

MINUTES OF COMMITTEE MEETING on 5th April 2017

1. Attended by: Alan Wallis (Chair), Tony Painter (Sec), Sue Bett (Events), Paul Fox (Team Captain), Mark Howell (Publicity),

2. Apologies/Absences

Mel, Sarah, Ian

3. Outstanding Actions from previous meetings

a. Para 2a. Virtual Courses. [Action: Alan to contact Jon Magee to check status of Virtual Orienteering Courses]. Alan has contacted Jon. The site has had a small number of accesses. This is an interesting exercise although the Whitmoor map is not geo-based and a GPS watch is needed. This facility will remain on the website. Action closed.

b. Para 2b. Junior Reps . [Action: Sue to speak with Laurence to identify candidates] There are no candidates at present, but role will be monitored.

c. Para 2c. Officials' Safety Training. A venue has now been arranged for 16th May at West End. This will be hosted and run by SN members who qualify as trainers.

4. Chairman's Report

a. Club Officers and vacancies. [Action: Alan to pursue the two volunteers for the Development post]. Alan has spoken to some candidates for this post. The TOR were felt in need of update and the following roles were identified:

- encouraging recruitment of new members and identifying mentors
- acting as POC for new members and encouraging coaching and improvement skills for juniors and adults.
- development of individual members through a pathway
- encouragement and development of new officials
- to maintain the Clubmark criteria

Action: Alan to contact the two original volunteers from the AGM and advise of the TOR. Article to be placed in SNaggers.

b. Landmarc Issues and actions. This action is ongoing. The invoice for Frith is still in abeyance and has not yet been followed up. Alan has spoken with BOF to glean information about other clubs with similar problems and any actions taken and is seeking experiences of other non-O clubs who have had issues with Landmarc. Clubs are clearly unwilling to invest in up-front costs such as mapping, hire of toilets if events can be pulled at short notice. **Action: Alan to continue to pursue with BOF.**

c. Future events strategy. Alan had proposed a system for long term event scheduling and management. This was e-mailed to the Committee on 2nd April 2017. There was general agreement to the thrust of Alan's suggestions which included extending the JL series and making SN events more welcoming to newcomers and more challenging for the experienced, whilst noting that events depended on volunteers. Some of the suggestions are being built into the events programme. The proposals remain on the table as a possible future model. **Action: All to read, digest and respond.**

c. Regional Reports. Alan had forwarded a report on 2 April 2017 to the Committee on the BOF Club/Association Conference dated 29/10/2016 and summarized the main points. These were noted.

He reminded the committee that a form of wording was issued in Sept 2016 (with no time for circulation before the AGM) for inclusion in Club constitutions to bring them into line with BOF guidelines and regulations. The wording was issued to SN Committee on 22/9/2016.

Action: Ensure new wording for the Club Constitution is tabled in good time. Action Sec.

SCOA/SEOA matters. Alan and Sue have maintained contact at Regional level. Alan reported that a 2019 JK coordinator is still needed.

SN have been invited to take the lead for JK 2019 Day 2. This will need a Planner and Organiser. Possible areas are Windmill Hill or Minley.

SE (Sue attended) is due to host the 2019 CSC Final JK 2017 – all SN tasks in hand.

d. M25/A3 interchange proposals. Consultation is closed. Action closed.

e. BOF “Xplorer” initiative. Alan reported activity on the Xplorer programme which is being sponsored by BOF through Local Authorities. Several local events have taken place using a simple map aimed at new orienteers. An event was planned for Farnham Park on Thurs 13th April. It was mooted that SN could attend these events and run introductory courses. It would be helpful for SN contact details to be printed on the maps. **Action: Alan to monitor**

f. World Orienteering Day. 24th May2017. The Pirbright Urban was seen as a possible event in support of WOD.

g. Club Website. Sue was thanked for her efforts in rolling out the new Club Website. A number of queries were raised:

- Who has access? Club officers should be able to update. They will need to log into the website to establish eligibility. A User Guide is required to detail the formal process for access. Responders must also be able to contact Club officers through the website.

- There needs to be a process to divert out of date or time expired information to an archive.

- the introduction of the website appears to have terminated the former club e-mail comms. There is a key need to be able to contact members using as direct and reliable a process as possible. **Actions were placed on Sue, in conjunction with Alan and Steve Mac to:**

- Contact the website designer to clarify how other clubs using similar sites contact and communicate with members.
- Confirm that Gill is able to maintain the membership contact list and update once a month. [there will be a need to ensure that the membership can agree their email addresses being shared]
- Investigate a possible “closed” Club group via social media with a possible attitude survey of members on the use of Facebook and shared emails.

5. Events Sue reported.

a. Due to Landmarc issues, only one event so far has an ascribed area. After a discussion the following event areas were proposed:

- Sat series 1 – Merrist or Horsell

- SS 2 – Merrist/Horsell

- SS3 and SE Night Champs – Alice Holt

- SS4 – Ockham

- SS6 – Esher

-SS7 – Frensham Hts.

- poss SS8 – Frimley FA

[Afternote: A draft programme was issued by Sue on 24th April 2017]

b. Summer Training. Laurence has published dates and areas on the website and needs volunteers to organise/plan.

c. A controller is needed for JIRCS (23/9/17)

6. Treasurer

a. Report and Actions held over.

Action: Sarah to review income – v- current and perceived future attendance and recommend changes to fees.

- Alan queried to comparative cost of maps, between Colin Dickson and BML especially for small scale events. **Action: Sarah to report.**

b. Cost of website approx £2000 plus maintenance.

c. Paul suggested that the cost of Club membership could be reduced to make the club more attractive. Noted as an AGM issue. **(Sec)**

7. Mapping

Report and Actions held over

a. Previous actions:

Actions from Dec 2016:

Ian to discuss use of SN maps by BAOC, process for updating, edition management, payment for SN maps used.

Ian has emailed Colin Dickson. **Action remains live.**

Ian to review all future planned events, identify maps which need update and publish the latest inventory on the website.

Map database is being updated for mounting on the new website. **Action remains live**

Action from Oct 2016: Other possible areas: Gracious Pond, Stanner's Hill. Needs approach to land owner and recce. Sue had raised with Pete Jones. **Action: Ian to pursue**

Ian has discussed; may be land access problems and uncertainty over ownership. **In abeyance for the moment.**

b. Alan to send the updated Long Valley North map to Ian. **Action: Alan. Actioned – closed.**

c. Mapping for Hindhead/Punch Bowl – what techniques used and quality achieved? **Action: Ian to report**

d. Query on use of OCAD 12 which is increasingly being used. Is it compatible with OCAD 9 which many members are using? **Action: Ian**

e. New ISO mapping standard published.

9. Other officer Reports.

Team Captain.

Paul reported that SN has qualified for the CSC Final (to be held in Devon in October). Congratulations to all participants and scorers.

- JK relays entered.

- British Relays entered.

- First call for British Relays

- YBT. Mark had seen little information on this. Vanessa and Gill Prowse believed to be coordinating.

11. AOB

[Carry-over from last meeting] Alan raised the issue of other clubs or individuals requesting SN maps. Although the club wished to encourage orienteering by the wider public, a policy was needed to determine how hard or soft copy maps should be issued, bearing in mind that there were risks that these might be copied, infringe copyright, contravene land access restrictions or incur safety issues. **Action: Ian to discuss with BOF and Steve Mac and make recommendations. Still live**

- it was suggested that, if released, maps should be uneditable copies with an expiry date.

- the club would wish for a donation towards costs, according to the type of organisation requesting.

- the map database should include details of land owners. **Action: Ian to note and apply the above conditions.**

The meeting ended at 1020pm.

Date of next meeting: Tues 6th June 2017. Venue: Mel's house; 34, Rounton Road, Church Crookham GU52 6HB at 7-15 for 7-30pm

AGM date has been set for Wed 20th Sept 2017 at West End Hall.