

NGOC Committee Meeting

Monday 09 September 2024 – 7pm via Zoom

Present: Ian Jones (Chair – from 8:17pm), Alan Pucill, Ginny Hudson, Greg Best, Ian Prowse, Judith Taylor (from 7:30pm), Pat Macleod, Rhiannon Fadeyibi, Tom Cochrane, Vanessa Lawson

1. Apologies: Alan Brown, Ian Phillips, John Fallows, Paul Taunton. The meeting was quorate.
2. Minutes of previous meeting (10 June 2024) were accepted.
3. Matters arising: -
 - a. Hosting the Harvester Relays in 2025 or later. SAXONS (Kent) rumoured to be hosting the Harvester in 2025 (possibly 21 June 2025) so item “overtaken by events”. **ACTION CLOSED**
 - b. Google poll to understand the wider club membership’s appetite for training exercises. Pat and Tom C to draft and circulate poll to wider membership later in the year. Training exercises are being developed and tested in preparation. **ACTION CONTINUES**
 - c. Purchase of personal ECG machine to add to the club First Aid kit subject to further research by John. No update available. **ACTION CARRIED OVER.**
 - d. Club Trophies: Awaiting design of new awards and a quote for their production.

ACTION: Tom C to create and submit designs for approval, before seeking a quote.

- e. Feedback on events – general feedback form and post-event panel. General feedback form scheduled to be implemented after the Mallards Pike event on 28 September. Composition of post-event panel in progress. **ACTION CONTINUES.**
 - f. Club provision of GPS trackers for vulnerable people. Chair to obtain details of the tracking system used at OMM events. **ACTION CONTINUES.**
 - g. Maprun live tracking capability, Cost for 10-week licence is currently A\$20 although capability is dependent on mobile phone coverage. Licences can be purchased at short notice for individual events. The feature will be activated on an ad-hoc basis if felt warranted. **ACTION CLOSED.**
4. Reports
 - a. Chair – no points raised.
 - b. Captain – no points raised
 - c. Treasurer – no points raised
 - d. Fixtures/Permissions.
 - i. Need more organisers for 2025 events
 - e. Equipment Officer
 - i. Committee agreed to fund the replacement of the two club laptops which are approaching end of life.
 - ii. Pat noted that a control missing since a March night event had been found and returned to the club.
 - f. Mapping
 - i. The club should continue to print its own maps where possible with the aim of purchasing a new printer that would produce maps of sufficient quality to provide the maps for all club events. This would be more cost-effective than outsourcing maps for bigger events to a third party. The committee agreed to increase the budget allocated to ensure that an appropriate printer could be bought.
 - g. Membership Secretary – no points raised.
 - h. Newsletter (Legend) – next issue is due in October.
 - i. Welfare Officer
 - i. Reminder that BOF introduction to safeguarding or similar course will be a requirement for club welfare officers from next year.

- ii. Reminder to competitors to please preserve their modesty when changing after events.
 - j. Volunteer co-ordinator – see agenda item 5b.
 - k. Comms officer
 - i. Comms officer will have less time to spend on club comms so is willing to stand down if anyone is interested in taking on the role.
 - l. Committee Member
 - i. Offline discussions are underway about the feasibility of planning courses using the Lightmoor & New Beechenhurst map for the League event on 18 January next year. The committee is happy to support whatever is decided.
5. Volunteering and general welfare
- a. Discuss response to the two questions asked by the Orienteering Foundation
 - i. ***What is the most important problem you believe clubs currently face and that you would like to see efforts made to find new solutions and/or current best practice?***
 - 1. Help with transporting teams to distant events e.g. funds to hire a minibus; help with recruiting a paid Development Officer.
 - ii. ***When our volunteering project starts, what aspect(s) of volunteering would you suggest as being the most important to address first?***
 - 1. Encouraging members to come forward to help at events
 - b. Potential issue of First Aid cover at events
 - i. Experiencing difficulties getting first aid cover at events as the pool of qualified first aiders has diminished due to members moving away or stopping orienteering. Judith volunteered to provide First Aid cover at Flaxley on 12 October.
 - ii. Secretary offered to run another First Aid certification course before the end of this year if there is enough interest. This will expand the pool and avoid a situation where the certification of all qualified members expires at the same time.

ACTION: Secretary to arrange a First Aid certification course before the end of the year if there is enough interest.

- c. Gloucestershire Sport Welfare Officer offering places on free Sport Welfare Forums
 - i. These are not sport specific and will therefore be high level and possibly of less value as a result. However, members are welcome to attend if they wish.
 - d. Proportionate expectations of volunteers.
 - i. Planners and organisers are requested to be mindful of the physical demands made of volunteers and please avoid over-extending the less youthful.
6. AGM
- a. Date of AGM will be 21 October 2024. Calling notice will be sent to members by 20 September.
 - b. The venue will be Down Hatherley Village Hall
 - c. The AGM will be in-person only
 - d. The mapping officer will be standing down at the AGM. All other post holders are willing to stand again but happy to step aside if anyone else is interested. Fixtures & permissions is a big job so Greg would love help. If this appeals to you, please speak to Greg about what the role entails.
7. AOB – no items raised
8. Date and format of next meeting: **Monday 9 December 2024 at 7pm via Zoom**