



Berkshire Orienteers

Minutes of the Committee Meeting

8.00 pm 16th May 2013
3 Kelburne Close, Winnersh,
RG41 5JG

Present: Katy Stubbs (Chair), Fiona Clough, Peter Entwistle (Treasurer), David Jukes, Derick Mercer (Secretary), Ken Ricketts (Development), Brian Sewell, Ian Hudson (Membership).

Apologies: Andy Parry (Fixtures), Dave Rogers (Coaching Officer),

Katy welcomed all to the meeting, especially the new members who have volunteered to join the Committee.

1. Minutes of the Last Meeting (21st March 2013) / Matters Arising

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

(Action: Derick, Andy)

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.
- 7. Development: Development Plan: Katy Was still to check on status of items needing action. Ongoing action now being taken over by Ken.

(Action: David) Ongoing

(Action: Katy/Ken)

- The correct version of the Club Constitution needs putting on the website.
- A question was raised of where could a list of current coaches be found? The list can be found on the BOF website.

(Action: David)

2. Chairman's Update

Katy informed the committee;

2 introductory sessions of about 30 Scouts have been held. They are continuing to try to obtain the Scouts orienteering badge where they will have to attend 3 events.

3. Membership

3.1 Numbers; 155 National members, 5 Local and one group (St Andrews) - an increase of two national members from previous meeting.

3.2 Database: The database has been updated on the website and is working well. Read only access is to be given to Committee members.

(Action: Complete)

4. SCOA Report

Katie gave no update as the next meeting is the SCOA AGM in June.

5. Events and Mapping

5.1 Fixtures;

The Committee ran through the fixtures list with the following points being noted;

- The map of Bloom Wood has been updated.
- A Great Hollands A4 map has been produced that juniors can use.
- Some updates have been completed to the Wokefield Common map for Scouts events.
- Rushall Woods needs re-surveying.
- Swinley East will have some work done before the club night.
- Looking forward – Star Posts will need re-surveying. Quotes to be obtained.
Action: (Katy)
- Dave suggested the club Sprint event on the Saturday before the Southern Championships. Katy said that the map may be a problem. Plus the club would not be able to run / cope with 2 events over a weekend. Action for the Committee to think of what the club could do. SCOA 2014 Sprint?
Action: (ALL)
- Brian asked if we had a list of mapped areas and mapping dates on which a discussion followed on the availability and merits of having a list. The conclusion being that this would be a good idea. Action for Brian to contact Eric to progress.
Action; (Brian)
- Ian took an action to email BKO members explaining the requirements of a Harris Relay.

5.2 Future use of Emit V SI at BKO events;

- Katy will bring the use of Emit as an agenda item at the next SCOA Meeting.
- Katy also informed the meeting that Emit have increased their prices from £1 to £1.50 per person.
- In light of this Peter raised the subject, that do us as a club require our own laptops & associated equipment. A general discussion over what equipment we would need and Brian took the action of obtaining prices for both hardware & software options.
Action: (Brian)

5.3 Mapping Issues –already discussed under fixtures.

- Cold Ash, Finchampstead Ridges & Simons Wood require re-mapping. Andy needs to liaise with Eric re Simons Wood (National Trust).
(Action: Complete)

6. Treasurer's Report

Peter circulated updated accounts with the following points noted;

- Sale of club kit at the AGM was good and the committee asked if kit could be made at certain events during the year to enable members to purchase. Also advert for club kit to be placed on the website.
(Action: Katy) ongoing
- The Treasurer requested details of the JK Relay Teams for payment.
(Action: Complete)
- Peter stated that the account was looking healthy.
- Katy mentioned that St John's Ambulance had Risk Assessed that they would need 6 staff to cover the Bloom Wood event which would have been excessive is staff & cost.

7. Development Matters

7.1 Updated Development Plan.

- David asked if the prominent position of the Clubmark logo on our website was a requirement or could it be moved. Action on David to check requirement. David checked the BOF website for its use and clubs 'may wish to use it'. So we may make changes if we wish. David to inform Andy.
(Action: David)
- Ken was asked to look at the plan sent by Dave.
Action: (Ken)

7.2 Getting Berkshire Active Week.

The getting Berkshire Active flyer was discussed on how to gain for both the event and for BKO publicity / membership. It was decided to swap Lilly Hill Park (29 May) with Bloom Wood (5 June) to gain maximum benefit.

(Action: Complete)

- Sandhurst & Lilly Park events to go onto the GBA website.

Action: (Ken)

8. Secretary's Report

8.1 Team Entries for JK Relay.

Well done to Andy for organising so many teams for this year's event.

Next task is the British Champ relays during the May Bank Holiday. Andy volunteered to organise teams.

(Action: Complete)

Timescale for the draft minutes being issued was given as a week or so.

(Action: Complete)

9. Publicity Report

9.1 Website.

Will be discussed at the next meeting when Andy is present.

- Andy has received good feedback on the new style. He would like further comments to improve the format and look by the next meeting.

(Action: ALL)

- Clubmark logo to be on only certain pages once Action 7.1 has been completed. See 7.1 for update.

(Action: Andy)

9.2 Newsletter

- David's 2nd Edition newsletter is out and he stated that he would continue producing the newsletter for the near future. Email version will be available but certain members may still prefer hard copies. The focus would still be on one copy per household. It was agreed that David would advertise the availability of the Newsletter.

(Action: Complete)

- David has received praise for the last bumper issue with the next edition being out in July.

- Also discussed was the requirement for David to have a BKO Newsletter email address.

(Action: Complete)

9.3 Other

10. Coaching (Dave)

Apologies received.

11. Youth League (Ken)

- Ken to contact Denise for her schools summer events for inclusion into next year's events.

(Action: Ken) ongoing

- The Junior prize giving will be held at the next Saturday event. Ken to forward the results to David for inclusion into the newsletter.

Action: (Ken)

12. Next Meeting

The date for the next meeting was agreed on as the **11th July '13** at the Chair's house commencing 2000 hrs.

13. AOB - Nil