

NORFOLK ORIENTEERING CLUB

Minutes of the Club Committee Meeting – 9th July 2014 (Sprowston)

Present:

Mick Liston (Chairman & Secretary)	ML	Kim Eden	KE
Alan Bedder	AB	Nicky Nicholls	NN
Paul Goldsworthy (Treasurer)	PGO	John Rushmer	JR
Jonathan Gilbert	JG	Ella Gilbert (Junior Club Captain)	EG
Daniel Cowley	DC		

Apologies:

Trevor Nelson (Secretary)	TN	Ian Renfrew (Vice-Chairman)	IR
Paul Garton	PG	Glen Richardson (Club Captain)	GR
Steve Searle	SS	Les Jarrald	LJ
Sam Nicholls	SN	Mike Chopping	MC

1. MINUTES OF THE LAST MEETING

- 1.1** The minutes of the previous meeting held on 14th May 2014 were agreed as a true record by the committee and would be signed by the Chairman. **ML**
- 1.2** Before the meeting commenced the Chairman raised the point of the absence of the Secretary and the consequent difficulty of his taking the minutes as well as chairing the meeting. All agreed that it was not sustainable for this to happen again in the future. After the meeting DC volunteered to make himself available as Deputy Secretary. **All**

2. MATTERS ARISING

- 2.1** 3.1 MC would resend details of SUFFOC's Junior Championships handicap system. **MC**
- 2.2** 3.2 MC still awaiting a response from EAOA re-mapping and an Events Safety Workshop. **MC**
- 2.3** 3.4 Chairman had been in contact with known NOR mappers; Rob Frost, Peter Leverington and Steve Searle; and ascertained that none of them would be available to map Norwich city centre in a reasonable timescale. The committee therefore approved the original plan to offer the work to Caroline Louth. However, it was considered that the approved sub committee should set map parameters in advance of any mapping being undertaken. **ML**
- 2.4** 6.6 PG to continue to pursue mapping requirements at both Banham and Spooners Row. **PG**
- 2.5** 7.1 MC, with help from PG, to engage with Watlington School with regard to help with orienteering lessons **PG**
MC
- 2.6** 9.1 PG will organise an orienteering event at the Whitlingham Open Day and will be assisted by KE & NN. **PG**
KE
NN

3. CORRESPONDENCE

- 3.1** TN had forwarded articles by the CEO of BOF to members of the committee. Of those the matter of event cover by BOF liability insurance and permanent orienteering courses were discussed as it was considered that they required action by the club. **ML**

- 3.2 BOF liability insurance covered non-members for a maximum of 3 events, after which they were not covered. After discussion it was decided that AB would add a standard disclaimer to all event detail leaflets handed out at each event. **AB**
- 3.3 The issue of ‘ownership’ and various other issues of permanent orienteering courses were discussed. AB as Mapping member would investigate and report back to the committee. **AB**
- 3.4 In the light of insurance cover committee members also raised concerns over first aid cover at events. AB explained the current system of cover and ML would contact BOF to get their ruling on the required cover. **ML**
- 4. FIXTURES & MAPPING**
- 4.1 AB detailed events for the coming season:
 14 Sep - Horsford Heath (LJ-organiser/Geoff Eagles-planner)
 19 Oct -Pretty Corner (Helen Lloyd-organiser/Steven Knobbs-planner/SS-controller)
 23 Nov -Shouldham Warren (Leanne Bailey-organiser/Phil Brown-planner/Mike Capper-controller)
 6 Dec -Beccles Night Event (Graham Ward-planner)
 14 Dec – Cawston & Marsham (GR & NN to plan and organise)
 Events for 2015 would take place on the following dates:
 11 Jan, 8 Feb, 8 Mar, 12 Apr, 10 May, 20 Sep, 17/18 Oct, 8 Nov & 20 Dec
- 4.2 AB would liaise with Peter Leverington to organise a mapping course, as there was a shortage of qualified mappers in the club. **AB**
- 5. SUMMER SERIES**
- 5.1 NN was congratulated by the committee on the PR campaign prior to the summer series, which had resulted in higher attendance and potential new members. The format was considered appropriate and would remain as a score event with a colour coded course, which would not be higher than light green. **All**
- 5.2 In addition; it was felt that more club members should be available as ‘experts’ to explain orienteering to newcomers; event details should be passed to NN as early as possible to assist in the publicity drive; NN would send follow up e-mails to newcomers. **All**
- 5.3 It was agreed that it would be a good idea to hold a training event just after the CATI event in September. **AB**
- 6. CLUB OFFICER REPORTS**
- 6.1 **Treasurer:** Accounts now showed the club has a healthy balance of £10,336.79
- 6.2 An invoice from Steele Media for work done on the new website, in the sum of £300 + VAT, was not to be paid until the committee had seen sight of some proof of progress. It was requested that Julia Paul, who was project lead, should attempt to get some proofs of the new website for committee scrutiny. **PGO JP**
- 6.3 **Club Captain:** In his absence GR had sent in a written report with the following remarks; he echoed the committee’s congratulations to NN for the publicity campaign; expressed disappointment at the tardiness in producing results for the summer series. ML and JP would liaise to ensure timely production for all future events and also investigate the possibility of allowing a deputy for uploading results onto the website. **ML JP**

- 6.4 He asked the club for support to juniors who were to participate in the Peter Palmer Relays at Newark on 14th September. The committee had already agreed to pay entry fees for juniors representing the club at team events. It was agreed that both the fees and petrol costs would be covered on this occasion. JG agreed to provide and drive transport and he would be assisted by NN.
- 6.5 **Membership:** Update issued. NN reported that current membership was now 102 units.
- 6.6 **Publicity:** As previously reported (2.6 above) NN had been asked to assist with the Whitlingham Country Park Open Day. In addition, North Norfolk District Council had asked for help in putting on an orienteering event at Pretty Corner on 21st August, PG would assist.
- 6.7 **SI Coordinator:** ML had made arrangements to train EG and JG on Autodownload.
- 6.8 SS had kindly volunteered to transport SI boxes to Sportident in the Lake District. ML would carry out SI Configuration checks on the SI boxes and deliver the 30 least charged to SS. Cost would be £15.96 per box and would include; O-ring change, lithium battery replacement and firmware upgrade.
- 6.9 **Schools:** Paul Garton to submit a report.
- 6.10 **Equipment:** AB requested to new flagpoles for the start/finish banners, which were approved by the committee.
- 6.11 AB also suggested that the registration and SI tents were becoming worn and should be replaced. AB & ML to investigate and report back to the next committee meeting.
- 6.12 **Juniors:** Already covered at 5.4 above.
- 6.9 **EAOA:** No report.
7. **CLUBMARK**
- 7.1 MC to arrange an appropriate training course for KE, who was to become deputy club coach.
8. **NOR NEWS**
- 8.1 The next NOR News cut off date for articles is 29th August.
9. **WEBSITE**
- 9.1 See 5.2 above.
10. **ANY OTHER BUSINESS**
- 10.1 ML requested that those committee members, who were unable to attend meetings, should as a courtesy, pass their apologies to the Secretary and where necessary send in a report covering their area of responsibility.
- Date of next meeting:** 1930 hours Wednesday 10th September 2014 at Dereham.