



# Norfolk Orienteering Club Committee Meeting

## Wednesday 13<sup>th</sup> March 2024 at 7pm via Zoom

<b>Present</b>			
Johnathan Gilbert (Mapping/Website)	JG	Karen Goldsworthy (Secretary)	KG
Ben Bethell (Chair)	BB	Paul Goldsworthy (Treasurer)	PG
Daniel Cowley (SI Coordinator)	DC	Glen Richardson (Club Captain)	GR
Julia Paul (Newsletter/Welfare)	JP	Liz Large (Fixtures)	LL
		Tim Eden (Vice Chair)	TE
<b>Apologies</b>		<b>Guests</b>	
Michael Chopping (EAOA)	MC	None	
Neil Stockham (Publicity)	NS		
Jamie Austin Mills (membership secretary)	JAM		
Nicky Nicholls	NN		
Jonas Diets	JD		
<b>Item Actions from this meeting</b>			
4	<ul style="list-style-type: none"> <li>Email from British Orienteering re MapRun and Levy Charges. KG to circulate email to committee members.</li> </ul>		<b>KG</b>
5	<ul style="list-style-type: none"> <li>JG to ask DS to produce a proposal of costs to map Broadland Country Park.</li> <li>Discussion over the quality of the Sandringham map by Phil Halford (PH). Query over the size of some symbols on the map, also the fact that some of the smaller courses had an A3 map when the area they used was so small. These with a few other comments were to be taken to EAOA meeting by BB.</li> <li>JG to email PH about the inconsistencies.</li> <li>Hockham – needs to be mapped. JG has visited the area, and it is very wet at the present time. Question over if we are able to get enough of the area to make it viable to hold an event.</li> </ul>		<b>JG</b> <b>BB</b>
6	<ul style="list-style-type: none"> <li>Ling Common - JG to check area.</li> <li>JP will pen an email to send out to members to ask for volunteers to help at events – this will be sent out now and then again in Sept 2024.</li> <li>Equipment – Card machine needs a label to tell people to charge prior to event, HiViz – KG to sort, Phone – we need one with a larger display (JG may have one)</li> <li>Bawsey – successful event, area given FOC. They would like a Permanent Orienteering Course – DS and JP to work with them.</li> </ul>		<b>JG</b> <b>JG</b> <b>JP</b>
7	<ul style="list-style-type: none"> <li>KG to produce a flyer by end of April with all events.</li> <li>We still have not received the insurance payment for the stolen boxes, PG is chasing.</li> <li>If controls are placed prior to an event on Saturday PG needs to know 1 week prior to event.</li> <li>If toilets are being used, PG needs 2 weeks' notice to inform insurers.</li> </ul>		<b>KG</b> <b>PG</b> <b>All</b>
8	<ul style="list-style-type: none"> <li>BB to take various points to meet (see below)</li> </ul>		<b>All</b>
9	<ul style="list-style-type: none"> <li>Thetford Urban – BB and MB to arrange a tea and cake stall.</li> </ul>		<b>BB</b> <b>BB/MB</b>

	<ul style="list-style-type: none"> <li>• Club Kits – BB to chase.</li> <li>• Still some club members need to complete the event safety qualification and safeguarding course. Please can this be completed by April meeting.</li> <li>• Who do we hire toilets from? KG to add list to google drive</li> </ul>	<b>BB</b>  <b>All</b> <b>KG</b>
<b>Minutes</b>		
<b>Agenda Item</b>	<b>Detail</b>	<b>Action by</b>
<b>1</b>	<b>Welcome, Introductions and Apologies</b>	
	BB welcomed everyone to the meeting. The meeting opened at 7pm and was quorate.	
<b>2</b>	<b>Consideration of Apologies</b>	
	Apologies were given by Michael, Neil, Nicky, Jamie and Jonas.	
<b>3a</b>	<b>Agree Minutes of September meeting</b>	
	The minutes of the meeting of Wednesday 10 <sup>th</sup> January 2024 were agreed as a true record of the meeting.	
<b>3b</b>	<b>Matters arising</b>	
	<ul style="list-style-type: none"> <li>• Broadland Country Park – have spoken to warden but still no permission to use certain areas, still trying <b>(KG/BB)</b></li> <li>• Role of fixtures secretary to be discussed at events meeting – Still needs clarification. <b>LL</b> to draw up what she sees her role as and what needs to be taken on by someone else – bring to April meeting.</li> <li>• GR is producing leader tables for club championship and sharing with members of club.</li> <li>• Waterloo Park permission ok but still waiting for paperwork.</li> <li>• Schools event – meeting held on 12<sup>th</sup> March – all in hand.</li> <li>• Suggestion that EAOA produce a newsletter that has areas from each club. This would do away with the need for a NOR newsletter and as a club we could concentrate on email bulletins. BB to speak to Peter Woods, EAOA chair – <b>BB</b> taking suggestion to meeting on 15/3/24.</li> <li>• MapRun Summer League – dates, circulated flyer to be produced <b>(KG)</b></li> <li>• Radio control controls – discussion on whether the club should buy, agreed that not viable to do so but could it be something that EAOA buy? – being taken to meeting on 15/3/24 <b>BB</b></li> <li>• List of all members who hold an event safety qualification, are a controller or have completed the safeguarding course. Email members who need to complete safeguarding or event safety – all need to be done by 31<sup>st</sup> March 2024</li> <li>• Constitution/Vision – carry forward to next meeting.</li> </ul>	
<b>4</b>	<b>Correspondence</b>	
	<ul style="list-style-type: none"> <li>• Email from British Orienteering re MapRun and Levy Charges. KG to circulate email to committee members.</li> </ul>	<b>KG</b>
<b>5</b>	<b>Mapping</b>	
	<ul style="list-style-type: none"> <li>• Report sent by JG prior to meeting.</li> <li>• Bawsey Map – David Sparshott (DS) had made various changes to the map produced by Peel Surveys</li> <li>• Discussion about what we as a club would expect to see on a map.</li> </ul>	

	<ul style="list-style-type: none"> <li>• DS has expressed an interest in mapping and asked the question on whether NOR would pay expenses etc.</li> <li>• JG to ask DS to produce a proposal of costs to map Broadland Country Park.</li> <li>• The committee agreed that they would like to support DS as a mapper and as part of his development they would suggest he orienteers in different areas.</li> <li>• Discussion over the quality of the Sandringham map by Phil Halford (PH). Query over the size of some symbols on the map, also the fact that some of the smaller courses had an A3 map when the area they used was so small. These with a few other comments were to be taken to EAOA meeting by BB.</li> <li>• JG commented that we have not got the map we were promised and there would have to be some work done on it.</li> <li>• JG to email PH about the inconsistencies.</li> <li>• There have been some comments on NopeSport about the map and committee were worried that people thought it was a NOR event and not an EAOA event.</li> <li>• Hockham – needs to be mapped. JG has visited the area, and it is very wet at the present time. Question over if we can get enough of the area to make it viable to hold an event.</li> <li>• LL to talk to Josh at Forestry England and Natural England to see what restrictions there maybe.</li> <li>• Application for Hockham can be put in on 1<sup>st</sup> May.</li> </ul>	<p><b>JG</b></p> <p><b>BB</b></p>
<b>6a</b>	<b>Events Update</b>	
	<ul style="list-style-type: none"> <li>• LL sent report prior to meeting.</li> <li>• Pretty Corner is no longer viable to use.</li> <li>• Ling Common - JG to check area.</li> <li>• Volunteers – discussion on how we can get more. Accept help from other clubs. Help codes need to be available for people as soon as event goes live. You need approx. 10 – 12 volunteers per event plus SI people which DC normally sorts.</li> <li>• JP will pen an email to send out to members to ask for volunteers to help at events – this will be sent out now and then again in Sept 2024.</li> <li>• Equipment – Card machine needs a label to tell people to charge prior to event, HiViz – KG to sort, Phone – we need one with a larger display (JG may have one)</li> <li>• Equipment – need to arrange on collection who and when it is being returned.</li> <li>• Bawsey – successful event, area given FOC. They would like a Permenant Orienteering Course – DS and JP to work with them.</li> </ul>	<p><b>JG</b></p> <p><b>JP</b></p> <p><b>KG</b></p> <p><b>DS/JP</b></p>
<b>6b</b>	<b>Major Events Update</b>	
	<ul style="list-style-type: none"> <li>• Regular meetings being held to discuss JHI @ Sandringham and British Sprints @ UEA.</li> <li>• Next meeting 26<sup>th</sup> March 2024</li> </ul>	
<b>6c</b>	<b>Schools Event</b>	
	<ul style="list-style-type: none"> <li>• All on track</li> <li>• Meeting held 11<sup>th</sup> March 24</li> <li>• Volunteers should hear in the next few days what their roles are.</li> </ul>	
<b>6d</b>	<b>Summer MapRun</b>	
	<ul style="list-style-type: none"> <li>• There is now a Levy on MapRuns were there is a league, or results produced.</li> <li>• Agreed a cost that will cover levy and map printing.</li> <li>• KG to produce a flyer by end of April with all events.</li> </ul>	<b>KG</b>

<b>7</b>	<b>Finance</b>	
	<ul style="list-style-type: none"> <li>• Report sent prior to meeting.</li> <li>• All events finances to date have been completed up to 8<sup>th</sup> March, Bawsey outstanding.</li> <li>• We still have not received the insurance payment for the stolen boxes, PG is chasing.</li> <li>• If controls are placed prior to an event on Saturday PG needs to know 1 week prior to event.</li> <li>• If toilets are being used, PG needs 2 weeks' notice to inform insurers.</li> </ul>	<b>PG</b> <b>All</b> <b>All</b>
<b>8</b>	<b>EAOA Update</b>	
	<ul style="list-style-type: none"> <li>• No report as meeting not until Friday 15<sup>th</sup> March</li> <li>• BB to take various points to meet – <ul style="list-style-type: none"> <li>○ Comments on Sandringham Map</li> <li>○ Courses (White and Yellow – position of start flag)</li> <li>○ Course lines on map</li> <li>○ Inconsistencies of features on map</li> <li>○ Do they have a wash up meeting to discuss comments?</li> <li>○ Radio control controls</li> <li>○ Newsletter</li> </ul> </li> </ul>	<b>BB</b>
<b>9</b>	<b>AOB</b>	
	<ul style="list-style-type: none"> <li>• Thetford Urban – BB and MB to arrange a tea and cake stall.</li> <li>• Club Kits</li> <li>• JK Relays – we have 4 teams taking part.</li> <li>• Still some club members need to complete the event safety qualification and safeguarding course. Please can this be completed by April meeting.</li> <li>• Who do we hire toilets from? KG to add list to google drive.</li> <li>• Various club members won trophies at Sandringham. Well, done.</li> </ul>	<b>BB/MB</b> <b>BB</b>  <b>All</b>  <b>KG</b>
<b>Dates &amp; times of future meetings</b>		
	Wednesday 10 <sup>th</sup> April – Events Meeting Wednesday 8 <sup>th</sup> May 2024 @7pm – Committee <b>Sunday 2<sup>nd</sup> June 2024 @ 12:30pm – AGM – Lingwood Village Hall</b> Wednesday 12 <sup>th</sup> June 2024 @7pm - Events Wednesday 10 <sup>th</sup> July 2024 @7pm – Committee Wednesday 14 <sup>th</sup> August 2024 @7pm - Events Wednesday 11 <sup>th</sup> Sept 2024 @7pm - Committee Wednesday 9 <sup>th</sup> October 2024 @7pm - Events Wednesday 13 <sup>th</sup> Nov 2024 @7pm - Committee Wednesday 11 <sup>th</sup> December 2024 @7pm - Events	
<b>Meeting closed @ 21:00</b>		