

Minutes of NGOC Committee Meeting September 12th 2011

Present: Pat McLeod, Dave Hartley, Roger Coe, Alan Brown, Carol Stewart, Paul Taunton, Caroline Craig, Greg Best, John Fallows.

1. **Apologies:** Gill James, Pat Cameron, Ellen Starling
2. **Minutes of previous meeting:** Minutes of the 23rd May meeting were accepted.
3. **Matters arising/Actions not completed or covered elsewhere:** None
4. **Chairman's Report:**

(a) CompassSport Cup 2013: Pat will chase up Mike Forrest about whether BOK wish to use the West side of the Danby Lodge map (as the embargo begins around now). He will tell Peter Ward to go ahead with planning his League event on the East side.

(b) AGM: Pat had three suggestions for speakers – Simon Holloway (Forest of Dean ranger) to speak about flora and fauna in the forest; a representative from Gloucester Wildlife Trust; or Will Handley (Cranham Local History Society) to speak about LIDAR data. It was decided to ask Simon, as he was known to be a very good speaker. Carol had suggested prizewinners from the Mini League and ordered Ultrasport vouchers for prizes. John was calculating the winner of the Terry Bradstock trophy.

Last year we ordered "Platter B" at approximately £6 per head, though it never arrived. Caroline will order something similar for this year and check that it has not been forgotten.

Action: Pat will invite Simon to speak at the AGM and offer to pay his expenses.

(c) Committee succession planning: Pat Cameron had decided to stand down from the committee following the AGM. The remainder of the committee were happy to continue, though Alan was thinking of stepping down next year. Paul felt he had a lot of printing to do, sometimes on a very short timescale.

Action: Pat M will tell all 2011-12 planners to get printing requests in early (2 weeks minimum).

Action: Alan will email all members inviting them to the AGM and reporting that the committee is prepared to stand as is (except for one non-portfolio member). He will ask people to tell Caroline if they have anything for the agenda or wish to stand for any post on the committee.

5. **Secretary's report:**

(a) Connect2Coaching: Caroline suggested that we could register on the Connect2Coaching website to find a paid coach if we wanted one for development activities. Pat had spoken to Caroline Gay at the weekend, who was keen to get a (paid) Lead Coach. Connect2coaching could be good for this, if none of our current members are interested.

(b) Open5 adventure races: Caroline will ask for some leaflets and vouchers, in case anyone is interested in them. It was also suggested that the format of these races is described briefly in a future Legend.

6. **Treasurer's report:**

(a) Forest Challenge: Carol confirmed that all Forest Challenge payments come through the club account and thanked Alan for the money he's raised.

(b) Income: Roger asked how we're looking in terms of future income and expenditure, since we've only put on Saturday events and the Galoppen in the 2010-11 and 2011-12 seasons. Carol was not concerned about our income overall, though we should think about altering charges for bigger events and also charging a small amount for development events (see also Item 14(b)).

7. **Membership Secretary's report:**

Pat M had asked Ellen whether she was happy to continue in the post of Membership Secretary, knowing that she is very busy and it might be an extra burden.

8. **Events report:**

(a) Double Gloucester: We need to think a long time ahead for big events and also decide whether they're profitable. Pat M showed the completed map of Hartpury College. He wasn't convinced by the idea of holding a big Sprint event there, because most of the built-up areas are out of bounds, leaving mostly fields. Dave suggested offering to host the British Night Champs in 2013, as he recalled hosts being sought a while ago.

Action: The Fixtures subcommittee will look at areas and date for a 2-day event in 2012-13 (or, if not, 2013-14) so that we can have a plan (or a decision not to go ahead) for the next meeting.

(b) Galoppen March 2012: Roger and Dave planned to ask John Bennison from Birmingham about being the Controller, as he had expressed interest before.

9. Mapping report:

(a) Printer problems: Paul reported that the printer is working fine with the new cartridge, but that we will need a new cartridge again before Christmas. We're still using Konika cartridges to qualify for the 3-year service agreement.

(b) Use of printer to date: 44,000 pages have been printed to date (of which about 30,000 were in the last couple of years)

(c) Income from printing: Paul noted that little income comes from printing now that we no longer print maps from BOF. A small amount comes from printing low numbers for other people (see Item 16(f))

(d) Tesco vouchers: Paul had done nothing with the vouchers he received, as they were only worth £5 in total.

(e) Open Street Map: Paul showed the map of North Gloucester which he'd created online using Open Street Map (and which appears in the September Legend). It is a very good starting point for creating maps for Street events. A lot of footpaths already appear on the site, but if any are found to be missing they can be added to the site for everyone to see.

(f) Bulk printing: Bulk printing jobs can be sent to Paul, as black and white printing is very fast.

(g) Hartpury College map: Neil Cameron and Tom Mills had finished the map. See also Item 8(a).

(h) Maps for Kyla's events: Pat's action from the previous meeting has been superseded by the fact we may be less involved with Kyla's Wye Valley events from now on.

(i) Bike Trail at Sallowvallets: A new gravel bike trail has been built in the Sallowvallets area of the forest, fundamentally changing the map. We need to check the map before the next League event there, but should be able to avoid it for the Informal there in November.

10. Equipment Officer's report:

(a) Laptop: John had purchased a laptop for £349. (The £250 quoted at the last meeting was for solid state laptops, which wouldn't suit us.) We plan to run this season's League events as SI events, so that we will have a bigger pool of experienced people for larger events like the Galoppen. This means we will need someone manning the computer for the whole of each League event (and preferably two if they'd like a run). If, at any League event, there is nobody available with the experience to run the SI software, then we will run that event using auto-download as we do currently. Pat M volunteered to man the computer at League 1.

(b) Lending kit to Kyla: It appears that the events Kyla has planned for the near future won't need our kit.

(c) Kit for development events: Pat M reported that the Camerons had run a successful event for the Boys' Brigade in a gym, just taping SI units to the floor. Similarly, the maze at the Harvester was created using canes and tape. If anyone thinks of anything cheap that could be used for novelty events like this, they should suggest it to Pat. Greg mentioned that BOK have a glossy introductory leaflet which is very good, and would be useful to hand out at development (or other) events.

11. Captain's report: Greg currently has 36 people (tentatively 37) wanting to run at the Compass Sport Trophy Final. He has reserved a coach because 21 people wished to travel by coach. No squad in last year's trophy final was as large as 37 so this looks to be a good turnout, although we would like more juniors. Competitors have to be Local BOF members. Pat M suggested asking Patrick Tate to join and compete, as he is a very keen junior. However, he would have to run an Orange course and hasn't yet run anything above Yellow.

Action: Greg will ask Patrick's mum whether they'd both like to come to the final, suggesting that Patrick could try an Orange at League 1 on 1st October or the Informal on 15th October.

12. Legend Editor's report: Nothing to add from Alan. Several people commented that they liked "Five Go To The Harvester".

13. Welfare report: Nothing to add.

14. Development Officer Report:

(a) Past activities: Pat thanked Greg for running the Cheltenham series. PFO and SELOC enjoyed their time in the Forest and would like to do it again sometime.

(b) Charging at development events: In the past, we have incurred expenses but not taken any income. From his experiences at the Spring series, Greg thought people would be happy to pay to take part in our development events. We will charge a small amount in future.

(c) Wye Valley Adventure Club: NGOC will step back from involvement with WVAC and allow them to organise things with Wye Valley and Caroline Gay.

(d) Universities: Pat M had agreed with Caroline Gay on Saturday that she look for a paid coach and do most of the initial work. Neil Cameron and Caroline Gay had met with the Sports Coordinator at the University of Gloucestershire, but had heard nothing from him since.

Tom Mills had agreed to be the single point of contact for Hartpury. He is very enthusiastic and says many students have to do some orienteering as part of their course. Tom will discuss plans with them when the new intake of students has arrived. Tom is keen to make a film to introduce and advertise the sport of orienteering. He was quoted £1500-2000 for 1 day of filming and editing. Caroline Gay is going to see if there are funds available from British Orienteering. Tom would like to sell it on afterwards (e.g. to other orienteering clubs). Although Hartpury would be happy to partially fund a film, they don't want to be involved in the commercial side. There was discussion about whether we need a film, when there are already lots available on the internet, although many of them don't give the impression we want. We want to make orienteering look adventurous, exciting and challenging. We should consider the idea and watch some of the videos online. We can send clips to Tom to see whether they're the kind of thing he has in mind, or whether we could just use them instead.

(e) Website: Eddie has started to create the basics for a content-managed website, using Wordpress. John has played with it and Greg looked at it, and both thought it looked good. SLOW's website also uses Wordpress and looks good. We can have different sections (e.g. Fixtures, Admin and Development) which different people are in charge of. Eddie is happy to remain as an enabler, provided other people can sort out the content. Thanks were expressed to John and Eddie for doing this.

Action: John will get a small group together to decide on the design, structure and content and build it using Eddie's tool.

(f) Countryfile: There is an ongoing "things to do" website and we're eligible to submit our events for inclusion on it. We have to provide quite a lot of detail and pictures, but it was considered to be worth doing. To be eligible, our events must be free or run on a cost-recovery basis. After some discussion, it was decided that our events should be eligible because we are not a profit-making organisation and we use entry fees to cover expenses.

Action: Pat M will check with British Orienteering or Countryfile that our charging at events is satisfactory.

Action: A couple of people (including Pat M) should read through the terms and conditions in detail to check them.

(g) Gloucestershire Police Youth Showcase: Pat M had declined the invitation to take part after not getting much interest.

15. SWOA committee feedback: Pat M had attended the last SWOA meetings as NGOC representative.

(a) NAC: John Burrows had written to SWOA saying that his club (NAC) had no funds and no areas, so Arthur Vince responded that NAC was not considered to be a club. Pat offered for John to rejoin NGOC if he wished.

(b) Treasurer: SWOA are in need of a new Treasurer.

(c) Galoppen scoring: Pat had put forward Carol's suggestion of scoring using the average of the top three for the Galoppen but the committee had settled on the other plan.

16. AOB:

(a) New club kit: Caroline reported back on the 25 responses to the survey at the Chairman's Challenge. Apart from one "maybe" and one "no", everyone agreed that we need a new club top. Approximately two thirds of respondents were prepared to pay £35-£40, with the remaining saying they'd pay £25-30 (or in some cases £20). The most popular design was the most simple design drawn by Trimtex.

Action: Caroline will prepare a proposition for the AGM, where we will ask members if they are happy with what we propose to do. We will offer to subsidise up to £10 of the cost. Caroline will present up to two possible final designs to choose between.

(b) Association and Club Conference: Chris and Gill James will be attending. Anyone who has anything they would like to be raised should let Chris and Gill know.

(c) Forest Challenge: All that is required for Health and Safety reasons is a notice about small parts and the punching of holes in the plastic bag. Alan is happy to set up a Paypal account for the club once we get the website going.

(d) Forestry Commission agreement: The new agreement appears just to be “holding the fort” for now. There was confusion that Level D events are not cheaper when fewer than 100 people enter, while the other levels are.

Action: Pat M will ask whether the £50 charge for Level D events with 26-99 entries is correct.

(e) Rewarding long-serving members: Pat M had spoken to Tom Mills about the mixed reaction and Tom suggested that we forget about the idea.

(f) Policy for selling maps: Pat M suggested that we could advertise on the new website that we can provide maps for people to use, but Paul wasn't keen since printing small numbers of maps for various different people is more trouble than it's worth. We currently charge printing costs, postage and a small amount for labour, which works out at around 50p per map. We will continue to do this for schools, clubs and feeders for our membership, but will charge a reasonable amount (e.g. £1 per map) for commercial groups. We won't print maps for free. We still warn people that they need to get permission.

(g) Minutes on the website: If Caroline receives no additions or corrections within a week of circulating the minutes of meetings to the committee, she will arrange for them to go on the website (with a note to say they're provisional).

(h) CROESO 2012: Cheap accommodation is now being advertised (in blocks of 8 at Aberystwyth University). If enough people are interested, it would be sensible to book a block or two together now.

Action: Pat M will ask Pam what she'd like us to help with and then ask Alan to advertise it to the club to get people to start thinking about it.

17. Next Committee Meetings:

(a) AGM: Monday 7th November 2011 at 7:30 pm in TC218A, Oxstalls Campus.

(b) Committee meeting: Monday 5th December 2011 at 7pm in TC016, Oxstalls Campus. The earlier start time is to allow for 30 minutes at the end for mince pies and a Christmas drink. Pat M will bring the mince pies.

The meeting closed at 9:45pm.