

Minutes of the Devon Orienteering Club Committee Meeting
Clyst St George Village Hall
March 13th 2019

Present: Bryan Smith (Chair), Alan Simpson, Ruth & John Chesters, Tom McMurtrie, Roger Green, Helen Taylor, Andy Reynolds, Matt Atkins, Georgia Jones
Apologies: Tom Lillicrap, Rob Parkinson, Steve Perrelle.

1) Minutes of the previous meeting

Minutes of the previous meeting (23/1/19) were agreed.

2) Matters Arising

VAT for car parking— As NM was unable to attend this meeting, this item will be held over until next time. **NM**

Club diary - RP has now uploaded this to Dropbox and will continue to administer.

Activities - Discussion focussed on the relative merits of MapRun and Stravo as means of using gps technology in orienteering activities and events. It was agreed that there might be a future for both. MA and JC will explore the possibilities, with MA perhaps liaising with Jeff Pakes of QO. **MA JC**

BS suggested that it might be useful to have Activity Co-ordinator roles in each of the club's sub-regions—North, East, West and South Devon, perhaps. The aim would be to offer activities and build membership on a more local basis. **BS**

Committee Responsibilities – BS has been in discussion with a number of club members and reminded the committee that, in the interests of effective management, any individuals who were interested in - or had proposals for - the posts of Chairman, Secretary and Access Officer should contact Bryan or Rob at an early stage. After Easter, a note will go to all club members about the AGM and nominations for these vacant posts will also be invited. **BS**

Sundry Comments

Roger Hargreaves is apparently willing to hold a Controllers Course in the early autumn. AS will progress as part of the Club Training Programme. **AS**

AS is checking out the possible options for a new Registration Tent, seeking advice from RG. **AS**
It was agreed that entry fees for adults participating on a less technical course (Light Green and below) should be at the junior rate of £3, in the hope that this may be more attractive for newcomers to the sport.

BS /RP to amend website.

A full review of event fees will take place next year.

BS reported that Sir Harry Studholme has not yet responded to the invitation to become Club President.

Meanwhile, BS has been accepted onto the Devon Access Forum.

3) Development Plan

Priority 3—Volunteers And Officials

There was general discussion of the club's progress in relation to this priority, informed by a 10 point O-Safe checklist based on BOF expectations. Amongst others, the following points were raised

- a) Care should be taken during the process of welcoming and encouraging new members to help at events. We need to find ways of involving them, without scaring them off, before they feel comfortable and competent enough to assist. The Tea Tent was seen as very helpful, and could be further developed. An introductory letter is another useful tool, if used with care. **HT**
- b) HT suggested that the term 'Child Welfare' should be replaced by 'Safeguarding'. There is a responsibility towards adults, as well as youngsters. **BS /RP to amend website**
- c) It was suggested that the club could further improve standards with regard to communication between officials at events, the storage of risk assessments and the reduction of risk at night events. The latter has been progressed following this season's events. A note will go to Devon's Controllers, via Mailchimp, about communication at events, as far as is reasonably possible. **BS**
- d) There was debate about the merits, or otherwise, of key event officials being more identifiable. RG (with JG) offered to look into the provision of armbands/bibs etc for organisers, controllers and planners. **RG**
- e) BS pointed out the need to identify successors to the present incumbents for the key roles within the club. He offered, as an example, how difficult the knowledge and skills of AS and RG would be to replace. Apprentices will be sought for a number of these roles. **AS /RG**

4) Fixtures

TM gave a detailed summary of forthcoming fixtures. This was linked to documents that he had previously circulated. The problems caused by the need to re-schedule recently cancelled events in an already busy regional fixture list are clear, but good progress is being made with the more prestigious events planned in the longer term. TM reported that both Kerno and QO were keen to try our suggestion of sharing league events. Two such events are planned for next season. JC welcomed this initiative which, if successful, could be built upon in the future. JC also suggested that, given the apparent increase in event cancellations due to weather conditions and access concerns, now might be a good time to review the club's fixture policy, particularly as human resources are in short supply, and clashes between events in the South West region represent a significant waste of those resources. TM would welcome discussion of the issue, perhaps in a sub-group. BS suggested that next year would be a more appropriate time. **TM**

5) Finance Report

AR gave a summary of the current club finances, which appear to have a very sound basis. However, it was agreed that it is necessary to maintain and show within the accounts a sizeable reserve for the future replacement of equipment, such as the SI kit (**6k**), and other possible contingency requirements (**3k**). **AR**

AR also reported that the club had, as part of access arrangements, made recent 'donations' to the East Devon Pebblebed Heathland Trust, and to Donate For Dartmoor. A brief report about these donations will be added to Mailchimp. **AR**

6) Membership

MA reported that the club now had 197 members, compared to 181 at the time of the last AGM. He has been chasing up lapsed memberships, of which there are 35, with mixed results! Some of these are Plymouth based, and MA wondered whether that was a reflection of the lack of club events or activities

in that area. OROX members have now been given free membership to Devon, and it was agreed that the same should apply to members of other 'closed clubs', if they are full time students. The issue of GDPR was discussed, with particular reference to membership lists and email addresses. Such information is very useful to club officials, but can also prove to be a sensitive issue. MA suggested that the club should carefully consider the nature of information to be shared across the membership. JC thought that an 'opt in' process, with regard to emails might be useful. MA TM expressed the view that the Mailchimp Newsletter was working well. RP has now developed a car sharing facility on Google Sheets.

7) SWOA & BOF

BS reminded the meeting of the Webinars that are available on the BO You Tube channel, or live on the BO website. The dates of Devon's committee meetings have been sent to SWOA, for their information.

8) AOB

BS informed the meeting that PB and TL had been working with a number of schools in the North Devon area. The National Trust were planning to resurrect permanent courses at Saltram and Plymbridge. DW

Date Of Next Meeting

May 8th 2019, Ilsington Village Hall

Priority 1: Membership with a focus on Publicity