017	442.15	443	
British Champs 2018 Start Up Fund	7786.4	2565	
JK 2021	101.50	100	
Total Expenditure	16801.70	13076	
		-	
Surplus of Expenditure	258.50	4922.00	
Balance B/Fwd 01/08/17	7388.12		
Surplus of Expenditure	258.50		
Balance in Hand	7646.62		
Represented by:	Current Account	4,651.38	Note 1 - British Orienteering Champs 2018 - Event now has dedicated account and all income has been transferred into that account less expenditure (including £435.20 from 2016/17)
	Business Money Manager Account	2995.24	
		7646.62	

SWOA 2018 AGM Minutes – Appendix 7

SWJS Accounts for the financial year to 31 July 2018

SOUTH WEST JUNIOR ORIENTEERING SQUAD

Accounts for the period 1 August 2017 to 31 July 2018

<u>INCOME</u>			<u>INCOME</u>	<u>EXPENSES</u>	<u>SURPLUS</u>	<u>LOSS</u>		<u>INCOME</u>	<u>EXPENSES</u>	<u>SURPLUS</u>	<u>LOSS</u>
Dartmoor	427.85	<u>JIRCS</u>						<u>Hawkshead Weekend 2017</u>			
Christmas Weekend	17.77	Fees collected	1000.00				Fees collected	510.00			
Dorchester Training	57.00						Ben Chesters Expenses		190.08		
SWOA Grant	<u>1000.00</u>	Entry Fees		1045.00			JROS Fees		<u>675.00</u>		
	1502.62	Tonge Expenses		316.10					865.08		355.08
		Perry Expenses		85.27							
		Butt Expenses		<u>43.75</u>							
				1490.12		490.12	<u>Gower Weekend</u>				
<u>EXPENDITURE</u>							Fees collected	1116.00			
Cannop training	16.50						Amy Curtis Food Expenses		306.48		
Exeter Arena	24.00	<u>Dartmoor</u>					Maliphant Expenses		63.18		
JIRCS	490.12	Fees collected	625.00				Map Costs		30.00		
Hawkeshead	355.08						Perry Expenses		41.58		
Gower Weekend	462.24	Grieson Expenses		<u>45.50</u>			YHA Fees		<u>1137.00</u>		
Website Domain	7.19	Butt Expenses		197.15		427.85			1578.24		462.24
Squad O Tops	<u>351.25</u>										
	1706.38										
Surplus of Expenditure	-203.76	<u>Christmas Weekend 2017</u>					<u>Dorchester Training</u>				
		Fees collected	400.00				Fees collected	80.00			
Balance B/Fwd	1053.95	Hall Hire		90.00			Butt Expenses		23.00		57.00
Surplus of Income	<u>-203.76</u>	Maliphant Expenses		31.59							
<u>Balance in hand</u>	850.19	Perry Expenses		69.66			<u>Exeter Arena</u>				
		Tonge Expenses		144.48			Fees collected	50.00			
		Butt Expenses		<u>46.50</u>							
				382.23		17.77	Tom McMurtrie Arena Fees		19.00		
							Butt Expenses		<u>55.00</u>		
									74.00		24.00