Quantock Orienteers

Minutes for QO Committee Meeting

19.15 Wednesday 17th April at 67 Staplegrove Road, Taunton

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|  | Start **(1915)** In attendance: Richard, Karen, Judy, Roger, Ray, Sheila, Miffy and Rosie Apologies from : Steve, Bill, Ollie, Pete and Andrew  . Minutes from previous meeting approved. |  |
|  | Matters Arising –   * WhatsApp Community - we need Phil to explain how it works. * Dropbox has been set up. We will be able to share files, archive files, map share and retention of documents. * Jeff producing the latest team leader list – Karen will email Jeff. |  |
| 3 | Events and Activities (**1925**) Past events:  * Street series - 5 events held. Social held after the final event at Galmington. There were issues at the Dunster event with the start and finish banner being some distance from the actual site beep. It was suggested by Ollie, that it would be a good idea to put a start and finish box and issue dibbers. This would give a definitive start and finish time to go alongside maprun. It would also mean that runners would be checked back in when they handed the dibbers back. It would mean added safety. Committee agreed this was a good idea. The full results are on the website. Ollie was declared the overall winner and will be presented a trophy at the AGM. * JOGs and social after last event under Roger and Judy. Final 5 JOGs. Awards, presentations held at the social. Roger and Judy given a lovely card and cake to say thank you. We again thanked Roger and Judy for all they have done. * Compass Sport – we did not qualify. It is a real shame that there was no report on the QO website. * JK. Congratulations to relay teams. Thanks to Brian and Sheila for the wriite ups about this event. event. Mixed ad hoc team of Sheila, Mark, and Finley on the podium for QO * British Relays – congratulations to the Fieldhouses coming 14th out of 21 in the Men’s Premier relay.  Plans for future events:JOGS. Summer events at Henlade (Hazel planning and Linda organising and Ray assisting) and Wellington (Ray will control and Sue organising).JOG new season’s plans and organisation. Ray and Sheila have pulled together to come up with a plan to keep the JOG event consistency. Sheila will co-ordinate and Ray plus Hazel will be organisers. They are still in need of a third organiser. Sheila gave a report with regards what they are wanting to achieve and the need to keep events regular. They want courses to be inclusive, offer a range of courses to build confidence and ensure maximum attendance. Training will be offered and both Vicki and Gavin are willing to assist. Ray has worked extremely hard to produce a flowchart to develop the JOG profile, show what was required and the title/job requirements. Ray is happy to share this flowchart – just email Ray and he will provide the link. (Email Karen and she will pass to Ray). Ray and Sheila are hoping to have events / activities every weekend and will hopefully have a modified program by the end of April.  * QOFLs. Change of date for QOFL1 as a result of clash with a Kerno event (to avoid the low turnout issue that we had at Great Bear). It has been agreed by the committee that we will offer a start window of 12:30 to 14:30 with courses closing at 15:30. Suggested that we ensure that no novices start after 14:00 hours. Helpers can start at 12:00 hrs. This may mean that control collection could be later in the day and we will need to make sure that there are contingency plans in place (head torches, more people etc.) * Summer event against Devon – Andy has set up Racesignup for entries. Phil has it in hand. Rosie in need of non-runners to help with road crossings etc. * Street series – Ray has volunteered to organise an event at Street. * Yvette Baker – 9th June at BOK, Bristol. Pete needs to sort this. Karen will email Pete. * Croeso 2024 – We will look at having a social at the beginning of the week. * Spunch – see below email received from Ollie – all in hand. * POCs. Ramscombe. Maidenbrook. Ham Hill consultation group – Richard asked Jim Nicholls about attending but we do not know whether he took it up. * Quantock Challenge – Richard has asked Alasdair and Alasdair has confirmed that he will be doing it. * Club Champs – Sheila planner. Committee made the decision to try again with Orchard Portman. Richard to ask Andrew the put the date in. * Andy Rimes message with regards his Dartmoor mapping and event. Committee granted permission for him to go ahead. Leave it open for 6 months to ensure that it is not counted as an event. | *Roger / Judy* |
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|  | *Sheila Braine/Ray Toomer.*  *Ollie* |
| 4 | Places **(2135)** - Mapping & Mapping sub-Committee –no report.- Permissions – See Andrew’s report following. - FE. Next meeting, 23rd May. Representatives from QO/JOG? Andrew and Rosie will attend. Sheila may be able to go along as well.  - Mapping of King’s Cliff Wood by Andy Rimes. Rimes. Response from new FE ranger, Tara Maxamed about Andy’s concern about new mountain bike trails.  - Mapping of Croydon Hill. | *Bill*  *Andrew* |
| 5 | Marketing and Communications **(2150)** Website. Update of structure – it has been confirmed that the website has been modernised. Content on website is not being kept relevant. Can we ask that pictures and reports be put up on website straight away. We need to get members to email Phil with content as soon as possible following the event with more pictures. There are elements of the site content that need looking at. Richard has noted that the risk assessment section is not correct and will update this section.Advertising of events. Newsletter. Chatsite. Judy has concerns about use of social media sites rather than immediate reporting on main website. |  |
| 6 | People **(2205)** **6.1** Membership. 97 renewals and 20 lapsed members. Jana (Safe guarding officer) has not renewed. Miffy to email her. It was proposed to offer Angela Modica honorary membership of QO – this was agreed.**6.2** Club Captain – chase Pete with regards Yvette Baker round. **6.3** Team leaders – need updated sheet following membership change.  **6.4** Roger and Judy will be stepping down at the AGM in September. Printers x 2 will need to be moved so that printing can continue. If a printer is left with Roger, he will be willing to do emergency printing if required. We perhaps need to source another printer. Andy has suggested that we need to find an A3 printer as he will not have access to a printer soon. Printer needs to be held locally.  Richard has asked for assistance in getting planners and controllers for the next season. | *Miffy*  *Pete*  *Richard* |
| 7 | Equipment **(2225)** Equipment – Storage – The Modica’s will provide some storage. Angela has also agreed to look after the equipment. QO will pay £20/month for this storage space. We will need to repair the door and provide a combination padlock. The equipment will need rationalising before move and unwanted disposed of. Sheila will take charge and liaise with Angela. There is no deadline but Roger and Judy want it out during this term. Judy has purchased new banner bags and new signs with arrows that can be re-positioned. **7.2** Phones, watches, Go-pro disposal. It was agreed by the Committee that Miffy would take these to Oxfam as a donation. |  |
|  | Money (**2240**) Finance report. See financial report produced by Steve and email following. 8**.2** New FE agreement will mean an increase in fees – at least 20% of ticket price or a fixed fee which ever is greater. | *Steve* |
|  | Any other business (2250) AGM. 14th of September following the Orchard Portman orienteering. A nearby hall. 9**.2** Next meeting – Tuesday 18th of June. |  |

Meeting Finish 23:05

Email received from Andrew Hopkins –

Here is an update for you on permissions:

Permission has been sought for the summer series of events and has been agreed for Henlade Woods, Wellington School (thanks to Alasdair) and Ham Hill.

For the autumn events can I put a plea out that Rosie and I need a first draft all controls map and risk assessment at least 12 weeks prior to the event to enable us to seek permission.

I attended a briefing on the new Forestry England (FE) agreement where the previous charging structure is being replaced with either FE taking 20% of the entry fee or a fixed admin fee and on the new online permission system (which I am already using). It will be interesting to see how the new charging system works out in the future as for JOGs for example this may reduce the cost of using FE land but we will see.

Our next meeting with FE and the Quantocks National Trust team will take place on Thursday 23 May, if any of the committee would like to attend this meeting can you let me know.

Email from Ollie –

Spunch update. 5 events sorted with planners lined up.

Adam fieldhouse and Will Kromhout are nearly done. (Stoke St Mary and North Curry)

Hazel, Andy and Robin fieldhouse are still working on their courses. I will sort out publicity/ website and sign up details when I am back.

Email from Steve –

Please find attached the latest QO financial status.

Both Bill and I will be at the Mapping Group meeting that, unfortunately, clashes with the committee meeting.

You will see that I added a comment about future entry fees on the financial summary page.

I have just seen the email from Andrew where he indicates that he has more information on the future BOF/FE agreement including access fees.  My first sight evaluation is that this structure would save us costs on JOG but increase costs on QOFL’s.

For the next QO committee meeting I will prepare a detailed budget based on the future fixture list, including JOG, taking into account the FE agreement and the participation at recent events.  We then need to decide where we position entry fees -- that could be anywhere between using existing funds to keep fees low or increase to breakeven / make a minimum surplus on each event.  To facilitate this will you please move the financials to the front of the next meeting agenda.