



Berkshire Orienteers

Minutes of the Committee Meeting

7.30pm 30th March 2017
The Cricketers, Cricketers Lane.
Warfield. RG42 6JT

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

Apologies: Andy Parry.

Ian welcomed Simon the new Chair to the meeting.

1. Minutes of the Last Meeting (12th Jan '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

- Ian said that 7 BKO members attended the map surveying course. He asked if OCAD 12 put onto one of the results laptops for the use of Club mappers. All agreed.
Action; Complete
- Condition of Star Posts POC course. *Update – Awaiting next User Group meeting. Simon asked who owns the POC and Fiona gave a description of who owns Star Posts and the ongoing progress.*
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
- Peter to update and have a final version of the new Constitution ready for issue to members 14 days prior to the AGM. David offered to supply a brief communication on the reasons and changes within the Constitution to issue to members prior to circulation.
Action; Complete
- Fiona volunteered to research what training would be required for the position of Welfare Officer. *Update – The reply from BOF was that as a minimum a Welfare Officer should attend a 'Safeguarding and protecting children workshop' and then ideally 'Time to Listen' training. Lynn has completed the NSPCC protection and Safeguarding level 1 training and Mike Hamilton has agreed that this is sufficient as long as it is accompanied with an awareness of the British Orienteering's processes.*
Action; Complete
- Derick will reply back to Martin on the four items raised by the Club Captain for discussion by the Committee.
Action; Complete
- Ken to order medals for presenting at the AGM.
Action; Complete
- David agreed to advertise that any member interested in the Planners Course to contact Simon.
Action; DJ
- David agreed to draw up a leaflet and obtain printing costs for leafleting the Black Park, Park Run. Simon will sign off, price dependant.
Action; DJ/SM
- Derick agreed to produce a list of BKO members who have completed the Orienteering Event Safety Course.
Action; DM
- Brian to purchase 20 V5 replacement Emit cards.
Action; BS
- Derick to email Ken & Glyn giving the go ahead for the final Youth League event at Black Park.
Action; DM

- WOD – Is going ahead at St Andrews. Fiona is going to check with Glyn and register the event on the WOD website.

Action; FC

- Peter to complete the bank paperwork for Simon to become a signatory.

Action; PE

2. Chairman's Update

2.1 Chair's Update

- Simon said that from the Event Safety Workshop held on the 28th January (6 BKO attendees) some have expressed interest in attending the Planners Course. Ian said that BAOC run planners courses and David agreed to put details in the next BKO update with anyone interested to reply back to Simon.

Action; DJ

- Simon presented The Jims Jug award to Imogen Woodcock at our CSC event at Cold Ash.

3. Membership

- 3.1 Numbers as of 30th March; 150 National members have so far renewed 7 Local and one group (St Andrews).

4. SCOA Report

- The latest SCOA report can be found at <http://www.scoa-orienteeing.org.uk/scoa-bulletins> topics covered include;
- The 2017 SCOA Long Distance Champs.
- SCOA League, this year's events are drawing to a close.
- New for 2017/18, Inter-Club Competition.
- An update on the Junior Squad.
- JK2019 is being staged by SCOA.

5. Events and Mapping

5.1 Fixtures & Mapping – Table moved to Appendix 1

- Due to the M4 weekend closures and the timescale now, our 8th April Saturday event has been cancelled.
- Simon suggested that we leaflet the Black Park, Park Run a couple of weeks prior to our Level C event on the 21st May. After some discussion David agreed to draw up a leaflet and obtain printing costs. Simon will sign off, price dependant.

Action; DJ/SM

- Fiona suggested the 12th August at Sandhurst Memorial Park for this years Club picnic. All agreed.
- Next years Concorde Chase will be the 40th year it has been held, it is also the Clubs 50th anniversary.
- Fiona ran through the future events discussing suitable areas to use and parking facilities.
- 2020 will once again see BKO holding the Southern Championships which will require a 2 year embargo on the chosen area.
- Simon asked how we get Organisers for our events. Fiona said she sends out emails requesting volunteers and sometimes has to cajole people at events.
- This led onto Simon asking if we had a list of members who had completed the Event Safety Course. Derick said that one was produced for SCOA (Katy), Ian said that we could produce one from the BKO BOF database. Derick agreed to put the list together.

Action; DM

5.2 Results System - Hardware & Software

- Brian said that we now have only 71 reliable Emit cards with the V2 & 3's on their way out having had 16 failures in the last six months. A discussion took place on the number of Emits the Club require and the use of an MTR0, future timing systems. It was agreed that for the present we need to run with circa of 100 cards and that we purchase another 20 V5 cards. **Action; BS**
- Fiona referenced the email received by the Committee from Eric about our Control units and their failure rate. After a quick discussion it was agreed to go with Eric's proposal and quarantine the suspect units and 'borrow' if needed for events until a decision on the future is reached so as to potentially not waste money.

6. Treasurer's Report

- 6.1 Peter pre-circulated via email the updated accounts with the following comments made at the meeting;
- Buckinghamshire Council now require £75 per event and not yearly as previous.
 - All agreed that £150 would be donated to the SCOA Junior squad from the Langley Park event.
 - Simon asked if the mapping budget was realistic. Peter said it was as mileage should be the only cost and we have newly trained Club mappers who will need the experience under Katy's guidance.
 - Peter said that the auditor's fee will be donated to the RNLI on their behalf.
 - We donated £195 to Pangbourne School for the car park fees at our CSC event.
 - Peter is commencing the bank paperwork for Simon to become a signatory.

Action; PE

7. Development Matters

- 7.1 The post is currently vacant and a discussion took place on the job role and possible candidates.

8. Secretary's Report

The Secretary had nothing to report.

9. Publicity Report

- 9.1 Website.

Andy had sent his apologies for the meeting with nothing to report.

- 9.2 Newsletter.

David said that the next issue will be published at the start of May and as always articles welcome.

10. Coaching

- Mark had circulated a draft training plan which commences on the 12th April run by TVOC as a pre JK event at Great Hollands. Fiona asked Mark to confirm the dates so she could obtain the relevant permissions.

11. Youth League (Ken)

Ken has emailed the Committee with a query from Glyn (St Andrews) suggesting Black Park be used as the last Youth League event due to Bloom Wood being cancelled. All were in agreement, Derick to reply to Glyn & Ken.

Action; DM

12. Next Meeting

12.1 Date of next meetings

30th March & 18th May (provisional)

12.2 Location of next meeting

The Cricketers @ 1930

13. AOB

- Simon said that Andy has set up a Welfare@BKO.org email address.
- Welfare update– no reported incidents.
- David had suggested that a Welfare update is included as an agenda item for the Committee Meetings. Derick to action.
- WOD – Is going ahead at St Andrews. Fiona is going to check with Glyn and register the event on the WOD website.

Action; FC

Appendix 1 Fixtures & Mapping Table

Date	Location	Level	Comments	Officials
Sat 8 Apr	Rushall Woods	D	Cancelled	
Sun 21 May	Black Park	C	Permissions – Yes Mapping – Katy	Organiser – Colin Godbold Planner – Annika Greenwood Controller – Alan Kersley
Sat 12th August	Sandhurst Memorial Park	D	Permissions – Yes Summer Picnic Mapping – ?	Organiser – Planner – Eric Harper Controller -
Sat 23rd September	Benyons Enclosure	D	Permissions – Applied Mapping – ?	Organiser – Planner – Debbie Robinson Controller -
Sat 21st October	Snelmore Common	D	Permissions – Pending Mapping – Tony Ludford	Organiser – Mark Foxwell Planner – Mark Saunders Controller -
Sun 12th November	Buckleberry Common	C	Permissions – Mapping – ?	Organiser – Planner – Controller -
Sat 9th December	Bramshill Plantation	D	Permissions – Mapping – Katy	Organiser – Planner – Controller -
Sun 28 Jan	Star Posts Concorde Chase	B	Permissions - Parking is an issue. Mapping –	Organiser – Planner – Controller - Chris Huthwaite (SARUM)
Sun 21 April 2019	Cold Ash JK	A	JK – Long Distance Permissions – Yes, in principle. Mapping –	Organiser – Planner – Katy Stubbs / Roger Thetford Controller -
Sun 26th Jan 2020	Concorde Chase Southern Champs	A	Permissions – Mapping –	Organiser – Planner – Controller -
			Permissions – Mapping –	Organiser – Planner – Controller -

