

Minutes of the Devon Orienteering Club Committee Meeting
Clyst St George Village Hall
25th September 2019

Present: Andy Reynolds (Chair), Tom McMurtrie (Acting Secretary), Alan Simpson, Ruth Chesters, John Chesters, Roger Green, Helen Taylor, Bryan Smith, Matt Atkins, Steve Perrelle, Martin Yeo, Tom Lillicrap, Dawn Williamson, Damian Wilson

Apologies: Nicholas Maxwell, Georgia Jones, Rob Parkinson

1) Minutes of the previous meeting

Future Events - The decision to remove the Club Championships event and decide the club champions based on league results was queried. JC volunteered to investigate and recommend alternatives. In the interim the Club Championships planned for 12 July 20 on Virtuous Lady would remain in the fixture list as a place holder.

ACTION

JC

Future Fixtures Structure – The opportunity for a detailed discussion on the future fixtures structure had not been included in the agenda, so it was decided that TM would call a fixtures and activities sub-group meeting in the New Year, in sufficient time to permit any recommendations to be implemented in time for the 2020/21 season

TM/SP

Approval - The remainder of the Minutes of the previous meeting (10/7/19) were agreed.

RP

2) Matters arising

Heath Week – 93 children participated in Heath Week this year and AR thanked those involved. Given the activity was not a formal orienteering event, there was some confusion regarding the payments of fees to landowners, which would need more careful management in future. A6 postcards advertising future orienteering events would also have been useful. TM to investigate and have postcards produced to hand out at future events.

HT

TM

Registration Tent – AR reported the tent was now repaired!

Club President – AR reported no progress on this to date.

AR

Club Photographer – The post remains vacant, but Mark Lockett (ML) has offered to become the social media lead, which was accepted. RP to liaise with ML.

RP

JK'21 – AR attended on DEVON's behalf, with the minutes now available from Christine Vince. As a Club, Devon had been asked to help man Enquiries, but help would also be needed by one of the planners and the Equipment Officer, both from Devon. Requests from Team Leaders likely to be forthcoming soon; any volunteers?

Long Term Access to OCAD – This remains a potential issue, so the implications will be discussed at the next mapping sub group meeting

TL

Training Courses – AS was thanked for his work in organising training courses to improve the number and level of qualifications held by club members. All committee members were asked to promote and encourage attendance on these.

Activities Co-ordinator – SP was confirmed in post as the Club Activities Co-ordinator and will initially look to support others in putting on activities, rather than try to impose a rigid programme. This will be reviewed after six months alongside Fixtures.

SP

SIAC Mode – It was agreed to leave all controls in SIAC mode until after the Whitchurch Common and Pew Tor event, then to review.

AS

AGM – The amended format was felt to be good (ML was to be thanked for organising the MapRun event). A report is now available on the website.

Committee Nominations – These were all confirmed

GDPR – It was reported that the Club's receipt, handling and processing of personal data was felt to comply with GDPR.

<i>Event Fees</i> – The decision was taken not to raise event fees for the 2019/20 season.	
<i>Club Awards</i> – Two awards yet to be presented; Ben Perry, Robin Carter and James Jackson	BS
<i>Event Levy</i> – BS had written to SWOA on behalf of DEVON to propose no increase to event levies, but had yet to receive an acknowledgement. BS following up.	BS
<i>OROX</i> – Mini-league now unlikely to go ahead due to GJ’s university commitments	
3) Fixtures and activities	
See TM’s notes	
<i>Activity Programme</i> – likely to be at least one informal event or activity per month, including MapRun type events with a geographical spread, but organisers are needed	
<i>Event/Activity Matrix</i> – TM and SP to investigate the best method of improving the awareness of, and contributing to, organizing Club events and activities (possibly via DropBox)	TM/SP
<i>Club Website Events Page</i> – BS and RP to investigate the inclusion of activities within the club website list of events page	BS/RP
<i>Major Events:</i>	
<i>Caddihoe Chase ’21</i> - The format for Caddihoe Chase ‘21 would be confirmed following feedback from this year’s event, with provisional dates booked as 18 – 19 Sep 21.	
<i>Tamar Triple ’22</i> - DEVON’s involvement in the Tamar Triple ’22 would be decided once a decision on the BOC ’22 (Long Distance and Relays) had been made.	
<i>BOC ’22</i> – BOK are seeking to use Braunton Burrows for the Long Distance and Relays in Mar or May 22, and are seeking DEVON’s support. Following initial discussions, it was felt the club should offer to support in principle; with the option to clarify the level of involvement (and remuneration) once more detail was known.	TM
4) Mapping Update	
See TL’s notes	
In the light of the impasse regarding long term access to OCAD for selected maps, TL and John Pearce will continue to try to secure this through goodwill, whilst also developing a fall back plan (to be discussed at next mapping sub-group meeting).	TL
5) Committee Responsibilities	
<i>Permanent Orienteering Courses</i> – POC Co-ordinators for each POC were needed now that DW had become the Club Coach. AR and BS would find the job description and generate a request for volunteers via mail chimp. These individuals did not need to be committee members. , AR/BS to compile/ update the database of POCs.	AR/BS
<i>Co-opted Members</i> – MY was welcomed as the SI Team Leader but would continue to work with AS	
6) Finance	
<i>Management Accounts</i> – AR reported no change since the AGM	
<i>Treasurer</i> – NM had kindly agreed to take over from AR as Treasurer on completion of this year’s Caddihoe Chase. Would take some time to arrange switchover of bank online access, AR to continue making any payments.	AR/NM
<i>Entrance Fees</i> – There was a discussion around the cost for families where both parents and their children ran. AR and HT agreed review our pricing structure, comparing it to KERNO and QO. They will arrange for laminated sheets listing the entrance fees to be made available in the Organisers Pack and on the website.	AR/HT

7) SWOA

Club Representation – AR and TM have volunteered to take turns in attending SWOA committee meetings in order to contribute to discussions and feedback the results
Permanent Committee Member – with the retirement of NM and ML from the SWOA committee, DEVON has been invited to put forward a permanent committee member, but there were no volunteers at this time.

AR/TM

8) AOB

Schedule of DEVON Committee Meetings – AR/RP to propose dates for future committee meetings

AR/RP

Event Start Times – It was proposed that league event start time windows should routinely be 1030 to 1230 (or 1300) to encourage consistency, but no definitive decision was made. To be discussed next meeting.

AR/BS

Next Meeting: Wednesday, 27th November 2019 at 7.30 p.m.

AR

Venue: Clyst St George

Main item for discussion: Events and Activities

Dates of future meetings

27 Nov 2019 Clyst St George , Events and Activities

22 Jan 2020 Clyst St George tbc, Membership

18 March 2020 Payhembury tbc, Volunteers and officials

13 May 2020 Ilsington tbc, Club Identity

8 July 2020 Clyst St George tbc, LT Development

?? Sept 2020 depends on date of the AGM