SOUTH EASTERN ORIENTEERING ASSOCIATION

**Minutes of the SEOA Committee meeting held on Thursday 9th June 2022**

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

**1 Present**

Simon Greenwood SAX SEOA Chairman

David Saunders HH SEOA Treasurer

Philip Gristwood MV SEOA Fixtures Secretary

Angela Darley GO SEOA Junior Training Officer

Keith Marsden HH SEOA Secretary

Neil Crickmore SO SEOA Competitions Officer (Part Time)

Catherine Galvin LOK Andrew Evans DFOK

Jon Darley GO Alan Wallis SN

David Dixon HH David Dawson DFOK

David Rosen British Orienteering Director

**Apologies for Absence**

Susan Marsden HH SEOA Membership Secretary

Graham Batty HAVOC

 **2. Minutes of previous Committee Meeting**

The minutes of the Committee Meeting held on 10th March 2022 were accepted as a true record.

**3. Matters arising**

It was confirmed that a flow chart of the DBS had been circulated.

NC confirmed that only one member had volunteered for the centrally organised course.

DDi announced that HH have 4/5 people volunteered for a Controllers course in July. The tutor will be Hedley Calderbank and NC said that he would talk to him.

 **Action; NC**

AD reported that the new Junior tops had not yet been ordered.

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

David Rosen (DR) said that there had been a Board Meeting in May.

The majority of the meeting was taken up with preparations for the AGM. There had been no extra nominations for Board Members and accordingly Pauline Tryner and David Rosen will be re-elected.

There had been no proposals from members.

The ‘October problem’ had been discussed ie the problem whereby new members were told not to join until November. A temporary solution had been agreed whereby new members may join at the beginning of September and receive 16 months membership

It had been agreed to create new Honorary members. These would include all World Champs Medallists and IOF Presidents.

He reported that Chris Philips had stood down and work was underway on the revision of the structure of some committees. Terry Smith will be dealing with proposed changes to the Rules.

The organisers of the World Champs in Edinburgh in 2024 had asked for a waiver on the levy applied to the spectator races. This had been turned down as it potentially opened the gate to other events seeking similar dispensation. However the Board had agreed to provide a grant of £10,000 to Edinburgh 2024.

BOF and SOA are to jointly employ someone to coordinate the marketing of the 2024 event.

A new British Orienteering strategic plan had been produced and implementation of this was discussed.

British Orienteering is revising its Trans Gender policy based on the IOF and IOC policies.

Sports Scotland and Sport England are also producing new guidance, and this is under discussion.

British Orienteering is currently waiting on IOF who have a meeting on 24th June. If they return ‘no decision’ then BOF will provide guidance.

It was suggested that Tim Pugh had been created a Honorary member as a result of his work on WOC 1999.

When asked about the Refund Policy DR replied that no further work had been done on it.

There followed further discussion with regard to the proposed changes to the ‘October Problem’. A number of questions were raised and it was agreed that the clubs needed to be clearer on the details of the proposal.

 **Action; DR**

**5. Major Events**

*Completed events.*

**British Championships (25th-26th March 2022)**

AE had presented the Financial Outcome of this year’s British Championships. (See Appendix A)

There had been few recent changes. One Landowner charge is still outstanding but the projected cost for that is in included although this has not been formally approved.

A good quote was received for the tracking which has helped. The map updating costs came in less than expected and the Commentary cost likewise.

Just a reminder the 2020 event was closed off as a separate event with a small loss of £778 to SEOA. The total loss was shared 2/3 to British Orienteering and 1/3 to SEOA.

The general view of the 2022 event is that it will produce a reasonable outcome and it is believed that British Orienteering will feel the same.

*Future Events*

**SHI 2022**

Will now be hosted by SCOA at their November Classic event.

 **Southern Championships (2024)**

There is a tentative offer from GO.

**6. Officers Reports**

**6.1 SEOA Chairman**

The Chairman had nothing further to report.

**6.2 SEOA Secretary**

The Secretary had nothing further to add to his report supplied to the AGM.

**6.3**  **SEOA Treasurer**

DS had supplied a Treasurer’s Report and an interim Income and Expenditure statement up to 29th May (Appendix B). He had nothing further to add.

It was reported that the EOC levy will be 85p per individual.

**6.4 SEOA Membership Secretary**

There was nothing further to add to the Membership Secretary’s report to the AGM.

**6.5 SEOA Competitions Officer**

 Nothing further to add.

6.6 SEOA Junior Training Officer

 Referring to the JIRC which will be held in NIOA there is still discussion regarding the cost of flights. It is likely that some of the team will fly from Luton but there is concern regarding the booking fee.

No further detail had been received from NIOA.

**6.7 SEOA and BOF Fixtures**

 PG commented that there had been a Fixtures meeting in early May. Minutes will be issued soon.

There had been no feedback regarding changes to the format of the JK and therefore there can be little planning for 2027 when SEOA is due to host.

 **7. Any other business**

AW asked if there were any Guidelines for the organisation of the Southern Championships. There seemed to be no formal agreement and that it was up to the organising club especially with respect to the presentation of medals. It was suggested that only Juniors should be presented with medals.

Perhaps a collective agreement between SEOA, SWOA and SCOA could be arranged.

 **Action; SG**

It was agreed to renew our Zoom licence. AD noted that there were some changes to the verification procedure which may mean that the host of a booking club etc may have to join the meeting early.

AE had supplied the latest report from Orienteering Foundation which is attached as Appendix C.

 There was no other business.

**9. Date of next meetings**

8th September 2022

8th December 2022

9th March 2023

8th June 2023 (with AGM)

 **APPENDIX A**

|  |  |  |
| --- | --- | --- |
| BOC2022 Weekend Financial Outturn |  |  |
| INCOME | Projected | Actual |
|  |  |  |  |  |
| Individual Entries |  |  |  |  |
| Entry fee income |  |  | 29608 |  |
| Start time changes |  |  | 77 |  |
| Refunds |  |  | -691 |  |
| Total |  | 28654 |  | 28993 |
| Colour Coded |  |  |  |  |
| Entry fee income |  |  | 167 |  |
| Refunds |  |  | -10 |  |
| Total |  | 450 |  | 157 |
| Total Individual and Colour Coded | 29104 |  | 29150 |
|  |  |  |  |  |
| Relay Entries |  |  |  |  |
| Entry fee income |  |  | 9986 |  |
| Refunds |  |  | -22 |  |
| Total relay |  | 12243 |  | 9963 |
|  |  |  |  |  |
| Trail O (both events) |  |  |  |  |
| Entry fee income |  | 950 |  | 680 |
|  |  |  |  |  |
| Traders |  | 400 |  | 0 |
| Orienteering Foundation grant (GPS tracking) | 425 |  | 425 |
|  |  |  |  |  |
| Total Income |  | 43122 |  | 39919 |
|  |  |  |  |  |
| EXPENDITURE | Projected | Actual |
|  | Totals | Totals |  |
|  |  |  |  |  |
| Access |  |  |  |  |
| TOTAL |  | 7120 | 6064 |  |
|  |  |  |  |  |
| Map production |  |  |  |  |
| Survey & Cartography | 2000 |  | 450 |  |
| Printing | 1400 |  | 1367 |  |
| Trail O map | 500 |  | 0 |  |
| Trail O map printing | 100 |  | 183 |  |
| TOTAL |  | 4000 | 2000 |  |
|  |  |  |  |  |
| Competitor costs |  |  |  |  |
| Description Sheets | 160 |  | 193 |  |
| Water | 0 |  |  |  |
| Numbers / Bibs/pins | 450 |  | 571 |  |
| Map Bags | 0 |  |  |  |
| TOTAL |  | 610 | 764 |  |
|  |  |  |  |  |
| Service costs |  |  |  |  |
| Equipment Insurance | 0 |  |  |  |
| Online entry costs | 1700 |  | 1677 |  |
| Start time allocations | 350 |  | 272 |  |
| Tractor on stand by | 200 |  | 740 |  |
| GPS Tracking | 425 |  | 425 |  |
| SI hire | 60 |  | 43 |  |
| SIAC hire | 175 |  | 120 |  |
| PA and generators | 888 |  | 972 |  |
| Commentary | 1000 |  | 261 |  |
| Results processing  | 3150 |  | 3150 |  |
| Radio Controls | 850 |  | 761 |  |
| Website costs | 0 |  |  |  |
| First Aid | 1050 |  | 1040 |  |
| Drugs testing | 0 |  |  |  |
| TOTAL |  | 9848 | 9461 |  |
|  |  |  |  |  |
| Equipment (hire/purchase) |  |  |  |
| Marquees/tents, tables and chairs | 960 |  | 1214 |  |
| Toilets | 1300 |  | 1552 |  |
| Track matting for car park | 2000 |  | 1550 |  |
| Heras fencing for results display | 160 |  |  |  |
| Start clock hires | 100 |  | 100 |  |
| Fire point trolley, CO2 etc  | 0 |  |  |  |
| Laptop hire and splits printer hire | 0 |  |  |  |
| Fuel | 200 |  |  |  |
| Vehicle Hire | 300 |  |  |  |
| Electronic punching controls  | 1600 |  | 1034 |  |
| Screens for results display | 0 |  |  |  |
| Finish Arch | 60 |  | 60 |  |
| Handheld Radios | 100 |  | 25 |  |
| Signage | 100 |  |  |  |
| General Equipment Hire/purchase | 200 |  | 305 |  |
| Water provision | 0 |  | 100 |  |
| Fence crossings | 0 |  | 462 |  |
| Waste/skip hire | 0 |  |  |  |
| Security | 300 |  |  |  |
| TOTAL |  | 7380 | 6403 |  |
|  |  |  |  |  |
| Prize giving |  |  |  |  |
| Medals | 300 |  | 124 |  |
| Trophy revamp | 0 |  |  |  |
| Prizes  | 1000 |  | 848 |  |
| Gifts / Donations | 0 |  |  |  |
| TOTAL |  | 1300 | 972 |  |
|  |  |  |  |  |
| Trail O and Children’s activities |  |  |
| Trail O course costs and expenses | 200 |  | 103 |  |
| Children’s activity costs incl. maps | 100 |  |  |  |
| TOTAL |  | 300 | 103 |  |
|  |  |  |  |  |
| Promotion |  |  |  |  |
| Advertising | 300 |  | 170 |  |
| Flyer design |  |  |  |  |
| Flyer/Leaflet Printing | 100 |  |  |  |
| Flyer/Leaflet distribution | 0 |  |  |  |
| Vouchers | 0 |  |  |  |
| Programme | 0 |  |  |  |
| Postage / Envelopes | 0 |  |  |  |
| Results | 0 |  |  |  |
| Event windscreen PDF | 0 |  |  |  |
| Hospitality | 0 |  |  |  |
| TOTAL |  | 400 | 170 |  |
|  |  |  |  |  |
| Officials expenses |  |  |  |  |
| Controller | 500 |  | 262 |  |
| IOF Advisor | 0 |  |  |  |
| Coordinator/organiser expenses | 400 |  | 556 |  |
| Asst Controller | 200 |  | 93 |  |
| Equipment Officer | 50 |  |  |  |
| Site meeting travel costs | 250 |  |  |  |
| Arena manager | 100 |  | 160 |  |
| Planner | 400 |  | 295 |  |
| Asst Planner | 200 |  | 176 |  |
| Safety Officer | 50 |  |  |  |
| String Course | 0 |  |  |  |
| Volunteer Clothing/Vouchers/Runs | 1250 |  | 915 |  |
| TOTAL |  | 3400 | 2457 |  |
|  |  |  |  |  |
| Contingency | 1750 |  | 200 |  |
| TOTAL |  | 1750 | 200 |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Total expenditure | 36108 | 36108 | 28594 | 28594 |
|  |  |  |  |  |
| Net income |  | 7014 |  | 11325 |
|  |  |  |  |  |
| E&OE |  |  |  |  |
| Notes |  |  |  |  |
| Pre-entry colour coded is included in the individual day income |
| Organisers expenses in part to be reallocated to other headings |

**APPENDIX B**

**Treasurer’s Report to the June 2022 SEOA Committee Meeting**

Interim 2022 SEOA Accounts

These are detailed below.

Little to note. The £100 miscellaneous income is a donation by Charles Daniels (BOK) who has given his expenses for controlling BRC 2022 to SEJS.

David Saunders 29 May 2022

|  |
| --- |
| **Income and expenditure statement at 29 May 2022** |
|  |
| **INCOME** |   |  |
| Subscriptions | 0.00 |  |
| Event levies | 388.20 |  |
| Interest | 1.43 |  |
| Miscellaneous | 100.00 |  |
| **TOTAL INCOME** | 489.63 |  |
|   |   |  |
| **EXPENDITURE** |   |  |
| Junior grants | 0.00 |  |
| Junior training / expenses | 644.15 |  |
| Development courses & conferences | 400.00 |  |
| English Orienteering Council | 0.00 |  |
| Officers' expenses | 0.00 |  |
| Competitions | 0.00 |  |
| Communications | 0.00 |  |
| Bank charges | 25.00 |  |
| Miscellaneous | 0.00 |  |
|   |   |  |
| **TOTAL EXPENDITURE**  | 1,069.15 |  |
|  |   |  |
| **SURPLUS/(DEFICIT)** | (579.52) |  |
|  |   |  |
| Net Assets @ 1 January | 20,720.46 |  |
|   |   |  |
| **TOTAL NET ASSETS** | 20,140.94 |  |

**APPENDIX** **C**

**Orienteering Foundation report May 2022**

The Orienteering Foundation are pleased to welcome 2 new trustees to the board. They are Anne Edwards from the North West and John Mather from East Midlands regions, you can read more about them [here](https://www.orienteeringfoundation.org.uk/new-trustees-anne-edwards-and-john-mather).

Latest news.

1. The Orienteering Foundation is looking for someone who could help develop a marketing strategy which could help with communications between the Foundation and orienteers. If you have interest in this area and could help please contact your local trustee or ambassador.
2. As a follow up to the Newcomer Retention Group work, a competition is to be launched to design a webpage which clubs could use to show orienteering as an adventure sport, Watch this space for more details!
3. The Aspiring Elite project is progressing well.
4. Grants were agreed to Junior Regional squads to help with the forthcoming new tour to the Czech Republic for the M/W16’s, for young coaches to help at Lagganlia and to support a UK CC level 2 Coach training course.
5. Agreed a grant to Lakeland Orienteering club to assist them in employing a club development officer to launch their Family Challenge activity.
6. Roxburgh Reivers received a grant towards their school’s and families project.

If you would like to read more about this news or would like to find out more about the work of the Foundation please see their web site, [www.orienteeringfoundation.org.uk](http://www.orienteeringfoundation.org.uk), Why not sign up for the Orienteering [newsletter](https://www.orienteeringfoundation.org.uk/subscribe-to-our-email-list), [Facebook](https://www.facebook.com/orienteeringfoundation/), or [Twitter](https://twitter.com/oingfoundation) accounts .

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