

## Quantock Orienteers – Minutes of Committee Meeting

5 December 2018 at 67 Staplegrove Road, Taunton 19.15 start.

**1.1 Attendees:** Roger Craddock (Chairman), Rosie Wych, Judy Craddock, Steve Robertson, Bill Vigar, Jeff Pakes, Chris Hasler, Bob Lloyd. **Apologies:** Karen Lewis, Matt Carter.

**2.1 Minutes of previous meeting approved**

**2.2 Matters arising:**

ACTION – ADJUST CHARGE ERROR ON MEETING MINUTES June 4 – JP - DONE

ACTION – ANNUAL CLUB RETURN – ADD MEMBERSHIP AND WELFARE OFFICERS – RW/SR - DONE

ACTION – LINK CHARGES PUBLICISED ON EVENTS PAGE TO WEBSITE DATA TO AVOID ERRORS – JP (RC HAS PRODUCED SUMMARY – 3.2 BELOW))

ACTION – UPDATE REGISTRATION FORM TO ACCOMMODATE SI CHANGES AND SI CARD REPLACEMENT COSTS – RW - DONE

ACTION – ENSURE BOF CALENDAR HAS DETAIL ADDED TO EACH EVENT – JC

ACTION – ORGANISERS TO ENSURE EVENT DETAILS FORWARDED TO JP FOR WEBSITE – JC

ACTION – SET DATE/VENUE FOR SI TRAINING – RC- DONE

ACTION – NOTIFY AND WELCOME JT –RC - DONE

ACTION – ADD JT DETAILS TO CONTACTS LIST AND WEBSITE – RW/JP - DONE

**ACTION – EXPLORE PP DONATION AMOUNT – MC ONGOING**

ACTION – DOODLE POLL FOR FUTURE PLANNING DISCUSSION DATE EARLY NOVEMBER – RW- DONE

**3.1 Finance Report**

SR stated that it had been a quiet period for transactions

**3.2 Event charges summary** RC has produced and it has been added to the website.

**3.3 CASC status** – SR had ascertained that only 7 clubs nationally and BOK and SARUM the only SW clubs with this status. Claiming gift Aid on donations the only real financial benefit so no necessity to pursue.

**4.1 Past events:**

QOFL 2 well attended despite clash with Remembrance Day. JP reported that he had volunteered for a double shift of control collection. Reminder that it is the Planners job to allocate and the Organiser to ensure bodies are available.

QOFL 3 cancelled due to parking field having become saturated. JC unwilling to reschedule the event this season as she has all the personnel in place. 5 QOFLs this season. MC to be asked to include as part of next season.

**ACTION – RE-SCHEDULE FOR 2019 - JC**

CS final – CH reported – see website for more detail – 17 in the QO team enjoyed a good bonding experience and all completed their runs.

**4.2 Future events:** Graham Hartley kindly volunteered a Harris Relay at Christmas but had not been aware that a “Snooker O” challenge was being planned by RW and AR – he was happy not to be required this year.

The Novelty event will be at Ash Common on 27 December and followed by a social at Fitzhead Tithe Barn.

QOFL 4 planned. Personnel in place for QOFLs 5 and 6. QOFL 6 moved to 18 May in order to be linked with the Devon based Middle Distance Championships the following day. There is sufficient parking at the venue.

QO SW relay – 23 June, possibly Millfield School. Format of event to be discussed with AM, venue suitable for AGM. LRM as alternative.

**ACTION –LOCATE AND CHECK MILLFIELD MAP – SR**

**ACTION – INVESTIGATE MILLFIELD AVAILABILITY - MC**

Contribution to the WNL is the event following the CATI at Longrun Meadows 19 January 2019

Galoppen – mapping and planning continues on schedule. Contributions by AR, RW, BV and SR. Controller has made initial visit and made constructive suggestions.

Compass Sport Preliminary Round - Progress report on map, courses, and restrictions. FC meeting 18 December – see report.

2020 Galoppen – Blackborough or Headon Hill suggested.

JC suggested that a sequence of consultation for event feasibility would be useful – starting with BL and progressing to SR/BV as the mapping group input finishing with Fixture Secretary for personnel.

QOUAD – series of three planned by KL/JP has been advertised. Trial events ahead of new series county wide next season.

**5.1 Activities: JOG** – JC has put detailed reports and photographs on the website. JOG calendar for spring 2019 in place. Presentation of Certificates between CATI and WNL at COACH, 19 Jan 2019.

**6.1 Membership** – see KL report – increasing numbers of adults good to see. KL recording system for non-member attendees in place.

**ACTION – QUERY BOF INSURANCE REGULATION FOR NON ATTENDEES – RW DONE – SEE REPLY BELOW**

**6.2 Volunteers** – see JP report. New members have been added to teams.

**6.3 Club Captain** – no additional comments. Discussion as to whether QO a large club for 2019 CSC. Final at Mole Valley in SE next autumn.

**ACTION – ASSESS ELIGIBILITY FOR CS CUP OR TROPHY FROM OCTOBER 2018 MEMBERSHIP DATA – JC/JP/CH**

**ACTION – ORGANISE QO TEAM FOR CS HEAT IN MARCH - CH**

**6.4 Club Officers** – changes will be needed from the AGM. Chairman has completed his 3 year tenure and the permissions officer to retire. Secretary also to step down after 3 years. Fixture Secretary to move to different responsibility. RC approached David Harrison but was declined RC circulated the list of officers and asked for constructive suggestions for new committee members and officer changes by Christmas by E-form circulated. Although initially not well received, the idea of a shared permissions role was seen as a realistic solution but multiple understudies was not practical.

**ACTION- COMPILER SUGGESTIONS FOR CLUB OFFICER CHANGES - RC**

**7.1 Mapping & Mapping sub-Committee** –see attached BV report. Open Orienteering Mapper software is likely to remain free and may be useful for event planners to use to communicate map changes.

See attached summaries of areas/maps.

RW commented on the lack of differentiation of LG courses at events.

Ham Hill – grant money available for this and QO involvement possible.

**ACTION – CONTACT PETE AKERS AND TONY HEXT TO ASSESS INTEREST IN HAM HILL MAPPING – JC**

**7.2 Permissions** – see report. CS Cup – considerable changes to the terrain obviate use of the maps printed for the postponed event but the courses remain valid

**8.1 Equipment** - see AR report. Request for a projector was not discussed. Comment on the quality of event maps was lengthily discussed with no final decisions made. AR has since suggested that Jim Mallinson produce suggested map templates.

**8.2 Website** - see JP report.

## **9 AOB**

CH reported back from the Devon run course for planners which 4 members of QO attended. The second session was felt to have provided valuable planning advice. Favourable comment had also been passed on the JOG model for juniors – based on family participation, but any liaison with Devon is difficult due to distances involved. CH also observed that JK entry has opened and that QO entry could be promoted.

Future Planning – see notes below - Guidance notes for planners produced by SR have been added to website resources in order to help clarify role and timescale.

RW suggested that it would be a good idea to volunteer involvement in the running of the JK in 2021. It was felt that provision of a start team for one day would be feasible.

**ACTION – ADVISE CHRISTINE VINCE OF QO INTEREST IN HELPING AT 2021 JK – RW – DONE** – CV responded with grateful thanks (QO are the first to volunteer!) and has passed the information to Roger Hargreaves.

Doodle Poll next meeting early March 2019.

Meeting closed 10.35pm.

## **Reports for Committee Meeting 5 December 2018**

### **Permissions**

Permission has being obtained from owners, etc. for all events up until and including the Galoppen at Croydon Hill on the 10th of Feb (apart from minor negotiations, risk assessments and “all control” maps etc.).

In the case of the Galoppen, the ownership of a large part of the area we are intending to use has passed from the Crown Estate to MHPF, a private company headed by Sir Michael Hintze, an Australian business magnate. I have managed to make fairly good contact with the local manager at Dunster, Nick Kelly, who has given us overall permission for the MHPF area. However, I get the impression that he and they are not very familiar with orienteering and geared up to deal with orienteers. He hasn't mentioned any procedures that need to be followed, so, if he doesn't mention anything when I contact him again in the new year, I shall send him a copy of the form I send to the FC, with any inappropriate or confidential bits redacted.

As I said in my last report, they have stated a charge of £50 plus £1 per competitor. This has to be considered alongside an FC charge of £150 (for 100 to 249 competitors at a level C event). With 150 competitors, I make the total £2.33 per competitor.

I have emailed Richard Burdett, the owner of the “drier” field we were hoping to park in for QOFL3 at Great Breach Wood and Combe Hill, saying that we understood his concern but hoping that we will be able to park there in the future, when it is drier.

I'm sure he will be happy to let us do so, as he seemed very pleasant and is involved with scouts.

The owner of our preferred field, (B) Richard Chaddock, will undoubtedly be willing for us to use it on another occasion.

Compass Sport Cup. 17.3.2019. The Slades

As far as I know, the situation is the same as in my last report. See below.

However, more up to date information may have been obtained by others.

The date has now been firmly agreed by FC using the same area as agreed before.

However, there are possible situations that could arise in addition to the usual ones (high winds, extensive damage to the forest, etc.), that could affect the holding of the event.

The o.o.b areas around goshawk nests and the state of the parking field immediately before the event are two.

As far as I know FC are still working on the assumption that we will not be able to use their forest roads for fall back parking because of the assumed condition at that time.

Resignation of Permissions Officer

Amplifying slightly the mention of club officer changes in Section 6.4 of the agenda, in my case I have decided to resign at the end of next June. I think it will be better for me to go while I can still (hopefully) do a reasonable handover, rather than hanging on until my brain goes dead.

Bob Lloyd

### **Membership**

Not much to report. As of the 3rd December 2018 the following numbers have renewed their membership:

- 21 seniors
- 3 juniors
- 6 families (13 seniors, 11 juniors)

I have continued to write to all new attendees to JOG events and any QOFLs. I have included the 3 event rule in all correspondence. I have received replies that are very positive.

Towards the end of the month I will aim to send a gentle reminder to all those that haven't renewed.

## Website

All working smoothly with no issues.

Have been lucky to receive some excellent contributions since the summer. Recently from JOG, Richard Sansbury, Tony Hext and earlier from Karen Lewis, Martin Lewis, Andy Rimes and Graham Hartley. Officials' comments are occasionally volunteered, but only Andrew Page has produced any recently. Apologies to anyone I've missed out.

The developer Paul Frost has been developing other websites so hasn't had time to action my request of earlier this year. That is to make our website's information section sub headings more prominent. I reminded him since my last report. He doesn't want to rush into it in case he "breaks stuff" that's currently working!

Here's his mockup of how it would look:

<https://www.quantockorienteers.co.uk/info/index2>

## Volunteers

David Harrison has been reviewing the contents of the First Aid box which Emma Cattell 'minded' for a brief period. I've issued David with the box of spares I had and stock take lists.

Jeff

## Fixtures

Date	Type	Series	Venue	Organisre		Planner	Controller
19.01.2019	Event	JOG 1/WNL	Longrun Meadow/SCAT/Castle	Roger and Judy Craddock		Jim Mallinson/Andrwe Page	
26-Jan-19	Event	QOFL 4	Culm Davy	Roger Craddock	Team 1	Karen Lewis	Bill Vigar
2-Feb-19	Activity	JOG 2	Orchard Portman	Roger and Judy Craddock		Tom Hasler	
10-Feb-19	Event	QO Galoppen	Croydon Hill	Andy Rimes		Rosie Wych	Andy Reynolds
16-Feb-19	Activity	JOG 3	Henlade Hill	Roger and Judy Craddock		Adrian Edwards	
20-Feb-19	Event	QO urban AD					
23-Feb-19	Activity	JOG 4	Cothelstone Hill	Roger and Judy Craddock		Angela Modica	
28-Feb-19	Event	QO urban AD					
2-Mar-19	Activity	JOG 5	Lydeard Hill	Roger and Judy Craddock		Brian Pearson	
8-Mar-19	Event	QU Urban AD					
9-Mar-19	Activity	JOG 6	Kingscliff Wood	Roger and Judy Craddock		Garham Hartley/Janet Scott	
17-Mar-19	Event	CompassSport Cup	The Slades	Richard Sansbury		Steve Robertson	Alan Simpson
23-Mar-19	Activity	JOG 7	Wind Down	Roger and Judy Craddock		Mike Andersen	
30-Mar-19	Activity	JOG 8	Blackbrook and Holway	Roger and Judy Craddock		Jenny Wood	
14-Apr-19	Event	QOFL 5	Staple Hill	Angela Modica	Team 2	Tony Hext	Pete Akers
19-May-19	Event	QOFL 6	Blackborough North		Team 3	Jim Nickolls	

23-Jun-19	Event	Chairman's SW relay			
1-Sep-19	Event	Club Champs			
15-Sep-19	Event	QOFL 1			Team 1
10-Nov-19	Event	QOFL 2			Team 2
8-Dec-19	Event	QOFL 3			Team 3
26-Jan-19	Event	QOFL 4			Team 1
23-Feb-20	Event	QOFL 5			Team 2
29-Mar-20	Event	Galoppen			
19-Apr-20	Event	QOFL 6			Team 3

## Mapping

Nothing much to report. A meeting of the mapping sub-com. has been held, see Steve's report. Small revisions are underway at Culm Davy and Blackborough. The felling at Neroche sees to have finished, but there is a lot of timber scattered in the wood, presumably awaiting collection.

Tony Hext and Pete Ackers are revising Ham Hill, the first set of revisions have been added to the map.

Bill

## QO Mapped Areas

Last Update: Nov 30, 2018

Area	Scale	Last Used	Event Type	ISOM 2017	Archive	Software	Suitability a/	Map Update Required? b/	Comments
Aisholt Common	10,000	Nov-14	QOFL	Partial	WV	Legacy	Level B	Moderate -- In progress (SR)	
Ash Priors	2,500	Feb-18	JOG		JM	OCAD 12	JOG / Training	Planner only	
Ashley Combe & Great Bear	10,000	Oct-18	QOFL		WV	Legacy	Level B	Moderate	
Blackborough North	7,500	Jan-18	QOAD		WV	Legacy	Level C	?	
Blackborough South	7,500	May-18	QOFL		WV	Legacy	Level C	?	
Buckland Woods & Quants	5,000	Jan-16	QOFL		WV	Legacy	Level D	?	
Burnworthy	10,000	?	?		WV	Legacy	?	Major	Not popular area
Castle Neroche	7,500	Mar-18	JOG		WV	Legacy	Level C	Moderate	
Cockercombe	10,000	Nov-14	QOFL		WV	Legacy	Level C	Moderate	
Cothelstone Hill	7,500	Dec-17	JOG	✓	JM	OCAD 12	Level D	?	Includes Twenty Acre Plantation
Crowcombe Heathfield & Rexton	10,000	Mar-17	JOG		WV	Legacy	Level D	Moderate	
Croydon Hill	10,000	Dec-16	QOFL	✓	AR	OCAD 12	Level C	Major -- in progress (AR & RW)	
Culm Davy & Culmstock	7,500	Jan-17	JOG		WV	Legacy	Level D	?	Parking issues
Dartmoor North	25,000	Oct-16	LOCAL		WV	Legacy	?	?	
Doone Country	20,000	Oct-17	LOCAL		WV	Legacy	?	?	
Dunkery & Wilmersham	20,000	Oct-08	LOCAL		WV	Legacy	?	?	
Exmoor South	20,000	?	?		WV	Legacy	?	?	
Fyne Court & Broomfield Common	5,000	Sep-18	JOG	Partial	JM	OCAD 12	JOG / Training	Planner only	
Great Breach Wood / Combe Hill	7,500	Sep-16	LOCAL		WV	Legacy	?	Moderate	
Great Headon & Wotton Common	15,000	?	?		WV	Legacy	Level C	Major	
Ham Hill	5,000	Sep-18	LOCAL		WV	Legacy	Level D	Being updated / extended (AH & PA)	
Hart Hill & Florey Down	10,000	?	?		WV	Legacy	Level C	Major	

Henlade Woods	3,000	Mar-17	JOG		JM	OCAD 12	JOG / Training	Planner only	
Horner Wood	20,000	Sep-13	LOCAL		WV	Legacy	?	Major	
Huish Woods	2,500	Nov-16	JOG		JM	OCAD 12	JOG / Training	Planner only	
Kings Cliff	7,500	Feb-18	JOG	Partial	JM	OCAD 12	Level D	Moderate (contour issues at west end)	
Ladies Wood	15,000	?	?		WV	Legacy	Level C	?	
Lydeard Hill	5,000	Oct-18	JOG		WV	Legacy	JOG/Activity	Moderate (Clearance on hill / forestry work in Muchcare)	
Malmsmead Hill & Brendon Common	20,000	Oct-15	LOCAL		WV	Legacy	?	?	
Montacute House	5,000	?	?		WV	Legacy	?	?	
Ninesprings	3,000	?	?		WV	Legacy	?	?	Now OCAD - Last updated Aug-13 (SB involved with local council mapping 5 small areas in Yeovil)
Norton Manor Camp	5,000	Jul-17	LOCAL		JM	OCAD 12	JOG / Training	?	
Orchard Portman	5,000	Jan-18	LOCAL		WV	Legacy	Level D	?	
Pinkery	20,000	?	?		WV	Legacy	?	?	
Priors Park	7,500	Mar-14	QOFL		WV	Legacy	Level D	?	
Quantock West / St Audries	20,000	Oct-17	LOCAL		WV	Legacy	Level C	?	
Ramscombe	10,000	Nov-16	NATIONAL		WV	Legacy	Level B	Major	
St Audries & West Quantockshead	10,000	Apr-18	REGIONAL	✓	AR	OCAD 12	Level C	?	
Sheldon	7,500	?	?		WV	Legacy	?	?	
The Spinney	1,250	Sep-18	JOG		JM	OCAD 12	JOG / Training	Planner only	
Staple Common	7,500	Feb-14	REGIONAL		WV	Legacy	Level C	Major	
Staple Hill	7,500	Sep-17	JOG		WV	Legacy	Level C	Major	
Taunton:	These areas are all part of the Taunton map (1:5000)		They can be produced as isolated areas at different scales for use as JOG/Training/Night Street 'Activities'						
			The more recent part of North Town, Longrun Meadow and the college/school complex can also be used for Urban Events						

Blackbrook & Holway North	5,000	Jun-10	LOCAL		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Night Street and JOG
Bridgwater & Taunton College	5,000	Aug-18	REGIONAL		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Urban
Castle School	5,000	Jan-18	JOG		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Urban
French Weir / Goodland Gardens	5,000	Aug-18	REGIONAL		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Urban
Galmington	5,000	Mar-15	JOG		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Night Street and JOG
Hankridge Water Park	5,000	Mar-15	?	Training ?	JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for JOG
Kings College	5,000	Oct-16	JOG		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Night Street and JOG
Kings Hall	5,000	Oct-13	JOG		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Night Street and JOG
Longrun Meadow	5,000	Aug-18	REGIONAL		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Urban (with a bit of updating)
Netherclay Woods	2,000	Nov-17	JOG		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for JOG
Pyrland & Taunton Green	5,000	Jun-12	?		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Night Street and JOG
Queens College & Comeytrowe	5,000	Oct-18	JOG		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Night Street and JOG
Roughmoor & Silk Mills	5,000	Jan-18	JOG		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Night Street and JOG
Taunton School	2,500	?	?		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Night Street and JOG
Wilton, Vivary Park	5,000	Sep-18	JOG		JM	OCAD 12	See comment	?	Part of Taunton map. Suitable for Night Street and JOG

Thurbear Wood	5,000	Nov-18	JOG	✓	JM	OCAD 12	JOG / Training	Planner only	
Triscombe Stone / The Slades	10,000	Sep-17	QOFL	Partial	WV	Legacy	Level B	Moderate -- In progress	(Steve R)
Wellington School	2,000	Feb-14	JOG		JM	OCAD 12	JOG / Training	Planner only	
Wilmots Pool	5,000	Nov-18	QOFL		WV	Legacy	Level D	?	
Wind Down with Broomfield Hill	10,000	Oct-18	JOG		JM	OCAD 12	Level D	?	
Willet Hill	5,000	Nov-18	JOG	✓	AR	OCAD 12	JOG / Training	?	

a/ National (Level B), Regional (Level C), Local (Level D), JOG / Training, Urban, Not Usable  
b/ Major, Moderate, Planner Only, Not Applicable

Nov 30, 2018

## QO Mapping Group Meeting Minutes– November 28, 2018

Attendees: Andy R, Bill V, Jim M, Steve R and Julia R (part)

### Subjects covered during meeting:

- Agree the role of the Mapping Group
- Application of 2017 ISOM standards to QO maps
- Maps required for 2019/20 QO Events
- Hinkley Point Grant Application
- Design CAD to OCAD Conversion

### Mapping Group Role

The group agreed that their role could best be described as:

Maintaining an up to date register of mapped areas containing the latest use/update status, event level suitability and future plans

- Liaising with the Fixtures Secretary and Committee to provide advice on suitability of areas to support the proposed future event schedule.
- Coordinate activities to update areas for future events and provide recommendations concerning software, map templates, scales, etc.
- Meetings would be scheduled three times per year unless circumstances required more frequent meetings. Copies of the present Map Register and review of Future Events are attached.

### ISOM 2017 Standards

It was agreed that QO maps should be progressively updated to ISOM 2017 standards. This would happen automatically for new areas or when significant map updates are required for future events or as part of the conversion process from Bill V DC2 format to OCAD.

Although recognised as a requirement there was active debate on some of changes, particularly related to vegetation screens that may not be an improvement from a competitor clarity perspective.

In addition, the following agreements were made regarding priorities and mapping standards:

The priority areas for map updates /ISOM2017 will be those capable of National /Level C events (boxed on QO Map Register).

b) A standard QO map template will be developed and progressively introduced for events during 2019 so that there becomes a QO standard. Template will define – borders, fonts (size/type), legend and scale locations, control description size, format, colour, etc.

c) Map scales for Regional/Level C events and above will follow BOF guidelines – 1:15,000, 1:10,000 or 1:7,500 defined by terrain complexity and/or Planner/Controller decisions.

d) The Master (latest version) of a map is held by the individual indicated on the Map register. Planners should be reminded to get the latest version before commencing planning activities.

### **2019 /2020 Event Maps**

The schedule of BOF registered events was reviewed and mapping status added (attached).

The two mapping priorities are completion of the major update of Croydon Hill for the February Galoppen and update for the Regional Compasssport Round following forestry operations in The Slades and clearance work on Aisholt Common.

Although some of the First Half 2019 Planners have contacted the Master Map holder for the latest version of the map there a number who have not yet done so.

Looking to the Second Half 2019 and 2020 the Mapping Group has three recommendations/requests:

The QO round of the 2019 South West Relay series could be an urban event in the Taunton area – Jim M would support mapping requirements.

2) 2020 Galoppen suitable areas are Blackborough (North + South) and Headon Hill. However, it is understood that there may be permission constraints in both areas and these need to be fully understood before a decision can be made.

Headon Hill would require a major update but Andy R would support this work during 2019.

3) The Mapping Group would appreciate knowing the proposed locations (and Planners) for the 2019/20 QOFL's and Second Half 2019 JOG's as soon as available.

The free to download and use Open Orienteering Mapper software is seen as a potential route for Planners to be able to use GPS units directly to help with map updating and potentially transfer updates to the master version holder for incorporation into OCAD. Members of the Mapping Group will evaluate the compatibility of transfers to and from OCAD before recommending the use of OOM.

#### **Hinkley Point Grant Application**

Julia R will prepare a grant application to the Hinkley Point C community Fund Small Grants Programme (max £5,000 per application) for submission to the next phase (deadline Dec 28th).

Application will relate to mapping update of the Quantocks and will probably be a package including some or all of additional GPS units, external professional mapping support and A3 Laser Printer.

Enquiries relating to estimates for various aspects of external mapping support are in progress.

#### **DesignCAD to OCAD Conversion**

Sharing of files and software between Bill V and Andy R (and the rest of the Mapping Group) is in progress and once re-mapping of Croydon Hill is complete Andy will commence conversion work of the Quantocks. November 29.2018

**Future QO Events** (BOF Registered at Nov 23rd)

			Level	Map Update Required ?	Extent of Update	By whom?	Comments
<b>2019</b>							
Jan-19	Taunton & Longrun Meadow	Western Night League	Local (Level D)	Done		Jim M	
		CATI / JOG 1					
Jan-26	Culm Davy	QOFL 4	Local (Level D)	Yes	Moderate	Bill V	
Feb-02	Orchard Portman	JOG 2	Activity	?		Planner (?)	
Feb-10	Croydon Hill	Galoppen	Regional (Level C)	Yes	Major	Andy, Rosie (Steve R)	
Feb-16	Henlade Hill	JOG 3	Activity	?		Planner (?)	
Feb-20	Taunton	Urban After Dark 1	Local (Level D)	?		?	Should be classed as 'Activity' ?
Feb-23	Cothlestone Hill	JOG 4	Activity	?		Angela M	
Feb-28	Taunton	Urban After Dark 2	Local (Level D)	?		?	Should be classed as 'Activity' ?
Mar-02	Lydeard Hill	JOG 5	Activity	?		Planner (?)	
Mar-08	Taunton	Urban After Dark 3	Local (Level D)	?		?	Should be classed as 'Activity' ?
Mar-09	Wind Down	JOG 6	Activity	?		Mike Andersen	
Mar-17	The Slades	CSC	National (Level B)	Yes	Moderate	Steve R	
Mar-23	Kingscliff	JOG 7	Activity	?		Planner (?)	
Mar-30	Blackbrook & Holway	JOG 8	Activity	Yes	Moderate	Planner (?)	
Apr-14	Staple Hill	QOFL 5	Local (Level D)	?		Planner (?)	
May-18	Blackborough North	QOFL 6	Local (Level D)	?		Jim N	
Jun-23	TBE	South West Relay	Local (Level D)	?		?	Mapping Group recommendation -- Taunton Urban
Sep-01	TBE	QO Club Champs	Local (Level D)	?		Bill V / Sue G	
Sep-15	TBE	QOFL 1	Local (Level D)	?		?	
Nov-10	TBE	QOFL 2	Local (Level D)	?		?	
Dec-08	TBE	QOFL 3	Local (Level D)	?		?	
<b>2020</b>							
Jan-26	TBE	QOFL 4	Local (Level D)	?		?	
Feb-23	TBE	QOFL 5	Local (Level D)	?		?	
Mar-29	TBE	Galoppen	Regional (Level C)	?		?	Mapping Group recommendation -- Blackborough or Great Headon (see Minutes)
Apr-19	TBE	QOFL 6	Local (Level D)	?		?	

Nov 30, 2018

**Development Meeting (Nov 9, 2018) Follow Up Items:**

**Status at Nov 30, 2018**

- a) Increase collaboration with DEVON  
Responsibility – Rosie to develop initial communication letter
- a. Consider events – joint forest league, map run, etc.
- b. Training activities/courses
- c. Other?

Initial email sent to DEVON chairman Bryan Smith – response that they would discuss at their next committee meeting and then get back to us.

- b) Progress JOG ‘succession’ by involving/engaging with QO families to run specific JOG’s  
Responsibility – Roger and Judy
- Work on going through 2019 JOG season

- c) Mapping of Quantocks
- a. QO actions –
- i. Bill V ‘CAD’ to OCAD
- ii. ISOM 2017 Updates
- iii. Lidar update of contours (Environment Agency Lidar update planned for 2018/19 winter period)  
Responsibility – Bill and Andy
- b. External support
- i. Ground survey following a) above.
- ii. Grant investigation/submission to fund external support  
Responsibility – Julia request to Hinkley Fund (by Dec 28th) and investigate Quantock Landscape Partnership

Mapping Group meeting held on Nov 28th – see attached minutes.

- d) Specific Guidelines / Checklists, including recommended timelines, to be provided/updated for Organisers and Planners plus training sessions for QO O’s and P’s.  
Responsibility – Organisers – Rosie and Planners – Steve
- Organiser guidance notes produced and reviewed by Steve, detailed Planning timetable produced and



reviewed by Rosie. To be uploaded to website.

## **Insurance Detail from BOF**

All activities, events and volunteers organised under the umbrella of British Orienteering will be covered providing the guidelines and policies in respect of the organisation of the event are followed e.g. risk assessment, coaching qualifications, first aid, membership etc.

British Orienteering are clear in what is covered. The Insurance Frequently Asked Questions give a reasonable overview of the insurance which specifically includes:

Question 19 - Are non-members covered by the policy for 'taster' sessions? (A taster session could be an activity, training or event.)

Individuals who may be interested in joining a club are insured for a maximum of 3 initial "taster" sessions. For indemnity to apply it is essential that the club records their name, address and dates of attendance. These details must be retained as they may be called upon in the event of a claim.

The individual must be members of British Orienteering from their 4th visit/event.

You are correct in that failure to do so may mean that the insurance will be invalidated in the event of a claim. I note your comment about disclaimers such as "people take part at their own risk". Legally this would not stand up in court as the participant would expect a certain standard of care and protection at an organised event. The legal position is that "you can never disclaim liability for injury or death caused by negligence".

It is in everybody's interest involved in the club that the participants are covered by their insurance otherwise they, and or the individuals, organising the session/event could be held legally and financially liable and would be responsible for their own defence costs.

It must be recognised that we are in an era where the trend is toward individuals with any grievance whatsoever immediately pursuing litigation as their preferred recourse. One of the roles of the governing body is ensuring that we have the necessary insurance cover in place. It is imperative that a wide range of people involved including clubs, staff, officials, coaches and administrators – be aware of and familiar with the details and scope of the insurance policy to avoid the problems arising. However, accidents do happen, it might not have happened yet but it doesn't mean it is not just around the corner – there are many governing bodies and clubs that have experienced the pain of a claim. If the Policies and procedures are followed then the pain is reduced because the insurers will cover this – if not the individuals / clubs may be personally liable.

I fully understand that asking for money is not pleasant but I would again highlight that British Orienteering has either the lowest cost, or is definitely one of the lowest costs, of governing body membership in Great Britain & Northern Ireland and people have to realise that there is a cost to be involved in organised sport.

## **Summary. Meeting with F.C. at Fyne Court. 2.00pm on Tues. 18th Dec. 2018**

Present: Owen Jones (OJ. AONB-Quantocks), Judy Craddock (JC. Fixtures-QO), James Latus (JL. F.C. Quantocks), Steve Robertson (SR. Mapping Co-Ordinator-QO), Roger Craddock (RC. Chair-QO), Rob Greenhalgh (RG. Community Ranger for Blackdown Hills)

Apologies: Bob Lloyd (RL. Permissions Officer-QO), Andy Harris is on 12 month placement as Assistant Ecologist in South and West areas.

1. Minutes of previous meeting. Amendments agreed
2. Progress with F.C. work in Quantock Forest. Temporarily halted in Great Wood, Ramscombe because of wet weather and environmental concerns. Hope to resume in March/April and be complete by June 2019 (thinning around Keeper's Combe). No further work around Ramscombe/ Ashley Combe. Forest Operations in Cockercombe are complete. Mountain bike trails (wild trails) will re-appear as individuals re-instate them over the coming weeks/months.

QO applying for grant from Hinkley Point Fund - Small Grants to enable re-mapping of whole of Quantocks using LIDAR data and professional surveying. OJ provided alternative source of funding suggestion.

3. CSC Preliminary round. 17th March. Re-run of cancelled event from last year. F.C. happy to use previous paperwork and adjust rates if numbers decrease below threshold. OJ will inform if situation with raptors change. SR outlined changes to map and range of clubs involved. Reserve parking remains a problem but one feasible option could be Warm Corner with a possibility of Cockercombe Office parking and forest road leading up from there. SR & JL to display warning notices a month ahead of event, but no official mountain bike usage scheduled.
4. Croydon Hill Event. 10th Feb. Mapping of Deer Park in progress – now under ownership of MHPF (Nick Kelly). Permissions have been granted and RL is applying same procedures as with F.C. JL confirmed numeric locks will be in

place at both entry and exit to event parking with usual coding. Andy Rimes (organiser) has confirmed usual controls and security will be in place around public areas and the bridle path (1.5m clearance required).

JL/OJ to display publicity for event (A3) on board at Nutcombe Bottom. (If Andy R provides event information formatted as A3 JL/OJ will print/laminate and display.) A Rimes should add warning notices at main entry/exits to advise walkers /horse riders prior to event.

5. Ownership issues with Grabbist Hill to Tivington Heights. The various areas were described as per map supplied by RL. FC confirmed the areas on RL map still in their ownership. It was suggested that permission be sought to use the area owned by Lady Gass (previously Crown Estates) and for access from the Minehead Ruby Club, or the Primary School at Periton for parking. FC access road/track from the South (near Wotton Courtney) is steep and rough and not considered usable by 'normal' vehicles. Many different activities use area.

6. Other F.C. areas in Quantocks to be used by QO for JOGs and QOFLs.

Wind Down. (JOG 9th March) --thinning will commence from Sept 2019. Then unusable for a year. Forest path to E of area currently closed – will be opened in the spring 2020.

Kingscliff. (JOG 23rd March) Improvements have been made – signage, notice Board. JL keen to increase public recreational use and would like to promote with youth groups from N.Petherton. JC supplied JL with fixture list, but this will need to be finalised.

7. F.C. areas in Blackdowns. RG outlined progress with works at Castle Neroche – thinning work not complete. Operations will re-commence next year and probably complete by second half 2019. Needs to be remapped in autumn 2019. JC – Staple Hill – RG to find ownership of field at W end for parking for a future JOG. QOFL5 (14th April) to use public car park. RG enquired about area required at Blackborough (QOFL6 18th May).

8. AOB. OJ asked about use of Cothelstone Hill at ½ term for JOG. JC to try to arrange 'swop' with Lydeard Hill or different access to Cothelstone. (Post-meeting – Cothelstone has been cancelled for next term). OJ suggested access by the track into Paradise Wood from the road corner opposite Cothelstone Park (west edge of existing O map). Willett's Hill - a successful JOG. Parking and deer count difficulties at Lydeard Hill. Forestry operations probably compete in Muchcare Wood – remapping may be necessary. RG confirmed forestry work at Orchard Portman's Lime Ridge area – permission had been arranged by RL for use of Youngs Wood for JOG. JC confirmed Culm Davy parking had been identified as on forest track although RG indicated that it is rutted in places.

Meeting finished at 3.20pm. Next meeting provisionally Tues 2nd April 2019

RC informed meeting that RL was retiring as permission officer for QO at the AGM in the end of the summer. A replacement is being sought.

Roger Craddock