



Berkshire Orienteers

Minutes of the Committee Meeting

7.30pm 23rd Nov 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), Peter Entwistle (Treasurer), Andy Parry (Fixtures), & Brian Sewell.

Apologies:

Phil Conway, England Development Officer for British Orienteering attended the meeting to give a briefing on Club development. The brief lasted an hour and covered;

- Targets and future outlook.
- Membership demographics showing two distinct peaks of age group membership with the concern that the older age peak will just move along and fade away.
- Focus on development & membership participation.
- Club support.
- Club-led development.

An action taken from the meeting is for Phil and the Club to build a BKO Juniors section.

1. Minutes of the Last Meeting (28th Sept 17) / 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. 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 Complete
- Peter to complete the bank paperwork for Simon to become a signatory. Simon now has the paperwork to take to Barclays. Update – Simon has taken the paperwork to the bank but has heard nothing since. Peter will chase the bank for an update. *Update – Peter has contacted the bank and they have mislaid some paperwork, this has been re submitted.*
Action; PE
- 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. 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. *Update Andy has had some feedback. Purchase of an A3 printer is not cost effective. The options being buy an A4 printer, use Colin Dickson or use BML. Andy stated that an A4 laser jet would be very useful at events. Brian agreed and Simon suggested we buy an A4. Andy will send Simon the latest prices for approval.*
Action; AP Ongoing
- Andy volunteered to add the list of Club First Aiders to the website. *Update – The list of First Aiders is now on the website, although the list does need refreshing.*
Action; AP Ongoing

- Andy will update the website to a new release of the platform over the summer period.
Action; AP Ongoing
- Derick to email BKO members with a request to vote in the upcoming BOF EGM.
Action; Complete
- Derick to complete the BOF annual renewal.
Action; Complete
- Mark volunteered to contact St Andrews to see if there is any interest in offering them coaching at our Saturday events.
Action; MF Ongoing
- Simon volunteered to contact Denise and Ken to find out information on how the Youth League was started.
Action; SM Ongoing
- Prize giving for last years Youth League will be held at Snelsmore on the 9th December.
Action; SM
- Fiona to chase mapping of Jennetts Park (Eric). David volunteered if Eric was unavailable.
Update – David has spoken to Eric and David will map the area.
Action; DJ
- The Club in conjunction with Phil Conway will create a Juniors section. Added as an agenda item for the next meeting.
Action; PC/BKO
- Brian to contact Alan F to organise 40 controls, starts and finishes to be sent off 1st Jan '18 for re battery with the rest at a later date. Also to confirm Alan for the results & supply of controls for the Concorde Chase.
Action; BS
- Fiona to obtain the address for the Benyons donation of £67 for the Village Hall for Peter.
Action; FC
- Simon to liaise with Phil Conway and John Methven to tie in with the schools events, youth league and David's planned summer events.
Action; SM
- Andy to put the expenses form onto the website.
Action; AP
- Fiona agreed to book the Downshire Golf Club on the 23rd February for the AGM.
Action; FC

2. Chairman's Update

2.1 Chair's Update.

- Simon informed the meeting of recent individual Club success at events;
 - At the Southern Champs, Adam Methven achieved 2nd place as did Martin Wilson and Ian Cooper in their respective classes.
 - St Andrew's came 1st in the Middle Prep School category.

2.2 JK2019.

- Events meeting - Rutherford is no longer available for use, they are looking at Oxford Brookes but keeping Whiteknights as a back up, we are happy to let them consider it. Fiona also said that Southill Park could be a consideration.

2.3 General Data Protection Regulations (GDPR).

- Simon informed the meeting that these regulations come into force in May 2018 and may have an effect on how we store membership and event data.

3. Membership

- 3.1 Numbers as of 23rd Nov; 158 National members, 7 Local and one group (St Andrews).

4. SCOA Report

- There has been no SCOA meeting during this period.

5. Events and Mapping

5.1 Fixtures & Mapping – Table moved to Appendix 1

- Bramshill may have to be re scheduled for April moving from the 9th Dec. David did say that there is a closure of the M4 on the weekend of the 9th between junctions 12 & 13.

5.2 Results System - Hardware & Software

- Controls - Brian said that at our last event at Buckleberry Common there were problems with a few controls failing and that the back up cards had to be used to confirm people had been to the control. There is a software facility to check if controls have a low battery, none of the units are showing low battery. TVOC had problems with their units at their last event and are now going to re battery all units (re battery turn around is about four weeks). He has also found out that most other Clubs within our region have had their control unit batteries replaced as well leaving us as the only Club awaiting a Region decision on timing units to use. This led the Committee to decide that we need to re battery our units in a reasonably quick time. A discussion took place on how many we change at a time and the costings involved. Brian will contact Alan F to organise 40 controls, starts and finishes to be sent off 1st Jan '18 with the rest at a later date, also to confirm Alan for the results & supply of controls for the Concorde Chase.

Action; BS

6. Treasurer's Report

- 6.1 Peter went through the report and indicated that on estimate the Buckleberry event made a good profit. Peter asked Fiona to obtain the address for the Benyons donation of £67 for the Village Hall.

Action; FC

7. Development Matters

- 7.1 Simon will liaise with Phil Conway and John Methven to tie in with the schools events, youth league and Davis's planned summer events.

Action; SM

Fiona also said that Air Cadets will pay for Orienteering coaching.

8. Secretary's Report

- 8.1 The Secretary had nothing to report.

9. Publicity Report

- 9.1 Website.

Peter asked if the expenses form could be put onto the website.

Action; AP

- 9.2 Newsletter.

David said that the November issue is out and the next issue will be January. David said that he may also be asking to run 7 issues next year for the 50th anniversary.

- 9.3 50th Anniversary Activities.

- Ideas & Celebrations;
 - David asked if the summer Bracknell event be part of the 50th anniversary.

10. Coaching

- Mark said that he is intending to run a Summer series.
- Mark also reiterated that the orienteering federation will be holding a training weekend in the South Lakes over the weekend of 10th & 11th Feb 2018 and is open to Club members, as a Club we would not be putting anything on.

11. Youth League

- Simon said that John Methven has now been added as part of the results team.

12. Welfare

12.1 Welfare Report

- Simon reported that there have been no Welfare issues since the last meeting.

13. Next Meeting

13.1 Date & Location of next meetings

18th January & 15th March - The Cricketers @ 1930

14. AOB

- Mike Pemberton is retiring from Controlling.
 - AGM – Venue, Fiona said that we had looked at Bracknell Rugby Club as an alternative but felt that the Downshire Golf Club is still the best option. It was agreed to hold the AGM on the 23rd February at the Downshire. Fiona agreed to book.
- Action; FC**
- The topic of this years Club Champs was raised and it was agreed to hold them at the Southern Navigators event at Ash Ranges, gaining their approval first. The format being the same as last year;
 - Blue – Men
 - Green – Women
 - Orange – Juniors
 - Handicap – Any course with the score based on the BOF rankings which David kindly agreed to score and advertise.
 - Fiona – SCOA are looking for an overall Safety Officer for JK2019. Simon said he would look at his availability.

Appendix 1 Fixtures & Mapping Table

Date	Location	Level	Comments	Officials
Sat 9th December	Snelsmore Common	D	Permissions – Yes Mapping – Katy	Organiser – Mark Foxwell Planner – Mark Saunders Risk Assessment Results – Brian S, Andy P
Sun 31st December	Whitenights	D	Short, Medium & Long courses	Organiser – Eoin Sharkey Planner – Mark Saunders Risk Assessment Results – Brian & Andy
Sun 28th January	Star Posts 40 th Concorde Chase	B	Permissions - Yes Parking is an issue. Hockey Club & SHP Mapping – Katy	Organiser – Fiona Clough Planner – Stefan Stasiuk Controller – Terry Smith (SOC) Results – Alan Farrington
Sat 17th February	Swinley West	D	Permissions – In discussion Mapping –	Organiser – Peter Entwistle Planner – Brian Burt & Andy Parry Risk Assessment Results –
Sat 3rd March	Burgfield North	D	Permissions – Yes Mapping –	Organiser – Planner – Richard Rae Risk Assessment – Results -
Sat 21st April	Rushall Woods	D	Permissions – Ongoing Mapping –	Organiser – Planner – Risk Assessment Results -
Sat 19th May	Bloom Wood	D	Permissions – Mapping –	Organiser – Planner – Risk Assessment Results -
Sun 17th June	Gt Hollands SEOUL	C	Permissions – Yes Map extension to include Jennetts Park. Mapping –	Organiser – Planner – Martin Wilson Controller – Results -
Jan 2019	Pamber Forest Concorde Chase		Permissions – Mapping –	Organiser – Planner – Risk Assessment Results -
Sun 21st April 2019	Cold Ash JK	A	JK – Long Distance Permissions – Yes, in principle. Mapping – Katy has obtained quotes	Organiser – Planner – Katy Stubbs / Roger Thetford Controller – Results -
Sun 26th Jan 2020	Concorde Chase Southern Champs	A	Permissions – Hawley & Hornley Mapping –	Organiser – Planner – Controller – Results -