

**Minutes of the South Central Orienteering Association
Annual General Meeting held on 19th June 2014 at the Friends Meeting
House, Newbury**

Present

Alun Jones	TVOC	Acting Chair and Club Rep
Allan Farrington	BAOC	
Gillian Mann	BADO	Club Rep
Liz Yeadon	SARUM	Development Officer
Alan Yeadon	SARUM	Club Rep
Dave Rogers	BKO	Coaching Officer
Richard Sharp	TVOC	Fixtures Secretary
Katy Stubbs	BKO	Technical Officer and Club Rep
Mike Bray	SN	Club Rep
Charles Bromley-Gardner	BAOC	Club Rep
Fiona Clough	BKO	

1. Apologies

Apologies were received from
Jamie Parkinson OUOC
Jerry Newcombe Treasurer BADO
Nick Bosbury SOC

2. Minutes of last AGM

The minutes of the last AGM held on 6th June 2013 were agreed.

3. Minutes of EGM held on 5th September 2013

The minutes of the EGM were agreed.

4. Matters Arising

- 10c. KS has run courses for Level B and Level C Controllers. No courses for Level C Planners and Organisers have yet been put on.
- 10c. Club Reps to encourage tutors to hold more Event Safety and Welfare Workshops – completed.
- 10c. Southern Area rollout tutor – closed.
- 13. Club Reps to seek out potential secretary – completed.

5. Chairman's report

The Chairman's report was distributed prior to the meeting containing a copy of the final report of the working party on SCOA's structure and constitution, a summary of the recommendations and a copy of the SCOA Constitution.

The meeting agreed that no specific action came from the working party review, other than needing to appoint someone to identify things to go on

the website (**AJ** volunteered for this role if he is no longer Chairman at the end of the AGM).

A copy of the Constitution was circulated reflecting the other changes agreed at the EGM in September 2013. This is to be reviewed by members and any comments passed to the Chairman ASAP so that the Constitution can be posted on the SCOA website.

Action: Club Reps

In closing the Chairman thanked everyone present for their support in the last 3 years.

6. Treasurer's report

Although the Treasurer was not present his report was distributed prior to the meeting.

A question was raised regarding why the Junior Squad balance on funds was up 50% this year. It was explained that it was a sequencing issue relating to the Army event that raises funds for the squad being held in October last year but earlier this year.

A lengthy discussion followed regarding the Treasurer's difficulties in collecting:

1. Membership fees from some clubs
2. Levies from all the events held in the region. It was noted that British Orienteering would have an automated system for collecting their levies, driven from the event database. By comparison, the SCOA Treasurer has to do this manually, which causes him a lot of additional work.

The discussion progressed to a suggestion to change from a fixed membership fee to one dependent on the number of senior SCOA members, perhaps waiving fees for the first 25 members and to only set levies for Level A to C events (hence excluding Level D as well as activities).

Proposal by Chairman – to set the 2015 club membership fee as variable £2 per senior SCOA member on 31st May 2014. (It was emphasised that Clubs would pay only for SCOA members, and that the existing fixed membership fee would no longer apply.) **KS** seconded the proposal and a vote was held – **motion carried**.

JN to bring a proposal to the next SCOA meeting regarding the levy for 2015, this proposal possibly restricting the levy to Level A – C events if he felt this would give practical benefits.

Action: JN

7. Fixtures Secretary's report

The report was distributed at the meeting. Points to note were:

- a. During 2013, approximately 248 events (2012: 316) were registered in the South Central region, attended by a total of at least 25,146 people (2012: 20,516) of whom 19,095 (2012: 16,815) were seniors and 6,051 (2012: 3,701) juniors.
- b. The number of events at levels A to C rose by 25% due to the JK but the number of activities and level D events fell by 25%, in contrast with 2009, 2010 and 2012 but similar to 2011.
- c. Overall participation rose by 23% compared with 2012 with a significant part due to the JK. Excluding the JK, participation fell by 23% but the picture is not this clear, as clubs would have held additional events if the JK had not taken place in our region. Participation was broadly flat in 2011 and 2012, after significant rises in 2009 and 2010. This year, data for SARUM and SN activities have again been separated by region in the BOF data and are included here. There were thirteen events with missing participation data.
- d. Four level A events were held in the region during 2013, all part of the JK weekend. Four level B events were held (BAOC, BKO, SOC and TVOC). Other than the JK, notable events were the Harvester relays (BAOC for the second year running) and the JOK chasing sprint.
- e. The SCOA League had a program of ten events in 2013. The 2012/2013 season included six events in 2013 and six events in 2014. All clubs held one or more series of small/introductory events at various times during the year.

KS asked that the next report separate Level D events and activities.

Action: RS

8. Technical Officer's report

SCOA officials

Three new Controllers have been appointed this year, Liz Yeadon of SARUM (Level C), Geoff Ellis of RAFO (Level C) and Mark Thompson of TVOC (Level B).

Training

SCOA and SEOA collaborated in a joint Controller training day at the beginning of February and a number of SCOA controllers or potential controllers attended. **KS** ran the Grade B section and we have one new Grade B waiting for the final piece of experience (organising).

Event Safety workshops are now happening at the club level with trainers appointed within TVOC, BKO, BADO, SOC and BAOC. This has significantly increased the number of trained Organisers and Planners.

KS has done a repeat of last year's review of qualifications of SCOA Controllers via the BO qualifications website and based on that data, 1 out of 3 Grade A, 2 out of 11 Grade B and 3 out of 20 Grade C controllers (1 of whom is currently taking a break from controlling) have apparently not yet completed the Event Safety Workshop. This is an improvement from last year, but we still have a few controllers who have not completed it (particularly from SN). What is pleasing is the number of others who have attended one over the last year or so, especially Organisers.

Jon Wheatcroft (TVOC) is planning to run an Event Safety Course in November 2014 near Oxford. It was emphasized that BOF need to be notified of the details of individuals who have completed the course when one has been run so they can update their records (this should be done by the individual running the course). **KS** to email **MB** with details of SN Controllers who need to complete the Event Safety Course.

Action: KS

Clubs need to review whether they have a need for Event Safety Courses to be run, they also need to identify a venue. The course lasts approximately 4 hours and can train a maximum of 15 – 20 people.

Action: Club Reps

8a. Development Officer's report

The report was distributed prior to the meeting. Points of particular note were:

- **Development Activities:** The annual Association Conference 2013 was held in October 2013 & the theme was Volunteering. The report covering the Conference was issued to the committee for comment and possible action. It covered themes such as Volunteer Capacity; Succession Planning; Volunteer Recognition; Volunteer co-ordinating; Retention of new members. Clubs were asked to comment on the various questions posed, with a view to facilitating needs if they arose. Issues regarding how to interest new people and then recruiting & retaining them were also covered. Mike Shires (TVOC) has produced a very informative report on how one Club has tackled this.
- **British Orienteering Development Team:** There has been much recruiting going on by BOF and there seem to be a number of new faces forming the current Development team. There is a new Head of Development – Craig Anthony, who started with BOF in March 2014.

- **Championship medals:** we have sufficient medals for the next two SCOA Long Distance Championships if none of the other types of SCOA Championship competition are held in the next two years.

Finally BOF are planning to hold a Major Events conference on 18th September 2014.

9. Proposals

This has already been covered in the Treasurer's report. There were no other proposals.

10. Election of Officers

Alun Jones is required to stand down having completed 3 years in the role of Chairman. In the absence of another volunteer to take on the role he agreed to accept the role of Acting Chairman on an interim basis for up to a year. Club Reps to publicise meeting dates and encourage other club members to attend and participate in an effort to find someone to take over the role of Chairman. **Action: Club Reps**

The following officials were elected:

Acting Chairman	Alun Jones TVOC
Secretary	Fiona Clough BKO
Treasurer	Jerry Newcombe BADO
Fixtures Secretary	Richard Sharp TVOC
Junior Squad Manager	Craig Blackford BADO
Technical Officer	Katy Stubbs BKO
Coaching Officer	Dave Rogers BKO
Development Officer	Liz Yeadon SARUM

(Chairman, Secretary and Treasurer proposed by Katy Stubbs and seconded by Gillian Mann and Alun Jones respectively. Remaining roles proposed by Charles Bromley-Gardner and seconded by Allan Farrington)

MB wished it noted that he felt it unfair that the SN rep did not have a vote but it was reiterated that according to the Constitution, for a club to have a vote they **MUST** be affiliated to BOF via SCOA – SN are affiliated to BOF via SEOA therefore have a vote at SEOA AGM and not SCOA.

11. Any other business

Thanks to Liz and Alan Yeadon for providing refreshments.

12. Date of next AGM - to be decided.

Fiona Clough

Secretary – SCOA

24th June 2014