

MINUTES OF SCOA AGM, 13th JUNE 2002
AT THE RICHARD ALDWORTH SCHOOL, BASINGSTOKE AT 8pm.

Present:

Phil Brown, BKO, Coaching Committee rep;
Allan Farrington, BAOC
Caroline Ford, SOFA, Treasurer;
Adrian Lovell, BADO
David Nixon, SOC, Junior Squad;
Richard Sharp, Fixtures;
Di Smith, SOC
Katy Stubbs, BKO, Tech. Rep, JK;
Damian Wilson, BKO, Secretary;

Apologies:

Reg Parker, BKO; Gill Mann, BADO; Oliver O'Brien OUOC.

1. Chairman for the meeting.

Katy Stubbs chaired the meeting.

2. Minutes of the last AGM.

The minutes were accepted. There were no matters arising.

3. Treasurer's Report.

CF presented the accounts. The accounts were accepted. Less money had been paid out in grants, partly due to funding of some of the juniors by World Class Start. The only unusual expenditure was on a small amount of electronic punching equipment. Tim Booth has this kit. Allan Farrington questioned the need for insuring all the equipment. Equipment is unlikely to be insured when it is use. Katy Stubbs suggested not insuring the SCOA tents. Caroline Ford will check which equipment should be insured and whether the current insurance policy is good value. **ACTION Caroline Ford.**

Allan Farrington also questioned the value for money of the audit. It may be possible to get the accounts audited for free. A request for an auditor can be put in newsletters at a later time. **ACTION Committee.** *Secretary's note after the AGM: The constitution (item 23) requires that 'accounts shall be submitted to **independent audit**' [my bold text].*

Caroline Ford proposed that membership fees and event levies should remain unchanged. This was accepted.

4. Secretary's Report.

Damian Wilson gave the secretary's report. He commented that the secretary receives many mailings from both BOF and outside organisations. If anyone from a SCOA club wishes to see any of these then he would happily pass a copy on.

5. Fixtures Secretary's Report.

Richard Sharp gave the report. There were less events in 2001 due to foot and mouth disease, although there was good participation. Three groups organised coaching activities. Event numbers are now expected to back to the levels before foot and mouth disease, although participation is believed to be less. As a consequence of foot

and mouth disease, Allan Farrington had produced around 10 new maps of barracks areas.

Allan Farrington commented that an extra 1200 runs from BAOC should be included in the events summary. Richard Sharp will check whether the TVOC Chiltern Challenges are recorded in the correct year's data. **ACTION Richard Sharp.**

6. Events Standards' Report.

Katy Stubbs gave the report. There is soon to be a major rules and guidelines revision released. The rules are substantially smaller than before. The distribution of these will be to controllers and on the BOF website.

One planner's course had been put on, with four people attending. Allan Farrington commented that he puts on 3 courses a year, although these are midweek and for Army personnel. The next course run will be a controllers course. Clubs should identify members who wish to do a planner's or controller's course and inform Katy Stubbs. **ACTION Clubs.**

7. JK2003 Report.

There have been changes to controllers and planners over the year. Two areas have been mapped and the third will be mapped next month.

The national office now has responsibility for agreeing the budget. SCOA has been asked to aim for an overall income of £21-23k total surplus. The BOF AGM gave a mandate to BOF to use major events as fund raising. The finances for each day will come from the same overall budget. Discussions are continuing with BOF.

8. Junior Squad Report.

David Nixon gave the report. This is his last full year as Junior Squad manager and he thanked the regional committees and their chairmen for their support in the last ten years. He also thanked coaches, club fixtures secretaries and the SN schools league organisers.

The SCOA junior squad officially consists of 22 juniors but only around 5 often attend the training. There was no Junior Interregionals last year. Four juniors were selected for World Class Start last year but only one this year. Tessa Harrison is in the National Junior Squad.

9. Coaching.

Phil Brown gave the report. There had been a large growth of 'Top Outdoors' activities, which trains teachers (mainly primary) and other school workers in a variety of outdoor sports, especially orienteering.

There was one level 3 training course run this year, with two attendees. No level 2 training course was run. A level 3 course will be run nationally this year, probably in September. A locally based level 2 course will be run, probably in October, and also a nationally based level 4 course. A Tutor assessor course will be available in September as well. Phil Brown will let clubs know of the courses available. Clubs should consider their coaching needs. **ACTION Phil Brown and Clubs.**

Windsor and Maidenhead council had given £15k to map every school in the borough plus some mapping of local parks.

10. Future of SCOA.

There was a general discussion on how to increase the activities of SCOA and the awareness of clubs to SCOA without substantially increasing the workload of its committee members.

It was agreed that SCOA will send representatives to BOF Council. However, this duty would be shared amongst SCOA committee and representatives in order that no single person would have to attend meetings frequently. Adrian Lovell will go to BOF council in September and Allan Farrington in January. Damian Wilson will ensure that council papers are passed onto the SCOA representative before the meeting.

ACTION Damian Wilson.

Clubs must inform their members of the advantages of SCOA membership. **ACTION Clubs.**

In order to keep clubs better informed, a copy of SCOA minutes and a summary of the minutes should be sent to newsletter editors. The summary should be published in club newsletters. **ACTION Damian Wilson.**

Damian Wilson pointed out that there were only two people as registered signatories on the SCOA account and that both were needed to withdraw money. Two signatures are required for cheques but there should be three people eligible to sign in case one is away for a long period. **ACTION Caroline Ford.**

References to SCOOP are on the SCOA website. Damian Wilson will ask Tim Booth to remove it. **ACTION Damian Wilson.**

11. Election of Officers.

The following were elected.

Chairman: Adrian Lovell

Treasurer: Caroline Ford

Secretary: Damian Wilson

Events Standards Officer: Katy Stubbs

Fixtures Secretary: Richard Sharp

Junior Squad: David Nixon, although he will stand down at the end of June 2002. He has identified two other people to share the role.

Coaching: Phil Brown

10. Any Other Business.

Di Smith asked who was managing the SCOA badge scheme. Caroline Ford replied that she holds a stock of colour coded badges specially designed for SCOA. The badges are free to clubs. It is up to the clubs to administer the scheme for their members and request badges from her as required.

Damian Wilson, Secretary.