



# Leicestershire Orienteering Club

## Minutes of Committee Meeting held online via Zoom Monday 10<sup>th</sup> August 2020

**Present:** Libby Barber, Steve Chafer, Jane Dring-Morris, Roger Edwards, Chris Phillips, Iain Phillips, Roger Phillips, Andy Portsmouth (Apo), Esther Revell, Alan West, Wendy West, Ernie Williams, Ursula Williamson, Ian Wilson.

**1. Apologies for absence:** Bob Haskins

**2. Minutes of the last Committee Meeting on Monday 10<sup>th</sup> February 2020**

These minutes were agreed to be a true record.

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

- SC noted that none of the actions agreed on from the last meeting will have been actioned due to the pandemic lockdown.

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

**a. AGM**

- SC noted that this year's AGM will be held online due to the COVID-19 restrictions on gatherings. To this end, the club now has a PRO Zoom license on a monthly rolling contract.
- SC advised the committee that the date for the AGM will be Monday 26<sup>th</sup> October.
- ER & IP asked if it was possible to use the club Zoom for future online coaching and the online socials. This was agreed.

**5. Treasurer's Report**

*Please refer to the Treasurer's Report August 2020 circulated prior to the meeting.*

- RE reported that in the last financial year the club had mixed picture with events. The British Sprints made reasonable profit for the club, but 3 level C's were cancelled before the national lockdown.
- RE reported that the budget for 2020/2021 was a best guess based on the amount of level B's & C's the club are likely to hold due the COVID restrictions.
- IP reported that DVO were running their level C event at Grangewood at the end of October.
- CP reported that East Midland clubs were struggling to get permission for events due to COVID restrictions.
- RE reported that the 2020/2021 budget has provision for replacement computers and funding for first aid courses.
- RE reported that as we have no cash from events coming into the current account, a bank transfer needs to be arranged from the clubs savings account.
- RE suggested that the club continue to hold the club fees at zero for club members (£5.00 for newsletter members) for 2022. This was agreed to be put to the AGM.

## **6. Delegates' Reports**

- UW reported that EMOA had held a Zoom committee meeting.
- UW reported that NOC and DVO were planning to organise small events to test out their COVID protocols.
- UW reported that LOG were hoping to still run their Lincoln City Race.

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

*Please refer to the Event Sub Committee Report August 2020 circulated prior to the meeting.*

- CP reported that in the near future the club has 2 level C's and the EMOA Championships to organise. All these events have a number of new issues to solve, related to COVID-19.
- CP expressed a concern that our first level C event at Burbage Common was not going to be possible. The issues are, we would have to hire toilets, have a limited entry of 40 per hour per start location and have a limited number of volunteers available due to members COVID-19 health concerns. This would make the event very difficult to organise.
- It was agreed to cancel the level C in October at Burbage Common.
- CP reported that due to the lockdown, the YBT final for 2021 at Irchester has been moved to 2022.
- CP reported that the club are due to host the regional heat of the CSC in 2021 and that Old Dry Hills was still to be assessed for use. If this was not possible, then an alternative venue in Leicestershire would be located.
- CP reported that our level D programme had resumed with a cut down Summer League of 7 events. This started with a limited entry of 30 for the first 2 events. This will be increased to 40 per event from the Shepshed event.
- CP reported the club had been refused permission to use Castle Hill for the Summer League and the new location will be Anstey.
- SC informed the committee the BH had objected to the club's use of Shepshed for orienteering due to the small alleyways and that he believed it did not meet the BOF guidelines for a COVID-19 safe event.
- SC assured the committee that BH comments were taken onboard as he is a valued and experienced member of the club.
- IP suggested that as a club we need to be cautious in our approach to restarting events.
- CP reported that those that sign up to our events have to agree to the new COVID code of conduct, along with event specific details.

## **8. Development Team Report**

*Please refer to the Development Team Report August 2020 circulated prior to the meeting.*

- RE reported that the Orienteering Foundation are offering grants for various projects.
- RE reported that the BOF have a new VOC page for clubs to upload their VOC's.
- RE informed the committee that a number of MapRunF courses had been set up. Permission for a new VOC at Melton was proving difficult due to council staff not responding. To date, only a limited number of club members had downloaded a LEI MapRunF course.
- RE reported that he attended a Zoom conference hosted by North West Sports. This raised a number of safeguarding issues related to live online training for coaching.
- RE expressed a concern that the new COVID protocols will be a barrier to newcomers to the sport.

- RE informed the committee that IP was exploring virtual club nights and training using Zoom. Feedback for this style of future coaching and training would be useful.
- CP suggested it would be good to get in some terrain training.
- IP reported that it would be possible for some outdoor training within the current COVID-19 safety protocols. Coaching could be delivered via Zoom, with members completing training separately.

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

*Please refer to the Club Captain's Report August 2020 circulated prior to the meeting.*

- ER reported that LEI qualified for the CompassSport Cup final for the first time. ER also noted that the 50th anniversary present of zero fees for club members helped encourage members to the regional heat.
- RE reported that the final was unlikely to happen due to COVID-19 issues. - *note since meeting, 2020 CSC final has been officially cancelled.*
- RE reported that as LEI is hosting the CSC regional heat in 2021, the cancelling of the 2020 CSC final could impact us financially.
- ER reported that the club had a senior and a junior team in the Lockdown Orienteering competition.
- SC thanked ER for organising the weekly LEI Zoom quiz and social, along with organising the team for the CompassSport Cup heat.
- ER confirmed that she is happy to keep organising a weekly online quiz.
- UW asked if club events clashed with the Zoom quiz/ social could the social be moved? It was agreed to move the online social.

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

*Please refer to the Membership Secretary's Report August 2020 circulated prior to the meeting.*

- RP reported that 1 new member had joined the club and 1 lapsed member had renewed.

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

- SC reported that 50<sup>th</sup> anniversary newsletter is still going to happen.
- AW reported that the 50<sup>th</sup> anniversary edition will replace the regular newsletter and the deadline for articles is the end of August.
- WW suggested it would be better in full colour. It was agreed to a full colour edition of the newsletter.
- SC due to the lockdown the 50<sup>th</sup> anniversary party will have to be moved to 2021.
- CP suggested that this could be combined with the club dinner.
- It was agreed that CP would explore the option of holding the 50<sup>th</sup> anniversary party at Longcliffe Golf Club along with the club dinner.
- SC reported that there a number of club roles with vacancies. The Si kit will temporarily be looked after by SC.
- JDW reported that Clubmark scheme is no longer running. JDW to ensure the logo is removed from the website.
- RE suggested that the future meeting schedule should be altered. It was agreed to merge Mapping with Events and to combine Development with Coaching.

**Meeting Closed at 9:00pm**

**12. Date of future meetings:**

FULL: FEBRUARY, MAY, AUGUST, NOVEMBER

Events: JANUARY, APRIL, JULY, OCTOBER

Development

& Coaching: JANUARY, JULY

AGM: OCTOBER

**Date of next Meeting: Monday 9<sup>th</sup> November.**

## **Treasurer's Report August 2020**

**2019/20 Accounts** are attached and are of course subject to examination, and shows a surplus of just over £100. There is pdf of the event accounts.

### **Budget 2020/21**

I put a budget to each AGM and this is based on discussions at the August Committee. The budget allows us to review event fees and agree non-standard spending plans.

The budget is attached. In a normal year I roll forwards last year's figures and add in the known big events, etc. I had a first go in June and the outlook was fairly dire so I worked on a more detailed plan building up the figures by type of event, etc. I have now updated the figures for a best guess. So the whole year is roughly normal. I have added the September Summer League and dropped the Club Champs presentation buffet.

Level Ds will cost more if we open up to any orienteer and we have on-line entry to continue with social distancing. We need to pay the online provider say £1 per transaction.

We do need to be having high entry frees for Level B, that is the EM Champs at Pick Triangle and especially the CSC Heat at Fermyn/ Old Dry hills. Here we will need bussing. Last time we did this at Wakerley we lost money with a £14 senior entry fee. Competitor numbers should be higher but we need to be thinking of a £15 fee.

If we were to increase entry fees now we are likely to deter our recovery plans. We have nearly £15,000 in the bank so we can weather the storm and make no changes to entry fees.

### **Additional spending**

We have agreed a Zoom Licence.

Our March winning CSC Heat cost us c£750 in entry fees. I would suggest we look at an October 2020 CSC Final subsidy of say 50% and perhaps free to juniors. (We have no idea if the final will happen, fitting in 1,000 runners is very challenging! Holding over 2 days or limiting entry are options I have heard about. Birmingham City Council expected to decide in September about access so very late for Oct 18<sup>th</sup> event.)

We need to keep our A3 printer under review but low levels of maps over the summer will probably allow us to make it last at least another year. Prices of new A4 printers seem to be much lower than a few years ago so the capital cost is low but of course its consumables that are the real cost.

Our 50<sup>th</sup> anniversary newsletter and the 50<sup>th</sup> memento will increase costs.

We have replaced our results computers on a rolling basis but none have been bought in the last two years.

First Aid: Not paid out much so we must be getting more towards the expiry date of certificates. I would prefer to move to single certificates so we have expiry spaced out rather than all on one one date.

Donations: We are making use the MaprunF which is provided free but we ought to be contributing to the server costs. So a donation perhaps based on our usage should be made. If we start using Ollie o'Brien's mapping system then again we should be donating. I have not provided for anything specific.

**So overall this breaks even!**

## **Subscriptions**

BOF have a new one off scheme this year where the free period starts in August rather than November. (?expected) So anyone joining now gets the rest of the year free and only pays for new year.

I will recommend to the AGM that the subs for 2022 are as for 2020 and 2021. ie no club fee. (We set our fee a year early as we need to notify BOF and our AGM does not fit well with their timetable.)

Roger Edwards  
July 30th

Event Summary

Sum - Amount	Data		
Event	Income	Spend	Total Result
A British Sprints	£16,351.70	-£12,729.83	£3,621.87
C Ashby	£691.50	-£489.90	£201.60
C Aylestone		-£195.50	-£195.50
C Cademan	£1,575.00	-£848.60	£726.40
C Castle Hill	£1,417.50	-£558.30	£859.20
C Martinshaw		-£312.75	-£312.75
C Outwoods		-£99.00	-£99.00
D Club Champs	£384.00	-£606.45	-£222.45
D NW Schools 2019	£524.01	-£17.55	£506.46
SL19 Cademan	£235.50	-£100.50	£135.00
SL19 Castle Hill	£214.00	-£132.00	£82.00
SL19 Evington Arboretum	£159.00	-£76.80	£82.20
SL19 Markfield	£259.50	-£63.00	£196.50
SL19 Presentation		-£508.75	-£508.75
SL19 Previous Events		-£157.50	-£157.50
SL19 Shepshed	£218.00	-£64.50	£153.50
WL2 Western Park	£150.00	-£96.46	£53.54
WL3 Sence Valley	£123.50	-£90.50	£33.00
WL4 South Charnwood	£82.50	-£125.75	-£43.25
WL5 Abbey Park	£170.00	-£105.50	£64.50
WL6 Willesley	£168.50	-£69.00	£99.50
WL7 Beacon	£190.00	-£67.50	£122.50
WL8 Loughborough	£233.30	-£195.50	£37.80
<b>Total Result</b>	<b>£23,147.51</b>	<b>-£17,711.14</b>	<b>£5,436.37</b>

Donations Received Events	£846.35
Entry Dibber Hire	-£8.00
Equipment	-£272.90
Equipment Timing	-£411.46
Map Printing	-£2,674.07
Map Surveys	-£33.30
Officers Expenses	-£365.40
Software	-£75.00
Storage Rent	-£490.00
<b>Total Result</b>	<b>-£3,483.78</b>

## **Events Report to LEI Committee**

**August 2020**

This is probably the strangest report that I have prepared in my 16 years as Event Co-ordinator!

### **The Past**

As everybody will be aware since the lockdown, we have been unable to hold any competitive orienteering events. However, we have been able to maintain interest by using the POC's for the Up and Out Programme and Maprun. The Up and Out Programme had just about been completed (we were running out of POC's) when it was curtailed by the Leicester local lockdown.

Both these activities have required a great deal of effort, and a steep learning curve, by various members of the committee and thanks should go to Roger E, Roger P, Simon Starkey and Ursula.

### **The Present**

A seven event Summer League is due to start on Tuesday 4<sup>th</sup> August. The current BOF guidelines on organising events does mean that they will be very different from what we have become accustomed to. Pre-entry only, limited Si timing, no socialising, social distancing, sanitising etc will be the norm.

Given that the BOF Guidelines are long and comprehensive the first few events will be very much a trial to see what is possible and it may be that we can "upgrade" to nearer normality.

Part of the Guidelines is a Code of Conduct that is mandatory for all competitors. Non-compliance should be regarded as bringing the sport into disrepute.

### **The Immediate Future**

Assuming that the Summer League goes according to plan it would seem to be possible to organise a Winter League of some sort.

It should also be possible to organise a Club Championship.

Level B & C events will, under the current guidelines, present greater challenges that would be very difficult to solve. e.g. current limits on numbers present at the event. There would seem to be no prospect of the current guidelines and the restrictions they present being eased in the near future.

There is also an issue with permissions. I am aware that some landowners are currently refusing permissions for events. Other landowners are being very slow to respond.

Even a limited programme may well not be possible if Covid-19 infections increase in the autumn and the government introduces further restrictions on leisure activities.



## **The Longer Term**

Even if the rest of 2020 is a bit of a wash out, we need to assume that Orienteering will resume, in the future, in a way that reflects what we have been used to. The general expectancy is that the sport will have a near normal programme sometime in early 2021.

On that basis I have sent a draft Level C Programme to the Regional Fixtures Secretary for her approval. As always, we are now doing a little bit of horse trading with the other clubs in the region over dates.

We are tasked to host the Regional Compass Sport Cup Heat in March 2021. As committee members will know we are currently short of areas for the larger events. One possibility, after some creative thinking is using a combination of Old Dry Hills and Ferymn Country Park.

Our hosting of the YBT Final at Irchester has, a result of changes in the wake of the pandemic, been put back to 2022.

JK2024 is still on track and we will be hosting the Friday Sprints.

Chris Phillips

Events Co-ordinator

1.8.20

# Development Team Report August 2020

**Covering: Permanent & VOC courses, advice from NW Sports meeting, Newcomers at events and Club Night**

## **A: Permanent Courses (& VOC)**

The British Orienteering promotion in June was to push POC and VOC to engage members and new members. In May we responded to this by starting a programme of repairing POCs, and to some extent this is still on going. It will also be an issue forever.

We adopted VOC MaprunF to be used at our top 10 POC courses, roughly one in each Local Authority district. After sorting out some of the technical issues Simon Starkey was registered at the Leicestershire Administrator taking this role over from RAF Stafford. The course publication process is the planner sends course to Simon who creates the test course. Once successful the course is published and the pdf is downloadable from BOF. This process is usable at any location.

BOF terminology is an all embracing VOC as it wants to include more than one single product Maprun. How its branded by the club is at their discretion. LEI are behind the adoption curve compared with DVO, NOC and our local rivals.

We aim to create Beginner and Experienced courses: Yellow, Green and Score Permanent course at each location.

## **VOC Planning**

The planning issues at each site were fairly similar: Start and Finish need to be distanced, to avoid passing the finish too early. Choosing sites with no satellite shadow and with a high chance of being usable all year round. For urbans there is a need to avoid dog legs as better gps phones pick up the control before arriving at the site, so you can turn around faster. Generally everywhere the gps signal has worked!

Even with our geo-referenced maps the drawings are distorted to fit on map symbols, so one can be 2mm out and therefore not pick up when the gps signal is using 15m proximity. Simon's work to create the courses using Google Earth has shown up quite a lot of map inaccuracies even from our best mappers and maps have had to be tweaked /improved before being used.

Although VOC permits use of 100% virtual controls ie with no distinguishing control marking we have made use of POC plaques at most sites esp for the Yellow course. Willesley and Urban map will be virtual only.

We have no on-site promotion material.

In the middle of June BOF issued press releases for clubs to promote the use of POC and VOC and for representatives to appear on local radio, etc. DVO ran with this promotion. Steve arranged for Zara to be our local contact.

## **Use of volunteers**

The POC and VOC exercise has enabled us to engage a set of volunteers who do less for the club than the very heavily active officials. We ought to making sure we work with our volunteer base to help maintain participation as the lockdown has reduced engagement with the active membership.

Location	Volunteer tester	Published	Comment
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Beacon	Cerys & Andy Glover James Rogers (planning)	Y	Green to be done
Bosworth	Peter Chick	Y	New map needed
Dishley Grange	Esther Revell		Tested
Fermyn	Mick Smith		To repair
Fosse Meadows	Alison Hardy Keith Willdig David Cladingboel	Y	
Irchester	Brian Mead Hugh Lachlan	Y	
Melton	Matt White Clive Kent		Permission needed
Oakham Brooke Hill	Dave Denness Gina Colton		Permission needed
Outwoods	David Cladingboel		Abandoned
Western Park	Andy Ward		VOC only

## MapRunG

Recently MaprunG has come on the scene and this is much more akin to a super SIAC dibber. It uses the Garmin watch as the dibber but you need a paper map as for traditional events.

## B: Restarting Orienteering Events and training

I attended the NW Leicestershire District Sports conference. There were 10 participants for a daytime meeting. The Council were interested in grass roots issues connected with bringing back sport and well being.

The issues which I noted will/might affect us:

- 1) School lettings could be completely shut down as meeting usage requires room cleaning, etc. They might not want outsiders in at all! Letting costs could be higher as there is need to clean between room hires.
- 2) Loss of facilities. For clubs using Gyms/ Sports Hall, these have often be taken out to spread out the school.
- 3) The same is applying at Leisure Centres where gym equipment has taken over the dance studios.
- 4) Coaching on-line keeping fit with juniors there are issues with safeguarding and lack of engagement of juniors.
- 5) Safeguarding on one to one Zoom meetings, avoidance of junior grooming.
- 6) Those with out zoom access are missing out.
- 7) Massive increase in coaching volunteers if we need 1 coach for 5 rather than 10. A Football team now needs three coaches not one! (How is this going to happen?)
- 8) Badminton & Karate cannot start indoors or have body contact!
- 9) Finances badly affected by loss of subs, cafe income and playing fees for upkeep of pitches & courts.

The positives

Looking to use the NHS volunteers to do more for health, in sport.

We are well placed as we have not lost all our terrain, we can still go in most of it!  
We can offer some Orienteering experience.

### **Recommendation**

We need to consider the safeguarding arrangements.

### **C: Events and newcomers**

Orienteering has taken the easy option and just ignored them. It's not something we can afford to do in the longer term. If we can do Zoom coaching then it seems realistic to offer Zoom introductions to newcomers so that the former on-site support can be done pre-entry. It obviously makes it more formal in terms of booking help but we expect pre-entry only so newcomers could be permitted after being inducted.

The pre-start ritual will be a bit strange but it's manageable/ predictable; the actual orienteering is probably harder!

### **Recommendation**

We should offer newcomer preparation and enable newcomers to come to Events.

### **D: Training & Coaching**

#### **1. Programme**

Last November we did the Lakes Training weekend. Nothing on this line is going to get off the ground in 2020.

2019/20 we operated the South Charnwood High School Club Night on Tuesdays. Attendance was about 12 each week. We should expect the worst; that the facility will not be usable/ bookable in 2020.

We can operate training exercises in terrain. Normally we do this in September and March, so lack of facilities is not of a big concern. However the coaching ratio 1:5 probably is. We need two coaches for a normal group session.

This year we would need to extend the period in terrain, the most obvious way is to set up a session that can be done 'on demand' during the day and evening. The Maprun system enables this to work. So controls (virtual or POC ones) can be assigned and used and downloadable maps created.

However club interest in Maprun is fairly low so one would have doubts about getting enough take up to justify the volunteer effort. However we have only had usable Mapruns for two months, and a slow take up is something that other clubs are experiencing too.

### **Recommendation**

**Do September club night training in terrain as usual.**

**Suspend Club night until 2021 and look at the position in January.**

## **2. Coaches**

The qualifications of coaches needs validation as we may have more time expired.

We did start to sort the DBS out for everyone but we did not finish. First aid certificates is a perennial issue and we have probably lost 6 months for sorting this out.

We do not know how individual coaches feel about volunteering. Older ones especially may be concerned about risk and not prepared to volunteer until later.

## **3. Activity safety arrangements, if we do have any.**

We have no hygiene procedures for coach equipment but obviously will be similar to the event rules. So we will need sanitiser and gloves.

Do we sort out some sort of fitness programme for those still at home?

Do we need a booking system to make sure not too many turn up?

We need to publish safety rules to match those for events. Eg don't turn up if have covid symptoms, ... social distance at the training.

First aider, and PPE aspects. Ensure the designated first aider has access to safety equipment.

Signage on the night will be needed to remind everyone of procedures.

If in school, we need to know their arrangements and follow them. Eg Key pad usage.

Roger Edwards  
30<sup>th</sup> July

## Club Captain's Report Aug 2020

### CompassSport Cup

The last event before lockdown was the CompassSport Cup heat at Aspley Heath on 15<sup>th</sup> March.

50 members ran on the day which was a fantastic turnout, 59 had entered. LEI managed to qualify for the first time anyone can remember, with 2444 points, 10 points ahead of second place. The club subsidized the event, which I believe encouraged people to come, and it was money well spent in my opinion!

It is not certain yet if the final will go ahead, or how it will be run, due to the current circumstances. Some changes or delay until 2021 may be necessary. When it happens, I hope that as many club members as possible will be able to participate and celebrate our achievement together.

### Other team competitions

Peter Palmer, British Championship and JK relays all cancelled this year, along with the YBT heats and finals. We had two relay teams entered for the British Champs. The club has not yet been refunded from that event as they were hoping to reschedule.

An adult team of seven and a junior team of five took part in the Lockdown Orienteering team competitions. We had some good results among individuals within both teams.

### Other events

I am no longer looking to hold a training weekend this year, due to the pandemic.

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		98	25		124	at 05/08/2020

#### **New members 2020:**

Tracey Brookes	(returning old member)
Karen Matthias	(Partner of Matt White)
Robert Wright	
Lois Bishop	(Sister of Ben Bishop)
Shawn Whitehead	
Aymon Colins	
Ian Wells	(returning old member)
Sarah Jones	(Former TA member and saw a POC at Rosliston Forestry Centre)

#### **Lapsed members**

Winona Shaw	have moved to London
Declan McAlister	have moved to London
Richard Windsor	Moved to OD
Tuomo Tikkanen	No longer Orienteering
Matilda Tikkanen	No longer Orienteering
Reed Lydon	
Ben Bishop	
Benjamin Brozik	
Barbora Brozikova	
Caitlin Chafer	
Edward Hagreen	
Darren Merriman	
Bethan Moss	
Zoe Robinson	
Jim Saville	
Jim Smith	
Paul Stothard	
Daniel Stothard	
Lucy Taylor	
Jack Tiffin	
Ethan Tebbutt	
Dave Toach	

Nicholas Wilson  
Lorna Cutts

Health Reasons