

## Minutes of NGOC Committee Meeting December 5th 2011

**Present:** Pat McLeod, Dave Hartley, Roger Coe, Alan Brown, Carol Stewart, Paul Taunton, Caroline Craig, Greg Best, John Fallows, Simon Denman, Gary Wakerley.

1. **Apologies:** Gill James

2. **Minutes of previous meeting:** Minutes of the 12<sup>th</sup> September meeting were accepted.

3. **Matters arising/Actions not completed or covered elsewhere:** None

4. **Chairman's Report:**

(a) **New committee members:** Pat welcomed Gary and Simon to the committee.

(b) **Gallopen:** Pat hopes to use Headless Hill in addition to Symonds Yat, after consultation with BOK. The committee thought it fair that we ask to use some of BOK's areas, as they often use ours.

Paul noted that there had been problems with an event held at Headless Hill previously, whereby WOA wanted the levy because the area was actually in Wales, though registered with SWOA. This is something to bear in mind if we do use Headless Hill for the Gallopen.

5. **Secretary's report:**

(a) **SWOA Development Plan:** Caroline reported that Erik Peckett would be submitting to SWOA a plan for development in local universities. This would aim to identify past Association members at these universities and help to establish links so that students can get to events. It was also hoped to hold introductory events on the campuses. Pat had heard of this plan and passed it on to Caroline Gaye, as it would be of great interest to her as she plans to set up activities at the University of Gloucestershire.

(b) **People lists:** Caroline had received a questionnaire about controller training, but was unaware of all the controllers in the club. Pat suggested that we should include "lists of people" on the club website, e.g. who the registered coaches and controllers are.

6. **Treasurer's report:**

(a) **Update to accounts:** Carol reported that we have taken about £700 and paid out about £200, since the report was written. We had yet to pay for the laptop obtained earlier in the year.

(b) **Forestry Commission agreement:** At the last meeting, there was confusion that Level D events are not cheaper when fewer than 100 people enter, while the other levels are. Pat had volunteered to check this, but reported that he had not yet done so.

**Action:** Pat M will ask whether the £50 charge for Level D events with 26-99 entries is correct.

7. **Membership Secretary's report:**

(a) **Handover:** Handover had happened at the event on Saturday. Simon had not yet got access to the membership secretary's section on the British Orienteering website, but Ellen had chased them up about this yesterday.

(b) **Organisation of data:** Simon hopes to combine the various membership lists so that it all the data is in one place and he can choose to view subsets of it to create different lists.

(c) **"Club only" members:** There are only about 7 or 8 "club only" members left. We are trying to phase it out, but there are still a few people with this membership type for historic reasons.

(d) **Membership packs:** Pat thought we should have some glossy "membership packs" containing lots of information from British Orienteering information and some from NGOC. While collecting controls recently, he had been asked for information by some passers-by, but had nothing to hand so could only give a web address. Dave suggested that some people like something tangible, rather than being referred to a website. Only some of our maps have contact details (e.g. website) on, so Paul will make sure maps do, as he prints them.

**Action:** Simon will look at what material we already have and what's available on the British Orienteering website.

**Action:** Pat will send the BOK leaflet (an example of some glossy club-specific membership information) to Simon.

8. **Events report:**

**(a) Use of different NGOC areas:** Dave circulated a table showing how many of each type of event we'd held (or plan to hold) at each of our mapped areas between 2003 and 2013. It demonstrates that we have tried to rotate around the areas. Dave has tried to remove each area from the fixture list for a whole year at a time to keep it fresh.

**(b) BOK use of NGOC areas and NGOC use of BOK areas:** Dave wondered whether BOK had asked for access to Mallards Pike for their recent Long 'O'. Roger thought they'd asked him informally, but not formally – he could find no emails about it.

**Action:** Pat will ask BOK how they got permission to use Mallards Pike.

Dave was also concerned about BOK's use of Danby Lodge for their Galoppen, when we'd just had it remapped. Pat revealed some new information on this matter. The Forestry Commission had begun felling the area shortly after we had it remapped, so BOK will have to get it remapped again, which is beneficial to us.

Pat thought we should ask BOK to use their areas more often, such as New Beechenhurst and Cannop Ponds. The committee agreed that this seemed fair.

**(c) Score events on small areas:** Greg suggested that 1-hour score events could be held in small areas if we allowed only certain controls to be visited for the first 40 minutes. This was considered because Crickley Hill had originally been the intended location of the end-of-season score event, which has now been moved to Cleeve Hill.

**(d) SWOA fixtures arrangement:** The new SWOA fixtures secretary had floated the idea that our fixtures list (including Level D events) should first be submitted to SWOA for approval. Roger had replied to say that he didn't agree. We already negotiate with our neighbouring clubs (who aren't all in SWOA) and they're very grateful for it.

**Action:** Roger will forward the emails about this to Pat, before the SWOA committee meeting on Wednesday.

**(e) Early publishing of our fixture list:** Pat asked Dave about the reaction he had when publishing the fixture list. Dave said that it was still open for change when first published, and he was fine with receiving comments as everyone's entitled to have a view.

**(f) Mentoring for newcomers:** We want to encourage new people to plan league events, but need to make sure they're mentored.

**(g) Cleeve Hill contact:** Enquiries about Cleeve Hill should now be directed to the Ranger, Dave Stevenson, instead of Ellie Philips.

**(h) Winchcombe Walking Festival:** NGOC have been asked to organize a taster event at the Winchcombe Walking Festival on Sunday 20<sup>th</sup> May. Winchcombe Walking Group hoped it would be aimed at schools and encouraging children to get out in the open air. We could put on a novelty maze and a yellow or orange course, and possibly a longer course aimed at walkers. Pat would like someone else to volunteer to run this event.

**Action:** Pat will get back to his contact to talk about it.

**(i) Event archive:** Neil Cameron had asked Pat whether we'd consider creating an archive of events/areas, containing details such as access issues, when the area was last used and where people parked. This was seen to be a very good idea. The archive should go on the website, but possibly protected.

**Action:** Pat will circulate Neil's list of ideas and reply to Neil to say it's a good idea and ask whether he'd like to begin gathering the data.

**(j) Double Gloucester:** The Fixtures subcommittee had not yet met up to discuss this. It will be kept open for longer. Roger reported that SWOA had sent out requests for people to host big events for the next 2 or 3 years, but that none looked suitable.

## 9. Mapping report:

**(a) Remapping of old NGOC areas:** Dave wondered whether we should reconsider using some old NGOC areas.

- Lightning Tree Hill: Pat had looked last week and much of it was unsuitable.
- Blaize Bailey and Soudley: Paul thought some of this area would be workable. Pat also thought it was worth a look and could be combined with Blakeney Hill.

Paul suggested that if we were to use one of these areas, we should schedule a decent (i.e. league) event there.

**(b) Potential new areas to map:**

- Poor's Allotment: Bob will look around this area, as he thinks it might be ok.
- Cirencester Park: Although this looks good, they appear to be very strict about access and we expect it would be expensive, as it's under the same ownership as Lydney Park.
- Leckhampton Hill: Greg is interested in mapping this and using it for informal events and maybe league events.

**(c) LIDAR data:** Greg had found the LIDAR data very useful when mapping Crickley Hill. He found having OCAD 10 a huge help with using raw LIDAR data but only had a trial version, which had run out. The real version costs £335 to update an existing license or £404 to get a new license. This was a lot more than when we'd upgraded to earlier versions. The Forest of Dean is LIDAR plotted but we don't know whether we can get the data from Gloucestershire County Council or the Forestry Commission. This is because they used another company's software to remove the tree canopy, so that company has copyright.

**Action:** Pat will ask again about LIDAR data for the forest, and see if he can get in touch with the other company.

**10. Equipment Officer's report:**

Nothing to add.

**11. Captain's report:** Greg reported that we are back in the CompassSport Cup (not Trophy) for next year. We will go to Cannock Chase for the first round. Greg asked whether people found travelling on a club coach worthwhile. It was agreed that we should go by coach.

**12. Legend Editor's report:** Alan reported that he had now sold 237 copies of Forest Challenge. The Norwegian Orienteering Federation had sounded very keen and talked about marketing it. Alan had emailed the New Zealand Orienteering Federation and all seventeen New Zealand clubs, and had received one order from them so far.

**13. Welfare report:** Nothing to report.

**14. Development Officer Report:**

**(a) Coach interviews:** Pat reported that six candidates were being interviewed. The successful candidate will be contracted to British Orienteering rather than NGOC, and will work for Caroline Gay. They will support the Community 'O' project, particularly at the university. We need to work out what we should be doing to support them.

**(b) Hartpury College:** Tom Mills is very enthusiastic but it's hard to know what we can use it for, particularly as some people there seem very keen while other seem very restrictive.

**(c) Wye Valley Adventure Club:** This is going very well. Kyla has several groups of people willing to do things, including some teenage girls as well as the original group of children. Hopefully we can help with some of her activities next summer.

**15. SWOA committee feedback:** Pat will attend the next SWOA meeting this Wednesday. He was aware of Erik Peckett's development plan and is now aware of the new Fixtures Coordinator's idea.

**16. AOB:**

**(a) Electronic payments:** We will use Paypal for this as it seems to be good.

**(b) New club kit:** We need to email everyone asking to tell them what we've decided and ask for orders. The order form should also go on the web. We will suggest that people order one or two sizes above what they'd expect, as the sample tops seem very small. We will allow people two weeks to place their orders, and then bulk up the order with some extra sizes.

**Action:** Pat will draft an email and Alan will send it to all members.

**Action:** Caroline will find out what the process is for reordering, to give us an idea of how much to order now.

**(b) New website:** Thanks to Eddie for all his technical work, which is much appreciated. Various people have commented that it's much better. Thanks also to Simon for his input.

It would be good to have a sentence asking people for their suggestions about what should go on the new website.

Currently, John, Eddie and Pat are the Administrators, though only Eddie knows the technicalities. We need Editors to put content on and maintain it. It would make sense for committee members to have this role. Pat is writing some "How to"'s for editors.

**Action:** Pat will email everyone and ask who is interested in becoming an Editor.

Simon asked if there was anywhere for non-editors to post things. As we have turned off the comment option on posts, people must use the "Contact us" page to make their views known.

The poll for the Flaxley Woods event resulted in around 50 people saying they would go, and 120 went. This doesn't seem too bad, for giving some indication of numbers for printing maps. Future polls can put in a bit more details, such as lengths of courses.

**(c) SW Sprint Championships:** SWOA had asked for our views on what should be the standard format for the SWOA Sprint Championships. The suggestions were to have: two races, both counting; two races, with the first determining the starting order for the second and only the second counting; or one race. The consensus seemed to be that two races were

better than one, to want to travel that far to participate, and that they should both count. If anyone has further views, they should tell Caroline. Otherwise, she will report that back to SWOA.

**(d) New Year's Day score event:** Carol asked for suggestions for which charity to support. Gary suggested Help For Heroes.

**Update after meeting:** Ultrasport have asked whether we can support their January Jog for Macmillan, the cancer support charity. We have agreed to support this from the NYD profits, and will support Help for Heroes with a future event.

**(e) Chairman's Challenge:** Carol will not be around for this event in 2012 so Pat will need to ask someone else to help with the barbeque.

**Update after meeting:** Carol will be available for the Chairman's Challenge, having discovered that it is on 8<sup>th</sup> September, not 1<sup>st</sup> September as in the calendar.

**(f) Flaxley Woods event:** Various people had expressed disappointment over the quality of the terrain and how the map related to the ground. The winning times for courses were also noticeably above the guidelines and there were a large number of retirements. This led to the question of whether we should have Controllers for League events. There was some enthusiasm for this suggestion, which had also come up in the past, but time was running too short to consider it properly.

**(g) NGOC baseball caps:** Paul had been given quotes for caps, which will be publicised on the web.

#### **17. Next Committee Meeting:**

Monday 13<sup>th</sup> February 2012 at 7:30pm in TC016, Oxstalls Campus.

The meeting closed at 9:50pm.