

MINUTES OF COMMITTEE MEETING

1. Attended by: Sue Bett (Chair), Tony Painter (Sec), Paul Fox (Team Captain), Sarah Francis (Treasurer), Mark Howell (Publicity), Ian Komor (Mapping).

2. Apologies for absence

Dawn, Steve Peacock, Mel Slade, Ross Maclagan

3. Actions arising from previous meetings.

a. (2/6/15 Para 9 et al.) 50th anniversary article. Article in hand.

b. (3/4/16 Para 4b). Hindhead options. Believed that bird nesting may be the main problem, rather than capacity. Parking options could include transporting from Longmoor. Other options may be differential fees (ie Full or High Occupancy vehicles pay a reduced fee or run free). **Action: Steve P to explore.**

c. (3/4/16 Para 4c). SN support to British Middle Distance Champs. SN has declined extensive involvement in view of heavy club programme. Other options might be manning enquiries or road crossings. **Action: Sue to solicit volunteers.**

d. (3/4/16 Para 5). – Email/Club comms etc. (see Agenda item 5 below)

e. (3/4/16 Para 7). Mapping edition control. Army has been making numerous local updates, for example Sue had not received latest LVS changes and Frith has been revised at least 3 times in the last year. **Action: Ian to coord with Colin Dickson as necessary**

f. (3/4/16 Para 8). Welfare Policy and Welcome letter. Gill has actioned.

Sue commented on other welfare developments. Clubs will need to make changes to procedures from Jan 2017 to ensure:

- contact details are retained for 5 years.

- need to display risk assessments at assembly areas.

- all officials will need to have attended a Health and Safety course.

The committee felt that these conditions were excessive and saw a main requirement to be anticipating and preventing incidents and completing an incident report form if an incident occurred. Paul highlighted weather induced difficulties at JK which could have been better foreseen and managed.

g. (3/4/16 Para 11) Tony has booked a Newcomers' meeting for 17th May 2016.

h. (3/4/16 Para 11) Steve P had agreed to check PC usage figures with Alice Holt, bearing in mind that map issue did not necessarily equate to number of participants (eg school parties using one map).

i. (3/4/16 Para 12) Sponsorship/sports psychologist requirements. The club is willing to help out with this, awaiting a formal application.

j. (3/4/16 Para 12) SI unit maintenance. Sue is ensuring the training set is updated. Steve Mac is believed to be updating the club set.

4. Events

- a. Steve had provided a report. He is soliciting volunteers through a published events plan. Sue commented that Windmill Hill may be needed for pre-JK activities in 2019.
- b. MoD appear to be waiting for some payments. **Action: Sarah/Jane to check what is outstanding, Sue to check any fee requirements for SN Junior training.**
- c. SE have requested an Urban event in the week prior to JK17. Alternatively Frith might be an option.
- d. Possible new areas were discussed. **Action: Sue to check viability of Hawley Place School (adjacent to Hawley and Hornley).**
- e. SN and GO have been invited to support planning and organisation of JK17.
- f. Steve is reluctantly standing down as Events Sec. Options for spreading and sub-dividing the role were discussed including – separating out tasks into MoD permissions/Other permissions/Raising volunteers. **Action: Sue to sound out possible candidates.**

5. Club communications.

- a. Steve Mac had reviewed the proposed website format options and concluded that they added little to the current site. Paul Frost had been recommended as a possible independent adviser and should be approached. There is a need to define requirement and **Sue agreed to call a meeting to define such detail as: structure, media links, means and ease of update, with an emphasis on straightforward solutions.**
- b. Data is now going onto Facebook
- c. Email issues. Alan Wallis is believed to be analysing. **(Sue to check).** Mailchimp has been tested and seems to be no more effective than the current system, which (in common with all email based systems) is subject to provider protections. It was concluded that the website should be the prime vehicle for communication with members.

6. Treasurer. Sarah reported.

- a. Accounts are up to date. **Sarah to check levy payments, which BOF are constantly chasing.**
- b. It was noted that SN will incur costs from SI updates.

7. Development. Sue and Mark reported.

- a. Fleet Community Orienteering is resuming.
- b. Junior involvement is growing
- c. Possible White courses at JL for introducing novices have been suggested. This was seen as a positive idea, but is ultimately dependent on number of event volunteers.

8. Health and Welfare. Sue confirmed that Mel Slade is the new Welfare Officer.

9. Mapping. Ian reported.

Guildford Air Cadets had asked for maps of Surrey Sports Park.

Sue has been mapping Lord Wandsworth College, a generally open area with buildings, some woodland, good contour detail, some poor quality goings. Could be tested at a summer training event.

Other possible areas: Gracious Pond, Stanner's Hill. Needs approach to land owner and recce. **Action: Sue to ask Pete Jones to pursue.**

10. Team Captain. Paul reported.

- a. The CSC result (4th) was actually very close. Thanks to all competitors.
- b. JK. Enjoyable event with 1 podium
- c. British Champs entered. A mini-relay could be used to introduce juniors.
- d. Future events. SE Relays, Harvester, Scottish Relays.

11. Publicity. Mark reported.

Issue of fliers at Goldsworth Park for the Saturday Series was endorsed. **Sue to check template.**

12. Chair. Sue reported.

- a. A request from Crawley School had been passed to Southdown.
- b. Club invited to a nutrition talk hosted by GO. To be advertised across club.
- c. TVOC has organised activities on NT properties. These are limited in the SN area, but Alice Holt was an option for October half term.

13. AOB

- a. Superstars/BBQ. This had been proposed by Ross and was welcomed.
- b. Lucy Paton has agreed to take on SNaggers.
- c. Sue to update the Organiser/Planner brief wrt risk management/H&S. There needs to be a Health and Safety workshop to ensure the club has properly qualified officials.
- d. Request from BOF for participation numbers. **Action: Jane/Steve**
- c. There was a discussion of the viability of the club's joint membership of SEOA and SCOA and the options for going into one or the other region only. The committee were divided in their preferences – this is a long-standing arrangement, but the split makes it difficult to attend all meetings and coordinate membership, fees and competitive representation. It was agreed that the committee should discuss this further and if necessary put up a proposal to the AGM. **Action: Committee to discuss at June meeting**

14. DONM Tuesday 7th June 2016, usual venue.