



Berkshire Orienteers

Minutes of the Committee Meeting

7.30pm 12th Sept '19
The Cricketers, Cricketers Lane.
Warfield. RG42 6JT

Present: Stefan Stasiuk (Chair), Derick Mercer (Secretary), David Jukes, Fiona Clough, Brian Sewell, Ian Hudson (Membership), Peter Entwistle (Treasurer), Bo Oqvist, Simon Moore, Andy Parry, & Mark Foxwell.

Apologies: Fiona Clough.

1. Minutes of the Last Meeting (18th July 2019) / Matters Arising

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

Matters Arising

- **GDPR Actions**
 1. New – Simon said that Peters 'events' helpers information needs updating. *Ongoing.*
 2. New – Simon said he is also updating the Data Privacy Policy. Update – Simon has a template Policy and is merging/updating BKO's Policy. Update – Simon has drawn up a draft policy and distribute to the Committee for comments and then posting on the Club website. Update – Simon has now issued the draft for Committee comments to be returned by the 18th Jan '19. Update – Carried over to the next Committee meeting. Update – David had some minor alterations to enable information to be included in the Club newsletter. Complete. Update – Simon is going to liaise with Andy on the web page for prominence of the Policy. Update – Simon has sent the paperwork to Andy and is now on the website.
 3. New – Stefan has received an email purporting to be from the Information Commissioners Office (ICO) saying there is a £40 p/a charge. Update - This is for trading businesses and we are registered with them. Stefan has raised this at the SCOA meeting where it was confirmed that voluntary organisations do not have to pay. Fiona has also confirmed this on the ICO website.

Action; Complete
- David suggested merging/allocating other Clubs Saturday events as part of our Schools/Juniors league. (SN, TVOC) Fiona will email. Update – SN & TVOC had nothing scheduled at the time of asking. Update –SN & TVOC have not scheduled their dates, once they have been scheduled we can pick the dates. Update – Fiona has supplied a list for the meeting and Bo will add to the fixtures list.

Action; Complete
- Brian to price and obtain a new battery box which are now lighter and cost circa £300 off the shelves. Update - *Ongoing*

Action; BS
- Have to address age profile of the Club analogy of Burnham Joggers and how we gain interest, there are 10 park runs in our area. Can the Committee think about and look at how gain new members. Update –*in Devel; matters*

Action; Complete
- SCOA funds from the JK- Action for Fiona to email Eric with the Committee's views. Update - Complete

Action; Complete
- Stefan will email out asking for volunteers for the position of Development Officer.

Action; SS

2. Chairman's Update

2.1 Chair's Update.

- We have had 2 local summer events including the picnic at Bracknell, Jennets park, Ashenberry park Reading. I attended picnic event which was excellent, Linda orienteered around the short course and thoroughly enjoyed it. Thanks for planner/organisers/helpers of events.
- Picnic organised by Katy and Fiona was excellent.
- August event in reading was postponed due to high winds. It was the right call as we had trees across the road in Burnham and not worth risk. The event was held a week later.
- We have the Buckleberry event and TVOC is using it as their club champs and hope as many BKO can attend as possible.
- I am concerned about charging by Crown estates looking to resolve what we are doing for the planned events. I had an email from SYO who were thinking about the CC cup championship and bringing a coach.
- I attended the SCOA meeting they were looking for volunteers for various events but was not inclined to volunteer BKO except for the possibility of putting on a Saturday event at Langley on November 16th that could be used for British schools as training between 1-4pm.
- A big discussion on Development and use of JK windfall.
- Phil Conway, the local BOF development officer for south England received a request for help earlier in the summer from the Berkshire Schools Sport Network. We understand that Denise Harper from BKO has helped them for many years, but can't continue her support, which is understandable.
- Communication from Phil;-“Just to let you know that I will have a phone call with Laura Brookstein to understand what support they are looking for, and explore what might be done. If you have any other info on this from the BKO side, do let me know, so I'm in the picture. I will keep you copied on any actions arising”.
- Cathy from Brunel University runs the Teacher training course and has a module on Orienteering for the students to learn about orienteering and then teach it to West London school kids. She wants some help in putting on a course in February for these students and one in June for the school kids.
- As it stands, the 8 Brunel PE students would hopefully do the course themselves on Monday 3rd February, either morning or afternoon. Then they would go on placement in school for a period of time and, as part of their placement, teach team building and orienteering. They then select 10 x year 7 pupils from their school to take part in the orienteering competition on Tuesday 23rd June in the morning. This would mean 80 pupils taking part and 8 students working with me on the organisation. I will meet with her over the Christmas period and help her with the course planning and organisation.

2.2 GDPR

- Actions updated in matters arising.

3. Membership

- 3.1 Ian said that the Club numbers as of 12th Sept; 139 National members, 7 Local members and 1 group (St Andrews). David asked email from Isobela Wing 2 kids St Andrews membership through the school and can they have the newsletter & emails through quicker. The kids are members via the school. Ian, Isobela has given her name against her child so yes send the info via email & she will renew for the next year. David will email with the decision. Email request kept by Ian for GDPR.

4. SCOA Report

- Update included in the Chairs report.
- Minutes can be found at <https://www.scoa-orienteering.org.uk/scoa-committee>
- The SCOA bulletins can be found at <http://www.scoa-orienteering.org.uk/scoa-bulletins>

5. Events and Mapping

5.1 Fixtures & Mapping – Table moved to Appendix 1

5.2 Results System –

- Brian said he has updated the computer software & the latest BOF database.
- Joint results teams with TVOC is no longer an option due to their change to SI.

5.3 CC/UKOL

- Simon – Handed out the 2020 budget spreadsheet. Permissions are underway. The marque is charged per day. No charge for car parks. DIO want to charge £120 per trader. Looking to open entry early Nov. entry fee £18 per head. Simon ran through the sheet and any extras that may have to be included eg mapping.

6. Treasurer's Report

6.1 Peter had emailed out the up to date report prior to the meeting and ran through the figures with the following points raised;

- Due to land charges going up Peter proposed raising the cost of Saturday events to £5 BOF members & £6 Non BOF. The proposal was approved after discussion.

7. Development Matters

7.1 Stefan – As at the moment we have no DO which we should fill. We need to identify are target audience suggested 18-35 and events they would be attracted to. Advertise via facebook etc. Wednesday even events were not that well attended, other options were discussed with the Committee asked to view and look at ideas. i.e. training events. Action SS will email out asking for volunteers.
There is an increasing age profile in orienteering and we need to look at how to attract and retain younger people.
10-17age kids that can make friends at orienteering,
18-35 age with time and money,
35+ orienteering as family sport.
Need to provide activities to anchor these people to club- regular local events and training??
SCOA has decided to use JK funds towards development. Possibly for someone to give seminar on facebook marketing etc.

Action; SS

8. Secretary's Report

8.1 Annual BOF returns completed including the adding of extra results staff – and loading of level D events to the BOF website.

9. Publicity Report

9.1 Website.

Andy said that there had been a slight problem with the distribution lists and has been solved. David asked about the clothing page for the website and Andy said that it is in.

9.2 Newsletter.

David said that Sept issue should be out next week.

10. Coaching

- Mark said he will look at putting a schedule together.

11. Youth League

11.1 League

11.2 BKO Juniors

12. Welfare

12.1 Welfare Report

- No Welfare issues have been raised with the Committee since the last meeting.

13. Next Meeting

13.1 Date & Location of next meetings

21st Nov & 16th Jan - The Cricketers @ 1930.

14. AOB

- Simon asked if the AGM date & location had been decided. Check with Fi (preferred date 7th Feb)
- David – Club Championship date, venue & make up (Pamber Forest, SCOA event, on the 21st November), the format will be as per last year.

Appendix 1 Fixtures & Mapping Table

Date	Location	Level	Comments	Officials
Sun 6th Oct	Buckleberry Common	C	Permissions – Yes TVOC using the event as their Champs Mapping – Out of Bounds need checking.	Organiser – Glyn Thomas Planner – Mark Saunders Controller – Ben Green TVOC Results – Brian Sewell
Sat 19th Oct	Swinley West	D	Permissions – TBC from Dan Steele. Mapping -	Organiser – Eoin Sharkey Planner – Alan Phillips Controller – Risk Assessment Results – Brian Sewell
Sun 17th Nov	Black Park British Schools SCOA Event	N/A	Permissions – Yes Mapping –	Organiser – Eric Harper Planner – Robin Bishop Controller – Jim Prowting Results – SCOA
Sat 7th Dec	Swinley East	D	Permissions – Yes Mapping –	Organiser – Annika Greenwood Planner – Stefan Stasiuk Controller – RA Results –
Sun 26th Jan 2020	Long Valley North Concorde Chase Southern	A	Permissions – Pending (Fiona) Mapping –	Organiser – Simon Moore & Fiona Clough Planner – Mark Foxwell Controller – Graham Louth

	Champs		UKOL, also requires Saturday event (GO middles @ Farley Heath)	Results -
Sat 15th Feb 2020	Snelsmore Common	D	Permissions – Mapping –	Organiser – James Wilkinson Planner – Stefan Stasiuk Controller – Results -
Sat 21st March		D	Permissions – Mapping –	Organiser – Planner – Controller – Results -
Sat 15th April	Bloom Wood	D	Permissions – Mapping –	Organiser – Planner – Controller – Results -
Sat 17th May	Hawley	D	Permissions – Mapping –	Organiser – Planner – Controller – Results -
Sat ... June		D	Permissions – Mapping –	Organiser – Planner – Controller – Results -
Sun 31st Jan 2021	Cold Ash Concorde Chase	B	Permissions – Mapping –	Organiser – Planner – Controller – Results -

Notes;