MINUTES OF THE SCOA COMMITTEE MEETING, 12th FEBRUARY 2008
HELD AT THE FRIENDS MEETING HOUSE, HIGHFIELD AVENUE, NEWBURY.

Present

Allan Farrington	BAOC	Chairman & Club Rep	(from item 739 onwards)
Jerry Newcombe	BAOC	Secretary & Treasurer	
Richard Sharp	TVOC	Fixtures Secretary	
Terry Smith	SOC	Technical Officer	
Dave Rogers	BKO	SCOA Junior Squad	
Andy Macgregor	BADO	Club Rep	
Alan Yeadon	BKO	Club Rep	
Philip Eeles	SOC	Club Rep	
Caroline Ford	SOFA	Club Rep	
Colin Hicks	SOC		
Liz Yeadon	BKO		

736 Apologies

Apologies were received from:
Mary Adams, SOC
Denise Harper, BKO
Mike Bray, SN

Allan Farrington was delayed due to train problems and the meeting started without him at his request.

737 Minutes of Previous Meetings

Due to the shortened agenda at the June 2007 meeting, this meeting needed to review the minutes of the three previous committee meetings. The minutes of the meetings on 7 December 2006 and 2 May 2007 were accepted as a true record. The minutes of the 14 June 2007 omitted Caroline Ford, SOFA Rep, as an attendee. With this amendment, the minutes of the meeting were accepted.
The meeting also reviewed the minutes of the June 2007 AGM. There were no changes required other than the inclusion of Caroline Ford, SOFA, as an attendee.

738 Matters Arising

There were no matters arising that were not being covered elsewhere in the Agenda.

739 British Orienteering Championships 2009

JN referred to his previously circulated report which summarised the current position. Some more positions had been filled since the report was written: Di & Terry Smith (SOC) had volunteered to organise the Day 2 Relays. A candidate for Entries Secretary had been approached and was considering the role.
JN had visited the proposed parking and assembly areas and concluded that access to the SOC member's field was too poor to be used. Therefore we are looking at placing both the finish and assembly in the Arniss assembly field. Philip Eeles (PE) confirmed that Arniss Stables had agreed to remove part of their fencing to allow access by the finishing runners. PE was still awaiting confirmation of the price for the use of the stable's fields.

Andy Macgregor (AM) proposed the following BADO members for roles: Dave Watkins as Prizes Co-ordinator and Mike Broderick as Treasurer. AM would be available as Entries Secretary if the person already approached declines the role.

The following offers of help were made for the race-day organisations. The offers would be passed on to the respective organisers with whom the final decisions on resourcing would lie.

> Liz Yeadon offered for BKO to take charge of the Start area for Day 1 and the Download tent on Day 2 (and possibly Day1).
> BADO can provide people but may find it difficult to take on the full organisation of a particular task. They may be able to take on organisation of the car parking.
> CH expressed his interest in planning the Relays.
> BAOC would be able to offer people nearer the time and could assist with tasks such as car parking. AF may be able to recruit an equipment officer from BAOC and we should be able to use the Longmoor AOA training facility for equipment storage.

BOF has some equipment to help with major events. JN will find out what equipment they have and how we get hold of it. **Action: JN**

We need someone to coordinate publicity and make contacts with the media. OUOC have had some success with publicising their Oxford Sprint Race and it was suggested they should be contacted for advice. **Action: JN**

It was suggested that Sarum be approached to run the First Aid and Chris Poole & Mick Lucking be asked to do the Day 2 commentary. **Action: JN**

AF will contact Ian Marsden regarding the use of radio controls. **Action: AF**

If Mike Napier's system is to be used, then we would need to discuss improvements to the procedure for changing of cards/runners on the relays. The system must also provide us with confirmation of who is left out in the forest.

The Event registration form needs to be updated and the major officials notified to Lyn West. JN undertook to complete both forms and provide a progress report to Lyn West before the next Events Committee meeting on 23 February. **Action: JN**

We haven't been requested to provide a Trail-O alongside the championships but will consider whether one can be organised once we are certain that the main competitions are guaranteed. Beaulieu may be a suitable venue for the Trail-O.

JN confirmed that the British Elite Championships are part of the event and affect the M/W 20 & 21 classes. BEOC seeding to these classes would need to be applied.

All clubs in the region need to support this event and we should have a contact in each club who can receive <u>and action</u> BOC09 matters.
The following contacts were confirmed:

> BKO: Liz Yeadon
> SOFA: Caroline Ford
> BADO: Andy Macgregor

Other clubs in the region should provide their contact name to JN
Action: BAOC, OUOC, SN, SOC, TVOC, WIGHTO

Di Smith has contacts in the New Forest National Park should we need their assistance with publicity.
There is a local pottery at Godshill that may be useful for trophies. Liz Yeadon also has a contact for wooden trophies.

Terry Smith will see if there are any lessons to be learned from previous championships.
Action: TS

The main officials should attend the Major Officials course this year.

740 Chairman's Report

Before the Chairman gave his report, JN advised that under SCOA's Constitution the Chairman should not serve for more than 3 consecutive years. AF had completed 3 years as Chairman at the last AGM so should not have been voted into office. The options were that we require AF to stand down immediately and co-opt a replacement until the next AGM or we allow him to complete his current year in office. AM proposed that we allow AF to continue in office until the next AGM and this was agreed by the meeting.

AF could not attend the last Council meeting as he was in France at the time. The new management structure of BOF requires the appointment of Directors and nominations had just closed. AF hoped the new structure would kick-start BOF activities.

The Sports Council seemed to be stepping back from the idea of regional funding which would have required us to report achievements in conjunction with SEOA and EAOA. If the Sports Council decides to go ahead with the scheme then SCOA, SEOA & EAOA need to meet to decide how to implement the scheme.

AF will step down at the next AGM. He suggests that we go back to at least four meetings a year as it focuses efforts and provides a deadline for completing tasks.

AF suggested that the region should produce a regular email newsletter for club members with perhaps a printed version displayed at events. The newsletter should focus on what SCOA is doing, provide minutes of meetings and report the good things that other clubs are doing. We should use BOC09 as a catalyst to introduce this newsletter.

741 Secretary & Treasurer's Report

JN's report was circulated at the meeting.

Secretary

Clubs should note the new BOF insurance requirement to retain the results and lists of helpers at events for five years after the event. Results should contain the names of all persons in pairs or groups, including adults shadowing juniors. Entry forms will need to be amended to incorporate this information. The Data Privacy wording on entry forms will need to be altered to allow for the data's use for insurance purposes.

Some links on the SCOA website are broken. JN to investigate. **Action: JN**

JN will attend the EOC AGM on 21st March.

Treasurer
JN had been trying to move the Association's bank account for the last eight months. NatWest appear to have lost the application form for a second time and are not returning calls. JN had spoken to the local branch of our current bank, LloydsTSB, and confirmed that they would not move us to an account paying higher rates of interest.

The Alliance & Leicester offer an account for clubs which currently pays 4% interest but there is management charge of £5 per month. However, at current interest rates we would only need to have about £2,500 in the account to break even on our current arrangements. The A&L account has the advantage that deposits may be made at post offices. The meeting agreed that the bank account should be moved to the Alliance & Leicester if JN thought it was suitable.

742 Fixtures Secretary's Report
The Fixtures Secretary's report had been previously circulated.

It was agreed to move the SCOA Championships around the C3 events in the region. The 2008 championship will be held at the November Classic.

TVOC have lost use of Hambledon following a change of ownership and this has affected the organisation of this year's Harvester trophy. The club will find another venue for the event.

The JOK Sprint is to take place at Bloom Wood.

The next Southern Championships will take place at TVOC's 2009 Chiltern Challenge. JN is maintaining the list of prize-winners on behalf of the three southern regions.

Bids for C3 events in 2010 are needed. **Action: All Clubs**

AF queried when we were next due to host the JK. RS to find out (post-meeting note: it's currently scheduled for 2015 but the timetable after 2011 is still fluid).

743 Junior Squad Manager's Report
See reports previously distributed on Junior Squad and the recent Coaching Conference at Lilleshall.

Junior Squad
The squad continues to have an active program with around 25 members. An under-strength team went to the Junior Inter-Regionals but produced creditable results. But for an injury on the last lap, one of the relay teams looked set to finish in third place.

Coaching
AF reminded the meeting that the AOA facility at Longmoor was available for use at modest rates. The building has 3 lecture rooms, including one with 8 computers for Ocad work. In addition the AOA regularly run courses for Ocad, Skills coaching and a Ladies-only Skills course.

All coaches need to be licensed by BOF from January 1st in order to be covered by BOF's insurance.

CRB Checks – documents can be signed for the region by Dave Rogers, Tim Booth and Phil Brown.

It was suggested that team results at events may encourage participation and we should look at whether a club table could form part of the SCOA League.

744 Technical Officer's Report

The Technical Officer's report was distributed at the meeting. TS drew everyone's attention to the recent decision by the IOF Technical Committee that splits shall not be removed from a race result under any circumstance.

745 RDO's Report

LY explained that Denise Harper was not present because she had been organising a heat of the Berkshire Youth Games that day.

AF advised that a further meeting with Hampshire CC was scheduled for 26 February. AF will attend with DH and representatives from SOC.

746 Any Other Business

Appointment of Coaching Officer – Phil Brown had resigned as Coaching Officer and Dave Rogers had offered to take his place. The meeting agreed to his appointment

747 Date of Next Meeting

To be decided

The AGM will take place on Thursday 12th June 2008 at Winchester.

J M Newcombe
SCOA Secretary