

Minutes of SWOA Committee meeting on 20th August 2019 in Taunton

Present

Christine Vince KERNO (chairman), Helen Kelsey BOK (secretary), Katy Dyer BOK (cttee), Dick Keighley WIM (cttee), Erik Peckett DEVON (cttee), Richard Sansbury QO (Fixtures Secretary), Pete Maliphant (SWJOS), Arthur Vince KERNO, Mike Forrest BOK, Karen Lewis QO, Steve Robertson QO

1. Apologies

Nicholas Maxwell DEVON (cttee), Mark Lockett KERNO (treasurer), Julie Astin WIM

2. Minutes of meeting 11th June

Alan Honey had queried the action attributed to him re contacting the Forestry Commission, so the minutes were amended. The minutes of the previous meeting, with this amendment, were agreed to be an accurate record.

3. Matters arising from minutes, unless elsewhere on agenda

4.2 Grants

Eddie Narbett's grant was approved as he had not applied for funding to any other region and planned to re-join BOK.

HK had identified what amendment is needed to the grant request form and now needs to liaise with the treasurer. **Action HK/ML**

5.3 SWOA relay rules still need updating. **Action CV/HK**

5.3.1 South West Sprint Championship rules need final confirmation and uploading to website. **Action CV/HK**

5.5 SWOA approval officials for National (Level B) events. **Action CV to write to Chris Philips**

9. Training on SI Timing: Interest in possible courses not yet identified. **Action CV**

4. Finance

4.1 Treasurer and Membership secretary's report. See *Appendix 1*.

Column headed proposed budget 18/19 was queried, whether this should have been 19/20 or the previous year's budget which had been approved. **Action ML to clarify**

Disparity between the budgeted and actual cost of grants for courses was queried. This must be considered when setting next year's budget at the next meeting (i.e. the first meeting of the new committee after the AGM).

4.2 Grants.

The summary of grants was interesting but lacked amounts. There was much discussion about whether SWOA should be subsidising schools (as opposed to individuals) which had been chosen to compete in World Schools Championship, as the athletes chosen are not necessarily planning to continue with orienteering and some felt that school should be subsidising them. This must also be considered when setting the budget (see 4.1).

4.3 Expenses.

It was agreed unanimously that £1000 should be paid to SWJOS as this had been agreed in the 18/19 budget.

4.4 British Sprint and Middle Championships.

Liz Yeadon is in the process of liaising with the Forestry Commission to correct the underpayment of fees. Details of the payment to clubs from the profits is given in *appendix 2*. This was calculated based on contributions made to the event by club members.

4.5 Increase in levy.

This was discussed with the lead time that would be required to notify clubs. Levies have not increased for many years and, as SWOA now has no membership fees, this is the only means of income. The association has a healthy balance, but that is decreasing year on year. **Action MF to study accounts and come up with a recommendation for the AGM.**

4.6 Auditor for accounts.

A new auditor of accounts was required as Mark Lockett is now in the same club as the previous auditor. Mike Forrest kindly agreed to audit the accounts.

5. Fixtures

5.1 Fixtures secretary's report. *See Appendix 3.*

South West Orienteering League events for 2019/20 are now complete (some subject to confirmation). 2020 Summer Relay series almost complete. QO has decided not to offer an event but NGOC will do so next year. SW Championships - it had been agreed before the meeting that the Long and Middle Championships would be Days 2 and 1 of the Caddihoe respectively.

5.2 South West Orienteering League publicity. HK reported that Ben Maliphant was in the process of designing a postcard sized advert to be ready for distribution at the Caddihoe Chase in September. He is also getting quotes for printing. **Action HK will circulate proof when available and ask for approval of printing costs by email.**

5.3 JK2021. There was a meeting of the JK team on Saturday 17th August; 18 people attended. There was much discussion and several suggestions made, decisions taken, and actions handed out. The principal change is that the Relays will now be held at Towans; the planners and organiser are discussing how to make the best use of the area now that two events are to be run on it. A copy of the full report will be available on request from Christine Vince.

6. SW Junior Squad

6.1 SWJOS Manager's report *see Appendix 4.* PM reported that the SWJOS had some very good young juniors (now including M/W12) and that there was increasing breadth across many of the SW clubs. The report shows a very full programme of activities over the next six months.

6.2 Report from Lagganlia training camp from Guy Owen, *appendix 5.* The committee agreed how gratifying it is to hear how the juniors have fared at the various training camps and appreciated the effort that Guy had put into writing the report.

7. Volunteers

7.1 Recent training courses. Report on BOK First Aid courses, *appendix 6.*

7.2 Upcoming training courses:

Introductory organisers and Event Safety Workshop, QO, 7th September

Planners' course, Level B/C, BOK, 5th October

Controllers' course, Level C, DEVON, 16th November

All courses are advertised on the SWOA website and are open to all members of SWOA clubs.

8. AGM

Alan Simpson (DEVON) has arranged for the AGM to be held at Burrator Discovery Centre after day 1 of the Caddihoe Chase. (Confirmed subsequent to meeting.) Cost approx £25.

Committee posts for next year:

Erik Peckett has decided, after very many years of service on the SWOA committee that, due to health reasons, he will no longer be standing for the committee. Erik has served a number of terms as SWOA

chairman, the last in 2006. KD proposed a vote of thanks to Erik for all the years of service that he has given, supported unanimously by the committee.

Steve Robertson has offered to stand as Treasurer (much appreciated by the rest of the committee).

Arthur Vince has offered to stand as a committee member (currently KERNO rep and Recorder of Controllers).

CV, RS, HK, DK all agreed to stand for another year. Other committee members will confirm in time for the AGM.

9. **BOF club and members' forum, in Leeds on 16th November.** CV offered to attend, to represent SWOA, and asked for expenses of travel plus one night's accommodation.
10. **Other SWOA business.** CV felt that some of the recent meetings have been very long and agenda items have had to be pushed onto the next meeting and suggested that we should revert to 6 meetings a year. Dates were discussed and proposals put forward for the next 6 meetings: 8th October, 3rd December, 7th January, 3rd March, 5th May, 14th July.
11. **Any other business.** The committee were saddened by the news of the death of Kerry Benham SARUM.

KD noted that some clubs are using an out of date phone number for Peter Hart, BOF CEO on their risk assessments.

The correct details are **Peter Hart British Orienteering CEO: emergency number 07384 462432. Action HK to alert all clubs to the correct details.**

12. **Date and venue of next meeting.** 8th October 2019 Venue tbc (The Corner House Hotel is unavailable for that evening).

APPENDICES:

Appendix 1: Treasurer and Membership Secretary's report.



SWOA Accounts
Aug 2019.pdf

British Sprint and Middle finances – division of surplus

Percentage to each club/SWOA

BOK	33%	£3,327.29
NGOC	4%	£430.72
SWJOS	3%	£269.20
WSX	1%	£75.38
DEVON	8%	£786.06
KERNO	5%	£549.16
NWO	1%	£53.84
QO	6%	£581.47
SARUM	10%	£1,022.95
WIM	3%	£323.04
SO	1%	£53.84
HOC	1%	£86.14
SWOA	25%	£2,519.70
	100%	£10,078.78

Appendix 3: Fixtures Secretary's report.



Fixtures secretary's
report.docx

Appendix 4: SWJOS report.



SWJOS Reort.docx

Appendix 5: Report from Lagganlia training camp.



Lagganlia2019.docx

Appendix 6: Report on BOK First Aid courses.



BOK First Aid
courses.docx