



## Berkshire Orienteers

### Minutes of the Committee Meeting

7.30pm 12<sup>th</sup> January 2017  
The Cricketers, Cricketers Lane.  
Warfield. RG42 6JT

**Present:** Derick Mercer (Secretary), David Jukes, Ian Hudson (Membership), Andy Parry, Peter Entwistle (Treasurer), Brian Burt, Mark Foxwell, Ken Ricketts (Development) & Fiona Clough (Fixtures). Simon Moore attended the meeting as an observer.

**Apologies:** Brian Sewell.

Ian again kindly agreed to Chair the meeting.

#### 1. Minutes of the Last Meeting (24<sup>th</sup> Nov '16) / Matters Arising

- The minutes had been circulated and were agreed with minor change for update required from the Treasurers section.
- 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; AP, Ongoing**
- Fiona to obtain pricings for holding the AGM at the Downshire Golf course (24<sup>th</sup> February)  
**Action; Complete**
- Fiona to inform JK Co-ordinator that we will be keeping the Bloom Wood a Level D event.  
**Action; Complete**
- Derick to inform the SCOA Secretary that Peter will fulfil the role of BKO Rep at the SCOA meetings.  
**Action; Complete**
- Condition of Star Posts POC course. *Update – Fiona has now completed a review of the course and is checking with Dan what he would like BKO to do exactly and how much Crown Estates were prepared to do. Dan replied that he wanted us to take over totally including installing the posts although Crown Estates would need final approval on where the posts would go and what they would look like. Ian raised concerns that if we undertook the repairs then we would be making a rod for our own backs for the course to become a BKO responsibility. It was agreed that this would be brought up and clarified at the next user group meeting. Andy also asked if QR codes could be added to the markers.*  
**Action; FC/IH**
- 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**
- 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; PE/DJ/DM**
- Fiona volunteered to research what training would be required for the position of Welfare Officer.  
**Action; FC**
- Derick will reply back to Martin on the four items raised by the Club Captain for discussion by the Committee.  
**Action; DM**
- Ken to order medals for presenting at the AGM.  
**Action; KR**

## 2. Chairman's Update

### 2.1 Chair's Update

There was no Chair update for this meeting.

## 3. Membership

- 3.1 Numbers as of 12<sup>th</sup> Jan; 117 National members have so far renewed, 5 Local and one group (St Andrews).

## 4. SCOA Report

- SCOA has a new treasurer. I am delighted to announce that Peter Entwistle of BKO has stepped forward to take on this role from the start of 2017.
- The SCOA League is well under way for this season: 4 events held so far and 5 more in the New Year. Your best 6 results count so make sure you attend as many as you can. We are currently exploring ways of using the SCOA league scores to enable an inter-club competition that is fair to the differing sizes of club in this region. Watch this space.
- The SCOA Championships were held on 11 Dec at Long Valley. Many thanks to SN for hosting this and congratulations to all the winners. Results and the champions listed on the SCOA website. Medals not collected on the day will be available in the New Year for clubs to collect at the MLS events on 4, 11 and 18 Jan and SCOA league event on 22 Jan 2017. The 2017 SCOA Championships will be hosted by TVOC at their Chiltern Challenge event at Hambleden on 9 April.

Fiona noted that BKO did well in the medal table at the Championships;

	Total	Gold	Silver	Bronze
BADO	3	1	1	1
BAOC	1	0	0	1
BKO	13	5	5	3
SN	24	10	9	5
SOC	4	3	0	1
TVOC	20	9	6	5

- Event officials and training. If you are volunteering for an event official role, please remember that, from now on, our insurance requires organisers, planners and controllers to have attended an Event Safety Workshop. This is an interactive workshop, lasting about 4 hours and generally very well received by all those who have attended so far. If you are therefore going to be doing one of those key official posts in future and have not yet attended one of these workshops, please let your club know or contact Katy Stubbs (technical@scoa-orienteeing.org.uk) the region technical officer. Workshops can be run for clubs or a group made up from several clubs.

## 5. Events and Mapping

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

- 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**
- Fiona suggested and is planning for BKO to hold a large (level C/B) urban event every other year in the Spring/Summer.
- Fiona asked that whether running the Saturday Parks Summer events was worth it for 35 people running as this was wearing out volunteers and would it be more efficient to hold the large urban event and the summer picnic only. Peter also stated that the parks events required A3 maps and this had a cost implication. It was agreed to change to this format going forward with the fixtures planning. David also said that he might be able to run a summer parks series in 2018 with emphasis on newcomers.

## 5.2 Results System - Hardware & Software

Brian offered his apologies for the meeting so there is no update.

## 6. Treasurer's Report

- 6.1 Peter pre-circulated via email the updated accounts with the following comments made at the meeting;
- The number of maps for events was discussed and it was agreed again that the Club do not wish to run out at events.
  - The monies from - Deferred income (grants) - £2091.13 and how to spend the amount was discussed; training, school room hire. David suggested £1k for mapping areas for the 2018 summer newcomer areas. It was agreed that potentially, yes as a concept and that the Committee would further discuss at a future meeting.
  - Peter also ran through the potential budget for 2017.
  - David asked if membership were going to be changed for 2018 to be voted on at the upcoming AGM. It was agreed that there would be no proposed increase to membership fees.

### 6.2 Constitution Change & CASC.

- Peter had distributed his draft Constitution document which has been reviewed and updated in conjunction with David and Derick. A discussion took place on the contents and some further updates were agreed upon. Peter will update and have a final version ready for issue to members 14 days prior to the AGM. David also offered to supply a brief communication on the reasons and changes within the Constitution to issue to members prior to circulation.  
**Action; PE/DJ/DM**
- One of the changes requires a Club Welfare Officer and the Committee felt this would be a difficult position to fill. It was decided that the position would not be required to be a full Committee member. Fiona volunteered to research what training would be required for the position of Welfare Officer.  
**Action; FC**

## 7. Development Matters

### 7.1 Action Plan;

Ken said that there have been no particular changes to the plan from the last meeting.

### 7.2 Clubmark Renewal;

Clubmark renewal was discussed with Ken saying that when asked the schools that attend out events were not looking at Clubmark. Derick posed the question 'Is it worth the Club achieving Clubmark given the criteria that needs to be met'. All voted not to renew.

## 8. Secretary's Report

- 8.1 Four items were raised by the Club Captain for discussion by the Committee. These were discussed and Derick will reply back to Martin.

**Action; DM**

## 9. Publicity Report

### 9.1 Website.

Peter asked if the prices on the website be updated to the new rates. Andy did so straight away.

### 9.2 Newsletter.

David said that the next issue will be published early March, as always articles welcome.

## 10. Coaching

Mark informed the meeting that he is planning 8 Wednesday evening events and will be asking at the AGM if anyone would be interested in him running one of these events in the West of Berkshire.

## 11. Youth League (Ken)

Ken informed the meeting that the New Year's Eve event went well with the results posted.

## 12. Next Meeting

12.1 Date of next meetings

30<sup>th</sup> March & 18<sup>th</sup> May (provisional)

12.2 Location of next meeting

The Cricketers @ 1930

## 13. AOB

13.1 AGM – Date, Location and Planning

- Fiona confirmed that the Downshire Golf course has been booked for the AGM.
- David volunteered in the absence of a Chair to read out the Committee report.
- Award winners were finalised.
- Current Committee's availability to stand for a further year was assessed; Ken would like to vacate the position of Development Officer if a replacement could be found.
- Ken asked if he could order the medals – Yes.

**Action; KR**

13.2 Event Safety & First Aid

- Brian confirmed that the 2 day outdoor first aid was being held this weekend.

13.3 AOB Others

- Fiona suggested that we have thumbnail pictures of the Committee on the Website to enable members recognise ourselves.
- Fiona stated that we needed to have a nominated rep for the SCOA Committee. Peter volunteered to be the BKO rep with Fiona reserve if Peter was unable to attend. Derick to inform the SCOA Secretary.

**Action; DM**

## Appendix 1 Fixtures & Mapping Table

Date	Location	Level	Comments	Officials
<b>Sat 14 Jan</b>	Langley Park	<b>D</b>	Permissions – Y SCOA Junior Squad Mapping –	Organiser – Fiona & Derick Planner – Thomas Howell & Eric Harper Controller – Eric Harper
<b>Sun 29 Jan</b>	Hawley & Hornley Concorde Chase	<b>B</b>	Permissions - Y  Mapping – Roger Marr, joint funding with BAOC DIO now charging £1,800 flat fee per event.	Organiser – Fiona Clough & Eoin Sharkey Planner – Richard Rae Controller – Andy Robinson (SLOW)
<b>Sat 18 Feb</b>	Swinley East	<b>D</b>	Permissions – Yes  Mapping –	Organiser – Jane Courtier Planner – Stefan Stasiuk Controller -
<b>Sun 12 Mar</b>	Cold Ash  CSC Heat	<b>B</b>	Permissions – Yes  Mapping – some issues	Organiser – Peter Entwistle Planner – Mark Foxwell Controller - Roger Thetford?
<b>Sat 8 Apr</b>	Bloom Wood	<b>D</b>	Permissions –  Mapping –	Organiser – Lynne Moore Planner – Simon Moore Controller -
<b>Sun 21 May</b>	Black Park	<b>C</b>	Permissions – Forms submitted  Mapping – A Charmers	Organiser – Planner – Controller -
<b>Sun 28 Jan</b>	Star Posts Concorde Chase	<b>B</b>	Permissions - Parking is an issue.  Mapping –	Organiser – Planner – Controller - Chris Huthwaite (SARUM)
<b>Sun 21 April 2019</b>	Cold Ash JK	<b>A</b>	JK – Long Distance  Permissions – Yes, in principle. Mapping –	Organiser – Planner – Katy Stubbs / Roger Thetford Controller -

Defence Infrastructure Organisation = DIO