

# Leicestershire Orienteering Club



## Minutes of Committee Meeting held at The Learning Centre, Brookvale Groby Learning Campus Monday 8<sup>th</sup> November 2021

**Present:** Libby Barber, Steve Chafer, David Cladingboel, Jane Dring-Morris, Roger Edwards, Simon Ford, Derek Herd, Peter Leake, Chris Phillips, Iain Phillips, Roger Phillips, Alastair Paterson, Esther Revell, Alan West Wendy West, Ernie Williams, Ursula Williamson.

- SC Welcomed new committee members David, Derek and Simon.
- SC informed the committee that Iain Wilson was retiring from the committee.
- CP informed the committee that Peter Hart (British Orienteering - Chief Executive) will be taking extended sick leave.

### 1. Apologies for absence:

- None

### 2. Minutes of the last Committee Meeting on Monday 16<sup>th</sup> August 2021

- These minutes were agreed to be a true record.

### 3. Items arising from the last MOM

- SC noted that all the action points from the last meeting had been actioned.
- RE confirmed that the GPS and Si equipment has been ordered and has arrived.
- WW confirmed that a safeguarding tab had been added to the club website.

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

#### a. Club and committee roles

- *Please refer to the LEI Committee Roles 2021/2022.*
- Iain Phillips now listed as Event Entries Secretary.
- Chris Bosley now listed as Web Editor.

#### b. Review of Standing Orders

- JDM reported that work on the standing orders is still ongoing. A cover document has been created to track changes along with the standing orders completed. Only the appendices to the standing orders need updating.
- CP proposed that the officers could approve the changes to the standing orders to enable them to be published. This was agreed.

#### Action Points

- JDM to submit the standing orders (*not the appendices*) to the principal officers for approval for publishing.

### **c. Change of signatories**

- 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 Simon Ford to replace Roger Edwards as a signatory on our Santander Business Account as soon as possible. The four Signatories to be Stephen Chafer, Jane Dring-Morris, Simon Ford and Roger Phillips."

Proposal seconded by RE.

The committee unanimously accepted this proposal.

- RE noted that the Mansfield Building Society Account signatories will still be Stephen Chafer, Jane Dring-Morris and Roger Edwards.

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

- SF noted that club accounts were recently reported at the AGM.
- RE updated the committee that events have made a loss of £1300 and the club has spent £900 on new equipment. Overall, at the date of the committee meeting, the club's position financially is break even.

## **6. Delegates' Reports**

- IP reported that EMOA AGM had been held since the last meeting.
- IP reported that the next meeting of the EMOA committee was next week.

## **7. Events Committee Report**

*Please refer to the Event Committee Report November 2021 circulated prior to the meeting.*

- CP reported that entries are down 30% nationally compared to pre-pandemic levels. This data is from SI entries.
- CP reported that entries for Boothorpe had been extended to the Friday before the event, due to low entries.
- CP reported that entries from other East Midland clubs was low. If this trend continues then the committee will need to look at event entry pricing.
- SC asked if EOD will be available for Boothorpe?
- CP noted that EOD will only be available if there are maps. The advantage of pre-entries is that the club cuts down on map wastage.
- CP reported that the Outwoods event will be using The Start Kite entries system.
- IP reported that a test event on The Start Kite entry system has been done.
- IP this should be cheaper than using Fabian4 entries.
- RE noted that The Start Kite is a new system and only created last year.
- IP reported that OD will be using pre-entry for all events as this will save money on map printing.
- CP suggested that we will continue to use the current system of pre-entry and pay on the night for level D's.
- CP reported that the club is hosting the YBT final at Irchester in 2022. The Park rangers are very helpful.
- CP reported that the felling programme has resumed at the Outwoods. This is likely to be our last level C at the Outwoods due to the area becoming unsuitable.

- CP reported that LEI officials for the JK2024 day 1 had a Zoom meeting with DVO to co-ordinate the JK efforts.
- UW as regional fixture officer, shared with the committee the spreadsheet of upcoming national fixtures. EMOA are rostered to host various events in the future.
- UW noted that LEI are due to host the British Schools Score Championships in 2023.
- UW shared a report from SWOA about access issues with Forest England.
- UW asked the committee for advice about future EMOA hosted events.
- SC noted that East Midlands has a limited pool of areas that can host these large events.
- CP noted that in the past EMOA has hosted out of area JK's in the Lake District and in Wales.
- IP asked whether LOG have any suitable large areas?
- CP noted that most LOG areas are Forest England and will now have permission issues, similar to SWOA.
- CP reported that due to an oversight, LEI members had missed the EMOA planner's course.
- CP reported the format of the 2022 Summer League will change to allow for a quicker end of league awards presentation. The last event of the summer will not count and will be the LEI Score Cup.
- RE noted that the events committee had agreed to add a fourth course to level D's to improve the newcomer experience as support for the development strategy.
- RE noted the orange course would be introduced at the final winter league and appropriate events in the summer league.
- SC reported that winners' trophies from the 2020 club championships will be presented at the 2021 club championships. These were missed due to the 2021 club dinner being cancelled.
- SC suggested returning to Longcliffe Golf Club for the 2022 dinner and presentation evening. This was agreed.

#### **Action Points**

- CP to arrange the Club Dinner and presentation evening for 2022.

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

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

- RE reported that British Orienteering have started a 3 year project using MapRun to encourage Schools orienteers to become club members.
- RE reported the next social event will be the club quiz on 14<sup>th</sup> December.
- RE noted that the club has a shortage of first aiders for club night training and events.
- CP noted that BOF database is only accurate if members have submitted to BOF their certificates.
- DC asked who has a list of clubs first aiders?
- WW noted that as safeguarding officer, has access to all the qualifications listed on the BOF database.
- RE reported that the development committee have identified four possible ideas for recruitment.
- CP suggested that possible new members would buy into LEI as brand rather than individual promotional events.
- JDM asked if we have any feedback from new members?

- RP noted that feedback was always asked for, but usually little information was forthcoming.
- RE noted the MapRun seems popular with existing orienteers.
- RE reported that North West Leicestershire Schools have arranged for an event in April 2022.

#### **Action Points**

- RE to add note into MailChimp emails about adding First Aid certificates to the BOF database.
- WW to email RP a list of first aiders to be added to the club's membership records.

#### **9. Safeguarding**

- WW noted that all coaches need to complete a BOF safeguarding course to be a licensed coach.
- IP noted that the club will be resuming coach lead training after Christmas.
- RE asked if the committee members can complete the safeguarding training?
- WW reported that anybody can complete the BOF safeguarding training.
- PL asked what is required regarding schools' mappers?
- WW advised that a DBS could be needed for a school and this can be done via BOF if the eligibility check is passed.

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

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

- ER reported that 34 club members were at CSC Final.
- DC reported that the first choice CSC heat for 2022 would be Mildenhall North and the second choice would be Postenplain.
- DC noted that the 2022 CSC instructions had pre-selected these choices.
- CP noted that the regional YBT heat would be at Burbage Common for 2022.
- RE noted that LEI will be a Shield team in the YBT, due to the low numbers of juniors.

#### **Actions Points**

- DC to enter the club into the Mildenhall CSC heat.

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

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

- RP reported that three new members had joined the club, one of whom is a former member.

#### **12. Any Other Business**

- SF asked that until the bank account signatories were sorted, could members email both himself and RE.

Meeting Closed at 9:10pm

**12. Date of future meetings:**

FULL: FEBRUARY, MAY, AUGUST, NOVEMBER – *Normally 2<sup>nd</sup> Monday*

Events: JANUARY, APRIL, JULY, OCTOBER

Development &

Coaching: December, March, June, September

AGM: OCT

## LEI COMMITTEE ROLES 2021/2022

### LEI Club Officials

#### Principal Officers

	2021/2022
Chair	SC
Vice Chair	JDM
Treasurer	SF
Secretary	RP

#### Event Roles

Event Co-ordinator	CP
Events Secretary	EW
Access Officer	RD ( <i>not on committee</i> )
Permissions Secretary	MW ( <i>not on committee</i> )
Minor Events Co-ordinator	UW
Map Librarian	SS ( <i>not on committee</i> )
Mapping Co-ordinator	SS ( <i>not on committee</i> )
Mapping Adviser	Vacant
Map Printing Officer	UW
Results Secretary	KB ( <i>not on committee</i> )
Minor Events Results Secretary	AP
Event Entries Officer	IP
Electronic Systems Co-ordinator	KB ( <i>not on committee</i> )
Electronic Systems Assistant	DC
Planners' and Organisers' Equipment	LF ( <i>not on committee</i> )
Technical Adviser	EW
SI Equipment Monitor	CP

#### Development Roles

Development Co-ordinator	RE
Development Secretary	Vacant
Coaching Co-ordinator	IP
Club Night Co-ordinator	DH
DofE Award Scheme Officer	KB ( <i>not on committee</i> )
Media Liaison Officer	Vacant
Permanent Courses Co-ordinator	SC
Schools Liaison Officer	RE
Club kit	RP
Colour Coded Awards Officer	RE

#### Club Wide Roles

Club Captain & Members' Rep	DC
Club EMOA Delegate	IP
Development Plan Monitor	JDM
Junior Captain	LB
Membership Secretary	RP

Newsletter Editor(s)	AA/WW
Webmaster	JC ( <i>not on committee</i> )
Web Editor	CB ( <i>not on committee</i> )
Club Welfare Officer	WW
Committee Members not listed above	PL, ER

**KB – Kevin Bradley, JC – John Cooke, LF – Laurie Fluck, CB – Chris Bosley, SS – Simon Starkey, MW – Maureen Webb**

## EVENT COMMITTEE REPORT NOVEMBER 2021

November 2021

The Summer League ended with the usual buffet and presentations in mid-August. Surprisingly despite my predictions in April the whole league series ran without any serious hitches. Numbers at events were up by an average of 10 on 2019 (the last complete league), in some part due to the increase in numbers from other clubs. The other clubs in EMOA and WMOA put on very few events this summer.

From next year onward, it has been suggested that the last event in the Summer League be the LEI Score Cup, not counting towards the Summer League scores, so the results can already have been calculated and certificates prepared in advance of the presentation evening. This will take considerable stress and pressure away from the Results team and Ernie!

The 2021/22 Winter League kicked off with the first event at Brocks Hill on Saturday 30<sup>th</sup> October. There are another 7 events scheduled between now and February 2022. Ursula has been able to “persuade” enough club members to cover the officials’ roles for all the events in the League.

Attendance at the two Level C urbans in September and October was around 30% below that for similar events pre-pandemic. I have recently seen some information from Si entries that indicated that has been the normal for orienteering events, throughout the country, over the last few months. If this level of entries continues, this will be of some concern and will have an effect on the club’s finances.

We have two Level C events remaining in this calendar year:

Boothorpe and Hanging Hill, will also be the LEI Club Championships. With a large number of Major events being moved into the autumn period, because of cancellations due to Covid 19, it has been very difficult to find a separate date for the Club Championships, and whilst not ideal, combining them with another event is seen to be the best option.

The Championships will be followed by a buffet and presentation in the Galleries at Waterside. Due to the rising cost of providing food at these presentations we will be asking for a donation from attendees to help cover some of the costs.

The Outwoods event in December will be a Middle Distance Race. We will be trialling the use of a new online entry system, Start Kite, for this event. Start Kite has been developed by a member NOC.

The first Level C event in 2022 is an urban event on the new Coalville map on 23rd January.

EMOA is holding a training course for Planners and Controllers this autumn. Attendees from LEI are:



Planners, David Cladingboel, Felicity Manning and Matt Birkett.

Controllers, Steve Chafer (Level C) and Iain Phillips (Level B).

#### Future Events

We are hosting the YBT Final at Irchester in July 2022. Ursula and I have a meeting with the Park Rangers on Wednesday 3<sup>rd</sup> November and I will report verbally at the meeting.

It is our turn to host the Regional Heat of the Compass Sport Cup and Trophy in 2023. Venue will probably be Beacon Hill.

We also are hosting the British Schools Score Championships in 2023. Venue to be decided.

JK 24. A Zoom meeting has been held with DVO and the JK Coordinator Andy Yeates. Iain Phillips has volunteered to be the Day Organiser (Friday – Sprints). (Level A event official appointments have to be confirmed by Events and Competitions Committee). An invitation has gone to a club member to be the lead planner. Chris P has been appointed the Safety Officer for the 4 days of the JK.

As members of the committee are aware, Chris and Ursula are standing down from their roles as Events Coordinator and Minor Events Coordinator at the next AGM, with Iain and Jane taking over these two roles. The game plan is that they will understudy us for the next year, gradually moving into the role. We have a meeting in early December to plan how this will work.

Chris Phillips  
November 2021

## DEVELOPMENT TEAM REPORT NOVEMBER 2021

Minutes of the last Development Committee meeting in September have been circulated.

As a number of new members on the Committee, I give below a brief summary of the scope of Development and where we are.

**POC/VOC:** Courses are now on Go orienteering on the BOF website. We are behind with our POC inspection and maintenance programme.

Virtual Orienteering courses are added after each MapRun club night.

Mapruns, we are undecided on the maintenance arrangements. Is it worth updating periodically?

This is an issue as courses expire after a year on the Maprun server? We are paying, a donation, for use of MapRun, we need to renew in January.

Looking at last year's (Nov-Oct) downloads on BOF we have

POC 1685

Maprun 543

**Total Result 2228**

These are the numbers of maps downloaded and some people download one and occasionally we have ten to twenty different maps requested.

We now have information on how POC are found:

### **Source**

British Orienteering Website 733

Friend/Family/Colleague 268

Orienteering Club Website 416

Other (please specify) 545

Outdoor Adventure Flyer 68

Social Media 140

(empty) 58

**Total Result 2228**

If "**Other**" how did they find us (by maps requested, there are lot of multiples\*)

Search engine results 121

Sign at location 91

Location Website 48

Mailchimp 35

Beat the Street 5

Camping/ Running Magazine 2

location web site 8

Maprun 3

Mountain Leadership\* 19

School 4

Training course 8

Youth Group 24

\* Mountain Leadership is actually two people.

BO Member (only tracked since May 2021 when Go Orienteering used.)

No 634

Yes 93

**Total Result 727**

**Schools:** We map schools for a fee, (£250 to £600). Our fee is well below the BOF rate of £600 and where we have involved commercial mappers our £250 is too low. We sell permanent course markers and probably three sales a year and one part replacement set, so 100 plaques per year.

North West Leicestershire Primary school championship, plus some secondary pupils, scheduled for Tuesday 5th April 2022. Typically has 800 children for a 30 minute pair score. I'm hoping to modify the offer so that those who do better have a chance of a sprint race on the day. I am also wondering about a talent day, this would work particularly well if there was a weekend Summer League shortly afterwards in the North West.

We are working with Melton & Belvoir, and South Charnwood Sports Partnerships. Caroline Louth (WAOC), supported by Hilary Palmer, will deliver a TOPS 1 training course to 20 teachers, at newly mapped, primary schools on 6 December at Hallam Fields Primary, Birstall. Caroline has offered to run an inter-school competition, clearly she can't have this on the scale of the North West offer without club support.

Loughborough High School where there are staff orienteers on site might be a source of newcomers at events. Schools orienteering requires teachers to deliver to events which is rather an imposition on staff.

**Coaching:** We have two level II coaches and others who are trained but have expired paperwork, and therefore are not licensed. We have a low active coach base and have only added Derek in the last five years.

**Club night:** on Tuesdays with Mapruns this year and moving to South Charnwood High School sports hall next term. We will discuss Juniors at the December meeting.

**Recruitment** is the next big area. We had a long discussion at Committee in February 2020. Are we attempting to get juniors, family middle-aged and older people? The whole of this area has been in limbo or embargoed by the covid arrangements. We have poor links to our events and we have no 2022 level Cs in the summer when the weather would be warmer. This means we must make good use of our Summer League, especially those at weekends which are more family friendly. We need to do more publicity and preparation before these.

**Yvette Baker Trophy final**

This is at Irchester at the beginning of July. Last year even though we didn't qualify because East

Midlands didn't hold a qualifying heat in the limited time period. Hopefully this will be remedied in 2022 however that doesn't mean we will qualify. If we do qualify, we're allowed to take pupils from any school with a school-club agreement. In essence, any school can send pupils if we qualify. We've only used the school-club agreement once, at Sandringham where we had five pupils from Worthington Primary School. It's possible the school would be interested again this year. We will probably only know that after the North West Schools Championships.

Roger Edwards

Development Co-ordinator 31<sup>st</sup> October, 2021

## CLUB CAPTAIN'S REPORT NOVEMBER 2021

### Club Captain's Report - October 2021

#### CompassSport Cup

A faithful 34 club members gathered around the club's grey pop-up tent at our first ever qualified-for CSC final at Tankersley and Hesley Woods near Sheffield. There was mud, a spot of rain, brambles, portaloos, and a pit for virtually every control... what more could we want?! We ate some very delectable bakes made by Ursula, modelled ancient club kit down a grassy finish-line catwalk, and were the only club to rattle cow bells (because we're cool). Due to injury, individual competitor qualification rules, and an unfortunate clash with Leicestershire's half term, team LEI was rather smaller than it could potentially have been, with a few of those attending recovering from injuries or, like me, still a bit pandemic-rusty. Regardless, we finished with our heads held high, doing a reasonable job against the country's top clubs and orienteering elite, coming 8<sup>th</sup> out of 10 Cup teams with 1549 points. We had 2 members 'running up' which worked in our favour. I think we can be proud of ourselves and hopefully the day was enjoyed by everyone.

Let's hope we can qualify again before too long. The heats for 2022 are scheduled for 13<sup>th</sup> February, and it appears our closest events will be at Postenplain, near Bewdley (HOC) and Mildenhall North (WAOC).

#### New club captain!

David has now kindly taken on the club captain's role, and I think he will do a great job.

## MEMBERSHIP SECRETARY'S REPORT NOVEMBER 2021

<b>Year</b>	<b>Family</b>	<b>Seniors</b>	<b>Juniors</b>	<b>Units</b>	<b>Total</b>
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

Note: member left before  
AGM count  
at 01/11/2021

**Newsletter Members: 6**

**New members 2021: 18**

**Lapsed members 2021: 19**