SOUTH EASTERN ORIENTEERING ASSOCIATION

**Minutes of the SEOA Committee Meeting on 11th March 2021**

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

#### 1. Present

Simon Greenwood SAX SEOA Chairman

David Saunders HH SEOA Treasurer

Angela Darley GO SEOA Junior Training Officer

Neil Crickmore SO SEOA Competitions Officer

Susan Marsden HH SEOA Membership Officer

Keith Marsden HH SEOA Secretary

Philip Gristwood MV SEOA Fixtures Secretary

David Rosen British Orienteering Representative

Jon Darley GO Mike Bennett HH

Alan Leakey SLOW Graham Batty HAVOC

Alan Wallis SN David Dawson DFOK

**Apologies for Absence**

Catherine Galvin (LOK)

**2. Minutes of previous Committee Meeting**

The minutes of the meeting held on 10th December 2020 were accepted as a true record.

**3. Matters arising**

The Chairman noted the use of the SEOA Zoom facility. AD commented that we were averaging about one use per week with Thursday evening being particularly popular. Some weeks did however mean hosting up to three calls.

Bookings can be made by contacting Angela on [seoa.meetings@sejs.org.uk](mailto:seoa.meetings@sejs.org.uk).

When asked AD responded that she was currently happy with the amount of work involved.

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

David Rosen was welcomed as the new Board representative to SEOA.

He reported that the next Board Meeting was scheduled for the following day (12th March)

He indicated that the Board meeting will be largely devoted to preparation for the on-line AGM due on 21st April.

Proposals for changes to British Orienteering’s Articles of Association have been circulated but it seems unlikely that all the proposals will be presented this year and others may be deferred to an EGM.

There had been concerns from some Clubs and Associations about voting members, however no formal proposals had been submitted.

As Sir Chris Bonington is stepping down the AGM will also be the opportunity for members to confirm a new President,

As mentioned before the British Orienteering’s financial position at year end was not as bad as had been originally feared.

Income was down from membership and levys but so was expenditure with some staff furloughed and some staff losses.

There was a loss of around £40k which will be covered by reserves. The current Treasurer, Andy Robinson, is to conduct a review of the required reserves, which are currently believed to be excessive.

The current Consultation on the sport’s Strategic plan is being considered under the Heading of ‘Thriving Clubs for a new generation’.

The Board is also due to approve a new trans-gender policy.

Following up from an action regarding refunds, from the SEOA Committee meeting on 10th December 2020, DR confirmed that Peter Hart (CEO) had received legal advice from Solicitors which he had considered too legalistic and to be of little practical use. He is therefore continuing to follow up.

The Chairman of British Orienteering had confirmed that he felt it would be beneficial to have a standard refund policy.

(PMN; Peter Hart and Drew Vanbeck had confirmed that it was still under consideration)

KM noted that the published Board meeting minutes referred to meetings of other British Orienteering Groups and yet no minutes of these meetings had appeared on the web.

DR commented that he thought that the last meeting of EC&C had been a ‘single issue’ meeting but would in any case follow up.

**Action; DR**

(PMN; Peter Hart is chasing missing minutes)

**5. Major Events**

*Future Events*

**WJHI (9-10th October 2021)**

AL confirmed that the booking with PGL still existed. Discussions with NT were about to start.

AW warned that Steve Peacock had stood down as NT Coordinator.

AL said that SLOW had not yet started discussions with Landmarc concerning Hankley permission and were waiting for the conclusion of discussions between Colin Dickson (BAOC) and Landmarc.

However, it was noted that AOA were planning to begin events at the end of March with up to 30 civilian entries.

AL said they could delay receiving confirmation of attendance from the Home Countries up to the end of August.

**Southern Championships (7th December 2021)**

PG reported that it was planned to move the postponed Southern Championships to the 7th December, a date previously set aside for the MV Families and Vets event.

It was hoped to be able to award the Families and Vets trophies at the same event,

SG confirmed that SAXONS had volunteered to help with the event.

**Action; MV**

**BOC 2022**

Helen Errington had informed SEOA that it is hoped to hold BOC 2021 on Braunton Burrows on 2nd and 3rd October.

She is then planning to use the SEOA area previously designated for BOC 2020 for BOC 2022 on 19th-20th March. 5th June had been suggested but is likely to be unavailable due to ground nesting birds.

**Action; Helen Errington/Andrew Evans**

**SHI 2022**

PG reported that both Northern Ireland and Wales felt unable to do their turns in holding Home Internationals.

SEOA is expecting to do SHI 2022 but there are no firm plans in place. A meeting will be arranged to discuss what is possible.

**Action; PG/SG**

The following were not discussed;

* **Southern Championships (2024)**
* **JK (2027)**

However, these events need to be discussed at the next SEOA Fixtures meeting scheduled for 6th May 2021.

**Action; PG**

**6. Officers Reports**

* 1. **SEOA Chairman**

The Chairman had nothing to report.

* 1. **SEOA Secretary**

The Secretary had submitted a report (see Appendix A). He had also conducted a review of the Committee’s wishes regarding venues for future meetings (Appendix B)

There was a suggestion that the use of Skype may be possible for individuals only attending a meeting for a single item.

There was a hope that the AGM could be a face-to-face meeting but there may be difficulties obtaining a suitable venue.

**Action; KM**

**6.3**  **SEOA Treasurer**

The Treasurer reported that the 2021 finances were not very interesting with so little activity, as covered in his report. (Appendix C)

The accounts for BOC 2020 were attached as Appendix D and these now drew a line under the event.

He reported that SEOA did not make a loss in 2020, however, he did comment that SEOA should aim to make a fiscal return on the BOC 2020 map sufficient to negate the loss on that event.

**6.4 SEOA Membership Secretary**

The Membership Secretary had provided a written summary (See Appendix E).

Members of the Committee reported that there seemed to be a bug in the British Orienteering Membership renewal system for members spanning two Regions ie HAVOC and SN.

This resulted in members, not paying by Direct Debit, being assigned to a Region other than the one they wished to join.

David Rosen was asked to take it up with British Orienteering.

**Action; DR**

PMN; Peter Brooke has been asked to look into this and to confirm whether members records will be changed automatically or whether those affected will have to apply)

**6.5 SEOA Competitions Officer**

The Competitions Officer commented that there had been no competitions!

* 1. SEOA Junior Training Officer

The Junior Training Officer had provided a written report (See Appendix F).

In addition, Carol Lovegrove (SEJS Coach) had initiated a training programme for 12 year olds currently running Orange courses. See Appendix G. So far 4 sessions had been planned but a decision needs to be made about future activities,

**Action; CL/AD**

Referring back to the new ‘Super Squads’ mentioned in the December minutes AD confirmed that there were two pilot Squads, North and South, with juniors joining which ever was most convenient in terms of travel.

* 1. **SEOA and BOF Fixtures**

PG commented that there had not much activity in March! However activity seemed to be picking up in April with a number of Local events scheduled.

There was some confusion regarding YBT as SEOA and EAOA both held rounds in 2020 and it is not clear whether they need to in 2021 or whether the winners of these rounds will go forward to the final in SWOA.

**Action; PG**

PG appealed for clubs to remember to put a GLOSS event on this summer.

**Action; Clubs**

The request for declarations of interest in using the map prepared for BOC 2020 had resulted in 3 submissions.

The mapping had cost £4k so there was a feeling from the Committee that the map should not be given away. The map will also need updating.

Given the plans for the map’s possible use in 2022 it was agreed that there was no urgency to make a decision as to the future of the area.

Following a short discussion it was generally agreed to appoint a small group to make a decision on the matter and this not until spring next year.

The three clubs who showed an interest are to be told of this decision.

**Action; PG**

**7. Any other business**

The Chairman said that the next meeting, being the AGM, he hoped would be a face-to-face meeting.

**8. Date of next meetings**

10th June 2021 (including AGM)

9th September 2021

9th December 2021

**APPENDIX A**

**South East Orienteering Association**

**Committee Meeting 11th March 2021**

**Secretary’s Report**

In December 2020 it was announced that as a result of the various participation surveys a Strategic Refresh report has been produced. A small working group has been set up to drive this forward.

The report was independently prepared and is being considered by the Strategic Refresh Group and Board.

The 2021 Proof of Insurance Certificate is available.

From July 2021 Licensed coaches will have had to have attended a Safeguarding training in order to maintain their licence. Courses will be available during the first part of 2021.

Congratulations to Carol and Angela for their contribution to the British Orienteering Coaching Conference in January.

The term ‘Portaloos’ is a registered trade-mark. At least one Orienteering club has been threatened with prosecution for using the term in its publicity without permission.

An e-mail outlining the proposed amendments to the British Orienteering’s ‘Articles of Association’ has been circulated to all Clubs and Associations. These are for discussion at the AGM on April 21st.

Use of the Zoom licence purchased by SEOA continues with an average of one usage per week.

To make a Zoom booking or to get further details please contact Angela Darley on [seoa.meetings@sejs.org,uk](mailto:seoa.meetings@sejs.org,uk).

Keith Marsden

**APPENDIX B**

**Review of SEOA Meetings – Future ‘venues’**

As you are aware in January I asked the members of the Committee for their opinions regarding ‘venues’ for future SEOA Committee meetings.

Many thanks to those who responded.

In general the feedback was that we should continue using Zoom (or other similar systems) .

The arguments were;

* removes potentially stressful travel
* there appears to be a fuller attendance
* it may open the meeting further to those who by work or home commitments cannot spare the time for face-to face.

However a change to solely using virtual meetings had a number of drawbacks;

* better meetings if we can interact being in the same room
* easier to get to know and have rapport with the other members of the Committee and to exchange information informally

Given these various arguments a number of people said that they would be happy for an arrangement whereby 1 or 2 of the annual meetings would be face-to-face leaving the others as virtual.

In particular it was felt that the AGM should (if possible) be a face-to-face meeting and as it is held in June this would mean that the majority of travel would be carried out in daylight.

A further suggestion from a number of people was that there should be ‘chat time’ before or after the formal meeting allowing people to catch up and exchange informal notes.

In my original e-mail I also enquired about experience of hybrid meetings. The few who had experience were not enthusiastic for the following reasons;

* the need for potentially expensive equipment (eg large screens) in order for attendees to see on-line attendees
* the need for the meeting room to have appropriate technical connection
* it is easy for the face-to-face meeting to ignore callers

Taking all the above into consideration I would recommend the following;

* to hold virtual meeting preceded by a ‘chat time’ from 7.30pm to 7.45pm with the formal meeting starting at 7.45pm.
* One or two meetings per year to be face-to-face; one of which would be the AGM.
* As regards a hybrid meeting, given the responses and technical limitations we will keep such a meeting under review.

Given the current Pandemic the return to face-to-face meetings will only occur when the situation allows.

Keith Marsden February 2021

**APPENDIX C**

**Final Statement of Income and Expenditure for BOC 2020**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Expenditure** | **Income** |  |
|  | | | |
| Entry and other fees received |  | £44,862.50 |  |
|  |  |  |  |
| Donations to JROS [1] | £663.00 |  |  |
| Entries refunded prior to cancellation | £817.52 |  |  |
| Entries refunded after cancellation | £27,920.70 |  |  |
| Fabian4 processing costs | £3,004.40 |  |  |
| Donations to JROS [2] | £649.16 |  |  |
| Donations to Orienteering Foundation [2] | £5,506.53 |  |  |
|  |  |  |  |
| Mapping costs [3] | £5,106.00 |  |  |
| Start time allocation costs | £357.60 |  |  |
| Fabian4 charges | £106.31 |  |  |
| Results service advance costs | £393.00 |  |  |
| Map printing | £64.80 |  |  |
| Marquees [4] | £60.00 |  |  |
| Toilets [4] | £43.80 |  |  |
| Equipment [5] | £331.39 |  |  |
| Promotion and advertising | £218.00 |  |  |
| Medals, trophies and prizes [6] | £1,330.69 |  |  |
| Officials’ expenses | £622.96 |  |  |
|  | | | |
| Total Income | | £44,862.50 |  |
| Total Expenditure | £47,195.86 |  | |
|  | | | |
| Overall loss | | | £2,333.36 |
|  | | | |
| BOF share of loss (66.67%) | | | £1,555.57 |
| SEOA share of loss (33.33%) [7] | | | £777.79 |

|  |  |
| --- | --- |
|  |  |
|  |  |

Notes:

1. Donations made by competitors during the original entry process

2. Donations made by competitors during the cancellation process

3. A portion of the mapping costs may be recovered from future events

4. Irrecoverable deposits and costs

5. Some equipment may be useful for future BOF or SEOA events

6. Some of the medals and prizes may be reusable at future events or BOCs

7. Paid by SEOA to BOF on 29 January 2021

**APPENDIX D**

**Treasurer’s Report to the March 2021 SEOA Committee Meeting**

With the suspension of orienteering events and the changes to the way in which subscriptions and affiliation fees are paid to SEOA, there has been neither new income nor expenditure in the first two months of 2021.

The final accounts for BOC 2020 have been prepared and a summary is appended. SEOA’s (one-third) share of the loss was smaller than previously expected at £777.79. This was paid to BOF in January.

The 2020 accounts are nearly complete and will be sent for auditing in March in preparation for presentation at the AGM in June. Due to the modest loss on BOC 2020 and the lack of expenditure during lockdown, SEOA had a surplus of income over expenditure of *c*.£1,750 in 2020.

David Saunders

1 March 2021

**APPENDIX E**

**SEOA membership Report March 2021**

**The report is for 2021 end February**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **28/02/21** |  | **Senior** | **Junior** |  | **Total** |  | **28/02/20** |  | **Senior** | **Junior** |  | **Total** |  | % increase |  | % junior |
| BAOC |  | 3 | 0 |  | 3 |  | BAOC |  | 7 | 1 |  | 8 |  | -63 |  | 0 |
| CHIG |  | 31 | 3 |  | 34 |  | CHIG |  | 32 | 1 |  | 33 |  | 3 |  | 9 |
| DFOK |  | 50 | 15 |  | 65 |  | DFOK |  | 56 | 13 |  | 69 |  | -6 |  | 23 |
| GO |  | 36 | 13 |  | 49 |  | GO |  | 49 | 23 |  | 72 |  | -32 |  | 27 |
| HAVOC |  | 2 | 0 |  | 2 |  | HAVOC |  | 5 | 0 |  | 5 |  | -60 |  | 0 |
| HH |  | 134 | 56 |  | 190 |  | HH |  | 153 | 88 |  | 241 |  | -21 |  | 29 |
| LOK |  | 37 | 7 |  | 44 |  | LOK |  | 47 | 6 |  | 53 |  | -17 |  | 16 |
| MV |  | 63 | 12 |  | 75 |  | MV |  | 60 | 12 |  | 72 |  | 4 |  | 16 |
| RAFO |  | 2 | 0 |  | 2 |  | RAFO |  | 8 | 0 |  | 8 |  | -75 |  | 0 |
| SAX |  | 67 | 14 |  | 81 |  | SAX |  | 82 | 20 |  | 102 |  | -21 |  | 17 |
| SLOW |  | 120 | 19 |  | 139 |  | SLOW |  | 153 | 25 |  | 178 |  | -22 |  | 14 |
| SN |  | 15 | 4 |  | 19 |  | SN |  | 38 | 16 |  | 54 |  | -65 |  | 21 |
| SO |  | 151 | 40 |  | 191 |  | SO |  | 202 | 63 |  | 265 |  | -28 |  | 21 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL |  | 711 | 183 |  | 894 |  | TOTAL |  | 893 | 270 |  | 1163 |  | -23 |  | 20 |

A not unsurprising larger decrease than usual. This time last year was 2%

**APPENDIX F**

SEOA Junior & Development Report Mar 2021

We’ve been back to online training and currently not sure when we’ll be able to resume in-person, but hopefully April / May time. We are planning to add some sports science type sessions as well was the more technical training we’ve been focusing on. If anyone knows of any individuals who might be able to assist with any of these then please let me know?

Last meeting I mentioned the Talent South pilot scheme. I can report that 8 of the SE juniors are taking part:

Adam Conway - GO

Scarlet Heap - SO

Hannah Freeman - HH

James Yule - SO

Aimee Darley - SN

Ffion Bricknell - SAX

Emils Ummer - SO

Troy Southall - SO

Again they are holding online sessions only at the moment.

Angela & Carol

APPENDIX G

# Pre-SEJS Development “Setrus” - Online group - report

The group has been named “Setrus” by Charlotte Lovegrove (SE Citrus = Orange).

11 juniors responded and parental consent forms were received from all. Parents were also issued with a briefing before the session. The following clubs were represented: DFOK, GO, HH, SN, SO. There was a good mix of girls and boys, years 7 and 8, years 2007-2009.

The first session was held on Thurs 27th Feb, using the SEOA Zoom account and lasting 45mins. It was led by Carol Lovegrove (SN) and DonMcKerrow (SLOW). The format was: a getting to know people game, a Kahoot quiz and a map talk-O.

Future sessions will be on Wed 10 Mar, Thurs 27 Mar, Wed 7 Apr. They will follow a similar format, with the emphasis on juniors talking about courses.

The paperwork (consent forms, flyer, parents briefing), Kahoot quizzes and map sessions can easily be shared if any club, or other region, wishes to use the format.

Carol Lovegrove