

AGENDA FOR SWOA AGM 2016

Date: Saturday 1 October 2016.
Time: 4.45 pm to 5.45pm
Venue: National Trust Discovery Centre, Knoll Beach, Studland, BH19 3AH
It will be held post Caddihoe Chase Day 1
For travel directions see Caddihoe Chase 2016 flyer.

- 1 Apologies for absence.
- 2 Approval of minutes of the 2015 AGM.
- 3 Matters arising from those minutes, unless covered as agenda items.
- 4 Reports:
 - 4.1 Chairman's report
 - 4.2 Fixtures Secretary's report.
 - 4.3 South West Junior Squad Manager's report.
 - 4.4 Recorder of Controllers' report.
- 5 Treasurer and Membership Secretary's report and approval of accounts for the financial year ending 31st July 2016.
- 6 Determination of membership fees for 2017.
- 7 Proposed amendments to the constitution. The current constitution is available on the SWOA website in the *Documents* section.
 - 7.1 Amendment 1. Safeguarding. It is a British Orienteering requirement that the wording in the British Orienteering O Safe document Appendix B is inserted in the constitution of associations. It is proposed to insert the wording as a new paragraph 7 called Safeguarding. Subsequent paragraphs will be renumbered. The wording is shown below. It should also be included in all clubs' constitutions, substituting the name of the club for South West Orienteering Association.

'Safeguarding Children & At-risk Adults

1. *The South West Orienteering Association agrees to adopt the British Orienteering Safeguarding Policy & Procedures.*
 2. *All individuals involved in orienteering through the South West Orienteering Association at every level, including participants, Officials, Instructors/Coaches, Administrators, Club Officials or spectators (where it is feasible to manage) agree to abide by the British Orienteering Code of Ethics and Conduct ("Code") and all such individuals participating or being involved in orienteering through the South West Orienteering Association in one of the aforementioned roles or in a role which comes within the intended ambit of this paragraph and the British Orienteering Safeguarding Policy & Procedures generally are deemed to have assented to and as such recognise and adhere to the principles and responsibilities embodied in the Code.*
 3. *Each and every constituent member of the South West Orienteering Association, including without limitation all clubs and disciplines, shall be responsible for the implementation of the British Orienteering Safeguarding Policy and Procedures in relation to their members.*
- 7.2 Amendment 2. Notice of the AGM in SINS. The Constitution paragraph 7 currently says that "Notice of the AGM shall be given in the Association newsletter at least two

months before the proposed date. The agenda for the meeting shall be available to members at least three weeks before the meeting.”

As the Association newsletter is no longer published regularly, the chairman proposes that this be changed to:

“Notice of the AGM shall be given on the Association website at least two months before the proposed date. The agenda for the meeting shall be available to members at least three weeks before the meeting.”

(The Constitution will be a new paragraph 8 following the insertion of the new Safeguarding paragraph.)

- 8 Election of Officers for 2016/2017 (see Note 1):
 - 8.1 Chairman
 - 8.2 Administrative Secretary
 - 8.3 Treasurer
 - 8.4 Membership Secretary (see Note 1)
 - 8.5 Fixtures Secretary
- 9 Election of up to six Committee members (see Note 1).
- 10 Any other business.

Note 1: ELECTION OF OFFICERS and COMMITTEE

Nominees must be proposed and seconded by two different members. Nominations should be sent in writing or email to the Secretary beforehand. Proposals will also be taken from the floor at the meeting. Nominees must have given their permission; if they are not present at the meeting, the Secretary must have received their permission in writing beforehand. In the case of an election being required, there will be a secret ballot. The constitution allows the offices of Treasurer and Membership Secretary to be held by one person.

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