



# Berkshire Orienteers

## Minutes of the Committee Meeting

7.30pm 13<sup>th</sup> July 2017  
The Cricketers, Cricketers Lane.  
Warfield. RG42 6JT

**Present:** Simon Moore (Chair), Derick Mercer (Secretary), David Jukes, Ian Hudson (Membership), Brian Burt, Mark Foxwell, Fiona Clough (Fixtures), Andy Parry, & Brian Sewell.

**Apologies:** Peter Entwistle (Treasurer)

### 1. Minutes of the Last Meeting (18<sup>th</sup> May) / Matters Arising

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

#### Matters Arising

- Condition of Star Posts POC course. *Update – Fiona is still awaiting the next UG meeting who are looking at putting the maintenance responsibilities onto BKO. She is consulting with South Hill Park to see if someone/group will take responsibility.*  
**Action; FC Ongoing**
- January '18 monthly event may have to be missed due to fixture congestion. It was agreed to discuss further at the September meeting. DM to add to Septembers agenda.  
**Action; DM Ongoing**
- David agreed to advertise that any member interested in the Planners Course to contact Simon.  
**Action; Complete**
- Brian to purchase 20 V5 replacement Emit cards. *Brian – The new cards are on a back order from Alan Farrington.*  
**Action; Complete**
- Peter to complete the bank paperwork for Simon to become a signatory. *Update- Simon now has the paperwork to take to Barclays.*  
**Action; SM**
- Timing systems – Simon & Fiona put forward a request to form a SCOA working party to identify the most suitable timing system to use when the current Emit fail at the next SCOA meeting. *Update – This issue was not raised at the last meeting due to the AGM. It will be raised at the next meeting.*  
**Action; SM/FC**
- After a recent incident with regarding Emit card transportation Brian is sourcing a suitable storage container.  
**Action; BS Ongoing**
- Fiona & Andy to research Type of A4 printers/paper (FC) and costs (AP) to replace the old Club printer. *Update – Andy sent the Committee details of various costings at the end of June, with new HP printers coming out in August he said he will review the new prices for the best option. He also volunteered to hold the new printer, obtain paper & take the old one from Eric. Fiona can get paper/copies from Colin Dickson at a set price as a back up.*  
**Action; AP**
- Next year will be the Clubs 50<sup>th</sup> Anniversary, Committee to consider commemorative activity ideas. Agenda item for next meeting  
**Action; Complete**
- Andy agreed to send out 'Outlook' invitations to the Committee for meetings as a reminder. *Update – Andy sent out invitations which did not work for some. Andy will re send.*  
**Action; AP Ongoing**
- South Hill Park opening their POC on the 13<sup>th</sup> June. David will put a request in his next update with volunteers to contact Simon who will liaise with Denise for the event.  
**Action; Complete**
- Provide a QR code to Katy for the Dinton Pastures flyer.  
**Action; Complete**

- Andy volunteered to add the list of Club First Aiders to the website. **Action; AP**
- Andy will update the website to a new release of the platform over the summer period. **Action; AP**
- Derick to email Ken to hand over the Youth League requirements to John Methven. **Action; DM**
- Simon will complete the BOF Development Survey. **Action; SM**
- Simon said he would email out for volunteers for Club event officials. **Action; SM**

## 2. Chairman's Update

### 2.1 Chair's Update.

- Simon said that the consultation ref Park Runs and charging had been replied to.

## 3. Membership

### 3.1 Numbers as of 13<sup>th</sup> July; 152 we have National members, 7 Local and one group (St Andrews).

## 4. SCOA Report

- June's SCOA bulletin can be found - <http://www.scoa-orienteeing.org.uk/sites/default/files/2017/06/SCOA%20Bulletin%20June%202017.pdf>
- SCOA League- changes afoot
  - Ø We are making a change to the individual scoring and adding an inter-club challenge, starting this autumn.
  - Ø Individual scores will be your best of 50% (rounded up to the next whole number) of the events, e.g best 4 of 7 events or best 5 of 9. The league has had 12 events in the past, which is probably when the best 6 scores counted. Since then the number of events in the September – June period has varied and currently has 7 events proposed. We want to encourage participation but also to make scoring achievable, so we hope you will all take advantage of this change and come to at least 4 of the SCOL events. Prize-giving for the 2016-17 season will take place at the BADO event Sun 29 Oct at Pamber Forest.
  - Ø This year we are introducing an Inter Club Competition, based on the total average score for each club. The total scores for all runners are added together and divided by the number of runs to give an average score per runner. This way everyone counts for their club. We hope this will encourage more club members to turn out and run for their club – something that only happens once or twice a year at the CompassSport Cup or relay events. See SCOA website for events and details. <http://www.scoa-orienteeing.org.uk/scoa-league>
- JK 2019  
Easter in 2019 is Friday 19 April – Mon 22 April. SCOA is taking on the organising and planning of the 4 events that now make up the JK Festival of Orienteering. Each day is likely to need about 150 volunteers and although it is 2 years away, we need to start recruiting now. If you have been to a JK recently you will have an idea of the scale of the task ahead of us. Terry and Di Smith (SOC) have taken on the Co-ordinator role and we have organisers and planners proposed for each of the events (Sprint on Friday: TVOC, Middle on Saturday: SN, Long on Sunday: BKO and Relay on Monday: TVOC). Now we need to identify people with suitable skills and experience to take on specific team leader roles:  
To volunteer or for more information, please contact Di Smith, chairman(at)scoa-orienteeing.org.uk

## 5. Events and Mapping

### 5.1 Fixtures & Mapping – Table moved to Appendix 1

## 5.2 Results System - Hardware & Software

- Brian said that the software for the results system needs an update and that he will complete this over the next few weeks.
- TVOC are more than willing to join forces for results at Club large events i.e. Chiltern Challenge/Concorde Chase. Requests have been put forward for the Southern Nights (2<sup>nd</sup> & 3<sup>rd</sup> Dec). Brian will converse with TVOC to say that the Club will be happy to help.

## 5.3 First Aid – Attendance at Events

- Derick said the Club needs to have First Aid cover at all events/training. Simon asked if we had a list of First Aiders. Andy volunteered to add the list to the website.

**Action; AP**

## 6. Treasurer's Report

- 6.1 Peter pre-circulated via email the updated accounts and had offered his apologies for the meeting. Simon said that the Black Park charges were excessive and that Peter had sent them a letter and he has received an email reply from Bucks CC that they were not aware the Club was a non profit organisation and they will re look at the costs.

## 7. Development Matters

- 7.1 The post is currently vacant and Simon will have an update for the next meeting.

## 8. Secretary's Report

- 8.1 British Middles – Eric has kindly volunteered to be the BKO Team leader for helping with the start.

## 9. Publicity Report

- 9.1 Website.

Andy said that the website needs an update to a new release of the platform. Andy will update over the quiet summer period. Action approved by the Committee.

**Action; AP**

- 9.2 Newsletter.

David said that June's issue is now out with the next one planned for September with all articles welcome.

- 9.3 50<sup>th</sup> Anniversary Activities.

- Ideas & Celebrations;
  - Ø The AGM in Feb '18 will be the 50<sup>th</sup> anniversary of the first Club meeting.
  - Ø 40<sup>th</sup> Concorde Chase in January.
  - Ø Hold a 50<sup>th</sup> celebration at Gt Hollands.
  - Ø David also stated that he has previously offered to Co-ordinate a Summer series and he will look at advertising with Local Councils for BKO's 50<sup>th</sup>.

## 10. Coaching

- Mark said that the Summer evening events have now been completed and is now looking at future progression – mentoring, specific course debriefs and will we carry out any Winter training. Simon asked do we need additional mentoring for members at Level D events. This will be advertised on events webpage for members who would like debriefs/debrief location.

## **11. Youth League**

- Simon said that John Methven has volunteered to run the Youth league. Derick to email Ken to hand over to John.

**Action; DM**

## **12. Welfare**

### 12.1 Welfare Report

- Simon reported that there are currently no Welfare issues.

## **13. Next Meeting**

### 13.1 Date & Location of next meetings

28<sup>th</sup> September & 23<sup>rd</sup> November - The Cricketers @ 1930

## **14. AOB**

### 14.1 BOF – Development survey

Simon gave an overview of the survey requirements and that the survey monkey required the Club to prioritise the survey headings that the Club feel would be of benefit. A discussion took place on the headings and the priorities which gave Simon the information to complete the survey.

**Action; SM**

### 14.2 AOB

Ian said that he had 10 reels of red & white barrier tape for use.

### Appendix 1 Fixtures & Mapping Table

Date	Location	Level	Comments	Officials
<b>Sat 12<sup>th</sup> August</b>	Sandhurst Memorial Park	<b>D</b>	Permissions – Yes Summer Picnic Mapping – ?	Organiser – Simon Moore Planner – Eric Harper Risk Assessment
<b>Sat 23<sup>rd</sup> September</b>	Benyons Enclosure	<b>D</b>	Permissions – Yes Parking £1 to Village Hall Mapping – ?	Organiser – Planner – Debbie Robinson Risk Assessment
<b>Sat 21<sup>st</sup> October</b>	Snelsmore Common	<b>D</b>	Permissions – Yes  Mapping – Tony Ludford	Organiser – Mark Foxwell Planner – Mark Saunders Risk Assessment
<b>Sun 12<sup>th</sup> November</b>	Buckleberry Common	<b>C</b>	Permissions – numerous, ongoing Middle event or Bramshill Mapping – Briggs (Katy)	Organiser – Planner – Controller -
<b>Sat 9<sup>th</sup> December</b>	Bramshill Plantation	<b>D</b>	Permissions –  Mapping – Katy	Organiser – Planner – Risk Assessment
<b>Sun 31<sup>st</sup> December</b>		<b>D</b>	Possible New Years Eve event David will ask Whitenights	
<b>Sun 28<sup>th</sup> January</b>	Star Posts 40 <sup>th</sup> Concorde Chase	<b>B</b>	Permissions - Yes Parking is an issue. Hockey Club & SHP Mapping – Katy	Organiser – Fiona Clough Planner – Stefan Stasiuk Controller - Chris Huthwaite (SARUM)
<b>Sat 17<sup>th</sup> February</b>	Swinley West	<b>D</b>	Permissions –  Mapping –	Organiser – Planner – Brian Burt & Andy Parry Risk Assessment
<b>Sat 3<sup>rd</sup> March</b>	Burgfield North	<b>D</b>	Permissions – Yes  Mapping –	Organiser – Planner – Richard Rae Risk Assessment
<b>Sat 21<sup>st</sup> April</b>	Rushall Woods	<b>D</b>	Permissions –  Mapping –	Organiser – Planner – Risk Assessment
<b>Sat 19<sup>th</sup> May</b>		<b>D</b>	Permissions –  Mapping –	Organiser – Planner – Risk Assessment
<b>Sun 17<sup>th</sup> June</b>	Gt Hollands	<b>C</b>	Permissions –  Mapping –	Organiser – Planner – Controller -
<b>Sun 21<sup>st</sup> April 2019</b>	Cold Ash JK	<b>A</b>	JK – Long Distance  Permissions – Yes, in principle. Mapping –	Organiser – Planner – Katy Stubbs / Roger Thetford Controller -
<b>Sun 26<sup>th</sup> Jan 2020</b>	Concorde Chase Southern Champs	<b>A</b>	Permissions –  Mapping –	Organiser – Planner – Controller -

General – David said that Warren Heath needs mapping over the winter so the area can be used.