



SOUTHERN NAVIGATORS

Orienteering Club

**MINUTES of AGM 2016–Wednesday 21st September 2016 West
End Sports Pavilion, Benner Lane, West End, Woking, GU24 9JP**

Present:

COMMITTEE: Sue Bett (Chair), Tony Painter (Sec), Sarah Francis (Treasurer), Steve Peacock (Events Sec), Paul Fox (Team Captain), Dawn Williamson (Development), Ian Komor (Mapping).

Co-opted posts: Gill Sharp (Membership Sec), Dave Lane (Junior League Coord.), Ross MacLagan (SNaggers ed.), Steve McKinley (Tech Advisor), Jane Archer (Events Sec Asst.), Calvin Manning (Equipment), Mark Howell (Publicity), Mel Slade (Welfare).

Members: Alan Wallis, Trish Wallis, Hannah Gray, Colin Swallow, Pete Jones, Yvette Jones, John Brown, Paul Martin, Helen Le Page, Debbie Robinson, Mike Bray.

Apologies: Linda Cairns, Iain Bell, Simon Dunkley, Helen Ashenden, Carol Lovegrove, Dave Chapman, Laurence Townley, Adrian Wise, Lucy Paton, Brian Pilling, Jenny Bray.

1. Chairman's welcome

Sue welcomed members to the 52nd gathering of SN

2. Minutes of the 2015 AGM

Approved as a true record, subject to correct spelling of Steve McKinley.

Proposed –Colin Swallow Seconded – Hannah Gray

Actions from 2015 AGM:

- The committee to ensure that minutes and dates of meetings be notified via the website without delay. Actioned (Sec)
- The committee was actioned to consider as a priority all aspects of communication to members. See Chairman's Report below.
- Investigate means of paying for small items as an alternative to double cheque signing. Reviewed, double signing is still preferred practice.

3. Chairman's Report

Sue reported a very successful and enjoyable year, with some issues to be resolved. Club events had been well supported, with a good run in the CSC and social highlights were the Club Dinner and the new Superstars competition, for which Ross was thanked. .

3.1. Sue commented at length on Club Communications:

- A working party has redesigned the club website, which is seen as the prime conduit of member contact and information, with less reliance on e-mail. The website is designed to work on all platforms (ie smart phones, tablets etc.) and will be rolled out around Dec 2016. New Facebook closed group page to be created.
- All clubs consulted have reported similar problems with email. The new SN approach places the onus on members to act as active contact points with the club, rather than passive receivers of information. The new system is also designed to enable input by approved member-users to maintain info currency.



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- SNaggers continues as an important link with members. Ross was thanked for his many years support to SNaggers.
- 3.2. Membership and levy discussions are active at BO level. The club is monitoring closely.
- 3.3. Event officials will need to have attended a safety workshop from Jan 2017. This will be a mandatory requirement at all levels.
- 3.4. A series of BO policy requirements for clubs to adhere to has been circulated in the last few days, viz (as summarised by SCOA):
- *The [Name of Affiliated Body], agrees to adopt the up to date British Orienteering Policies, Procedures, Rules and Regulations as published on the British Orienteering website.*
 - *All individuals involved in orienteering through [NOAB], in any capacity, are deemed to have assented to and abide by and adhere to the British Orienteering Policies, Procedures, Rules and Regulations as published on the British Orienteering website.*
 - *Both the [NOAB] and its members agree to abide by the final outcome of any disciplinary and appeal proceedings.*

These will need to be incorporated in the Club constitution, but as there has been no time to formally circulate this prior to the AGM Sue proposed that these be presented to the meeting, formally minuted and the constitution should be updated at AGM 2017.

The policy statements were presented to the meeting and received general assent, in principle, for subsequent ratification at AGM 2017.

4. Secretary's Report

Tony outlined the make-up of the Committee and co-opted posts and summarised the Secretary's duties. Within year the Christmas Dinner and prize giving was again well supported. The next annual dinner was scheduled for Pine Ridge on Tuesday 13th Dec 2016.

5. Event Sec's Report

- Last Year = 11 events - 8 Sat Series, SE Score Champs, SN Trophy, SN Urban.
- This Year = 10 events – 8 Sat Series, SN Trophy, SN Urban.
- Some members attended the Event Safety Workshop – BOF insurance requirement for 2017 events.
- Difficulties with Landmarc may mean using other areas. (see AOB below).

5.1 Steve thanked the club for maintaining the programme of events despite the continuing issues with land permission and the difficulty of identifying officials. Laurence Townley was thanked for an effective and enjoyable training programme.

5.2 Steve made an appeal for organisers and planners to volunteer as events could not run without them. [the most recent JL event was only possible with Steve's standing in as organiser to ensure the event went ahead] .



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Steve had invested considerable time and effort in planning and coordinating the events programme, but was now standing down.

6. Development Officer's Report

Dawn summarised the:

- Success of SN Junior Squad
- Fleet Community Orienteering
- Clubmark reaccreditation achievement
- Facebook group active for communication with juniors

She reported several new initiatives, including monthly Junior Training with up to 18 participants which was successfully enabling juniors to move up to more technical courses. (thanks to Laurence Townley). Still attracting mainly orienteering families, but a promising start.

The club was always keen to welcome new schools and groups to the JL.

Q. Does the club use posters and fliers for schools. A. Yes, but ultimately success depends on interested staff and parents.

7. Treasurer's Report (see Annex)

7.1 Sarah reported a healthy financial year, with useful income from Saturday series and London Marathon. There was an overall small loss, due to investment in new kit, subsidies and mapping costs.

7.2 Cost of communications (SNaggers and websites etc.) was being met by membership fees, so no increase was proposed. A short discussion of membership fees – vs levies concluded that low membership fees are a positive factor in encouraging members and involvement.

Q. Cost of SI unit upgrade and the need to safeguard funds against additional SI upgrades? A. The cost of SI upgrades is approx £20 per unit.

7.3. Higher costs of JL events (eg mandatory toilets) means that JL events are less likely to be profitable. Urban events should be encouraged as costs are low.

7.4. Paul Fox commented that the club exists to run orienteering events and SN had the balance right. Costs were difficult to manage year on year as major income and expenses tend to be spasmodic. John Brown commented that it is helpful for organisers to understand the overall cost context when running events.

7.5. Approval of the accounts was proposed by John Brown, seconded by Ross MacLagan and approved unanimously.

8. Team Captain's Report

8.1 Paul reported another very good year, with a strong run in the CSC. The final position of 10th was good, in view of the distance. In CSC qualifying 2016 SN missed out in 4th place by the



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smallest of margins. No teams were entered in the SE relays, but at JK SN 12 teams were entered and achieved a 2nd place and several top 10s.

8.2 British Relays (11 teams): 1st W 40+, M Short, M 60+ 3rd M 14-; 3rd Ad Hoc

- Third year in a row for W40+; second time in 3 years for M Short
- First time SN have won three British Relay titles in same year
- Yvette Baker Trophy – SN Finalists again

8.3 Subsidies: £723, plus subsidised CSC entries to encourage participants.

Paul was thanked for his continued enthusiasm, organisation and motivation.

9. Membership Gill reported:

A very healthy membership level up by 4% on 2015, with a net gain of 12 members.

7 fewer seniors, 3 more juniors and 16 family members. [Defn. of “family: One or more adults plus any number of children”]

She commented that the membership profile was strong, with a good level of retention, bearing in mind the local demographics of family ages, school movements, military postings and relocation.

Q. [Mike Bray] What is the SC/SE breakdown? A. 2/3 SC, 1/3 SE.

10. Mapping Officer’s Report Ian reported:

- 20 maps have been updated this year
- The official club version of OCAD is v9, however we have a single master copy of v12, held by Steve McKinley
- Major changes this year:
 - New map extension – Goldsworth Urban and a new map of Colony Gate (by S McKinley)
 - Henley Gate; update (by Army), Frith also updated (Sept 16)
 - New Map Waverley Abbey & Witley Common quick update (by A Wallis)
- Many thanks to Steve McKinley for his ongoing support and all those who have contributed to updating maps in this last year. Ian also asked for any comments on map currency to be forwarded. In passing it was noted that the new Army LIDAR revision of Frith has not been fully evaluated; however it does contain many feature and symbol discrepancies compared with the latest SN version.

11. Publicity

Mark’s report highlighted continued excellent promotion and exposure in local media and social media, with extensive newspaper spreads of local and national events. Mark has been assiduous in maintaining the Facebook link and uploading (with permission) photographs.



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12. Elections/Motions

Vacancies were announced for three posts: Chair, vice Sue Bett, Events Sec vice Steve Peacock and Development vice Dawn Williamson.

Alan Wallis was proposed for Chair by Sue, seconded by Mike Bray. In the absence of other nominations, Alan Wallis was duly elected.

Events Sec. Sue Bett and Vanessa Thorp expressed willingness to share the workload. After proposal by Steve Peacock, seconded by Mel Slade, both were formally endorsed.

Dawn was happy to continue with Development pending a house move. A volunteer would then be welcome for this post.

The committee members were otherwise willing to continue in post and were reelected unanimously. Prop. Trish Wallis Sec Mike Bray.

No motions had been placed with the Secretary prior to the meeting and none was raised at the meeting.

13. Membership fees

It was proposed that there should be no change to membership fees, subject to changing BO policy.

Prop. Sarah Francis Sec. Calvin Manning. Approved.

14. Any other Business

14.1. Regional Affiliation:

A debate took place on SN's status and future policy wrt Regions. Concern was expressed that Regions are based on obsolete boundaries and SN's divided status has been detrimental to the club, not having voting rights with SC and representational difficulties with SE. The following points were voiced:

- There has been conflict over map ownership and event planning by regions
- Boundaries should be changed to accommodate clubs
- SC is arguably an unnecessary anachronism
- The higher level of SC based SN members is mainly because it is cheaper for members; this overlooks the fact that the club has to pay SC an affiliation fee.
- In order to promote change to SC, SN needs to be in it.
- The club should be in the same region as BAOC.
- SN needs consistent and influential attendance of the SC/SE committees.

Of the options of remaining with one region or two, an informal show of hands showed a 3:1 preference for one region.

Outcome: An Action was taken for the new committee to discuss options and make a proposal to the membership.



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14.2. Land access issues and relations with Landmarc:

A lively debate took place. Relations with Landmarc (operating for the Defence Infrastructure Organisation (DIO)), have been increasingly strained by capricious and unsubstantiated changes to conditions and pricing policies. Matters which have been deteriorating for some time were brought to a head by a short notice dramatic increase in land fees for the Frith JL event on 17th Sept 2016. The event took place, but exorbitant fees (£1000+) would mean a large loss. On this basis, the club would not be able to support JL events on Landmarc controlled areas. Points made:

- Landmarc offered no justification or terms and conditions. It is uncertain whether Landmarc's concerns are based on cost or insurance/safety or other issues.
- They had no visible presence on the day, although this was implicit in the charge
- Time scales have become impossibly short and unrealistic to manage events.
- Other local and national sporting activities have experienced similar problems.

The following recommendations emerged:

- The club should seek clear explanations and justifications from Landmarc and formally challenge the charges.
- It should enlist support from BO and the Sports and Rec Alliance (formerly CCPR)
- Elevate the concern to other parties, such as Sport England (who are anxious to exploit open land for the health of the nation) and MPs.

Action: The incoming committee to urgently develop a strategy for using Landmarc controlled areas. In the meantime, the club would delay payment for the JL event pending a full justification by Landmarc and replan events due to use Landmarc areas. This would mean reviewing in the short term the programmed events for Ash South and Long Valley N.

Tony Painter

Sec, SN

22 Sept 2016



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ANNEX A

SOUTHERN NAVIGATORS ACCOUNTS FOR YEAR ENDING 30 JUNE 2016

2014/15	INCOME	2015/6
2505.16	Membership	2931.00
15805.40	Events	6886.62
4948.09	Junior league/Saturday series	4798.35
1500.00	London Marathon	1500.00
141.17	O-Kit sales	1970.00
10.00	Map sales	15.00
1552.50	Relays/CSC	839.50
0.00	SN Squad	350.00
26462.32	TOTAL	19290.47
	EXPENDITURE	
234.00	Memberships	268.00
1519.99	Snaggers	1659.88
1512.63	Schools costs	1873.94
8122.53	Other Event costs	1591.25
0.00	Marathon cost/expenses	0.00
1300.00	Mapping	900.00
2003.50	Relays/CSC	2196.00
	Equipment	
297.15	- General	161.52
	- Electronic	15.00
519.13	Social Events	475.92
432.74	Officials expenses	188.04
253.54	Insurance	261.08
3736.60	Land fees	2948.50
2922.36	Levies	2316.15
93.75	Training courses	41.87
10.00	Trophy Engraving	131.20
86.23	General admin	189.60
0.00	New SN kit	4521.26
0.00	SN Squad	262.82
382.50	Sponsorship	271.74
23426.65	TOTAL	20273.77
3035.67	NET SURPLUS/DEFICIT	-983.3
	ACCUMULATED FUNDS	
6408.16	Funds brought forward	9143.83



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3035.67	Net Income	-983.3
-300.00	LESS amount transferred to deposit a/c	-300.00
9143.83	Funds carried forward	7860.53
10466.70	Current account	9423.31
-1393.03	less unrepresented cheques	-1562.78
70.16	plus unrepresented receipts	0
9143.83	BALANCE (current account)	7860.53
9394.73	BALANCE (savings account)	9699.47
18538.56	TOTAL CLUB FUNDS	17560.00

SARAH FRANCIS BSc(Hons), Treasurer

Date

Signed

[Brian Pilling]

Auditor

Date

I confirm that the above accounts are a true representation of the affairs of the club,
as evidenced by the books and documents shown to me.