

**Minutes of the SCOA AGM 21st June 2024 at 1930 held on 'Zoom'.
(rescheduled from 6th June)**

Present

Jon Wheatcroft	TVOC	Chair
Fiona Clough	BKO	Secretary/Interim Treasurer
Richard Sharp	TVOC	Fixtures Secretary
Katy Stubbs	BKO	Technical Officer
Liz Yeadon	SARUM	Coaching/Development Officer
Ian Moran	SOC	Club Rep
Chris Poole	TVOC	Club Rep I/L Peter Riches
Simon Moore	BKO	Club Rep
Alan Kersley	BADO	Club Rep
Paul Fox	SN	Club Rep I/L Debbie Robinson

1. Apologies for absence

Debbie Robinson	SN	Club Rep
Trish Monks	BKO	Treasurer elect
Simon Kippin	TVOC	SCJS

2. Minutes of the last AGM held on 1st June 2023

The minutes were reviewed by those present and agreed to be a true record of the proceedings – proposed by JW, seconded by RS.

3. Matters arising

There were three action points at the 2023 AGM. The first being requiring audited accounts for 2022. The Treasurer resigned mid audit period 2022.

Since then, accounts have now been produced by the Interim Treasurer, checked, circulated and approved by the committee.

The second point was to remind Club Coaches to keep the BOF website up to date with their qualifications. This is an ongoing point that has been monitored by the SCOA Coaching officer.

The final point relates to recruiting more controllers, bringing in new Grade C Controllers and identifying current Grade C controllers who are suitable to move up to Grade B. This is also an ongoing matter in the region and KS has undertaken and is planning further training sessions for potential candidates for both Grade C and Grade C Controllers.

4. Chairs Report

JW stated that as a region we had not hosted any major events such as the JK, BO Champs or a SHI during 2023 although SOC did put on a Southern championship. We did what orienteers do so well; map, organise, plan, facilitate youngsters reaching their potential and organise competitions (SCOA Champs, SCOA league) for our members to aim for Trophies and medals.

Two key people have stood down in the region this year: Liz Yeadon and Ken Ricketts. We owe them a debt of thanks. Fiona Clough has occupied two roles this year, Secretary and Interim Treasurer – where would the region be without her? Our future big event in terms of both organisation and income is JK 2029. We need to start planning for this during the next year.

5. Treasurer's Report

FC stated that she has been looking after the SCOA accounts since mid 2023 due to the unexpected resignation of the previous Treasurer. This has enabled various grants to be sent to SCOA members and levies/affiliation fees to be collected. FC has since completed accounts for the 2022 Financial year that have been reviewed checked and approved by the committee during the year. FC has also produced a set of accounts for 2023 that have been checked by AK. These accounts have been circulated prior to this meeting.

The region is still in a strong position with £25,634 in the deposit account, £2,360 in the SCJS account and £3,069 in the current account at the end of 2023. Overall, the balance of funds has increased from £30,813 at the end of 2022 to £31,064 at the end of 2023. The deposit account has received £971 in interest during 2023 and £3,450 has been given out in grants to juniors.

FC said that she is still working to get both IM and Trish Monks (who has volunteered to take on the SCOA Treasurer role) on to the bank account as signatories but this is a prolonged and painful process.

JW asked whether SCOA need to formally agree to run at a loss? RS said that this was not necessary. Once in role Trish, in conjunction with FC, can produce a budget proposal for approval by the Committee.

The accounts for 2023 were accepted by the AGM (proposed by IM and seconded by RS).

It was agreed that pending the addition of TM – new Treasurer – and IM – new Chair – on to the bank account as signatories, JW to remain as co-signatory for payments from the SCOA accounts.

6. Fixtures Secretary's Report

RS had circulated a report prior to the AGM including a report, a data table and two graphs covering participation at SCOA events, and the number of events registered within the region. RS stated that the general trend is that event numbers and participation is improving but is not up to pre-pandemic figures. It is 25% down on 2018 figures (the last normal year where we had no major events). It is possible that we will return to that level in 2024. IM queried what had happened on 2012/13 where there was a particular peak. RS explained that it was JK 2013 and there was also an inconsistency in the way that BOF treated BAOC events.

JW thanked RS for completing such a detailed report.

7. Coaching/Development Officer's Report

LY had circulated a report prior to the meeting but also provided a verbal update on the prospective coaches that took part in the Level 2 Coaching Course in 2022. Of the 6 that took part, 3 have successfully completed their Final Assessment and are now fully fledged Coaches (John Methven, Heidi Lloyd and Katherine Bett). One from SWOA has got bogged down with paperwork and needs support which LY will provide. The remaining two have been unable to complete the required sessions due to other commitments and are unlikely to finish their training within the required time.

Plans by British Orienteering to create our own Coaching Qualification to be separate from 1st for Sport are well underway. The Coaching Advisory Group has been working hard to create a new Coaching Qualification and work towards withdrawal of the current Level 2 from 1st for Sport and develop our own Level 2 award.

LY again mentioned that Coaches need to ensure they keep the BOF website up to date with their qualifications and to do the required courses if anything has become out of date. The admin person at BOF needs to be informed and then she will update the website. Coaches must meet the following criteria:

1. Be a member of British Orienteering
2. Demonstrated competence against standards at the appropriate Coaching Award level
3. Sign to confirm acceptance of BOF Code of Conduct for Coaches
4. Hold appropriate First Aid qualification
5. Attend relevant Safeguarding course (tutor led for children/online if adults only)

To close, LY informed the AGM that she is withdrawing from the post of SCoA Coaching Rep but has been looking to identify a suitable replacement. (Post meeting note: LY has agreed to keep a watching brief on Coaching until a replacement has been recruited.)

JW expressed the thanks of the committee for all her hard work in this role.

8. SCJS Report

SK had sent a report covering the 2023/2024 activities and achievements however it appears the secretary may have omitted to circulated so she read it out.

JW asked that congratulations be passed to all the squad members for all their achievements and remembering that the squad is run by volunteers to send thanks to Simon Laurence and all the supporting coaches.

9. Technical Officer's Report

KS had circulated a short report prior to the meeting but reiterated the need for more licensed Controllers in the region. JW commented that there are people in the region

who are more than capable of being Controllers, but they are not putting themselves forward. JW asked that clubs approach experienced planners and planner/organisers to consider taking on the role.

10. Proposals

There were no proposals.

11. Election of Officers

Under the SCOA Constitution, Officers of the Association need to be elected annually at the AGM. The Chair shall not serve for more than three years consecutively. JW has now reached three years in the post of Chair and is now standing down.

FC nominated Ian Moran (SOC) as Chair (with his agreement), seconded by KS, agreed unanimously.

Treasurer – Trish Monks (BKO – not able to attend) has volunteered to take on this role. Nominated by FC, seconded by RS, agreed unanimously.

Secretary – FC stated she is willing to continue, nominated by IM, seconded by LY, agreed unanimously.

Fixtures Secretary – RS stated he is happy to remain in the role, nominated by LY, seconded by FC, agreed unanimously.

12. Any other business

KS and LY stated that the committee would like to thank JW for all his hard work as Chair of the Association.

Proposed dates of future meetings:

Thursday 5th December 2024

Thursday 6th March 2025

Thursday 5th June 2025 AGM and Committee meeting

There being no further matters for discussion the AGM closed.

Fiona Clough
Secretary SCOA
30th June 2024