SOUTH EASTERN ORIENTEERING ASSOCIATION

**Minutes of the SEOA Committee meeting held on Thursday 8th December 2022**

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

**1. Attendance**

* 1. Present

Angela Darley GO SEOA Junior Training Officer

Jon Darley GO

David Dawson DFOK

David Dixon HH

Mike Eliot MV

Catherine Galvin LOK

David Rosen LOK British Orienteering Director

David Saunders HH SEOA Treasurer

1.2. Apologies for Absence

Neil Crickmore SO SEOA Competitions Officer

Simon Greenwood SAX SEOA Chairman

Philip Gristwood MV SEOA Fixtures Secretary

Alan Leakey SLOW

Susan Marsden HH SEOA Membership Secretary

**2. Minutes of previous Committee Meeting**

The minutes of the Committee Meeting held on 8th September 2022 were accepted as a true record.

**3. Matters arising**

In the Chairman’s absence two action points from the previous meeting are to be taken forward. (1) The guidelines for staging Southern Championships, in collaboration with SCOA and SWOA. (2) Ongoing discussions with Forestry England regarding environmental access (see point 4.7). It was agreed that to save time, reports on any progress made in these areas might be circulated by email rather than wait until the next meeting

**Action: SG**

Alison Saunders has volunteered to undertake the role of SEOA secretary, taking up the post for the March 2023 committee meeting and seeking formal election at the AGM in June.

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

David Rosen (DR) reported on matters discussed at the Board meeting on the same day.

4.1. Following the outstanding results for GB at the Sprint World Championships in Denmark, Bernie Dietzig and Tom Bray are leading the Performance Pathway Programme for 2023 and 2024 using lessons learnt from 2022.

4.2. Only 37 out of 101 affiliated clubs responded to the Club Benchmarking survey, perhaps due to its length and complexity. The results will be used to develop future support for clubs.

4.3. A firm called Sport Structures were commissioned to report on the perceptions of non-participants about Orienteering. They surveyed 500 non-orienteers and held 4 small focus group meetings. Their report contains recommendations about how to better market the sport and be more newcomer-friendly. DR noted that there were three routes into information about orienteering on the web, which might be confusing for those investigating the sport.

4.4. BOF has accepted a reasonable quote for the Liability Insurance for 2023, 2024 and 2025. The three-event limit for cover for non-members was removed for Events but remains for non-member participation in Activities.

4.5. The work of the IOF and BOF Working groups on updating their Trans policies continues. There were 500 responses to the BOF survey and 200 responses to the IOF survey.

4.6. Work continues to reform the BOF Committee structure. A new Rules Group is currently being recruited.

4.7. A new requirement for landowners to have a Habitat Risk Assessment (HRA) is already creating some issues for land access. Emma Monkman the Access and Environment Officer is working on it.

4.8. Laura Leonardo is the new Administration Officer at the BOF office replacing Liz Goodwin. Kelly Perryman is about to replace Jannette Blunden as Business Support and Accounts Manager. Two 0.5 FTE posts, a Communications Officer and a Development Officer are being recruited.

4.9. There is a problem with emails to members with BT or Yahoo email addresses being blocked, particularly the weekly ranking emails. BOF is asking IT support to try sending them in smaller batches.

SEOA clubs may wish to ensure that similar issues are not preventing communications with their members.

**Action: all SE clubs**

4.10. As a result of behaviour issues at the JWOC banquet, some individuals have been sanctioned. A Code of Conduct is being drawn up for athletes representing Great Britain.

4.11. There appears to be an issue with the Rankings in that you can get better points by running a higher course. The Board have asked DR and David May to look into this.

CG raised the issue of the Refund Policy. DR indicated that BOF is awaiting her input on the matter.

**Action: CG**

**5. Major Events**

*Future Events*

**Southern Championships (2024):** JD reported that these would be hosted by GO in February 2024 on either Redlands or Ambersham.

**JK (2027):** No further update.

**6. Officers Reports**

6.1. SEOA Chairman

No report in the Chairman’s absence.

6.2. SEOA Secretary

No secretary’s report

6.3. SEOA Treasurer

The Treasurer had supplied a brief report and interim income and expenditure statement up to the end of November (Appendix A). The surplus from the BOC/BRC championships had boosted the region’s finances. The Treasurer provided a summary of income and expenditure for the event agreed with the weekend co-ordinator, Andrew Evans (Appendix B).

6.4. SEOA Membership Secretary

The Membership Secretary had supplied a report (Appendix D). She observed that these figures were to the end of October, before the bulk of 2023 renewals. DDi wondered to what extent the change to allow new members to join for 2023 earlier in 2022 had increased membership. He reported that HH had three members through that route. DDa said that DFOK had one, but that this was a ‘transfer’ from another club.

6.5. SEOA Competitions Officer

The Competitions Officer had sent an update by email. He noted that at three recent SEOA championships – Long (MV), Long (CHIG) and Night (SLOW) – no attempt was made to have a prize giving to award the medals. He felt it should be a condition of a club hosting an SEOA competition that they agree to have a means of distributing the medals on the day. After some discussion it was agreed that clubs ought to make provision for the award of medals at the event. It was, however, acknowledged that there might be circumstances (e.g. weather) that prevented on-the day presentations. Awarding medals on the day (night) might be added to the “Criteria to be applied to all events hosting an SEOA competition” on the SEOA website.

**Action: NC**

6.6. SEOA Junior Training Officer

The Junior training officers had provided a report (Appendix C).

At a recent meeting of the Junior Regional Orienteering Squads (JROS) the issue of fundraising for this pan-regional body was raised. A suggestion was to hold an event organised and planed by SEOA juniors (suitably mentored and supported by seniors as necessary), the proceeds from which would go to JROS. AD asked if any of the region’s clubs would be willing to offer land for the event and forego the profits from running an event.

Action: AD and all SE clubs

6.7. SEOA and BOF Fixtures

No report from the SEOA fixtures secretary.

**7. Any other business**

ME reported that the Army Orienteering Association had requested the use of the area on which the British Championships were held in 2022 for the Army Orienteering Championships in April 2023. No major fixture that would create an embargo for the area is on the schedule, but this must be checked with Philip Gristwood. If this was not an issue the event can go ahead with ME negotiating land permissions to ensure continued good relations with the landowners (the event will probably only use the parts owned by the Cowdray Estate).

**Action: ME**

**8. Dates of next meetings**

The timings of future meetings were discussed, and it was agreed that they would continue to begin at 19:30 (note that the dates in the agenda were incorrect).

9th March 2023 @ 19:30

8th June 2023 @ 19:00 (with AGM)

14th September 2023 @ 19:30

14th December 2023 @ 19:30

**APPENDIX A**

**Treasurer’s Report**

Interim 2022 SEOA Accounts

|  |  |
| --- | --- |
| **Income and expenditure statement at 30 Nov 2022** | |
|
|  |  |
| **INCOME** |  |
| Subscriptions | 3,130.00 |
| Event levies | 843.90 |
| BOC / BRC 2022 | 3,904.67 |
| Interest | 1.43 |
| Miscellaneous | 100.00 |
| **TOTAL INCOME** | 7,980.00 |
|  |  |
| **EXPENDITURE** |  |
| Junior grants | 1,263.07 |
| Junior training / expenses | 3,833.02 |
| Development courses & conferences | 400.00 |
| English Orienteering Council | 790.00 |
| Officers' expenses | 0.00 |
| Competitions | 0.00 |
| Communications | 238.66 |
| Bank charges | 55.00 |
| Miscellaneous | 0.00 |
| **TOTAL EXPENDITURE** | 6,579.75 |
|  |  |
| **SURPLUS/(DEFICIT)** | 1,400.25 |
|  |  |
| Net Assets @ 1 January | 20,720.46 |
|  |  |
| **TOTAL NET ASSETS** | 22,120.71 |

Income

Income boosted by surplus from BOC/BRC 2022 and annual membership subscription fees.

Expenditure

No unexpected expenditure. Major costs remain those of supporting the region’s juniors.

**David Saunders 06 Dec 2022**

**APPENDIX B**

**Summary of the Finances of BOC/BRC 2022**

|  |  |  |
| --- | --- | --- |
| **BOC 2022 Weekend** | | |
| **BALANCE SHEET** |  | |
| Total income |  | £39,818 |
| Total Expenditure |  | £28,104 |
| Income less expenditure (surplus) |  | £11,714 |
| Share to BO (2/3 of surplus) |  | £7,809 |
| **Share to SEOA (1/3 of surplus)** |  | **£3,905** |
|  |  |  |
| **INCOME** |  | |
|  |  |  |
| **Entries** |  |  |
| Individual entries | £28,993 |  |
| Colour coded entries | £157 |  |
| Relay entries | £9,963 |  |
| Trail-O entries | £680 | **£39,793** |
|  |  |  |
| Miscellaneous income | £25 | **£25** |
|  |  |  |
| **Total income** |  | **£39,818** |
|  |  |  |
| **EXPENDITURE** |  |  |
|  |  |  |
| **Access costs** |  | **£6,064** |
|  |  |  |
| **Map costs** |  |  |
| Survey & Cartography | £450 |  |
| Printing | £1,561 |  |
| Trail O map printing | £183 | **£2,194** |
|  |  |  |
| **Competitor costs** |  |  |
| SI hire | £43 |  |
| SIAC hire | £120 |  |
| Numbers, bibs & pins | £571 |  |
| Medals | £212 |  |
| Prizes | £848 | **£1,794** |
|  |  |  |
| **Service costs** |  |  |
| Online entry costs | £1,768 |  |
| Start time allocations | £272 |  |
| Electronic punching controls | £1,034 |  |
| Results processing | £3,150 |  |
| Start clock hire | £100 |  |
| PA and generators | £972 |  |
| Commentary | £261 |  |
| Radio controls | £761 |  |
| Tractor on standby | £740 |  |
| First Aid | £1,040 | **£10,097** |
|  |  |  |
| **Equipment (hire/purchase)** |  |  |
| Marquees, tents, tables & chairs | £1,214 |  |
| Toilets | £1,652 |  |
| Track matting for car park | £1,550 |  |
| Finish arch | £60 |  |
| Handheld radios | £25 |  |
| Water provision | £100 |  |
| Fence crossings | £462 |  |
| General equipment hire/purchase | £305 | **£5,369** |
|  |  |  |
| **Trail O course costs & expenses** |  | **£103** |
|  |  |  |
| **Advertising** |  | **£170** |
|  |  |  |
| **Officials’ expenses** |  |  |
| Controller | £262 |  |
| Coordinator/organiser expenses | £412 |  |
| Assistant controller | £93 |  |
| Arena manager | £160 |  |
| Planner | £295 |  |
| Assistant planner | £176 |  |
| Volunteers' clothing, vouchers & runs | £915 | **£2,313** |
|  |  |  |
| **Total expenditure** |  | **£28,104** |

**APPENDIX C**

**Junior training officers’ report**

The junior squad has been very busy this autumn.

September - JIRCs in Northern Ireland. A good weekend and huge thanks to the Northern Irish for making the transport work. We ended up in fifth overall.

October - we had a squad weekend in South Wales, training on Merthyr Mawr and then going to a WOA league event at Pwll Du. We had 14 juniors attend and for many this was a first opportunity for training outside the region.

November - back to our regular Saturday training, in Epping Forest. Additionally 3 juniors plus Carol went to the Hawkshead training weekend.

December - training at Worth Lodge.

We have training days planned for Jan & Feb.

Talent South - The Talent squad for 2022/2023 has recently been announced and we have 4

juniors selected

Maggie Soulsby (HH)

Sarah Darley (SN)

Ben Gostick (HH)

Tommy Heap (SO)

**APPENDIX D**

Membership report to 31 October 2022

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **2022 total** | |  |  |  | **2021 total** | |  |  |  | **2020 total** | |  |  | **% increase** |
| **31/10/22** | **Senior** | **Junior** | **Total** |  | **31/10/21** | **Senior** | **Junior** | **Total** |  | **31/10/20** | **Senior** | **Junior** | **Total** |  | **2022 -2020** |
| BAOC | 12 | 0 | 12 |  | BAOC | 7 | 0 | 7 |  | BAOC | 10 | 1 | 11 |  | 9 |
| CHIG | 34 | 1 | 35 |  | CHIG | 36 | 3 | 39 |  | CHIG | 34 | 3 | 37 |  | -5 |
| DFOK | 75 | 21 | 96 |  | DFOK | 63 | 17 | 80 |  | DFOK | 60 | 16 | 76 |  | 26 |
| GO | 51 | 23 | 74 |  | GO | 48 | 22 | 70 |  | GO | 49 | 23 | 72 |  | 3 |
| HAVOC | 6 | 0 | 6 |  | HAVOC | 3 | 0 | 3 |  | HAVOC | 5 | 0 | 5 |  | 20 |
| HH | 152 | 69 | 221 |  | HH | 162 | 90 | 252 |  | HH | 160 | 95 | 255 |  | -13 |
| LOK | 48 | 8 | 56 |  | LOK | 43 | 7 | 50 |  | LOK | 47 | 6 | 53 |  | 6 |
| MV | 79 | 12 | 91 |  | MV | 71 | 13 | 84 |  | MV | 64 | 12 | 76 |  | 20 |
| RAFO | 3 | 0 | 3 |  | RAFO | 2 | 0 | 2 |  | RAFO | 8 | 0 | 8 |  | -63 |
| SAX | 100 | 28 | 128 |  | SAX | 93 | 22 | 115 |  | SAX | 84 | 19 | 103 |  | 24 |
| SLOW | 170 | 25 | 195 |  | SLOW | 152 | 22 | 174 |  | SLOW | 166 | 25 | 191 |  | 2 |
| SN | 30 | 13 | 43 |  | SN | 40 | 12 | 52 |  | SN | 38 | 16 | 54 |  | -20 |
| SO | 201 | 58 | 259 |  | SO | 187 | 65 | 252 |  | SO | 205 | 63 | 268 |  | -3 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL | 961 | 258 | 1219 |  | TOTAL | 907 | 273 | 1180 |  | TOTAL | 930 | 279 | 1209 |  | 1 |