



# Leicestershire Orienteering Club



## **Minutes of Committee Meeting held in the Glenfield Parish Rooms, Stamford St., Glenfield, LE3 8DL Monday 13th May 2019**

**Present:** Andy Portsmouth, Steve Chafer, Chris Phillips, Ursula Williamson, Roger Phillips, Alan West, Wendy West, Bob Haskins, Laurie Fluck, Peter Leake.

**1. Apologies for absence:** Ernie Williams, Jane Dring-Morris, Anna Barber, Ian Wilson, Iain Phillips.

### **2. Minutes of the last Committee Meeting on Monday 11<sup>th</sup> February 2019**

These minutes were agreed to be a true record.

### **3. Items arising from the last MOM**

- RE asked for further discussion on Development Plan.

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

#### **a. 50<sup>th</sup> Anniversary, Autumn 2020**

- SC advised that the 50<sup>th</sup> Anniversary orienteering event is 4<sup>th</sup> October 2020 at Burbage Common.
- Anniversary event will also double as club champs.
- Bob Titterington has supplied SC with an 1<sup>st</sup> edition map of Burbage Common for SC to use.
- SC researching Ideas for mementoes to be given out as part of the 50<sup>th</sup> celebrations.
- SC proposed that the history of the club be included in the club newsletter. AW advised that this should be a separate pullout due to cost.

#### **b. Club Dinner**

- Feedback from the club dinner very positive. Menu choices and service were both good.
- Suggested dates for 2020 dinner, Saturday 29<sup>th</sup> February or Saturday 7<sup>th</sup> March.

### **5. Treasurer's Report**

Please refer to the Treasurer's Report May 2019 circulated prior to the meeting.

- The club is likely to have a surplus by the year end.
- Changes for the gift aid scheme need to be implemented. It was agreed that changes should start from the 1<sup>st</sup> January 2020.
- The changes to British Orienteering rules will mean that controllers expenses are likely to rise, due to the need to use out of club controllers for events.
- BH queried the amount of expenses for training.

**\*RH post meeting –**

Training expenses were overstated and are just for the National Coaching conference, but also included c£400 for Travel Support Scheme.

## **6. Delegates' Reports**

- Paul Murgatroyd asked to include Hyper Vets (75+) in the EM Urban League.
- EMOA still requires a Development Officer.
- 2020 Midland Championship now at Longstone Moor.
- DVO are looking for a Saturday event to complete the UKOL weekend.
- Regular reports are now being given about EMJOS at EMOA meetings. About 10-12 juniors attend each EMJOS organised event.

## **7. Events Sub Committee Report**

Please refer to the Event Sub Committee Report May 2019 circulated prior to the meeting.

- CP Explained about the national rules changes that will come into effect from the 1<sup>st</sup> January 2020.
- BH expressed concern that this will lead to a loss of controllers from the club and across the region.
- The team leaders for the British Sprints are having there first site meeting on the 18<sup>th</sup> May.
- CP confirmed that the 2019 Club Championships will be Saturday 5<sup>th</sup> October, venue to be confirmed.
- West Midlands have agreed to host the 2024 JK subject to certain conditions being met. One of the conditions was support from other regions and clubs. LEI might be interested in supporting the JK 2024 in some capacity, if it is held close to the East Midlands.

## **8. Development Team Report**

Please refer to the Development Report May 2019 circulated prior to the meeting.

- LEI First Aid database still to be created.
- WW agreed to send RE the list of First Aiders from the BOF database.
- Beat The Street happened in two areas in Leicester. If information was supplied earlier by the BTS team, a recruitment stall could have been held at the BTS presentation.
- RE reported the club's privacy policy is now a year old and should be reviewed.
- WW is reviewing DBS checks for coaches, as this forms part of the lease agreement with South Charnwood School club night.
- CP pointed out that safeguarding is also about vulnerable adults and orienteering has lots of elderly competitors.
- The BOF pilot survey raised two focus areas for the club to develop. Pre-event information and managing competitor expectations.
- The 4 week Learn To Orienteer course stated on the 13<sup>th</sup> May with 11 novices.

## **9. Club Captain's Report**

Please refer to the Club Captain's Report May 2019 circulated prior to the meeting.

- RP to research racing singlets from Bryzos to match existing club tops.
- RE suggested that hoodies could be sold at a discount to clear existing stock.
- AW asked for information about hoodies to add to the newsletter.

## **10. Membership Secretary's Report**

Please refer to the Membership Secretary's Report May 2019 circulated prior to the meeting.

### **11. Any Other Business**

- SC suggested that the club should have a Ladies trophy for the Score Cup. This was agreed to be purchased for the June event.
- CP asked that Development Plan be discussed at the August committee meeting under Urgent and Important items.

Meeting closed at 9:25pm.

### **12. Date of future meetings (TO BE REVIEWED):**

FULL:	FEBRUARY, MAY, AUGUST, NOVEMBER
Events:	JAN, APRIL, JULY, OCT
Mapping:	JUN
Development:	JAN, JULY
Coaching Forum:	MARCH
AGM:	OCT

## Treasurer Report May 2019

We already have a significant surplus, so the most likely year end position will be about £1000 surplus. We have £500 from NW schools missing; the current accounts show :-

	Event income	11277
	Expenses	-7893
	Other expenses	-3811
Income		
	Awards Evening	£660.00
	Club Night Fees	£728.90
	Club Shop Sales	£300.36
	Donat bns Received	£6,523.82
	Donat bns Received Events	£588.38
	Gif tAid	£1,843.07
	Interest Received	£127.99
	Membership Fees	£547.00
	Sales Equipment Hire	£10.00
	Sales Mapping	£40.00
	Sales Maps	£153.00
	Sales POC Maps	£52.08
	Sales POC Plaques	£128.00
	Team Event Fees and Travel	£690.00
Spend		
	Awards Evening	-£819.00
	Club Night Expenses	-£523.00
	Coaching Clothing	-£75.76
	Grants Made	-£36.00
	Meet ing Room Hire	-£288.73
	Memberships	-£93.00
	Newslet er	-£365.77
	Of fers Expenses	-£210.70
	Publicity	-£0.07
	Sales Mapping Expenses	-£1.00
	Sales POC Expenses	-£70.60
	Team Event Fees and Travel	-£668.00
	Training Expenses	-£586.65
	Travel Support	-£7,043.35
	Trophies	-£326.00

**Surplus**

**858**

We ought to be acquiring any equipment we need for British Sprints by end of July. Eg gripples, suitable wire and release tools, more kites.

## **Events**

From the Event summary you can see that events are just losing money, but will move into surplus when we have NW schools money. The event picture is better than the budget because we getting larger entry and costs are lower than expected.

Sum - Amount	Data		
Event	Income	Spend	Total Result
A British Sprints		-£396.29	-£396.29
C Bagworth	£1,160.00	-£497.10	£662.90
C Beacon	£1,555.00	-£511.90	£1,043.10
C Bradgate	£2,058.30	-£1,273.41	£784.89
C Castle Hill		-£92.00	-£92.00
C Martinsshaw	£1,222.70	-£514.75	£707.95
C Shepshed	£762.50	-£531.39	£231.11
C Spring Cottage	£878.50	-£262.90	£615.60
D Club Champs	£270.00	-£329.64	-£59.64
D NW Schools		-£480.31	-£480.31
D Xmas Novelty	£181.00	-£528.55	-£347.55
PS Abbey	£88.50	-£139.00	-£50.50
PS Knighton	£46.00	-£96.00	-£50.00
PS Watermead	£72.00	-£86.00	-£14.00
PS Western	£76.00	-£146.70	-£70.70
SL18 Presentation		-£450.00	-£450.00
SL18 Anstey	£166.50	-£49.50	£117.00
SL18 Aylestone	£237.50	-£121.10	£116.40
SL18 Beacon	£209.00	-£101.10	£107.90
SL18 Foxton Locks	£147.00	-£72.30	£74.70
SL18 Glenfield	£213.50	-£67.80	£145.70
SL18 Martinsshaw	£189.00	-£58.50	£130.50
SL19 Swithland	£435.00	-£233.20	£201.80
SL19 Tunnel Woods		-£1.00	-£1.00
WL1 Watermead	£148.50	-£55.00	£93.50
WL2 Bagworth	£213.00	-£74.50	£138.50
WL3 Groby	£184.00	-£89.50	£94.50
WL4 Swithland	£117.00	-£89.75	£27.25
WL5 Melton	£204.50	-£76.80	£127.70
WL6 Ratby	£98.50	-£33.00	£65.50
WL7 Hermitage	£144.00	-£42.00	£102.00
WL8 Quorn	£200.00	-£78.00	£122.00
<b>Total Result</b>	<b>£11,277.50</b>	<b>-£7,578.99</b>	<b>£3,698.51</b>

Donations Received Events	£385.88
Equipment	-£624.13
Equipment Timing	-£33.00
Map Printing	-£1,481.90
Map Surveys	-£395.60
Publicity	-£133.13
Software	-£818.34
Storage Rent	-£710.95
<b>Total Result</b>	<b>-£3,811.17</b>





**British Sprints.**

The organising team have worked through a budget with entry fees are about £25 (matching last year) and with conservative entry numbers, we should be looking for a significant contribution to club funds. However there are up front expenses and with the first closing date at the end of July, income in current financial year will be low.

We do need to advise club members about how to enter in case they use Sientries now.

**Controlling arrangements**

We are required to use outside Controllers for Level C and above for 2020. This has repercussions on our exploitation of the gift aid under CASC. In the past six years, two Controllers have given us a gift aided donations; one volunteered and the other was asked, but generally it would be considered to be unusual.

We are using an External Controller for British Sprints and we could ask if he was willing to participate. I find clubs are secretive with their financial expenses arrangements. It can take months to get expenses or not even be offered.

Suggest our club policy be up front to advise: we will pay mileage and reasonable out of pocket expenses, (especially printing lots of maps!) If willing we would like you to participate in our gift aid scheme and we could give a small benefit to Controller.

**Gift Aid Travel support scheme change**

We agreed to move from 86% to 90% being donated. I suggest this be brought into effect on 1<sup>st</sup> August our new accounting year or is there a preference to wait until 1<sup>st</sup> January subs year?

**BOF AGM Finances**

The Levy is unchanged at £1.50. Subs are up a lot for Seniors but will overall come down by £2 as our LEI sub will be nil (reduced from £6). Club affiliation fee is up by £10 to £70.

Roger Edwards  
5 May 2019

## LEI Committee 16<sup>th</sup> May 2019

### Report from Events Sub Committee.

#### **1. Changes to Rules.**

A number of rule changes will come in to effect on 1<sup>st</sup> January 2020 that will impact on how we organise events. In Summary they are:

- I. Level C events will require an out of club Controller.
- II. Level B events will require an out of region Controller.
- III. Level B events will require the Controller to submit a Terrain Assessment Report to Events and Competitions Committee 12 months before the date of the event.
- IV. There will be a 12-month embargo on areas used for a Level B event.
- V. English Area Championships will become level B events.

#### **2. British Sprint Championships 2019.**

Contracts have been agreed with SI for entries and start time allocation, the University for accommodation and catering and the Commentary and Public Address teams.

Entries are now open!

Team Leaders have been appointed.

#### **3. Summer League.**

As everybody is aware the 2019 League is up and running. All the organiser/planner's slots have been filled. The build up to the League seems to have gone much more smoothly this year than in the last three or four years. I believe this is because of the work that Ursula has done over the last year in persuading and cajoling people to help (AKA serious arm twisting!)

Alastair Paterson has taken on the role of Minor Results Secretary. Kevin Bradley is expecting to be at most of the League events this summer and will lead on handling downloads aided by Peter Hornsby, Roger Phillips and Alastair.

#### **4. Level C Events.**

I am currently recruiting event officials for the autumn events. Our events official's crisis has been slightly eased by a number of members attending the Regional Training Day at the end of 2018. However, members of the committee should be aware that given the steady stream of our older members who are retiring from acting as organisers, planners and controllers, there is still an urgent need to recruit and train more of our membership to take on these key roles.

Chris

## Development Co-ordinator Report May 2019

### Coaching

**Lake District** coaching November (23rd) waiting for Orienteering Foundation to publish details; expected May/June.

Club night: Iain will look at changing the night for the autumn. Monday is tough for physical activities especially if an event on Sunday. We need input from non attenders.

Charnwood Borough Activity day Easter Tuesday. Chris Bosley coached but too many under 7s to do a great deal of useful orienteering coaching. There were 20 young people plus their parents/grandparents. Most were under 7yr. about 5 over 10yr. CBC were looking to pay the club to do a summer activity session.

Club Mark Jane is looking at renewing our Club Mark accreditation for 2020. Hopefully picking up things we should have done by then!

### Recruitment offer

Few juniors are joining the club. The Coaching team would like to have a go at a promotion getting people to club night in the summer. I have used our POC mail chimp to send advert to those who might be interested. 17 clicked on the Learn Orienteering link but none proceeded with an enquiry. Roger Phillips is using Facebook to encourage families. We do have a success from both routes.

The BOF webinars have shown what other clubs are doing. I have spoken with Andrew Henderson (WAOC), Hilary Palmer (NOC) and Sal Chaffey (DVO). Using schools to send out literature seems to be a big gap in our approach. WAOC choose target schools, send an email and follow up by phone call and visit with bundles of flyers.

### Park Series 2020

If we move to Loughborough we may need more mapped areas. So we need to be putting the programme into the event schedule and deciding location.

### “Beat the street”

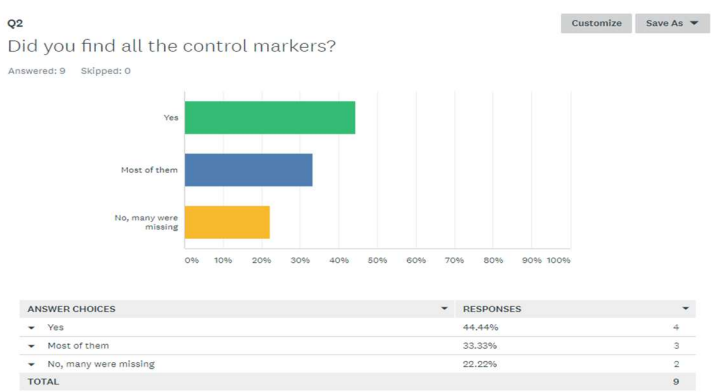
We missed the presentation from Beat the Street in Blaby (Leicester) on Friday 26<sup>th</sup> April morning at Beaumont Leys College. There were about 10 schools heavily involved in accumulating points. We missed an opportunity to sell to interested beginners. NGOC used this to recruit successfully.

### Permanent Orienteering Courses

Steve is asking wardens to get the course checks done so repairs can be undertaken.

I sent out a Survey Monkey (free) questionnaire. We had a 10% response rate from the last 100 downloaders.

Feedback was very positive; they did use the maps and they were interested in doing more. Two negative feedback about the state of courses and after an exchange of emails the Ashby Urban and Beacon courses have been repaired. April Mail chimp sent to 1250 who have downloaded maps, 25% are opening and 1% unsubscribing.



We had a problem with BOF, who were very slow approval of changes but this has improved. There is a backdoor into downloading deleted maps. Eg Stonebow, Booth Woods where the courses have been removed. I am hoping BOF can resolve.

## Privacy

Our policy has been in operation a year as as things change from time to time it might be worth a review.

## Schools

# NORTH WEST LEICESTERSHIRE school sports partnership



**Northwest North Leicestershire Schools** event was on Tuesday, 2 April and 730 primary school children attended (plus a handful of secondary. We had 8 volunteers to man the day so it's labour intensive.

We transferred as much of the support to the teachers so they did the map walk,. We attempted a video of the map walk but it was poor. I would like to explore contact with media students to do something better. Anyone with contacts?

The extra activity – the maze did not work. We have a had a request to offer something similar in another district!

Worthington Primary, the winners with four pairs in top 7 places, are likely to be coming to YBT, and by virtue of a club school agreement should be eligible to be in the LEI team. Other than Isaac Spencer joining the club, this is the first development from the event.

Teaching Orienteering Part 1 Training in June to be delivered by Pauline Olivant at LOPC,

Schools mapping: John is re-doing Booth Wood, Loughborough and Peter is doing new map for St Johns, Whitwick and fitting POC.

## Safeguarding

Sport England Club Matters has a podcast from the Ann Craft Trust, which I have referred to in my last report. There is now a video (you tube link below) on actions organisations should undertake. It clear that we are not doing enough; especially as we tend to underestimate the vulnerable adult population!

<https://www.youtube.com/watch?v=pCoUIhITzWM>

<https://www.anncrafttrust.org/safeguarding-adults-sport-activity/>

## Meeting with British Orienteering

We met with Rayan Sammut & Tim Herod initially this was arranged to discuss the Entry Forms (safety aspects), Xplorer (Bradgate follow on) and the New member post card and then the Final report on the pilot survey....

We have received the final report from the pilot survey, which puts us in context with the other clubs in the survey! Attached.

The focus of the discussion turned into more a challenge to our Development plan.

We agreed to (areas with more for us to do...)

- make more use of Facebook for instant reports on events. Lke NI where members who do instant posts
- Look carefully at Location of park series (because of the 5 mile travel limit)
- Improve the information on facilities eg where exactly is the registration if large car park and cafe
- We were challenged on how we provide orienteering for those who were frighten of forests!
- We could do better on "meet & greet".
- Results - could we offer level C standard at level D.
- Direct post-event queries to righ contact. We would have a single email address (then redirect) and all maps will have QR code to get to LEI site easily.

- Do more with juniors, involve LUOC in planning, and Juniors more in decisions.

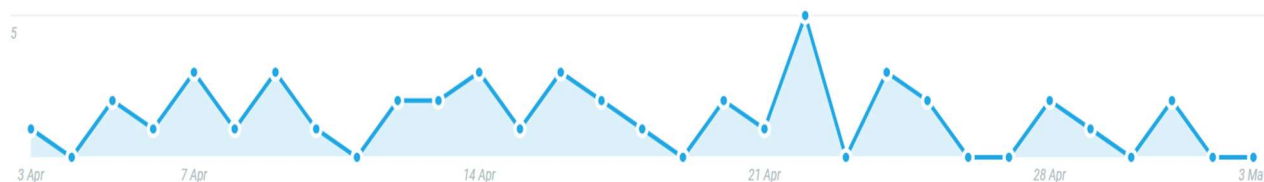
We now have

- a new member postcard
- The LEI junior welcome leaflet updated
- The beginners help sheet was available at Bagworth. This sheet is a script to be handed out and taken to the start. (This did not work fully as beginners with insufficient experience were arriving at the start and unsure of what they were doing!) Modified one used at Swithland level D.
- The LEI web site event detail have been updated to change the sequence of data, so information useful to a beginner is shown first. With what they should do at an event, linked to every event.

We have **not** moved onto collecting email addresses and mailing the next event details. Roger P is doing things on limited scale with the Park Series contacts. These could be combined with the core mail chimp system to help avoid any privacy and duplication issues.

## Publicity

We are using HOOP to get to a family audience, latest stats are below.



Activity	When	Where	↓ Views	Saves	Shares
Swithland Woods Country Park Orienteering 5 years and above	Mon, 29th Apr 2019	Swithland Woods North, LE12 8ST	20	0	0
Bagworth Woods Orienteering 5 years and above	Sun, 7th Apr 2019	Beacon Hill Country Park, LE67 1BJ	8	0	1
Learn to Orienteer 5 years and above	Mondays 6:30pm	South Charnwood High School, LE67 9TB	8	0	0
Tunnel Woods Orienteering 5 years and above	Thu, 9th May 2019	tunnel Woods, DE11 8HD	6	0	0
Batram & Grange Woods Orienteering 5 years and above	Tue, 14th May 2019	Batram Woods, LE67 1GB	1	0	0
Booththorpe Country Park Orienteering 5 years and above	Wed, 22nd May 2019	Marquis Drive, DE12 6EJ	1	0	0

Roger Edwards  
5 May 2019

## May 2019 Committee Report

### Club Captain

The results of this years CompassSport Cup heat at Sherwood Pines would come as no surprise to some members of the club. However, I remain optimistic that we can qualify for the final in the not too distant future. This year we came 5th with 2190 points, behind SYO - 1st (2450), DVO - 2nd (2353) and DEE - 3rd (2238) who all qualified for the final. LEI had 65 club runners pre-enter the heat, which is just over half the total membership of the club. This makes it one of our most successful club events for some time. What was disappointing at this years CSC, was the lack of a social element around the club tent. Many members opted not to stay and support their fellow club members in the CSC heat. I believe the club should look at trying to make LEI a more social club during these large events.

We have just about scraped together a team for the East Midlands heat of the Yvette Baker Trophy on the 19th May at Calke Park. I believe it unlikely that LEI juniors will progress to this year's final.

It is also going to be a struggle to form a team for this years Peter Palmer relays at Hindleap Warren, East Grinstead on the 7/8th September.

Also, we have had no relay teams for either the JK or the British Relays this year.

### Club Shop

Lots of hoodies still to sell.

Research for LEI running singlet

<https://revolutionshirts.co.uk/p/SR186M/spiro-athletic-vest/>

£8:12 (+VAT)/ top + logo single colour printing cost - £50-£60 set up cost

Bryzos Designed LEI style Top:

<https://bryzosport.com/shop/product/wod-sprint-singlet-men-48?attrib=1-1>

£25-£30

These items maybe should be put on hold if the club is planning on having a revised logo as part of our 50th anniversary celebrations. I have redrawn our club logo as a vector graphic in Affinity Designer if any member of the club requires the artwork to work on a new design.

### Social Media

#### LEI Facebook Page

555 Page Likes (up 32 Likes)

- Monthly Post Reach (organic) - 184 people

#### LEI Facebook Group

80 Club Members (up 2 members - some non-members have crept in)

- Page & Group Admin Roger Phillips, Chris Phillips (Chairman)

- Page Editor Bob Haskins, Steve Chafer (Vice Chairman)
- Page & Group Moderator Wendy West

**LEI Twitter** - 156 followers (up 5 followers)

- Tweeter-in-chief Roger Phillips

## Ashby Map Runners Facebook Page

25 - Page Likes - no other statistics available (Last posted 9th Feb 2018)

- Page Admin - Peter Hornsby
- Moderator - Wendy West???

## Learn To Orienteer Course

As part of the clubs Development Team's efforts to recruit new members and introduce people into the sport of orienteering, the Coaching Team are offering a four week Learn To Orienteer course (3 weeks plus 1 summer league).

As the person responsible for the clubs social media I was asked to create some advertising for this course.

The first advert was published on the 30th April. This advert links back to a form on the club's Google Drive

The budget set for these adverts was £40.



**Leicestershire Orienteering Club**  
Written by Roger Phillips (?) · 3 May at 17:12 ·

May sees the launch of our brand new Learn To Orienteer course. This course will be suitable for both juniors and adults who are new to the sport of orienteering and those who wish to improve. All of our sessions will be led by a UKCC qualified coach and will be based at South Charnwood High School.  
<https://www.facebook.com/events/580004249150302/>

Reserve your space via our online form <http://ow.ly/2Egi50rRGOi>

Please like and share this post

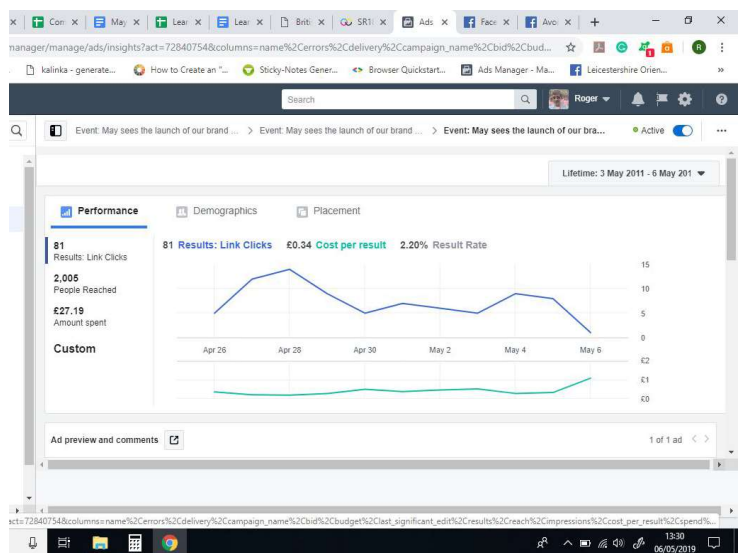
**Learn To Orienteer**

MON, 13 MAY AND 3 MORE

**Learn To Orienteer**

[Get Tickets](#)

docs.google.com



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		104	30		134	as at 05/04/19

#### New members 2019:

Porter (Sue)	Nov-18	
Shaw (Winona)	Nov-18	
Rex (Steven)	Jan-19	Inactive NOC member previously, grew up in York
Hagreen (Edward)	Jan-19	
Mead (Brian)	Feb-19	
McAlister (Declan)	Feb-19	
Edgar (Tracy)	Feb-19	
Ulph (Gillian)	Apr-19	
Hollox (Edward)	Apr-19	
Ulph (Kirsten)	Apr-19	

#### Lapsed members

Ferris (Julie)	Moved to the Lakes, renewed with BL	
Ferris (Oscar)	Moved to the Lakes, renewed with BL	
Heaton (Liz)	Moved to the Lakes, renewed with LOC	
Heaton (Chris)	Moved to the Lakes, renewed with LOC	
Worth (John)	Moved to the Lakes, renewed with BL	
Robinson (Nicola)	Renewed as Junior (Zoe) rather than Family	
Lydon (Finn)	Renewed with EUOC	
Phillips (Emma)		
Tebbutt (Barbara)	Renewed with DRONGO	Simonetti (Rachel)
Tebbutt (Euan)	Renewed with CUOC	Law (Jonathan)
Tebbutt (Iain)	Renewed with DRONGO	Law (Vivien)
Brookes (Tracey)	Renewed with BOF	LeBoutillier (David)
Alcock (Howard)	Renewed with NOC	Marchant (Ben)
Bishop (Ben)		Merriman (Darren)
Brozik (Benjamin)		Mayes (Francis)
		Morris (Alan)
		Morris (Jill)



