



Berkshire Orienteers

Minutes of the Committee Meeting

7.30pm 14th Jan '16
The Cricketers, Cricketers Lane.
Warfield. RG42 6JT

Present: Fiona Clough (Fixtures), Derick Mercer (Secretary), Brian Sewell, Andrew Graham, Mark Foxwell, Andy Parry, David Jukes, Ian Hudson (Membership), Ken Ricketts (Development)

Apologies; Peter Entwistle (Treasurer) & Andrew Graham.

Ian kindly agreed to Chair the meeting.

1. Minutes of the Last Meeting (19th Nov) / Matters Arising

- The minutes had been circulated and were agreed.
- The minutes will be displayed on the club website.

Matters Arising

- Mapping Courses – Fiona has asked and had a reply back from Phil Batts who runs the Army courses. At present they are not specific about dates. Fiona is collating more info.
Action: FC
- Derick to become a Club signatory. Awaiting confirmation from the Bank.
Action: PE - Ongoing
- AG to produce an initial Club Organisers guide/plan for BKO events. Peter used the information currently on the website for the event at Buckleberry Common and found it very useful. He also suggested that the action be moved from Andrew. A discussion took place on the guides/forms, entry forms and having prices on the forms and bulk printing of the entry forms. Fiona to price up the costing of bulk printing entry forms. Peter to circulate the current form included in the Organisers pack for Committee comments. Peter also raised the topic of editing/updating the website for events. Andy explained how to currently carry out edits and improvements/simplicity will be continuing.
Action: ALL- Ongoing
- Fiona to check on permissions and restrictions (SSSI) for Bramshill. Forestry Commission in principle yes. Need to progress parking & Natural England.
Action: FC - Ongoing
- *Brian to send Peter a list of equipment still required to run a level C event results system. Brian asked how many participants we would expect at a Level C event. It was agreed that we would need enough kit for 400. New laptops to be purchased in the New Year sales. The list has been sent to Peter and a new laptop purchased. The Committee reviewed Brian's proposals and approved the 3 laptop version.*
Action: BS – Complete
- *Ken to ask if St Andrews School would take part in the Compass Sport Cup. Martin W has been in contact with St Andrews and he is hopeful of some entrants. David raised the issue that St Andrews pupils would have to become BKO members. The Committee voted on the Club paying their fees of £1 each which was voted in unanimously. Ken to talk to Glyn & Martin on eligibility and the benefits.*
Action: KR - Ongoing
- *Development matters - Peter asked if clarity could be provided on the wording in A 1 – 'Reduced entry costs offered to BKO members' Ken will change the wording.*
Action: KR - Complete

- Club equipment – Derick to reply to Get Berkshire Active on their request for Disability and Inclusive Club list.
Action: DM - Complete
- Brian & Andy to resolve website hyperlinks not working.
Action: BS/AP – Ongoing
- Place an advert for the vacant Committee roles in the next BKO update. Chair & Fixtures.
Action: DJ
- Kit Storage - Fiona to email out to Organisers & Planners the details for when Eric is away.
Action: FC
- Derick to contact Denise for availability of holding an event on World Orienteering day- Wed 11th May.
Action; DM
- Committee to review and comment on the proposed 2 day training event (discussions page).
Action; ALL

2. Chairman's Update

2.1 Chair's Update

There was no Chair update for this meeting. David agreed to put together a draft Committee update for the AGM for comments. This will replace the Chair's update for this year.

Action: DJ

3. Membership

- 3.1 Numbers; Those that have renewed so far this year 113 National members (64 still to renew), 2 Local (5 to renew) and one group (St Andrews) which Ian is sending a reminder.

4. SCOA Report

- 4.1 Fiona gave the following update.
- Southern Championships/November Classic 2017 – Nick Bosby, the planner proposed by SOC does not have the required experience either planning level A events or participating in top level events to plan a Level A event and discussions are ongoing between SCOA and E&CC.
 - SCOA and various clubs in the region have various items of useful kit available for loan to other SCOA clubs e.g. matting. A list of what will be available will be placed on the SCOA website.
 - There is a reducing pool of Controllers and new controllers are encouraged to gain more experience and qualify for higher-level events. Katy Stubbs is identifying qualified individuals in the region so there a list can be drawn up.
 - Event Safety Courses will become more frequent as it becomes essential for event officials.
 - JK 2019 (SCOA). Sprints @ Rutherford, Middles – proposed Bradenham, Longs @ Cold Ash, Relays TBC.
 - Key officials for the JK need to be identified. Two essential roles to be filled are Event Co-ordinator & Event Treasurer.
- 4.2 BOF O-Safe Policy.
After a brief discussion it was decided that no action was required at present and to carry over this item until the next meeting. Any comments to be added to the discussions page on the website.

Action: ALL

5. Events and Mapping

5.1 Fixtures & Mapping

Date	Location	Level	Comments	Officials
Sat 16 Jan	Snelmore Common	D	Permissions - Yes Mapping – Tony Sandhurst (BADO)	Organiser – Stefan Stasiak Planner – Tony Ludford (BADO)
Sun 31 Jan Level B	Barossa Concorde Chase	B	Permissions - FC Mapping – Jointly funding with BAOC (Colin D)	Organiser – Jane Courtier Planner – Mike Pemberton & Pete Wilson Controller – Mark Thompson (TVOC)
Sat 20 Feb	Swinley West	D	Permissions – Crown Estates, yes. Natural England - FC Mapping – Small update required.	Organiser – Peter Entwistle Controller – Mark Foxwell Planner – Martin Wilson
Sat 5 Mar	Burgfield	D	Permissions - FC Mapping – Small update required.	Organiser – ? Planner – Mark Foxwell
Sat 23 April	Langley Park	D	Permissions - Yes Mapping – Andrew Charmers (TVOC)	Organiser – Lynne Moore Planner – Simon Moore
Sun 22 May	Bloom Wood	C	Permissions - Yes Mapping – Awaiting update (Stefan)	Organiser – Colin Godbold Planner – Stefan Stasiak

- Fiona informed the Committee that she would be standing down as the Fixtures Secretary at the forthcoming AGM.
Ian asked if she would be willing to do a handover, which she agreed to. A discussion took place on the role of the Fixtures Secretary and it was agreed to separate the tasks out to make the role less onerous.
 - Permissions – Fixtures Secretary
 - BKO & BOF website – Andy Parry
 - Dates & Locations – Committee
 - Officials – Chair.

David agreed to place a job specification advert in his next BKO update.

Action: DJ

- We have received a request from Paul L’Estrange if the Army could use Upper Star Posts for the Army Champs in May.
- BADO have asked to borrow some controls for an upcoming event. Committee voted , yes.
- David raised the topic of this years Summer events and that the Committee need to decide what format / events we want to provide. A discussion took place on the possibilities and it was decided to carry this forward to the AGM.

5.2 Results System - Hardware & Software Update from Brian.

- See matters arising – 3 laptop version of the proposal approved.
- At the recent Black Park event there were 8 card failures and 33 suspect cards.
- The two tents regime close to the start worked well.

5.3 Kit Storage

Eric is away for the two events - Swinley East and Burgfield where he will not be able to hand out the equipment in his storage. The agreed plan is for the Organiser & Planner of the events to either pick up from Eric before he leaves and then to pass on to the next event. Andy volunteered to hold any overflow of equipment but would not pick up or deliver. Brian will hold onto the computer kit. Fiona to email the O & P’s with this plan.

Action; FC

6. Treasurer’s Report

- Peter sent his apologise for the meeting, but had forwarded the draft annual report with no issue being raised.

7. Development Matters

7.1 The Committee reviewed the Development Plan with no issues raised.

8. Secretary's Report

8.1 AGM – location & awards.

- Fiona has booked and paid the deposit for Downshire Golf Course.
- David volunteered to advertise in the next update and co-ordinate numbers.
- The Club Awards were discussed and decided.

Action; DJ

8.2 Club Championship format.

Derick raised the topic of changing the Club Championship format. This was discussed with various suggestions being made. It was decided to carry this forward as no decision has to be made immediately.

8.3 World orienteering Day 11th May '16 (Wed)

Derick informed the meeting that World Orienteering Day is on the 11th May with the aim of getting as many youngster as possible participating in the sport. It was agreed that Derick would contact Denise to see if the Club could put on an event for that day.

Action; DM

9. Publicity Report

9.1 Website.

9.2 Newsletter.

- David informed the meeting that January's issue is out with the next newsletter being March. David asked for ideas for know your sport. He also asked for an extra £50 for putting improved colouring for the centre pages to show distinctly shading and runability. This was voted on and approved by the Committee.

10. Coaching

- Mark is continuing to try to run a Tuesday night training event – 1st Tuesday of the month.
- SN have proposed dates with gaps for BKO forest events during late Spring and Summer. Mark will be co-ordinating with Katy.
- Mark has been working on a Weekend away training, looking at South Wales for 2 days. David suggested 2 areas based on the Welsh 5 day. This is now on the discussions page for the Committee to review and comment.

11. Youth League (Ken)

- Ian to send St Andrews £10

12. Next Meeting

12.1 Date of next meeting

10th March 2016

12.2 Location of next meeting

The Cricketers @ 1930

13. AOB