

Quantock Orienteers – Minutes of Committee Meeting

10 December 2015

1.0 Attendees: Roger Craddock (Treasurer), Rosie Wych (Secretary), Bill Vigar, Chris Hasler, Julia Robertson, Gavin Clegg, Spencer Modica, Bob Lloyd (Chairman)

2.0 Previous Meeting on 12 October 2015

2.1 Minutes approved

From prior meetings:

- > Julia Article on pictorial descriptions for Quonicle - to do
- > Julia Advertise JOG as suitable for adults - to do for website
- > Bob Continue to explore use of Tetton - DONE – not available due to use for shoots
- > From meeting:
 - > Roger to research 'age' of QO and a possible Anniversary Event in place of Long 'O' - Formed in 1968 so for discussion in 2017.
 - > Rosie Supply Roger with updated contact list/club positions for BOF -DONE
 - > Roger to forward with cheque to BOF DONE
 - > Julia Contact organisers to check postcodes on details - Roger to find and forward postcode for QOFL1 = DONE and for QOFLs 2 and 3
 - > Rosie Ask Jeff to take Nick Fernandez off volunteers list - and find a replacement for him in team 1. DONE
 - > Julia Contact Richard/SWOA regards funding for anniversary event DONE - £100 was for Facebook advertising. £50 received from SWOA along with their thanks
 - > Roger Add extra column to finance report to show previous 6 month position DONE
 - > Gavin Advise Roger on cost of SI schools kit DONE
 - > Rosie Contact BOF re insurance/road crossings DONE see Mike Hamilton email
 - > Julia/Roger Poster for anniversary event plus fliers for hand out on the day DONE £153 spent on advertising
 - > Julia Approach Katie Dyer to control urban event TO DO
 - > Julia Email Andy re controlling QOFL 2 – DONE Andy planed and Pete Akers controlled
 - > Chris Look for trainee organizer for QOFL 5 – Ed Reay suggested. Chris reported that he felt getting volunteers for QOFL 2 was reasonably successful
 - > Rosie Contact Jeff to do the same for QOFL 6
 - > Jeff/Julia Work together to utilise volunteers – they have been in discussion over this
 - > Gavin Reply to Jeff's volunteer report DONE
 - > Roger Check insurance for use of strimmer in Long Run Meadow – DONE – Friends of Longrun Meadow has public liability insurance. Check that this includes equipment cover.
 - > Bill Investigate loss is control box 150.Last used at Great Breach Wood. Mike has checked that it was collected. Still not located. Andy confirmed that it was not loaned to Devon
 - > Rosie Confirm to Spencer that he contact Nathan re website quotation DONE
 - > Bob Check permission for food van at St Audries Galoppen
 - > Rosie Apply to BOF for event safety workshop materials. Since the meeting Richard Sansbury has also volunteered to lead training sessions from February 2016. The committee have welcomed this proposal and Richard and Rosie will liaise to formulate a plan. Richard has suggested 2 sessions are needed with 6-8 at each session. Suitable venue needed. Going forward.

3.0 Money

See Finance Report as appendix 3. 6 month expenditure shown at ½ year stage plus comparison with previous year. Details of donations included. SWOA levies still to pay. BOF levies paid. Lots of subscriptions are due in January. Income from December should be boosted by 3 events in quick succession. £250 grant available for attendance of a QO member at anti smoking event. Gavin is to promote the Orienteering Foundation in QuOnicle. Somerset Community Fund has grant money available – suggested that it could be used for a re map of Huish Woods. Simon Beck has been paid £150 for mapping revisions to Huish Woods and included in this payment is also mapping an area of Henlade suitable for JOG events. Roger is to supply a breakdown of Longo finances. Purchase of dibbers for some juniors to use was discussed but it was concluded that there were always club dibbers available.

4.0 Events

4.1 Recent events:

Lots of effort was put into the publicity for the SWOA 50th anniversary event but it was not reflected by an increased turnout. It was concluded that Gazette advertising does not justify the cost. One family has since joined. It was a well received, enjoyable event and hopefully some of the publicity may impact on attendance in future. Roger and Judy planned a variety of activities. It was unfortunate that there was confusion over dates in SWOA advertising.

QOFL 1 – thanks to last minute work by planner and controller the event was well received and attended

QOAD 1 and 2 were positively received with average attendance. The Orchard Portman shooting schedule needs checking prior to future events to ensure there is no clash. The area is in need of re mapping and may not be suitable for use due to undergrowth. Bill to inspect. QOAD 2 utilised the same controls as the accompanying JOG so that competitors who had competed in daylight could try again after dark.

4.2 Future events:

Planner and controllers in place for QOFL 2. QOFL 3 preparations underway with the controller needing to make a final inspection. Mincepies to be provided for finishers. QOFL 4 fully staffed. Clashes with other events have become apparent for QOFLs 5 and 6 and date changes suggested. Julia to carry out these changes (17th April to 24th and 15th May to 8th). As Fixtures Secretary Julia expressed concern at the poaching of QO dates on the regional orienteering calendar by other clubs. JR/BL to draft letter to BOK chairman expressing these concerns. Copy also to SWOA. The supremacy of Galoppen dates was upheld by SWOA.

2016 Southern Night/Galoppen – query over if the map needed updating. Bill has requested prototype courses to check vegetation at equivalent time of year.

JR/BL to form Fixtures Working Party (with Bill if necessary) to discuss future calendar etc

Rosie requested confirmation of future events on the Blackdowns by deadline of 23 December as they can then be included on AONB anniversary advertising in 2016

Bridgwater QOAD 2 January: controller has checked, map updated, community police happy to patrol. Map goes to print 21 December. Chris Philip and Jeff Pakes volunteered help on the night.

Compass Sport Cup – Chris will advertise event and entries will be subsidized by QO as normal

Event safety and search and rescue plans on the QO website to be checked by Gavin

Julia requested the facility to modify events on the website and that past events be automatically removed

5.0 Activities

5.1 JOG

See appendix 2 for report. Fixtures for Spring Term are set.

5.2 Coaching: has been given regularly to groups of 6-8 in smaller chunks at JOG events and progress seen from attendees. Coaching needs to be re branded for seniors/older juniors for Autumn Term and Rosie and Gavin possibly to suggest some framework of activities. Some youngsters now are invited to SWOA training and parental support welcomed for transport to this.

6.0 People

6.1 Membership. Good to see a new member family as a result of the SWOA event. The Williams family were recognised as having supported JOG over a long period and Adriana and family should be encouraged in their support. Rosie completed the Volunteer survey as supported by BOF – feedback not yet received.

Bob as Chairman to prepare a welcome email to be sent to new members.

6.2 Volunteering: Jeff Pakes joined the committee for some discussion here. Time was spent debating the demands on and need for a large number of volunteers to enable events to proceed. There is awareness that for the size of club QO put on a comparatively large number of events and that at times some people are required to commit unreasonable amounts of volunteer time. With the 3 team system each member, if conscientious, should anticipate helping at 2 out of 6 QOFLS. Some attendees never help.

For SI Andy has further trained a number of members to enable events to proceed in his absence. An SI team of 2 from the following should be able to man each QOFL: Jeff Pakes, Steve Robertson, Gavin Clegg, Andy Rimes, Rosie Wych, Mark Maynard (although not listed Richard Sansbury should be included) and Ray Toomer encouraged. For Organising, existing expertise should be utilised to mentor others – Roger is doing this with Vikki Page but it would be good for others to be identified. To try and widen the volunteer net Rosie is to promote orienteering as a Duke of Edinburgh volunteer activity, Chris approach the cadets and Gavin look at utilising non members.

There is a similarly heavy expectation on existing planners and controllers. The “sub” QUOFL JOG planners should be encouraged to help. Roger/Judy – suggest names to Jeff, Jeff also needs to update volunteers list.

The situation is one of ongoing concern and discussion will no doubt continue.

6.3 Club Captain: see appendix. The award to successful juniors of a club o top was suggested – criteria to be further discussed. The value of a 2nd hand stall was suggested by Julia but no firm plan on how to put this in place. Judy may be able to suggest potential help from her knowledge of JOG families. Chris suggested co-ordinating club entries to 2016 JK.

7.0 Places

7.1 Mapping: no discussion at meeting

7.2 Permissions: see appendix 1

7.3: POCs: Pete Akers has continued to help in the production of the new POC at Yeovil Country Park. Brian Fletcher also to give advice.

8.0 Equipment – no discussion

9.0 Communications

9.1 Website: see working party meeting minutes. Nathan has produced a generally acceptable quote for the new website (£300 plus £75 for mobile version and £15 monthly running) with Spencer needing to finalize some detail. Progress should be made in the New Year.

10 0 AOB

10.1 Fabian 4 to be used for Galoppen entries: Rosie to set up.

10.2 Organisers training workshop offered by BOK: discussion concluded that it was not appropriate for QO members to attend and that training at club level would be more sensible.

10.3 The value of a maze at orienteering events was recognised. It will be used at the Bridgwater Urban event in March and could also be offered to events like primary school fairs (Adrian Edwards may try this first).

10.4 SWOA meeting: Spencer attended and reported:

- £50 grant to clubs for anniversary event
- Budget was rejected as SWOA is trying to build up a buffer of £25,000 required for the major event planned for 2018
- BOK request that they could have events clashing with Galoppens was rejected
- SWOA webpage shows past champions going back to the 1980's
- Spencer volunteered to write a proposed handicap scoring system for Galoppens and he is working on it

11.05 Meeting Closed

Actions from Meeting

1. Julia - article on pictorial descriptions
2. Julia - advertise JOG as suitable for adults
3. Julia - approach Katy Dyer to control urban event
4. Rosie - query if 150 was lent to Devon - NO says Andy
5. Roger - include equipment insurance cover for strimmer etc.
6. Gavin - promote orienteering foundation in next QuOnicle
7. Roger - breakdown of Longo finances
8. Bill - inspect Orchard Portman to see if suitable for future events
9. Julia - make changes of date to QOFL programme inform Rosie before 23 December for AONB advertising of Blackdown events
10. Julia/Bob - draft letter to BOK/SWOA about "poaching" event dates
11. Chris - organise Compass Sport cup entries
12. Gavin - check website for search and rescue procedures and rationalise the Information
13. Julia- requests Nathan to automatically remove past events from website
14. Roger - mentor Vikki as novice organiser
15. Gavin - look at utilising non-orienteer volunteers
16. Rosie - inform D of E of opportunities for volunteering for participants
17. Roger (with Judy) - names of potential planners from JOG to Jeff to update Volunteer experience data so that he can produce a better list
18. Bob- compose the chairmanship welcome email
19. Gavin - check committee details page in QuOnicle Rosie - email Gavin the updated details so he can do this
20. Rosie/Roger - check Galoppen charge structure and other clubs entry fees
21. Rosie- complete Fabian procedure for Galoppen entries
22. Bob/Julia/Bill - meet as Fixtures working party to discuss event Calendar, club champs etc.
23. Spencer - continue to push website change etc. with Nathan - produce a time scale?

Other actions suggested by Roger

24. Roger. Send history of QO (as compiled by Mike C) to Gavin for amendment and inclusion in Quonicle. Add Anniversary event as item for next meeting.
25. Rosie. Propose date for safety workshop by Richard S after Feb.
26. Roger. Payment to Simon Beck for Huish Woods mapping
27. Jeff Pakes. Bring together forum of IT competent volunteers to discuss and run IT. Ditto for planners.
28. Spencer M. to produce invoice and pass to Roger when satisfied with Nathan's website.

Appendix 1

QO Permissions Report for 10.12.2015 Comm. Mtg.

Bob Lloyd

All permissions are in place up to and including the Netherclay Wood JOG on 23.01.16, except for some fields that I am trying to find the ownership of for the Bridgwater Urban QOAD on 2.1.16.

I have been promised information about them and have chased once but will have to do so again.

I haven't had confirmation from Andy Harris (FC) about QOFL4 at Buckland Wood on 31.1.16 but, in a short email about something else, he said he was having "IT issues"! I am confident that this will be OK.

I am also confident that the JOG/QOAD at Culm Davy on 6.2.16 will be OK.

I assume that Mark will get permission for the Huish Woods JOG on 13.2.16 and Judy for the Queens College JOG on 20.2.16.

Regarding the St Audries Galoppen on 28.2.16, both landowners involved have given permission but I am still waiting to hear from the AONB (as usual).

I have asked the NT about having a commercial food van at the Beacon Hill car park (as it is in their area) and Steve Sudworth is going to let me know, after consulting higher up. However, I understand that the proposal was for a particular "trader" to attend and that he has stopped for the winter. If this is the case, it will still be interesting to know what the NT's attitude is.

Appendix 2 JOG Report 31st October -28th November 2015

Unfortunately the JOG event at Orchard Portman had to be cancelled as a shoot was using O P. Andy Harris had given us permission but must have failed to check the diary of events for the area. The QOAD was well supported but it was evident that Orchard Portman needs to be extensively re-mapped.

The morning of JOG at Thurlbear Woods on 7th November was very wet and blustery and I think that this deterred people for coming, a shame for the afternoon was quite sunny. This is a tricky area as it is well used by dog walkers and paths near the start are difficult to map accurately. Jim Nickolls planned some great courses and had a good idea of three consecutive map memory courses for the Fox. Those that attended the JOG training did some control picking exercises and had a useful preview of the area around the start!

Brian Pearson planned at Castle Neroche on 14th November for a JOG followed by a QOAD. Both were well supported, needless to say Brian used the area well and extended many physically as well as mentally!

Taunton Town Event was held to celebrate SWOA's 50th anniversary. We had the usual four courses available together with a Punch Snapper and a Maze competition. Gavin offered to do a coaching session beforehand which was greatly appreciated by those who attended.

We finished the term at Huish Woods a new area for JOG although the club mapped it many years ago. It has proved difficult to get permission to use it and it's only by Mark Maynard's persistence that we have managed it! Huish Woods is a really interesting place with contrasting areas within it, the weather was appalling but surprisingly we had a good number of people attending.

Approved

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Bob Lloyd (Chairman)