

Quantock Orienteers – Minutes of Committee Meeting

4 January 2017 at 67 Staplegrove Road

1.1 Attendees: Roger Craddock (Chairman), Rosie Wych (Secretary), Bill Vigar, Chris Hasler, Bob Lloyd, Steve Robertson (Treasurer), Julia Robertson (Membership), Judy Craddock (Fixtures/JOG), Jeff Pakes
Roger welcomed the committee and Steve as new Treasurer. Chris updated everyone with his ongoing progress and explained that Richard Sansbury and Vikki Page would take over organising cup events in his absence. Good wishes on behalf of all were expressed by Roger.

Jeff demonstrated some of the features of the new website and again was thanked for his work (club jacket awarded). Roger encouraged the inclusion of the agenda to invite member comments. Tom Hasler to take over the production of OINFO after the departure of Gavin Clegg.

2.1 Minutes of previous meeting approved

2.2 Matters arising:

1. **ACTION – SI TRAINING REFRESHER DATE TO BE SET - ROSIE/ANDY TO DO-ONGOING**
2. **ACTION - BILL TO POST MAPS TO ROGER HARGREAVES FOR QWO - DONE**
3. **ACTION – PROMOTE CONTINUATION OF COACHING ACTIVITIES – ROGER/JUDY – TO BE BASED AT THE COACH BUILDING FROM JAN 5.30-8PM – THE BUILDING IS NOT READY SO FEBRUARY DATE LIKELY**
4. **ACTION – ROSIE TO RESEARCH FEEDBACK FROM CLUBS WITH SIMILAR STYLE OF REGISTRATION FORM – DEVON QUERIED AND FORM NOW BEING FURTHER DEVELOPED FOR EASE OF USE**
5. **ACTION – ROGER APPROACH GAVIN TO PLAN BRIDGWATER URBAN EVENT – NOT NOW RELEVANT**
6. **ACTION – ROSIE – QUERY WITH BO IF “3 EVENTS ONLY” RULE FOR INSURANCE OF NON MEMBERS APPLIES TO ACTIVITIES – TO DO**
7. **ACTION – ANDY – TIGHTEN UP MANNING OF SI AT FUTURE EVENTS - ONGOING**
8. **ACTION – JUDY/ROSIE – REVIEW EXISTING SIGNAGE AND UPDATE AS APPROPRIATE - DONE**
9. **ACTION: ROSIE – UPDATE CLUB OFFICIALS/CONTACTS DETAILS – DONE, BUT AMMENDMENTS NEEDED**

3.0 Money – see attached reports

Santander account(s) now updated and permits bank transfers. Expenditure permissions as stated in previous minutes. Cheques when required have Steve, Roger and Jeff as signatories. Final account for QWO shows a surplus of almost £2.500. Roger presented the Income/Expenditure summary and the budget update for the financial year so far as he is handing over the accounts to the new Treasurer as of the 1st January 2017.

4.0 Events

4.1 Past - Minutes of the post mortem over QWO have been circulated and stored as a reference to help future large event planning. Gavin Clegg commented to support the use of OCAD and BML printing for maps.

The planner/controller differences at Kings Cliff QOFL resolved by use of Steve Robertson as planner. Earlier production of courses and update of map was recommended to help the process of planning and to allow negotiation between planner and controller. Mentoring of aspirant planners suggested and further training courses. Steve offered to provide these. Although updated and converted to OCAD by Simon Beck the map still has issues over vegetation and accuracy. ACTION – CONTACT SIMON RE FURTHER MAPPING OF KINGS CLIFF (FOLLOWING MSC MEETING DISCUSSION)– ROGER. The 2 recent QOFLs have had lower than average attendance and some issues over volunteers required. More circulation over team membership and commitment required from start of season suggested. Jeff has included team membership in the details for the remaining 2 QOFLs on the website as a reminder. Steve suggested that events need calendaring a year in advance – Roger intervened to state that this is role of fixtures sub-committee.

4.2 Future – QOFL 5 – Bill noted the need for planner/organiser to decide on parking and start/finish position before courses are planned. Organiser needed for QOFL 6 – Roger Dickey suggested. Note made that Graham Hartley has not done an ESW and is included as a QOAD planner. ACTION –CONFIRM OFFICIALS FOR REMAINING QOFLs – JUDY

Discussion took place on Saturday v. Sunday timetabling to encourage QOFL attendance and to encourage JOG member participation. Registering as level C events was dismissed as too problematic and a mixture of the 2 days decided on as the best way forward. ACTION – PRODUCE FIXTURE LIST FOR 2017-2018 AND CIRCULATE TO BILL AND BOB FOR VENUE AGREEMENT–JUDY /FIXTURES SC

Club Champs/AGM – Saturday 17 June ACTION – CONFIRM CLUB CHAMPS DATE WITH PLANNER – JUDY

Long O – Rosie had previously circulated concerns over personnel needed for a 2 day event. Committee were keen and supportive that it should proceed as such. Quantock west and Exmoor proposed. Some usage of volunteer help from non QO members suggested.

ACTION – APPROACH MARTIN LONGHUST TO PLAN – BILL

ACTION – CHECK WITH MIKE ANDERSEN ABOUT BICKNOLLER CAR PARK USAGE – ROSIE

ACTION – INVITE OTHER PLANNER/CONTROLLER INVOLVEMENT – ROSIE

ACTION – REGISTER EVENT 30 SEP/1 OCT – JUDY

Feasibility of application to stage Compass Sport Cup round March 11 2018 discussed. Suitable map and area needed. ACTION – CHECK RULE OVER TIMES SCALES/EMARGOED AREAS WITH RICHARD SANSBURY – JUDY

There was no time for discussion of agenda item on Christmas Novelty event for 2017 – postpone to next meeting.

5.0 Activities

5.1 JOG – see attached report from Judy. Roger drew attention to article on Junior Development in the FOCUS magazine and its match with what QO/JOG is providing.

5.2 Judy proposed that Tess and Vikki attend the British Orienteering coaching conference. Committee supported funding for this. ACTION – APPROACH SWOA FOR CONFERENCE ATTENDANCE FUNDING – STEVE

6.0 People

6.1 Membership – report circulated and attached. BOF have given permission for membership lists to be included in other official's profile as well as that of the Membership Secretary. Roger has requested for Judy, Jeff, and Rosie.

6.2 Club Captain – see earlier statement

7.0 Places

7.1 Mapping – lengthy email discussion about mapping issues attached - and continued at and post meeting.

Importance of maps being “futureproofed” recognised. Difficulties re lack of member expertise/time and cost of professional mapping. A start to be made with St Audries area (although Rosie had reservations over the value of this area for multiple events due to the lack of features).

ACTION – ATTEMPT CONVERSION OF MAP FILE TO OCAD INHOUSE – ANDY

ACTION – CONVENE MAPPING SC TO DETERMINE SPECIFICATION FOR PROFESSIONAL MAPPING QUOTE – STEVE

ACTION – RESEARCH FEASIBILITY OF PARKING AT ALFOXTON HOTEL - BOB

6.2 - Permissions – progress in gaining permissions for future events well in hand.

6.3 POCs – Longrun Meadows extension of area – Andy to map it but permission still pending

8.0

8.1 Equipment Andy requested permission to purchase 25 SIAC cards to start process of familiarity and encourage usage. Agreed that their compatibility with existing controls needed confirmation before purchase made. He has also ordered a new power supply for one of the club laptops.

ACTION – CHECK STATUS OF SI CONTROLS WITH ANDY – ROSIE

8.2 Website demonstration – see earlier section

8.3 Lack of some necessary items in first aid box noted. Recent injuries to Mike Kite (WESSEX), Simon Beck, Jenny Tennant.

ACTION – FIND NEW FIRST AID BOX “MONITOR” – JEFF

8.4 Club jackets now available either to purchase or as reward for planning/controlling of organising a QOFL 2016 Onwrds or other large event. ACTION – PROMOTE CLUB JACKETS THROUGH WEBSITE – ROSIE

Judy has negotiated an alternative junior o top and the committee agreed a £5 subsidy

8.5 Removal of SI card £1 charge previously agreed was retracted.

9.0 AOB

9.1 Buddy proposal from Angela Modica – see attached – was discussed and agreed.

ACTION – SET UP AND PROMOTE BUDDY SYSTEM – JEFF/ANGELA

9.2 Previous application to Quantock Brewery now relevant

ACTION – APPLY TO QUANTOCK BREWERY FOR SPONSORSHIP – ROSIE

9.3 Committee invited to view a new set of trophies purchased by Gavin Clegg at a ½ price sale. Suggestions invited!

Meeting closed 10.49 pm.

Signed

Chairman

Actions arising:

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2. ACTION – PROMOTE CONTINUATION OF COACHING ACTIVITIES TO BE BASED AT THE COACH BUILDING FROM JAN 5.30-8PM – THE BUILDING IS NOT READY SO FEBRUARY DATE LIKELY - ROGER/JUDY
3. ACTION –FURTHER DEVELOP REGISTRATION FORM FOR EASE OF USE - ROSIE
4. ACTION –QUERY IF “3 EVENTS ONLY” RULE FOR INSURANCE OF NON MEMBERS APPLIES TO ACTIVITIES – ROSIE
5. ACTION– TIGHTEN UP MANNING OF SI AT FUTURE EVENTS – ANDY
6. ACTION– UPDATE CLUB OFFICIALS/CONTACTS DETAILS – DONE, BUT AMMENDMENTS NEEDED - ROSIE
7. ACTION – CONTACT SIMON RE FURTHER MAPPING OF KINGS CLIFF(FOLLOWING MSC MEETING DISCUSSION – ROGER.
8. ACTION –CONFIRM OFFICIALS FOR REMAINING QOFLs – JUDY
9. ACTION – PRODUCE FIXTURE LIST FOR 2017-2018 AND CIRCULATE TO BILL AND BOB FOR VENUE AGREEMENT– JUDY /FIXTURES SC
10. ACTION – CONFIRM CLUB CHAMPS DATE WITH PLANNER – JUDY
11. ACTION – APPROACH MARTIN LONGHUST TO PLAN LONG O – BILL
12. ACTION – CHECK WITH MIKE ANDERSEN ABOUT NICKNOLLER CAR PARK USAGE – ROSIE
13. ACTION – INVITE OTHER PLANNER/CONTROLLER INVOLVEMENT – ROSIE
14. ACTION – REGISTER EVENT 30 SEP/1 OCT – JUDY
15. ACTION – CHECK RULE OVER TIMES SCALES/EMARGOED AREAS WITH RICHARD SANBURY – JUDY
16. ACTION – APPROACH SWOA FOR CONFERENCE ATTENDANCE FUNDING – STEVE
17. ACTION – ATTEMPT CONVERSION OF MAP FILE TO OCAD INHOUSE – ANDY
18. ACTION – CONVENE MAPPING SC TO DETERMINE SPECIFICATION FOR PROFESSIONAL MAPPING QUOTE – STEVE
19. ACTION – RESEARCH FEASIBILITY OF PARKING AT ALFOXTON HOTEL - BOB
20. ACTION – CHECK SIAC READY STATUS OF SI CONTROLS WITH ANDY – ROSIE
21. ACTION – FIND NEW FIRST AID BOX “MONITOR” – JEFF
22. ACTION – PROMOTE CLUB JACKETS THROUGH WEBSITE – ROSIE
23. ACTION – SET UP AND PROMOTE BUDDY SYSTEM – JEFF/ANGELA
24. ACTION – APPLY TO QUANTOCK BREWERY FOR SPONSORSHIP – ROSIE

Appendices

Mapping Report

QWO (Ram's Combe)

There was a certain amount of 'who does what' about the map revisions for these 2 events. Originally I thought that Simon B was going to do the revisions of the vegetation. He did do a certain amount, but I think he lost interest before finishing, so eventually I did it myself.

QOFL2 (Croydon Hill)

A large amount of felling had been done since we last used this area. Again Simon B was involved. He identified most of the felled areas but both the planner, (Rosie) and I, found his method of recording the results difficult to understand. As it was thought unlikely that we would use the area again in the near future, I just did a few revisions near the control sites.

During the course of the event, I took the opportunity to walk around the Deer Park at the north end of the map. Subject to the usual provisos of permission and somewhere to park, I concluded it would be suitable for a QOFL and possibly a Galoppen. Some map revisions would be required.

Orchard Portman (Young Wood)

I have done some revisions at the east end (Young Wood) and think this would be suitable for a JOG, and probably a QOFL. Access would be from the road near Badger Street, along a short length of track across the edge of a grass field. F.C. and the Neroche Woodlanders use this for access. The track continues for about 300m into the wood to a parking area about 20m square. I happened to meet Gavin Saunders in the wood, he told me he thinks there would be no problem getting permission for an event.

Lydeard Hill

I have supplied a map to Spencer M, who is planning an event there. He has noticed that the wood at the east end (Muchcare), which has not been used for some time, is in need of revision. As he has not said if he would like to use it, I have taken no action. Should he want to use it, I will do the revisions for him. There is not likely to be much wrong with Lydeard Hill itself, as this has been used and revised recently.

Staple Hill

I have supplied a map to Richard S, who is planning a QOAD there. I have had no feedback as yet.

Blackborough

Not really a mapping issue, but a large area of larch at the north end that was infected with Phytophthora, has now been felled. This may, or may not, affect permission to use the area.

The large patch of Rhododendron in the Woodland Trust area, in the southern part of the map, is also infected and is due to be removed and replaced with hardwood Jan- Feb.

Neroche

The same problem as at Blackborough, in this case it is the large rectangular area on the north side of the track, just inside the main gate. It is due to be felled in the spring.

'Captain's Log'

I will be out of action until May. During this downtime, I was due to organise QOFL5 at Lydeard Hill and Muchcare Wood on 19th February. Substitute tbc.

Compass Sport Trophy Heat - March 12th. Moors Valley Country Park, near Ringwood, Dorset. Richard Sansbury will recruit junior (Orange+) & senior club members and Captain the team.

Yvette Baker Trophy Heat - Venue & date tbc. Vikki Page will recruit junior club members and manage the team.

PROPOSAL for a BUDDY SCHEME at QO by Angela Modica 9/11/16

Who's going to be a buddy?

* Any club member any ability.

Who needs a buddy?

* Anyone (new and existing members) who wants to improve their skills or step-up and do something for the first time, for instance go to a JOG, Galoppen, night event or learn to plan courses.

What does buddying involve?

* Make contact and arrange to meet. Providing support before - how to get to an event - during - from a simple chat about appropriate equipment and how to start all the way to partnering on a run - and after - post run analysis and route gadget.

NOTE: Buddying is not shadowing, but running and working as a pair, transferring skills in a less formalised way compared to organised coaching sessions.

How will buddying work?

Role of Angela as set-up and initial coordinator of system.

* Compile list of

Buddies

* Match-up Buddies with?

And

Deal with any mismatching.

* Feedback will be gathered and reported back to committee.

Role of club

* Signpost 'how to find a buddy'.

* Put on website and other club forums.

* Word-of-mouth.

* Put on event flyers and JOG weekly emails.

How's it going to work?

Example 1 - Night events

* Team-up and run course together - non-competitive unless club can find an alternative solution, such as averaging points from other events

Example 2 - Galoppen

* Buddy will run his/her course first.

* Team-up and run a subsequent course - no-more than 'green' (highest technical difficulty).

TRIAL (as suggested by Roger at a JOG on November 5th Huish Woods)

Buddying feedback will be available for next committee meeting.

* Feedback from my buddy and me on 'The Long O'.

* Feedback from a buddy (me!) and partner, a member of Devon Orienteers, on night events.

JOG Report continued from 29th Oct -3rd December

Mark Maynard was the planner for the Huish Woods JOG on 5th November.

Mark was instrumental in getting permission for using the area as he has strong ties with the scouting movement. Several other activities were taking place at the same time and caused diversions! On the one hand there was a "posh" meal taking place in an adjacent hut..wine and all! On the other we had 18 year old scouts prancing around in pink tutus, I'm still not sure why.

However once we had come to terms with this we had a great event with a good turn out; 21 juniors and 9 adults running the courses and 11 accompanying adults. This is a brilliant area for JOG with 3 distinct areas of terrain, one with a complex path system.

Broomfield Hill was the venue for the JOG/ QOAD on 19th November. Brian Pearson planned and made good use of the area with the longer courses crossing the road and going into Windown. The southern part of this area has been hard to map as it's used by dog walkers and the paths are constantly changing so Brian used earthbanks where he

could for the junior courses. He also kept the juniors to the wooded areas and the open common, leaving the more complex northwest and Windown sections to the Badger and Fox competitors!

The Kings cliff JOG and QOAD was just a week later and this was planned by Jim Mallinson. Parking was a problem as the area around the start had been churned up by the forestry trucks extracting timber. The weather was threatening and drizzling and we had a disappointing turn out, with a total of 30 people attending the JOG. Rog and I were unable to stay for the QOAD but 18 folk came to brave the wind, rain and mud.

After the mammoth effort of the QWO, we found some relief putting on a simple JOG event at Longrun Meadow.

Andrew Page (age 12) designed the courses helped by Chris Philip who used the Purple Pen program to draw the courses on the OCAD map produced by Jim Mallinson from the original done by Dave Holmes. The four courses varied from a sprint round the Oak Barn field for the Hare course, to the Fox course which provided a challenge to the experienced Orienteers

QO Membership Report at 02.01.2017

At the moment members are renewing their 2016 memberships,

30 of the 47 seniors, 11 of the 22 families and 1 of the 3 juniors have done so already.

In 2016 we lost the membership of the: Braine-Clarke, Bussell, Frost, O'Mahony and Purchase Families, the senior membership of Jan Daniels, Marie Edmonds and Mark Larcombe and the junior membership of Lily Glover.

We gained the Gilham, Shirvington, Gunning, Macpherson. and Williams families with the Pye family joining again. We also gained Simon Beck and Ian Purnell as senior members and Erin and William Toomer joined their Grandparents as family members.