



Berkshire Orienteers

Minutes of the Committee Meeting

8.00 pm 19th Sept 2013
3 Kelburne Close, Winnersh,
RG41 5JG

Present: Katy Stubbs (Chair), Fiona Clough, Peter Entwistle (Treasurer), David Jukes, Derick Mercer (Secretary), Ian Hudson (Membership), Dave Rogers (Coaching Officer), Ken Ricketts (Development), Andy Parry (Fixtures).

Apologies: Brian Sewell.

Katy welcomed all to the meeting.

1. Minutes of the Last Meeting (16th May 2013) / Matters Arising

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

Ongoing Action: (DM, AP)

Matters Arising

- 7. Development: Permanent O courses: David has still to check on the current status. Some progress has been made with the action still ongoing.

Action: (DJ) In Progress

- The correct version of the Club Constitution needs putting on the website.

Action:(DJ) Complete

2. Chairman's Update

Katy informed the committee;

That the Club Conference will be held on the 19th October in Stratford-Upon –Avon which she will be attending. The main focus this year will be on orienteering Volunteers.

3. Membership

- 3.1 Numbers; 160 National members, 5 Local and one group (St Andrews) - an increase of two national members from previous meeting with further members in progress of joining.
- 3.2 Annual Club Return – Item moved to Secretary's Report.

4. SCOA Report

- 4.1 EGM – Funding levels are decreasing with a decision made to apply a levy, the £2 levy increase indicated in the last minutes will **not** now be applied. Event levy has increased 13.5p to 18p per person. A SCOA group will be looking at the Constitution wording.
- 4.2 The SCOA bulletin is on the SCOA website. FC asked if the BKO website can have a link to the SCOA links. AP to ensure that the link is in the new web format.

Action: (AP)

5. Events and Mapping

5.1 Fixtures

- Star Posts will need re-surveying. Quotes were to be obtained by KS, which she had not completed. KS volunteered to carry out this task at a price of £ 500 plus expenses which was proposed by DJ and seconded by FC.
- New Years Day Event. DJ has had for permission for the event to be held at Reading University and is awaiting a reply.

Action : (DJ)

- The Concorde Chase will now not be the SCOA Championships as well. It is being classed as a Level A event with all the trimmings.
- Katy informed the Committee of some issues with SCOA hosting the 2016 British Sprint & Middle Championships. SEOA had planned to hold the Sprint event in Olympic Park in 2015. This was no longer possible as the Park will not be open until 2016. SCOA were therefore being asked to host the weekend in 2015. The possibility of BKO hosting the Sprints at Birch Hill was being investigated by KS. BKO do not have a suitable Middle Distance area available. It was agreed in principle that BKO could run the Sprint Championships, probably with the assistance of out of club manpower. KS will progress investigating Birch Hill. SN had apparently offered some areas for the weekend, KS would check with Richard Sharp (SCOA fixtures secretary) what their offer is for Sprint or Middle Distance areas. There was a SCOA fixtures meeting to be held on 8th October where this would be discussed.

Action: (KS)

- The fixtures for all the clubs winter Saturday events are sorted.
- The Regional Junior Squad will be carrying out training on completion of our event at Cold Ash (9th Nov '13). The permit has been extended until 1500 for this event. Courses can be made open to others for training for a small fee. We can also use this time for a club training session. Club to ask Craig to use this time as well. KS & IH will control extras after the main event.

Action: (DR, KS, IH)

- FC asked about Mapping Courses. KS stated that a mapping course is going to be held soon in Leicester and that it is over subscribed. KS will look at the course content and availability once this has been held.

Action: (KS)

- This years Club Championships will be held at Pamber Forest on November 17th. DJ volunteered to rank the scores for the event. DJ to view what he did last year & send to Committee for reviewing. DJ to publish this event via Facebook & email.

Actions: (DJ)

5.2 Hardware & Software – **Held over to the next meeting.**

- As per the action from the previous meeting BS has priced up both. A new laptop is required with a 8 – 9 hour battery life. AP & BS to purchase one new laptop £500 – 600 & relevant software.

Action: (AP /BS)

- To change to SI would cost the Club in the region of £13K which we do not have the funds for. Due to this cost it was decided in the short term (1-2 years) BS would ask Emit (Alan) for a deal on hiring cards.(50 cards)

Action: (BS)

5.3 Safety Advisory Group (SAG) Bracknell

- DR advised the Committee that Eric has been in contact with the group and that every event within their area will have to have a form submitted. The form is simple and easy to use.
- DR also stated that he is producing an event Safety Manual template for club organisers to use based on his JK submission.

6. Treasurer's Report

Peter circulated updated accounts with the following points noted;

- Sale of club kit was discussed & at which events it would be available. KS has emailed Sue Wilkes asking which events she will be attending this year.

Action: (KS) ongoing

- Saturday event monies are now in.
- The income is on target.
- The Club / Treasurer can now do Bank Transfers.

7. Development Matters

- 7.1 Updated Development Plan.
- Ken to re-circulate so the plan is at the top of Committee email. Committee to review and comment for any further progress.
- Action: (All)**
- 7.2 Getting Berkshire Active Week.
- Not one person turned up as a result of the link. Item to be removed from agenda.

8. Secretary's Report

- 8.1 Annual Club Return.
- The Annual Club Return has been received from British Orienteering and needs to be submitted by the 25th October '13.
The forms have been completed and need to be finalised before passing to PE for payment.
- Action:(DM & PE)**

9. Publicity Report

- 9.1 Website.
- New look website still in progress. DR stated that the results format needs to be able to be uploaded to BOF.
 - Ken and Andy discussed this via email and agreed that the results format on the BKO website would be CSV (which can be read by all spreadsheets and uploaded to the BOF site).
- Action: (AP/KR) Ongoing**
- 9.2 Newsletter
- New issue for September is now out. Issued via events, email & post.
 - Next issue target is for the November Classic.

10. Coaching (DR)

- Covered in previous comments.

11. Youth League (Ken)

- Ken to contact Denise for her schools summer events for inclusion into next year's events.
- (Action: KR) Complete**

12. Next Meeting

The date for the next meeting was agreed on as the **28th November '13** at the Chair's house commencing 2000 hrs.

13. AOB

- 13.1
- Winter evening club nights were continuing, an article had been put in the Newsletter.
- Action: Complete**