

# Leicestershire Orienteering Club



## Minutes of Committee Meeting held online via Zoom Monday 17<sup>th</sup> November 2025

**Present:** Steve Chafer, Jane Dring-Morris, Steve Edgar, Roger Edwards, Simon Ford, Derek Herd, Chris Phillips, Roger Phillips, Alastair Paterson, Ernie Williams, Ursula Williamson.

**1. Apologies for absence:** Iain Phillips, David Cladingboel

**2. Minutes of the last Committee Meeting on Monday 11<sup>th</sup> August 2025**

These minutes were agreed to be a true record.

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

- CP noted that event fee rise had been actioned.
- CP noted that as the new chair, he would look for a volunteer for the role of social media manager.
- CP reported that record books for first aid kits was still in progress.
- CP noted that the club have a quote from Dave Peel for mapping Cademan Woods.
- RE reported that the list of certified first aiders had been sent to BOF.
- JDM noted that the standing order document still needed to be amended to include CSC as part of the team events that are paid for.
- CP reported that a date for the annual presentation dinner had been arranged for the 7<sup>th</sup> March at Lingdale Golf Club, Woodhouse Eaves.

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

**a. Club and Committee Roles**

- CP noted that SC is acting as Safeguarding Officer until a permanent replacement can be found.
- CP noted that BOF require a Safeguarding Officer to fulfil the club's membership of the federation.

*Full list of club officials attached*

**b. Change of authorised signature for bank accounts**

- RP proposed that the club have a change of signatures for the club's Santander Business account.

Proposal - "The Leicestershire Orienteering Club Committee agrees to appoint Chris Phillips to replace Steve Chafer as a signatory on our Santander Business Account as soon as possible. The four Signatories to be Chris Phillips, Jane Dring-Morris, Simon Ford and Roger Phillips."

Proposal seconded by CP. The committee unanimously accepted this proposal

- RP proposed that the club have a change of signatures for the club's Mansfield Building Society.

Proposal - "The Leicestershire Orienteering Club Committee agrees to appoint Chris Phillips to replace Steve Chafer as a signatory on our Mansfield Building Society Account as soon as possible. The three Signatories to be Chris Phillips, Jane Dring-Morris, Simon Ford."

Proposal seconded by CP. The committee unanimously accepted this proposal

## 5. Treasurer's Report

*Please refer to the Treasurer's Report November 2025 circulated prior to the meeting.*

- RE asked about future map printing costs.
- CP noted that the club will have to source a different commercial printer as Hassall & Lucking were closing.
- UW noted that we can only print up to A3 in house, but most urban maps have been printed as SRA3.
- UW noted that Hassall & Lucking also supplied the waterproof paper for the club.
- EW noted that the club may have to use BML Print for map printing.

## 6. Delegates' Reports

*Please refer to the EMOA Minutes November 2025 circulated prior to the meeting.*

<https://emoa.org.uk/committee-minutes/>

- UW reported that BOF are asking all clubs to choose a standard wording for insurance. Option 2 was agreed –  
*"A quick reminder for newcomers: If you're not currently a member of British Orienteering, you won't be covered by the organisation's public liability insurance for this event. You're very welcome to take part, but please be aware that you do so at your own risk."*
- SC asked about insurance coverage for events and suggested that permission negotiations might be more complicated due to non-members not being covered.
- UW reported that DVO have awarded two grants totaling around £8,000 for running various activities using MapRun.
- UW reported that EMOA have appointed Karen Bedwell (DVO) as the regions Safeguarding Officer.
- UW reported that Matt White suggested some ideas at the development conference.
- UW noted that none of Matt White's ideas have been previously discussed at an LEI committee.
- SC suggested that the region could host a new mappers course.
- CP suggested that the club could host a mapping course inhouse & combine it with how to use MapRun.
- RE asked if the YBT could be a middle-distance event.
- UW reported that EMOA are still looking for a vice-chair.

### **Action Points**

- IP to arrange for the insurance wording to be displayed on the club website.
- CP to discuss with Simon S about running an introduction on how to create a MapRun course.
- CP/ UW to put advert for EMOA vice-chair in the LEI News

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

*Please refer to the Event Committee Report November 2025 circulated prior to the meeting.*

- CP reported that the last event committee meeting was held in-person and not via Zoom.
- CP reported that the club had received a mapping quote for updating the Cademan map from Dave Peel of £950. It was agreed to proceed.
- SC noted that permissions will be needed for updating the map around the football academy.
- SF asked when the invoice for mapping would be likely to be issued.
- SC reported that he was trying find ownership details of Lawn Wood with regards to seeking permission for a future event.
- RP suggested that Derek H might know the land owner for Lawn Wood.
- CP suggested that as a ex-landfill site, it might not be suitable.
- EW suggested that helpers at Level D events should be rewarded.
- UW suggested a half-price entry fee for helpers. This was agreed.
- SC suggested that using Start Kite helper codes would be the easiest.

### **Action Points**

- IP to action mapping contract with Dave Peel to update the Cademan map.
- SC to speak to Derek H about Lawn Wood land ownership.
- CP/ JDM/ IP to discuss best way to implement half-price helper scheme for Level D events.

### **8. Development Team Report**

*Please refer to the Development Team Report November 2025 circulated prior to the meeting.*

- RE reported that several POC's are missing plaques.
- SC suggested that the club could reduce the number of courses or POC's that we maintain.
- RE reported that Tuesday night training & Mapruns have a relatively low average attendance of around 13, but it has been known to be higher.
- RE noted that BOF strategic plan has a target of only 2% growth of the sports membership. *(3 new members for LEI)*

### **Action Points**

- RE to ask Mike D to identify which POC's to mothball or retire.
- CP to ask Steve Bones about maintaining Irchester's POC.
- RE to subscribe to Mailchimp Standard plan (£15.26/ Month)

## 9. Safeguarding

- CP reported that SC was holding the position of Safeguarding Officer on a temporary basis until a permanent post holder can be found.
- SC reported that there currently no safeguarding issues.

## 10. Club Captain's Report

- DC reported that the club had entered the Compass Sport Trophy for 2026, with the pick of Sutton Park as the club preferred choice.
- DC reported that the YBT regional heat will be at Castle Hill on the 26<sup>th</sup> April 2026.

## 11. Membership Secretary's Report

*Please refer to the Membership Secretary's Report November 2025 circulated prior to the meeting.*

- RP reported that 35 members had already renewed with 78 still to renew.

## 12. Any Other Business

- a. Out Of date documents on the website.
  - CP reported that club website has some out-of-date documents, such as the club development plan.
  - JDM suggested that the most recent agreed version has not been uploaded to the website.
  - CP suggested that some information contained within these documents contains old email address.
  - RP noted that the club has several forwarding email addresses, for example the [safeguarding@leioc.org.uk](mailto:safeguarding@leioc.org.uk) and generic email addresses could be used in documentation.
- b. Club clothing
  - RP reported that Maureen W would like to order some new O-tops from Bryzos. The total resale value is £402. This was agreed.

## Action Points

- JDM to action document updates to the club's development plan and standing orders to the club website.
- CP to review website documents.
- RP to check if the club have more generic email address available for use in club documents.
- RP to order new club O-tops.

## 13. Date of future meetings:

- RP suggested the 9<sup>th</sup> February 2026, this was agreed.
- CP suggested that some of the future meetings should be held in-person. This was agreed.
- EW suggested Wanlip Church Hall.

**Action Points**

- CP/RP to find a suitable location for next meeting.

Meeting Closed at 9:22pm

## TREASURER'S REPORT NOVEMBER 2025

Balance is £13,800 (with £9,000 on deposit) and all bills paid, including Club Champs food.

Simon Ford  
Treasurer

## EVENT COMMITTEE REPORT NOVEMBER 2025

Our programme for 2026 at level C is now in place and I continue my search for officials. We will have five forest and two urban events. One of the latter will be shared with OD with them planning and organising and LEI controlling and arranging for entries. Bob Haskins has agreed to be controller. Our other Urban event will take place in Wellingborough with Steve Bones (LOG) taking on the planning role and Mike Hampton being employed to map the area.

The hunt for new, or reclaimed, areas continues. Steve (permissions) is looking at whether we can return to Lawn Wood and if we can we'll engage a mapper.

Future big races on the horizon include Midlands Champs and British Night Champs on 2028. We have engaged Dave Peel to do a new map of Cademan for the Midlands Champs and Peter Hornsby will update his map for the BNC, at Irchester.

We are also being asked to consider British Sprints and Sprint Relays in 2029 as well as a Compass Sport Cup Final. The EMOA Championships and local CS heat will come round again soon.

Both the summer and winter leagues continue to run with great attendance. Jane has been working hard to get the volunteers into place and the success of both leagues owes everything to her.

The events committee experimented with an in person face-to-face meeting for it's last meeting which was generally considered a success. We may alternate zoom and in person for future events.

My apologies for not being with you at the meeting, I'm on a work trip to Australia. It's likely that I'll be in a different meeting or conference session when you read this..

Iain Phillips

## DEVELOPMENT TEAM REPORT NOVEMBER 2025

### 1. Schools

Melton & Belvoir and South Charnwood Partnerships event to be held on Friday 12<sup>th</sup> June at Belvoir. NW Schools event is Tuesday 24<sup>th</sup> March 2026, at Whitwick Leisure Centre. The New planner is Ian Buxton. BSOA dibbers have been requested for both events.

We have remapped Soar Valley College and reinstalled the whole POC.

### 2. POC

Some repairs made to Burbage Common and the Outwoods where we have had reports of missing posts. We have no systematic programme of inspection. BOF is looking at improving the POC offer with a view to converting more requests into prospective orienteers, by using a better front end.

We could remove the majority of our POC/ VOC content and rely on BOF site. This would reduce duplication /time spent on updating.

### 3. VOC

With the exception of Ellistown Score, I have not published any of the Autumn series of Mapruns.

### 4. Club night

We have had three months map runs so far with a further three to finish off the season. Chris Tolley is the only newcomer to VOC planning. Average attendance is 13 but there was high participation in the early one with better light.

We will use Markfield Community Centre from Mid January 2026 to Easter.

### 5. Recruitment

BOF have been promoting QUID games (urban score course) to raise the profile of orienteering. Funding has been provided by sponsors.

BOF strategic plan has membership growth of 2% pa.

Orienteering Foundation is supporting quite a few projects, I have copied one idea which we have not taken forward in the past. (The offer is a Monthly session on last Sunday, parents must come.)

4. Selling the Club Before the Sport Works "Come and Try It" events promote the activity—but not the community. Many enjoy the experience but don't return. Running Wild flips the model: it first sells the people and culture of LVO, then the sport itself. Once people feel connected, they're far more likely to stay. Families and Juniors Officer takes day and a half each month to run the project.

More at <https://www.orienteeingfoundation.org.uk/lvo-running-wild-building-family-engagement-and-junior-success>

## **6. Mail chimp**

We need to subscribe to Mailchimp before the year end at a cost of c£15 per month. Our subscriber limit will be 1500, I have deleted 300 members to bring us below the limit. We now have 128 newsletter subscribers, about 100 schools and 1200 POC downloaders (some people are in all groups).

## **7. Website**

Chris B and I have been revamping the Events content on the web site as some of it is over ten years old. We have re-written some content. Some of this work includes more use of recent Wordpress features and sorting out the pages with no parents. (So that written content was not showing on the web site can be found. Eg Circle size policy).

**Roger Edwards**

13<sup>th</sup> November 2025

MEMBERSHIP SECRETARY'S REPORT NOVEMBER 2025

**LEI Membership Report**

Year	Family	Seniors	Young Adults	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		106	-	23		129
2022		105	-	18		122
2023		96	-	16		112
2024		87	5	15		107
2025		95	6	12		113
2026						

**Membership Categories:** Junior, Young Adult, Senior, Family, Group or Correspondent

<b>Honorary Members</b>	2
<b>Correspondent Members</b>	3
<b>New Members</b>	16
<b>Left The Club</b>	9

## LEI Club Officials

### Principal Officers

	2025/2026	2024/2025	2023/2024	2022/2023
Chair	CP	SC	SC	SC
Vice Chair	JDM	JDM	JDM	JDM
Treasurer	SF	SF	SF	SF
Secretary	RP	RP	RP	RP

### Event Roles

Event Coordinator	IP	IP	IP	IP
Events Secretary	EW	EW	EW	EW
Access Officer	Vacant	Vacant	Vacant	RD ( <i>not on committee</i> )
Permissions Secretary	SC	SC	MW ( <i>not on committee</i> )/ SC	MW ( <i>not on committee</i> )
Minor Events Coordinator	JDM	JDM	JDM	JDM
Map Archivist	SS ( <i>not on committee</i> )	SS ( <i>not on committee</i> )	SS ( <i>not on committee</i> )	SS ( <i>not on committee</i> )
Mapping Coordinator	SS ( <i>not on committee</i> )	SS ( <i>not on committee</i> )	SS ( <i>not on committee</i> )	SS ( <i>not on committee</i> )
Mapping Adviser	Vacant	Vacant	Vacant	Vacant
Map Printing Officer	UW	UW	UW	UW
Results Secretary	KB ( <i>not on committee</i> )	KB ( <i>not on committee</i> )	KB ( <i>not on committee</i> )	KB ( <i>not on committee</i> )
Minor Events Results Secretary	AP	AP	AP	AP
Event Entries Officer	IP	IP	IP	IP
Electronic Systems Coordinator	KB ( <i>not on committee</i> )	KB ( <i>not on committee</i> )	KB ( <i>not on committee</i> )	KB ( <i>not on committee</i> )
Electronic Systems Assistant	DC	DC	DC	DC

Planners' and Organisers' Equipment	KG ( <i>not on committee</i> )	KG ( <i>not on committee</i> )	KG ( <i>not on committee</i> )	LF ( <i>not on committee</i> )
Technical Adviser	EW	EW	EW	EW
SI Equipment Monitor	CP	CP	CP	CP

### Development Roles

Development Coordinator	RE	RE	RE	RE
Development Secretary	Vacant	Vacant	Vacant	Vacant
Coaching Coordinator	IP	IP	IP	IP
Club Night Coordinator	DH	DH	DH	DH
DofE Award Scheme Officer	KB ( <i>not on committee</i> )	KB ( <i>not on committee</i> )	KB ( <i>not on committee</i> )	KB ( <i>not on committee</i> )
Media Liaison Officer	Vacant	Vacant	Vacant	Vacant
Permanent Courses Coordinator	MD ( <i>not on committee</i> )	BS ( <i>not on committee</i> )	BS ( <i>not on committee</i> )	SC
Schools Liaison Officer	RE	RE	RE	RE
Colour Coded Awards Officer	RE	RE	RE	RE
Training Weekend Organiser				
Maprun Administrator	SS ( <i>not on committee</i> )	SS ( <i>not on committee</i> )	SS ( <i>not on committee</i> )	
Maprun Coordinator	RE	RE	RE	

### Club Wide Roles

Club Kit	MW ( <i>not on committee</i> )	MW ( <i>not on committee</i> )	MW ( <i>not on committee</i> )	RP ???
Club Captain & Members' Rep	DC	DC	DC	DC
Club EMOA Delegate	IP	IP	IP	IP
Development Plan Monitor	JDM	JDM	JDM	JDM
Junior Captain	Vacant	Vacant	Vacant	LB

Membership Secretary	RP	RP	RP	RP
Newsletter Editor(s)	CP/UW	CP/UW	CP/UW	AW/WW
Webmaster	JC ( <i>not on committee</i> )	JC ( <i>not on committee</i> )	JC ( <i>not on committee</i> )	JC ( <i>not on committee</i> )
Website Editor	CB ( <i>not on committee</i> )	CB ( <i>not on committee</i> )	CB ( <i>not on committee</i> )	CB ( <i>not on committee</i> )
Club Safeguarding Officer	SC	AH	AH	WW
Club Archivist	Vacant	Vacant	Vacant	
MailChimp Editor	RE	RE	RE	
Social Media Administrator	RP	RP	RP	
Committee Members not listed above		SE	SE	PL, ER

**KB – Kevin Bradley, JC – John Cooke, CB – Chris Bosley, SS – Simon Starkey, MW – Maureen Webb, MD – Mike Dallaway**