

**Minutes of the Devon Orienteering Club Committee Meeting**  
**Ilstington Village Hall**  
**13<sup>th</sup> September 2017**

**Present:** Bryan Smith (Chair), Rob Parkinson, Alan Simpson, Matt Atkins, Steve Perrelle, Nicholas Maxwell, Helen Taylor, Roger Green, Damian Wilson, Tom Lillicrap, Graham Dugdale

**Apologies:** Ruth Chesters, Andy Reynolds

**1) Minutes of the previous meeting**

*Minutes of the previous meeting (4/7/17) were approved.*

**ACTION**

**2) Matters arising**

*Organisers' training day* – a date is needed for an autumn event. AS will write guidance notes

**AS/AR**

*Haldon* - BS tabled the Memorandum of Understanding with the Forestry Commission

*Hospitality tent* - names were discussed - 'Tea tent' was the favoured name, details of which will be added to event flyers/web, and 'remember to bring your own mug'

*Planning Course* – will be organised for Spring 2018

**AR**

*Heath Week (Day)* – HT reported that this event was successful, with around 60 participants

*Banner* – two have been ordered, RP to confirm delivery date

**RP**

**3) AGM preparation**

BS presented his Chairman's report, which was well received by the committee. RG will print paper copies for the AGM, and BS will check that TG will produce the certificates for the Devon league. MA will provide a one-page summary of the club's financial position. It was agreed to increase the SI kit value to £5k. NM will contact AndyLoos to confirm a contract. It was agreed to leave membership fees at the current level. GD will produce a summary for the AGM. It was noted that SWOA summary under-recorded Devon activities, particularly training events. NM will check and amend with Richard Sansbury

**RG**

**BS/MA  
NM**

**GD  
NM**

**4) Fixtures**

*Moorland league 17/18* – it was agreed that the overall league performance will be based on the best 4 out of 5 events. RP to confirm with TG. Haytor Galoppen to be listed on Fabian4

**RP**

*Summer league '18* – overall league performance to be confirmed.

*Devon Relays* – it was noted that this event was successful, but that as a club, we regard the SWOA relays as lower priority. The committee would seek to galvanise interest in the 2018 Devon Relays.

**RC**

*Major events* – Details of the CSC final were discussed, and it was noted that an Organiser's assistant was required. TT18 arrangements are in hand. It is intended that Fabian4 will go live on 1 Jan 2018.

**NM  
AS**

**5) BOF Survey/Club Improvement Tool**

**RP**

This survey could not be completed due to hosting website fault. Item carried forward to next meeting

**6) SWOA and BOF items**

*SWOA AGM* - NM gave verbal feedback from the SWOA AGM, noting in particular that the Chairman’s position is vacant, as Christine Vince’s term of office has come to an end. It was noted that no one was planning to attend the BOF EGM in Leeds in October. It was noted that all event results should be uploaded on to the BOF results webpages (RP).

**RP**

*SWOA Planning Course* – Details of the event on 8<sup>th</sup> Oct have been circulated. Several Club members plan to attend.

**7) Dates, venues and key agenda items for 2017/18 meetings**

*Topics for future meetings* – it was agreed to adjust the schedule of topics for future meetings, with Recruitment being made a priority at the November meeting, and POCs will be moved to the January meeting.

**BS**

**HT**

*Committee meeting venue* – HT will continue to investigate options for the November meeting.

**8) Short items for discussion**

*Coaching qualifications* – it was noted that BOF are simplifying the process for gaining Level 1 and Level 2 coaching qualifications. The club needs additional members to support this area of activity.

**BS/HT**

**BS/AS/TL**

*National Trust North Devon sites* – possible areas in North Devon were discussed. BS and AS will review and discuss with the mapping group.

**9) AOB**

*Biggles’ map collection* – was passed on to SP to sort through!

Rob was thanked for refreshments. The meeting closed at 9.30 pm

**Next Meeting:** Wednesday, 11<sup>th</sup> October 2017 at 7.30 p.m. Venue: Ilsington Village Hall