SOUTH EASTERN ORIENTEERING ASSOCIATION

**Minutes of the SEOA Committee meeting held on Thursday 14 September**

**as a virtual meeting using the ‘Zoom’ software**

**1. Attendance**

* 1. **Present**

Sarah Brown SLOW SEOA Chair

Neil Crickmore SO SEOA Competitions Officer

Angela Darley GO SEOA Junior Training Officer

David Dawson DFOK

David Dixon HH

Catherine Galvin LOK

Philip Gristwood MV SEOA Fixtures Secretary

David Rosen LOK British Orienteering Director

Alison Saunders HH SEOA Secretary

David Saunders HH SEOA Treasurer

Alan Wallis SN

* 1. Apologies received: Jon Darley

**2. Minutes of previous Committee Meeting**

The minutes of the Committee Meeting held on 8th June 2023 were accepted as a true record.

**3. Matters arising**

3.1 SB, AS and DS had met to discuss the issue; other regions have been asking SEOA for contributions towards the upkeep and any costs relating to trophies. The issue seems to be that each area / individual deals with this differently- sometimes the trophies are maintained in house whereas others look for more commercial expertise.   
It was agreed that: A line is drawn on past expenses; DS speak with other regions to suggest that each region takes responsibility when the race is in their region. SB noted that it may be more cost effective to replace rather than repair.

AW asked about who pays for engraving names? SEOA has never received invoices; AD thought individuals paid.

PG noted that Mole Valley pays the costs for its members. DS will also raise the issue of engraving costs.

Conclusion - lack of consistency and clarity. [Post meeting note: DS has been in touch with other regions and will report back]

3.2 CG reported back on her correspondence with BOF regarding the refund policy. The email trail had been circulated to the committee. SB thanked CG for the helpful summary.

CG noted that Peter Hart acknowledged the error in practice but that there remains a lack of clarity. CG believes this makes it difficult for clubs. CG to discuss at next LOK meeting for further comments / discussion.

CG believes that clubs are vulnerable should this happen again; in the event of “cancellation” would they be able to retain “fair costs” (printed maps, landowner fees, etc.). In this context it was pointed out that the details for some events stated that if it is cancelled, a refund after the costs already incurred would be made.

AL asked what is reasonable and expected by orienteers vs what is consumer law (for other events). BOC/BRC 2020 saved expenditure as the map printing was cancelled in time.

CG felt that each club needs a **refund policy**. The real issue is if there is a legal challenge. SEOA is merely highlighting the need for clubs to understand the risk. It is not as simple as clubs keeping the fees to pay for outgoing costs. CG to suggest that clubs acknowledge cancellation in their risk assessments.

CG agreed to send the guidance from BOF to clubs and would send a draft of this to SB for comment

3.3 SB and AD followed up on the suggestion that SEJS plan a park event. AD was thinking about a spring event. She also informed the committee of the SEJS Oslo tour in October.

3.4 AS informed the committee that she had received replies updating email addresses

3.5 Simon and James Errington have agreed to keep the content of the website up to date

**4. Update from the Board of British Orienteering**

DR reported on the BOF AGM to be held on Saturday 16 September. There were proposals to change the membership structure and levies.

The trans policy has been discussed further. From 1 January 20204 the BOF policy will be based on IOF policy for high level events. Lower level events will be approached more flexibly.

There are financial challenges regarding World Sprint Champs in Edinburgh in July 2024. BOF has agreed to offer some financial assistance. The event director has stood down and a new director has been appointed.

Alison Howes (Saxons) will join the BOF board.

DD posed the question about fee collection if the BOF membership structure proposals are accepted for 2024. DS agreed that this was an issue for this year due to the later date of the BOF AGM (SEOA already having set it fees at the June AGM). Item for the December meeting as BOF will then have agreed new categories and SEOA can discuss membership structure and fees for 2025.

**5. Officers Reports**

5.1. SEOA Chairman

No report

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5.2. SEOA Secretary

No report

5.3. SEOA Treasurer

DS had submitted a written report and an update of SEOA’s finances (Appendix A). There was a question from CG regarding junior squad expenses. DS explained that the negative expenditure arose because contributions from athletes for the Oslo training weekend had been received before any major expenditure.

5.4. SEOA Membership Secretary

SB thanked Sue Marsden for her report (Appendix B).

5.5. SEOA Competitions Officer

NC spoke of a future controller’s course, and he will circulate the dates

5.6. SEOA Junior Training Officer (AD)

Junior inter-regional champs; South Wales. 19 juniors. Costs being kept low.

Oslo tour (October half term); 17 juniors and four coaches signed up

November training resumes each month

A cake stall to raise funds for Oslo will be at the Sprint Relays on Sunday 17 September.

AS highlighted the importance of SEOA’s commitment to the junior squad. SB spoke warmly of her own child’s experience.

AD welcomed any volunteers in a variety of activities

SB asked about if there was a need for verifiers for DBS. AD thought there was a shortage as Keith Marsden had been the main verifier. Discussion ensued around the need for volunteers to check the documents associated with a DBS. AD was unaware of the process to become a verifier. AD thought one per region. AD explained how the verifier worked; the role is to check the documentation; i.e., to check your identity.

SB to follow this up with Don McKerrow

5.7. SEOA Fixtures Secretary

PG presented a list of SE events that are in hand; all major events can be seen in Appendix C.

The 2024 Southern Championships (hosted by GO) are due to be held on Redlands on 4 February. In the light of problems with permission for Redlands, there was a discussion about the possible use of Lynchmere (as used for BOC/BRC 2022). There was a discussion surrounding ‘ownership’ of the map and area. It was noted that there had been a call for expressions of interest from SE clubs to use all or part of the area. Several clubs had responded.CG drew attention to the December 2020 SEOA minutes in which it was noted that some clubs do not have access to suitable areas on which to hold level B events. AW added that this was why SN had submitted a statement of interest as so many of their areas have army limitations. No progress had been made in this matter, perhaps because it was being dealt with by Simon Greenwood.

ME pointed out that access to the area was likely to be very limited; it can only be used currently from Dec to Mar due to vegetation and wildlife issues, a period that may be restricted further if shooting rights are granted.

Concerns were raised that if GO were to run an event on this area, it might be taken to imply ‘ownership’ of the area. One suggestion was that GO update the map for their use but that SEOA retain the overall management and ownership of the area. ME mentioned that there are effectively two adjacent areas to which access is possible. This may make the shared ownership more of an option.

ME to provide more information to GO and SN.

NC pointed out that there is no mechanism for sorting out allocation of areas. Rather than enter a debate on this at the meeting, it was agreed to make this a future discussion item.

PG resumed his report.

There was a real interest in a Simon Greenwood Memorial Event (SAX, MV and SO) using parts of the Balcombe Estate. This would not be an annual event; if the event was on the land, this would be named in SG’s honour.

There was a generally positive reaction, and it was agreed to make this an item for the December agenda.

**SEOA Constitution**

<https://www.seoa.org.uk/images/SEOA-CONSTITUTION-September-2019.pdf>

Following the request to clubs, no suggested amendments had been received.

The review has arisen principally because of the need to define the process for electing officers.

In addition, it was noted that the constitution does not mention any relationship with the EOC, to which the region pays a per capita annual fee.

It was suggested that the deadlines for nomination for officer posts should be in line with those for the submission of amendments to the constitution, that is four weeks in advance of the meeting. DDi raised the question of tenure for officers. He referred to current practice in HH of one or two three-year terms. He also wondered whether the position of chair might rotate among the SE clubs.

It was agreed the relationship with EOC should be included in the same format as that pertaining to BOF.

It was agreed that the constitution would benefit from an introduction that explained its context. CG volunteered to draft this for discussion at the December meeting.

AW asked whether the SEOA was an association of individuals or an association of clubs? There was an interesting discussion, but no conclusion resulted.

**8. Dates of next meetings**

It was agreed that all meetings would continue to be held online rather than in person, commencing at 19:30.

Members of the committee asked that the dates of meetings be fixed well ahead – see dates for 2024 below. The dates for the remainder of the year will be agreed at the December meeting.

14th December 2023 @ 19:30

7th March 2024 @19.30

6th June 2024 @ 19.30 (with AGM)

**Appendix A: Treasurer’s Report to the September 2023 SEOA Committee Meeting**

Interim 2023 SEOA Accounts

|  |  |
| --- | --- |
| **Income and expenditure statement at 3 September 2023** | |
|  |  |
| **INCOME** |  |
| Subscriptions | 0.00 |
| Event levies | 588.00 |
| Interest | 28.40 |
| Miscellaneous | 0.00 |
| **TOTAL INCOME** | 616.40 |
|  |  |
| **EXPENDITURE** |  |
| Junior grants | 513.50 |
| Junior training / expenses | (121.06) |
| Development courses & conferences | 270.00 |
| English Orienteering Council | 828.00 |
| Officers' expenses | 0.00 |
| Competitions | 233.22 |
| Communications | 290.88 |
| Bank charges | 40.00 |
| Miscellaneous | 49.86 |
| **TOTAL EXPENDITURE** | 2,104.40 |
|  |  |
| **SURPLUS/(DEFICIT)** | (1,488.00) |
|  |  |
| Net Assets @ 1 January | 21,937.77 |
|  |  |
| **TOTAL NET ASSETS** | 20,449.77 |

Income

Levies from further SE League events have been received. Annual membership subscription fees not due until October.

Expenditure

Significant expenditure in the last quarter comprised the annual fee to EOC and subscription costs for both Zoom and website maintenance. Expenditure on SEJS training is currently negative due to fundraising in advance of the autumn tour.

**David Saunders 4 September 2023**

**Appendix B: Membership Report for the September 2023 SEOA Committee Meeting**

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**Susan Marsden**

**Appendix C: Fixture Report for the September 2023 SEOA Committee Meeting**

1. Major Events

British Champs/Relay

Next turn for SE 2031

Southern Champs (National):

1. GO at Redlands 4th Feb. Still some doubt about area, have backups in mind. Asking (email 27/7/23) if GO could borrow Lynchmere map for this?

Next turn 2027 SN have offered to host.

Southern Night Champs:

1. Army/SN on Pirbright ranges 25th November.
2. SCOA SC have an offer from BKO for Dec 24

Harvester:

2024 BOF looking for offers, maybe 30th June. SN considered but cannot take it on.

JK 2027:

26th to 28th March. SE turn. Possible opportunity to use Lynchmere with Ambersham for Middles and Surrey Uni for sprints. Need to start thinking about a venue for the relays. Next summer we need to set up a small sub-committee to progress this.

SHI:

Next SE turn 2027 No other HI’s until after 2031 (previously hosted VHI and JHI in 21).

British Sprint Champs:

It will be our turn soon after 2025.

GO have two areas (opposite Surrey University) which they think would be suitable for this event as well as previously using it for SE Sprint Champs. 2026 may be a possibility in Uni holidays perhaps end July.

SO may be able to take it on in an odd year, 2025 or 27, but with date constraints.

British Sprint Relays:

2023 17th Sept LOK at Brunel Uni.

British Middle-Distance Champs 2025

MV Holmbush & Buchan Hill on 16th March BOF have asked whether we could do British Relays in conjunction with this – SO will consider

British Night Champs

Needs offers for 2025 (on 8th Feb). Last done in SE in 2014. HH and DFOK both expressed some interest and need to confirm.

CSC Finals

Hosts needed from 2024 onwards. Last hosted in SE in 2019 by MV. It was suggested we might consider doing it again in 2026. SN expressed some interest but need to confirm.

JIRCS:

2029 Next SE turn (last done in 2017)

Junior events

Hosts were needed for various events.

BSOC 23. (SE last did it in 2021). DFOK have offered to host 17/11/24 at Shorne Woods CP.

YBT Final 7th July 2024 and onwards, looking for hosts. We last did it in 2016 (and 2014 and 2009) HH confirmed will do YBT final 2024, maybe at Northaw. (Other ideas for backup including Burnham Beeches),

SO may be able to take on the YBT final in an odd year, perhaps 6th July 2025 at Capite Wood. Action: SO to confirm (but 2 years running in SE may be undesirable).

PPJTR SE did it in 2019

BSSC SE did it in 2015. Mid October 2024 perhaps. HH and GO not able to progress

Next ESG Meeting: 9/10/23

2. CSC, SEOA Major Events

CSC (National)

Alternative dates plan likely to be scrapped.

1. SLOW 18th Feb Esher Common

# SE Champs (Long) (National)

1. SN 1st Dec at Ash Ranges

SE Relays (Regional)

1. No offers.
2. SLOW May or June, Glovers Wood maybe. Confirmation required

# SE Sprint Champs (Regional)

2024 LOK at Brunel tbc

# SE Middle Distance Champs (Regional)

2024 GO 6th October, Puttenham

SE Night Champs (Regional)

1. LOK Addington Hills 18th November
2. Awaiting offers

MV Festive event (Regional) (incorporating SE Families & Vets)

## SLOW City of London Race (National)

3. National events and other

SE League planned for 2023/44 onward:

Currently 8 for 2023/24 and 8 for 2024/25

GLOSS 1 event planned for next summer so far.

YBT Round (regional):

Various dates/events early May to early June under consideration.

Simon Greenwood memorial event:

3 clubs (SAXONS, MV & SO) are keen to have memorial events. MV and SO are keen on continuing to use their Balcombe Estate maps (which cover quite a large area) on a semi regular basis. In general clubs did not want to commit to an annual memorial event. It was suggested that events be held as regularly as before and have the memorial tag added, partly on the basis that it may help in getting continued use of the areas. (Email 4/5/23 & 2/5/23 etc. re charitable donations)

Philip Gristwood (Fixtures Sec, ESG Rep.)

Next Fixtures meeting: 2/11/23