

Leicestershire Orienteering Club



Minutes of Committee Meeting held online via Zoom Monday 10th May 2021

Present: Steve Chafer, Jane Dring-Morris, Roger Edwards, Chris Phillips, Iain Phillips, Roger Phillips, Alastair Paterson, Esther Revell, Alan West, Wendy West, Ernie Williams, Ursula Williamson, Ian Wilson.

1. Apologies for absence: Libby Barber, Peter Leake

2. Minutes of the last Committee Meeting on Monday 8th February 2021

These minutes were agreed to be a true record.

3. Items arising from the last MOM

- RE reported that the MapRun donation had been actioned.
- SC noted that JDM had been added to the Mansfield Building Society account.
- CP reported the Simon Starkey had completed an Si kit register.
- SC noted that the monthly bank statements were now being shared with the officers.
- CP reported that events had restarted after lockdown.
- RE noted that the South Leicestershire school games was not going to progress this year.
- RP confirmed that the club's Zoom license had been renewed for 12 months.
- RP noted that the new club website had not progressed due to work on the club's new event entry system.

4. Request for inclusion in 'Urgent and important items' on the agenda

a. Standing Orders

- SC reported that he had received lots of feedback on the clubs standing orders.
- SC noted that the club's committee structure in the standing orders no longer reflected the current committee structure and this should be revised in the standing orders.
- CP noted that the Mapping Forum rarely met and the Electronic Systems Team was no longer needed.
- CP noted that the work of the minor fixtures committee had been subsumed into the events committee.
- JDM suggested that these 3 committees be removed from the standing orders.
- The committee agreed to remove the Mapping Forum, the Electronic Systems Team and the Minor Fixtures Steering Group from the standing orders.
- SC suggested that POC Group and Coaching Forum could be subsumed into the development committee along with the development committee meeting more frequently.

- RE noted that Development sub groups had a different membership to the development team.
- IP advised that it would facilitate coaching to keep the Coaching Forum.
- SC suggested that the Development Committee meet four times a year and devote some meetings specifically focused on POC's.
- The committee agreed to remove the POC Group from the standing orders and to update the Development Team to meet four times a year.

Action Points

- JDM to update the standing orders with the new committee structure and committee schedule ready for the next meeting.
- JDM to update the standing orders to incorporate additional comments and amendments received ready for the next meeting.

b. BOF - Thriving Clubs for a New Generation/ Development Plan

- CP noted that the document from BOF was very aspirational with no actual targets for clubs to work towards.
- SC noted the BOF document was difficult for the club to respond too, as it was lacking in substance.
- RE noted that it could be a big chance for the club to recruit new members. The club has a poor record of recruiting new members from events.
- CP noted that most of new members of the club are friends of existing members or former orienteers returning to the sport later in life.
- SC suggested that the club need more strategy from BOF to progress their aims of thriving clubs.
- IP suggested that if we had twice the number at Level C events, then we would more likely attract new members.
- RE suggested that the club need a change of strategy, as club numbers are falling.
- CP noted that as a sport, there are a large percentage who won't attend Urban's or Middle distance style events as this perceived as not real orienteering.
- RE suggested that the club's development plan should be able to incorporate the BOF Thriving Clubs aims within it.
- JDM suggested that updating the clubs development plan to fit the BOF aims would be easily achievable.

Action Points

- SC to formally respond to the Thriving Clubs for a New Generation document.
- All - Committee members to submit further comments to SC

5. Treasurer's Report

Please refer to the Treasurer's Report May 2021 circulated prior to the meeting.

- RE reported that the MapRun donation had been actioned.
- RE reported that the financial outlook for the club is looking more positive as we are now able to host events.
- RE noted that the club is now forecast to make a small loss this financial year.
- RE reported that it appears that the BOF insurance cover is not suitable for our VOC's and POC's.

- CP suggested that the club has some cover from BOF insurance under the clause - "all orienteering activities".
- SC suggested that the club needs clarification from BOF regarding insurance cover for VOC's and POC's.
- RE advised the committee that the draft financial policy had been updated since the last meeting.
- The committee approved the financial policy with no amendments.

Action Points

- RE to seek clarification on the insurance cover for VOC's and POC's from BOF.
- RE to publish the approved financial policy.

6. Delegates' Reports

- IP reported that due to lockdown, the EMOA finances have been quiet.
- IP reported that two club coaches have completed the new safeguarding training.
- IP reported that EMJOS have completed lots of training online and in person.
- IP reported that NOC are reducing their contribution to the EM leagues to, 2 Level C's and 1 Urban per year.
- SC suggested that NOC were reducing the number of events they are hosting due to lack of members.
- CP suggested that NOC are heavily reliant on Forestry Commission areas and cost would be a major factor for NOC.

7. Events Sub Committee Report

Please refer to the Event Sub Committee Report May 2021 circulated prior to the meeting.

- CP reported that the Summer League has completed two events. These events have attracted large numbers and if this trend continues then it will be one the biggest leagues ever.
- CP reported that events will be opened up to non BOF members from the 1st June.
- CP noted that the club will invoice attendees of the Summer League at the end of June and at the end of the league.
- RE expressed concern about dual reconciling over 50 different payments for the league.
- IP suggested that there may be other ways of taking on-line payments rather than a bank transfer. Any solutions would be shared with RE and SC after the meeting.
- JDM noted that WCOC are running a pre-payment voucher system.
- CP reported that a voucher system was considered for Level D events.
- RE asked about first aid cover at events and would a club first aid course be needed?
- CP reported that there is not enough first aiders to cover all the events.
- IP noted that it was difficult to find first aiders for the event at Bagworth Heath.
- SC noted that the club should be able to hold the 2020 presentation of trophies at the end of Summer League presentation, as the annual club dinner was cancelled.
- CP reported that plan was to use the Black Horse at Aylestone for the end of league presentation.

Action Points

- IP to share ideas about Summer League payments with RE and SC
- CP to book the end of Summer League presentation venue.
- CP to investigate a first aid course for LEI members.

8. Development Team Report

Please refer to the Development Team Report May 2021 circulated prior to the meeting.

- RE reported that South Leicestershire school games was not going ahead this year, but it was hoped that it would proceed in September 2022.
- RE reported that Club Night is planned to restart in September.
- IP noted that as Coaching Coordinator, the Club Night programme should be discussed with RE.
- RE reported that the club will be unable to hold a Summer Junior Social this year.
- RE noted that the Club Captain should be able to access the club's membership database via BOF. This was agreed by the committee.

Action Point

- RP to contact BOF to arrange the Club Captain access to the membership database on the BOF website.
- IP to meet with RE to discuss the Club Night program.

9. Club Captain's Report

Please refer to the Club Captain's Report May 2021 circulated prior to the meeting.

- ER reported that CompassSport Cup final in October is not yet confirmed. The host club are awaiting confirmation of permission for Sutton Park
- ER reported that the Peter Palmer relays are cancelled for 2021.
- ER reported that the Yvette Baker Trophy was going ahead and would be contacting the organiser about the eligibility of the club attending the final, as per the advice in the YBT final details listed on the BOK website.
- ER noted that if LEI were allowed to attend the final, then parents would be needed for transport to Gloucestershire due to COVID restrictions.
- RE noted that many parents drove to Sandringham, rather than use the LEI bus.

10. Membership Secretary's Report

Please refer to the Membership Secretary's Report May 2021 circulated prior to the meeting.

- RP reported that 11 new members had joined the club.

11. Any Other Business

- 2021 AGM – this was agreed to be Monday 26th October 2021. Venue to be decided at the next meeting.
- WW reported all licensed coaches are required to complete Safeguarding training and would liaise with IP on who requires training and DBS checks.
- IP noted that once COVID restrictions have ceased, there would be an in person Coaching Forum.
- The committee agreed to move the date of the next meeting to 16th August 2021 as the original date coincided with the Scottish 6 Days.

Action Point

- RP to arrange the next meeting on 16th August 2021

Meeting Closed at 9:03pm

Date of Next meeting
Monday 16th August 2021

TREASURER'S REPORT MAY 2021

1. Financial Position

We have a very significant loss, £1,500, principally arising for our 50th anniversary memento. Losses should now be stemmed as we do have events but we are not collecting income until towards the end of the financial year. We will bill from 1st July for first half of Summer league.

This outcome is unsurprising and we are fortunate that we have significant reserves to handle a loss.

Bagworth event I am still waiting for income and expenses but we will have made a small surplus. For this event its insufficient to cover our fixed costs eg storage and other costs such as map printing.

We are being charged £50 for a County Council Licence for each event.

2. Insurance Cover for Maprun Activities

We tend to develop Mapruns and then register them as an activity later. This leaves a hole with planners not covered by the BOF scheme as the registration is done post-planning.

We ought to fill the gap, one way is to register courses being planned with a notional date say 25 December and this be changed to real date once we know when the course is to be used.

There is also a gap in BOF with POC insurance cover. Ones off (events, Club nights) our normal bread and butter are covered, but anything which is semi-permanent is not covered yet we have an ongoing risk which needs some cover.

Recommendation

Agree an arrangement to provide better cover for Maprun planners.

3. Financial Policies

Financial policies have build up over many years I brought some suggested policies to the committee last time. I've had a large number of very useful revisions from committee members. Attached is a revised set of policies. There are two queries towards the end of the policy: Insurance cover referred to above and the asset register.

Since our meeting we have changed the Mansfield Building Society signatories so that Jane is also a signatory. The Santander bank statement is sent to all officers. The Chairman has a cheque book to be used if Treasurer not longer available.

Recommendation

The Financial Policies be approved subject to any further points made at this meeting.

Roger Edwards 1st May 2021

EVENT SUBCOMMITTEE REPORT MAY 2021

We are back to Orienteering!

At the time of writing this report we have had two events. The weather for the Bagworth event was superb and even though we did not meet our numbers limit, (competition from several other events) we had enough people to make it a worthwhile event and a good day out in the forest.

The Summer League seems to be attracting high numbers (we are limited to a maximum of 60 entries because of Covid and car parking restrictions); Groby and Cademan have been near sell outs. There is, not surprisingly, a demand for competitive activities from members.

The venues and event officials are in place for the rest of the league, although as always with a competition that runs for four months, there will undoubtedly be some tweaking as the weeks go by.

As members will know we currently have pre-entry for events. The initial plan was to continue this until the final stage of the "road map" in mid-June. Whilst this has been done to comply with the Covid regulations, there are a number of advantages for the organiser and for map printing. There is no cash handling for the organiser and a steady flow of competitors rather than the usual peak in the early part of the start window. There is also much less waste with map printing as it is possible to print the correct number of maps plus a couple of spares. Given the cost of map printing this is a significant saving in money and the time taken to print the maps. It would seem to be worth considering using our current pre-entry system for future events.

Looking to the autumn. Unfortunately, because of permission problems it has not been possible to run the planned double header weekend with OD at Burbage Village and Hinckley. However, the Burbage event (19th September) will still be going ahead. Parking and an event centre have been secured.

There are three other Level C events scheduled for the Autumn:

Shepshed 3rd October

Booththorpe and Hanging Hill 14th November

Cademan and Thringstone 12th December.

Additionally, there will, of course, be the Winter League.

Covid 19 permitting it is intended to run an Event Safety Workshop one evening in the autumn as we have a number of members who need to complete the course.

EMOA is currently looking at the possibilities of an Event Officials day, probably in the autumn but more likely in early 2022

Looking further ahead and as a reminder we have the YBT Final at Irchester next year, the British Schools Score Event in 2023 and the JK Sprints at Easter 2024.

We should also consider giving some thought to staging the EMOA Sprint Championships in 2022.

Chris Phillips Events Coordinator.

DEVELOPMENT TEAM REPORT MAY 2021

Changing the perception (---BOF strategy headings)

Website

We found our web site was not well focussed on recruiting non-members. This is even more of an issue as we need to attract newcomers. There may need to be further changes to fit with BOF strategy.

Orienteering on Demand

1 Location of Mapruns and use in Events

We have taken forwards the extension of Maprun to more towns but Wigston (2) and Braunstone Frith will be used for Autumn club night if we do not use as back up for Summer League. However Kibworth was improved, Fairmeadow, Glenfield, Birstall (sprint style) and Beaumont Leys (sprint style) were released.

- We have permission issues at Outwoods and Loughborough Uni where we have not established contact to discuss impact and limitations.
- We are not using Coalville ISSOM map as it would be better used for Level C first.
- We are seeking Woodland Trust permission of Maprun at QEDJW. WT did ask in 2014 for us to put in POC. We are awaiting an outcome from WT Head Office.
- I have not followed up Bradgate Permission from October.

There is a development that allows us to link our events to the map that's easier than ploughing through the directory. We are examining having PINs on all courses which is disclosed when you download a map (free or paid for). The map may also have a QR code which when scanned downloads the map run course. There is a conflict between Maprun.uk and the BOF portal. Those in the BOF POC group who have disclosed an opinion seem to be reluctant to use the maprun.uk system fully as there is no charging facility. It is however better as display of results and presenting course locations.

2 POC New portal and repairs

BOF commissioned a new stand-alone portal and the test version was released in late April. Felicity has reviewed the Bradgate POC plaques and we have changed the courses to use the plaques that still remain.

Downloads 10 weeks from 1st February

	Maprun	Maps
Beacon Hill	y	53
Irchester Country Park	y	35
Watermead Country Park		31
Burbage Common	y	23
Oakham Woodlands	y	23
Castle Hill	y	22
Martinshaw Woods	y	19
Bradgate Park	requested	18
Western Park	y	18
Knighton Park	y	17
Total		489

In addition Steve Borrill of WAOC has developed maprun.uk and is offering many of the features found in the existing BOF system. Simon Starkey is our Administrator. The app is offering an easy way of displaying results and linking to the club's POC database of maps (if we had any!). It does not charge for maps and does not keep track of downloads so we have no idea who is accessing our maps. I am not sure how the OS licence fees will be paid for. So there is some contention between this offer and the new BOF system.

It's avoiding orienteering jargon, so it's not "orienteering" it's "adventure". Currently we are putting our efforts into the new BOF sales portal are correcting every POC/VOC in the current system to ensure converted correctly and all have image(s).

POC Committee has not met for a long time and we will arrange a meeting for later in the summer and we will extend scope to VOCs.

Strengthen Lifelong pathways

3 Working with Schools- Competitions and Maps

NW Leicestershire Partnership will commission us to deliver a weekday event next academic year.

South Leicestershire Partnership (Oadby & Wigston, Harborough and Blaby) will want us to deliver an event to 90 Primary schools. Probably Brocks Hill on a Saturday in say June 2022. (Just before the Irchester YBT).

South Charnwood and Melton partnerships we are mapping all 31 schools. We are involving Caroline Louth (WAOC) & Jeff Baker (LOG) to do Melton & Belvoir, they have finished 4 schools and are moving onto the rest. Pete Leake and Esther Revell and doing South Charnwood, the bigger partnership. Pete has finished one.

John finished updates to Parks Primary, Leicester. Peter Hornsby is intending to finish off Hugglescote Primary and they will need plaques. Peter might do more schools in South Charnwood. Fullhurst College is still in progress. School has not yet fitting plaques, so purple pen and payment to be sorted

4 Beginners

We have not developed any plans to promote or deliver. Our summer league provides a poor experience as they are often too difficult for juniors and too hard for one person to manage newcomers. We have published beginners can come from 1st June but we have no procedures. We could probably start earlier to fit with 17th May road map date.

Decide newcomer arrangements, bookings and on the night process.

5 Juniors

Our work with juniors over the last year has been virtually nil. Quite a few have not rejoined.

The **YBT Final** is scheduled for July but without a Heat; we should be sending those who are interested. This is slightly easier as we know we have qualified now!

Ben Glover is aiming to achieve the Lagganlia qualifying standard.

6 Club Nights

South Charnwood High School are seeking funding to replace the Sports Hall. I have replied that we support the plans to roughly of double the footprint including changing rooms and providing modern facilities especially badminton courts. However this could back fire if we are pushed out by larger groups.

Updating the BOF activity database is done by the Events team but being the BOF Activities Secretary (inputter) would fit with the Club night co-ordinator doing the updates for some or all our activities.

Recommendation

Add Club Night Co-ordinator to BOF list as Activity Secretary.

In the same vein the Club Captain would benefit for direct access to the Membership records, rather than keeping her own database.

Recommendation

Add Club Captain to BOF list as a further Membership Secretary.

Plans for August onwards

We should book venues for in terrain training from end of Summer League and continue during the winter. We will start with Maprun or interleave with some terrain work.

Any thoughts?

Roger Edwards 1st May 2021

CLUB CAPTAIN'S REPORT MAY 2021

YBT

The YBT final is set to be held on the 4th July 2021 at Westonbirt Arboretum, Gloucestershire. Qualification rounds that went ahead last year, as well as qualification rounds to be held this year will count. We have not and are not taking part in any qualifier for this due to the pandemic, but according to the final details, could contact the organiser mid-May to check if we might be eligible to take part. It has been mentioned in the MailChimp - there has not (yet) been much interest in going.

Peter Palmer

My understanding is that this event (due to be hosted by WCOC in September) has been cancelled this year.

CompassSport Cup

Not much news. At the moment I'm just sitting and hoping we will be able to attend a final in October as planned!

Esther Revell

MEMBERSHIP SECRETARY'S REPORT MAY 2021

Year	Family	Seniors	Juniors	Units	Total	
2013	38	53	12	103	170	
2014	38	61	16	115	183	
2015	37	56	17	110	174	
2016	38	60	12	110	180	
2017	34	61	8	103	151	
2018		108	37		145	
2019		103	36		139	
2020		104	26		130	
2021		103	22		125	at 03/05/2021

Newsletter members:

Total numbers: 6

New members 2021:

Total numbers: 14

Lapsed members 2021:

Total numbers : 19

NAMES REMOVED FOR GDPR