

## Quantock Orienteers – Minutes of Committee Meeting

12 October 2017 at the COACH facility, French Weir, Taunton 18.30 start.

**1.1** RC welcomed the committee and non –committee attendees. Attendees: Roger Craddock (Chairman), Rosie Wych (Secretary), Bob Lloyd, Judy Craddock (Fixtures/JOG), Jeff Pakes,  
Apologies: Chris Hasler, Steve Robertson, Bill Vigar  
Club members present: Jim Pearson, Graham Pearson. Spencer Modica from 19.55

**2.1** Minutes of previous meeting approved

### **2.2 Matters arising**

- 1. ACTION – SI TRAINING REFRESHER DATE TO BE SET - ANDY - SEPTEMBER SESSION COMPLETED**
- 2. ACTION– TIGHTEN UP MANNING OF SI AT FUTURE EVENTS – ANDY – CONTINUES**
- 3. ACTION – PRODUCE FIXTURE LIST FOR 2017-2018 –JUDY /FIXTURES SC ONGOING**
- 4. ACTION – ATTEMPT CONVERSION OF MAP FILE TO OCAD INHOUSE – ANDY – DONE/ONGOING**
- 5. ACTION – RESEARCH FEASIBILITY OF PARKING AT ALFOXTON HOTEL – BOB – ONGOING – THE HOTEL IS TO BE AUCTIONED, CONTACT MADE WITH LOCAL RESIDENT**
- 6. ACTION – PROMOTE CLUB JACKETS THROUGH WEBSITE – ROSIE – ONGOING THROUGH WEBSITE RW also to respond to promotional email from AGAME sports offering orienteering kit – NOT SUITABLE. Rosie to approach club jacket supplier for blank jackets to try and then return for embroidery if size correct**
- 7. ACTION – ASSESS SUITABILITY OF DUNSTER DEER PARK FOR 2018 GALOPPEN – RW BV and BL to discuss – DONE AND ONGOING**
- 8. ACTION – CHECK AND CIRCULATE CONTACTS LIST– RW - DONE**
- 9. ACTION – INVESTIGATE PHOTO ARTWORK COST ETC FOR COACH BUILDING– VP – ADDITIONALLY SHEILA BRAINE IS HAPPY TO HAVE HER ART PICES DISPLAYED – DAVE BULLOCK TO CHECK WITH COACH TRUSTEES**
- 10. ACTION – CONSULT DEVON OVER 2018 LONG O PLANS – RW – TO DO AFTER 22 OCTOBER**
- 11. ACTION – WEBSITE ARTICLE TO PROMOTE AND REQUEST IDEAS FOR 2018 ANNIVERSARY EVENT – JP - DONE**
- 12. ACTION – CHECK TIMESCALE ISSUE FOR SIAC CARD PURCHASE – SR - DONE – NO PROBLEM**
- 13. ACTION – APPROACH SWOA FIXTURES SECRETARY TO ESTABLISH A DATE FOR SUMMER 2018 RELAY– JC – SEE AGENDA ITEM**
- 14. ACTION – CONTACT SWOA TO QUERY AUTUMN CLUB CONFERENCE – RW – DONE – SR ATTENDED AND WILL REPORT BACK AT 19 OCTOBER CLUBNIGHT**

**3.1 Finance report.** SR - attached. BL queried the clarity of the detail which JP then explained. RC reported increase in petty cash amount held after recent events, also the need for Club Night participation to be clearly recorded for Sport England grant purposes.

#### **4.1 Past events:**

- Crowcombe Playday and Star Track events well received and popular.
- Yvette Baker Final – QO unable to populate a team as the venue is too far away
- QOFL 1 – some issues with controls incorrectly placed and control descriptions not available at start. Poorly attended – which may result in reconsideration of change to Saturday. See also CH report in appendix
- Long O – see report in appendix

**ACTION – FUTURE AGENDA ITEM ON SAFETY ISSUE OF CONTROL COLLECTION**

#### **4.2 Plans for future events:**

- QOFL 2 – in preparation. Maps 1:10000 and 1:7500, A3 as needed
- QOFL 3 – planner and organiser in place. ACTION – APPROACH ROBERT GREEN TO CONTROL – JC

- QOADS – Jim Mallinson planning first event round Vivary Park. Richard Sansbury to plan Cothelstone event 9 December – this to be part of Southern Night League. Robin Carter to plan QUOD 4 date suggested 7 January
- Galoppen – issue of area /parking hopefully resolved so stick with Croydon/Dunster Deer Park ACTION – CHECK NUTCOMBE BOTTOM AND FOREST ROAD PERMISSION – BL. ACTION – FINALIZE EXACT AREAS REQUIRED PRIOR TO MAP UPDATE RW ACTION – APPROACH CHRIS KELSEY TO CONTROL – JC
- Galoppen date for 2018/19 – discussion on date inconclusive. If 2018 it could combine with anniversary event, but this could over burden calendar, probably 2019 preferable
- Relays – ACTION – SUGGEST POTENTIAL DATE (22 JULY) TO KATY DYER – JC. Angela Modica suggested potential venues but date is first step
- Christmas/New Year Novelty – utilisation of the final COACH session on 14 December with various junior and adult activities and a social element confirmed
- Compass Sport cup preliminary round 2018 – SR report attached – some mapping issues to be finalised. SR aims to have map updated and initial courses drafted by end of November. Officials in place: Planner Steve Robertson, Controller Alan Simpson, Organiser Richard Sansbury. SWOA no longer need to approve officials.
- QO club nights – for next term VP suggested a quiz night as a social activity, SI training to continue
- QO 50th Anniversary Event 2018 – no response to website article. Future agenda item

**5.1 Junior Orienteering Group** – see report. CATI event well supported by club volunteers

**5.2 Coaching/ Club Nights** – report attached. Subcommittee will discuss format

**6.1 Membership** – no report from JR, but some new members have joined

**6.2 Club captain** –report from CH attached

**6.3** Updated contact information circulated

**7.1 Mapping & Mapping sub-Committee** – no BV report. Subcommittee to meet. Report attached

**7.2** Forestry Subcommittee has met twice. Next meeting 17 October

**7.3 Permissions** – see report

**7.3 POCs** – Existing areas are monitored by volunteers. RC explained the trial of QR codes to be undertaken in Longrun Meadow so that participants could use the I orienteering smartphone app. Funding from Friends of Longrun Meadow

**8.1 Equipment Report** – No report from Andy Rimes however, following his recommendation, purchase of professional standard inverters to improve safety at events had been agreed by RC and SR

**8.2 Website** – There had been some issue over email security for RC and SR to be aware of. JP aware of having to archive some of the website photo content. JP again thanked for his continued maintenance of the lively content of the site – see report

**8.3 Map printing paper** – the replacement paper is more difficult to use – no outcome to discussion J

## 9 AOB

- QO member entry for events – FUTURE AGENDA ITEM
- RC thanked club attendees and they were invited to comment
- Spencer Modica reported underuse of the buddy system – it has worked well when used but needs more prominence on the website in order to promote wider uptake. ACTION – PROMOTE BUDDY SYSTEM ON Primary need for relay date identified in 4.2. Angela Modica to test out her ideas for relay format at the JOG event she is planning
- Doodle poll for next meeting in January

### NB Items for future agenda:

Safety issue of control collection

Map printing paper

2019 galoppen and anniversary event

Development of additional material to supplement the existing guidelines on the QO web site to clarify the role and responsibilities of Mapper, Planner, Organiser, Controller and Map Printer for QO events.

Process for coaching/mentoring the relatively new QO event Planners to ensure they have a sound and robust base upon which to develop their skills.

Meeting closed at 20.15 to enable refreshments followed by a talk from Phil Conway (BOF Development Officer for south of England) which continued as a discussion with members of the committee until 21.30

#### ACTIONS

1. ACTION – LIAISE WITH MATTHEW CARTER OVER QO MEMBER PARTICIPATION AT LAKES 2018 EVENT – JC
2. ACTION – APPROACH ROBERT GREEN TO CONTROL QOFL 3– JC
3. ACTION - CHECK NUTCOMBE BOTTOM AND FOREST ROAD PERMISSION – BL
4. ACTION – FINALIZE EXACT AREAS REQUIRED PRIOR TO MAP UPDATE FOR GALOPPEN - RW
5. ACTION – APPROACH CHRIS KELSY TO CONTROL GALOPPEN – JC
6. ACTION – PROMOTE BUDDY SYSTEM ON WEBSITE MORE PROMINANTLY – JP
7. ACTION – SUGGEST POTENTIAL RELAY DATE (22 JULY) TO KATY DYER - JC

#### Long O report

Thankfully all went well as far as I know and both events were well received. The 2 days reflect an enormous amount of work and responsibility for a very small team and this is not sustainable unless there is more widespread support from the membership. Numbers just about made a viable event especially on Day 1 - probably attracted by the proximity of the Quantocks rather than the depths of Exmoor. Unfortunately 3 people got the wrong date - and ran the event in lovely weather the following weekend and 3 more discovered they could not attend. Some partial refunds were therefore made. It must be apparent that the event appeals to a limited minority - although to them it is undeniably a favourite type of orienteering. Clashes with other events cannot be blamed as it was interesting to note that the Kernow event attracted less than 40 competitors and the mountain bike orienteering about 30 and few of them could be identified as typical attendees at a long event. The same is true for the British Middle/Sprint event in the south east the same weekend. Andy and I had attended the supposed Long Mynd long event a couple of weeks earlier and that had around the same entry and was a much more small scale affair.

Matt Atkins is interested again to continue the partnership and also recognizes the need to draw on a wider net of helpers from the Devon club. Discussion to take place after the Compass Sport Cup.

#### Club Captain

I regret that I am unable to attend the meeting tonight, due to a pre-existing social engagement.

I don't have anything to report as Captain, other than we were unable to raise a team for the (junior) Peter Palmer Relays, due to a shortage of W12+.

As for QOFL1 at Cothelstone Hill and 20 Acre Wood, I thought Tom & Graham Hartley worked well as Planner/Controller. They had several fruitful trips together to the area. Unfortunately Graham was not available on the day, so placed all the control sticks & kites and most of the control boxes in advance on the Hill. Leaving Tom to place the remaining control boxes on the hill that morning.

I agreed to place controls in 20 Acre Wood, but took longer than expected - due to being out of practice and the control locations not being taped. More the former than the latter! As a result, the start was delayed by about 10-15 minutes, but this probably would only have affected a few entrants.

Several people arrived at the start, expecting to find control descriptions there, as is common. Instead they were back at Registration, perhaps a half mile walk away. People seemed to enjoy their courses, despite the boggy conditions in 20 Acre Wood, though attendance was somewhat disappointing.

#### Website

**Training tips** as requested, I'm showing prominently on the home page. PF Web has just now provided a permanent solution - it's showing in a green 'feature box'.

**Pictures-** Ours is much more photo heavy than the average website and disc space being used is "becoming an issue" per PF Web, who says he will consider increasing his annual charge by £20 to £30pa to compensate.

**Options** I periodically delete most photos in old JOG or event "photo galleries". The club starts to use the Flickr a/c I set up if it wants large levels of free photo storage & display. Accept that our annual maintenance fee will increase

**3rd party photography attributions** I am using Creative Commons material (which are free to use) and PF Web has now enabled each photo credit to be linked to the original picture, to comply with the terms of the licence.

**Slide show headers** I've circulated some potential new headers to a carefully chosen 'panel'

**Banner headlines** Julia asked whether possible to have something displayed very prominently on home page. Developer says a bigger box could be used but that would involve a redesign and guessing there would be a charge for this.

## **Volunteers**

Team lists and other volunteers' info - I've abandoned putting these in Dropbox and am simply sending info onto organisers when requested. I'm continuing to add new members to team lists as and when they join.

First Aid - My understanding is we're having a fully compliant course as part of club night.

I spoke to Emma Wood and she's now ready to take over as First Aid monitor.

## **Report on Thursday Club Nights. 6.30 - 9.00pm**

14th Sept. A Welcome evening to launch the project supported by Sport England. Our coaches provided activities outside COACH while the programme for the term, a Routegadget analysis, and videos of Scottish 6 days were discussed in the Park room. During refreshments a Photo 'O' competition was provided and the results and solutions revealed.

21st Sept. The Skills pages from the QO website were used to improve the Orienteering of those not involved in the training and coaching provided outside.

28th Sept. A group of 9 potential SI operators were briefed on the Club Autodownload software with a 'hands-on' session in the Park room. Coaching/Training outside and in Link room.

5th Oct. Gavin Clegg lead a stamina/training session through Galmington, while a group involved with the CATI discussed plans for next Saturday.

12th Oct. Open Committee meeting at same time as training session involving B.O. Development Officer as special guest. Presentation of his role in a Presentation after refreshments.

A draft programme is being drawn up for next term.

Any ideas for topics would be welcome as this will bring our project to a close. We may not have any further chances to include up-skilling opportunities!

I would like to include SI operators, JOG planners course, Purple Pen, another 'open Committee meeting', a JOG Presentation evening, an Orienteering Skills session, a guest Speaker. Our coaches will continue to run their programme of training/stamina sessions.

**Mapping Report** – none presented

## JOG Report

Participants	Date	Planner	Children	Adults	Accompanying adults	Total		
Staple Hill	23.09.2017	Adrian Edwards	29	18	10	57		
Wilmott's Pool	30.09.2017	Mark Maynard	20	6	9	35		
Longrun Meadow	07.10.2017	Jenny West	46	15	19	80		
Here are the numbers of participants at JOG for the first three events of this Autumn Term. The website has more information of each activity.								

### Permissions

All permissions are practically in place up to and including the Broomfield Hill JOG on Dec 2nd. Some paperwork still needs to be sent (by owners/managers) on two larger events but no problems are expected.

St Audries. QOFL2. 21.10.2017.

All competition area owners have been contacted and given permission. Minor organisational matters may need agreeing. The Windmill Inn has given permission for coaches to park in part of their area.

Wind Down QOFL3. 18.11.17

Practical permission has been received for this. The permit is awaited but should be a formality.

Cothelstone E. JOG. 09.12.17. Still to be done.

Young Wood QOFL4. 14.01.2018.

The situation is still as in my last report. Now that St Audries and Wind Down are effectively sorted, full effort can be devoted to this event. Jon Burgess of FC and Gavin Saunders of Neroche Woodlanders have replied to queries about this area and there are points that still have to be sorted out. The main ones are the use of the actual Neroche Woodlanders area and permission for access along the route that they take in.

Ham Hill. QOFL5. 11.02.18 to be done but never usually any problem in principle.

Compass Sport Cup Round 1. 11.03.2018

As stated in my last report, a combined plan has been decided upon for the parking area and access to and from it, which incorporates fall back possibilities in the case of bad weather, etc. The owner of the parking field next to the Triscombe Stone car park has given permission for the field to be used as the first choice for parking with the condition that it is not too soft. He has not been overly fussy about this in the past. We must check with him nearer to the event. Andy Harris (FC) is happy with the plan and only paperwork needs to be done.

Deer Park at Dunster for Galoppen 8.04.2018

Still to be fully investigated. A suggestion of the required area has been given by Bill and Rosie has made suggestions. Details of ownership changes have been received from Savills, the Crown Estate agents but still need studying. ar parking seems to pose the biggest question but NT will be approached about possibilities

Willett Hill

FC Manage this area for an unknown owner. Andy Harris has asked him, on or behalf, if an event on 24.02.2018 would be possible and he has agreed. Apparently he is interested in outdoor country sports.

Haddon Hill

The ownerships (Exmoor National Park and one other) are now known and contacts to approach about event permission have been given. These will be followed up.

Alfoxton Park. No further information from Owen Jones.

## Meeting at Forestry Office Cockercombe 18th July 2017 2.00-3.15pm

Present Andy Harris, Bob Lloyd, Steve Robertson, Roger and Judy Craddock

Apologies Owen Jones, Andrew Stevenson

1. Enquiries from Bill Vigar before the meeting

Ownership of S. slope of Great Headon (Tivington Heights)? FC manage section alongside road to Wootton Courtney. Crown Estate have sold bulk of area to Lady Gass (or agents) Access to area from A39?

Clearance of area of "die back" area at Castle Neroche? Most of the areas that need to be clear felled have been done but brushings in piles are unlikely to be moved.

2. Andy Harris has obtained permission for QO to use Willetts Wood with QO giving an electronic version of the map to the landowner Andy Rimes to complete the mapping with a view to a JOG in spring 2018 and possibly a QOFL in September 2018 if the area is large enough.

3. Dunster Park. FC have purchased a new section near Timberscombe. Possible use of the area for a Galoppen in 2018? Walk to start? AH wonders why we don't use Batts Castle area at Croydon Hill. BL obtained copy of the map.

4. CSC Preliminary Round - March 2018, Discussed various parking areas. First choice Mr Fewings field, BL to request (we might need to repair damage if weather bad). Back up parking on forest road in Warm Corner area (not known when felling will start so if this not possible AH suggests bussing from Ramscombe).

5. Progress report on FC thinning and clear felling in Ramscombe. AH produced map of the area clear felling in area south of Dead Woman's Ditch and S of Quantock School. Hopefully work should be complete by Sept 2018. Suggest major event in Ramscombe for October 2018 50th anniversary?

6. The email address to which applications should be sent was supplied by AH. This is:  
permissions.westeng@forestry.gsi.gov.uk and does not apply to a particular site.

7. Invoices are to be sent to SR.

Next meeting Tuesday October 10th at Fyne Court?

Roger Craddock 19/07/2017

## Fixtures Report

Date	Event/Activity	Venue	Grid Ref	Post Code	Planner	Organiser	Controller
16/09/2017	QOFL1	Cothelstone Hill/ 20 Ac	ST182335	TA43DY	Tom Hasler	Pete Shirvington &	Graham Hartley
23/09/2017	JOG1	Staplehill	ST245159	TA23RA	Adrian Edwards	Judy Craddock	Roger Craddock
30/09/2017	Long O/JOG	Wilmots Pond	ST152379	TA44AB	Rosie Wych/Mark May	Judy Craddock	Andy?
01/10/2017	Long O	Cloud Farm	SS794466	EX356NX	Martin Longhurst	J and R Craddock	Rosie?
07/10/2017	JOG2 + CATI	Longrun Meadow	ST206255	TA1 5AA	Jenny & Ben West	Judy Craddock	Roger Craddock
14/10/2017	JOG3	Thurlbear Woods	ST265210	TA35BW	Graham Pearson	Judy Craddock	Roger Craddock
21/10/2017	QOFL2	St Audries	ST114424	TA44DX	Jim Nickolls	J and R Craddock	Jeff Pakes
28/10/2017	JOG4	Fyne Court	ST222319	TA52EH	Angela Modica	Judy Craddock	Spencer Modica
04/11/2017	JOG5	Lydeard Hill	ST180338	TA43DY	Steve Robertson	Judy Craddock	
11/11/2017	JOG6	Netherclay Woods	ST206251	TA15AA	Andrew Page	Judy Craddock	
18/11/2017	QOFL3	Wind Down	ST221342	TA5 2EF	Mark Maynard	R and S Toomer	Robert Green?
25/11/2017	JOG7 + QOAD	Vivary Park	ST225238	TA13JX	Jim Mallinson	Judy Craddock	
02/12/2017	JOG8	Broomfield Hill	ST211325	TA51AX	S and K Hopkins	Sarah Hasler	
09/12/2017	JOG9+ QOAD	Cothelstone Hill east	ST200328	TA51AU	Richard Sansbury	Judy craddock	
14/01/2018	QOFL4	Orchard Portman			Robert Green	Judy Craddock	Roger Craddock
20/01/2018	JOG						
27/01/2018	JOG						
03/02/2018	JOG						
11/02/2018	QOFL5	Ham Hill Country Park			Pete Akers		Tony Hext
17/02/2018	JOG						
23/02/2018	JOG	Willetts Hill			Mike Andersen?		
03/03/2018	JOG						
11/03/2018	CSC Prelim Rd				Steve Robertson	Richard Sansbury	Alan Simpson
17/03/2018	JOG						
24/03/2018	JOG						
08/04/2018	Galoppen	Croydon Hill Deer Park			Rosie Wych		Andy Rimes
13/05/2018	QOFL6	Blackborough?			Spencer Modica??		
tbc	JOG	Kingscliff Wood			Ian Purnell		
The date and venue for 2018/19 Galoppen Series needs to be chosen							
The date and venue for 2018 Long O							