

## Combined Reports Feb 2012

**Name: Pat MacLeod**

**Role: Chairman**

Period Covered December 2011 – Feb 2012

IN ROLE:

**Tasks Completed**

- Met with Winchcombe Walking Festival organiser to agree outline plans for an event in support of the Festival, on Cleeve Hill, on Sunday 20 May
- Completed organisation of Cleeve Hill MLS event, including arranging all permissions, and agreeing jobs with the ARRC Support Battalion.
- Obtained permission from BOK to hold 2013 galoppen on joint Headless Hill/High Meadow map
- Presented cheque to Ultrasport in support of the Newport Jog 2012, and MacMillan Cancer Support

**Tasks Progressing**

- See Development Officer's report

**Tasks Planned (but not yet started)**

- Review ClubMark status and things we might need to be doing to maintain this status

NOT IN ROLE:

**Tasks Completed**

- Further refinement of the club website
- Development of 'How To' guides for website editors
- Walked Soudley Woods to assess scope for remapping
- Investigated availability of LIDAR data for the whole of the Forest of Dean. Data is available from commercial sources, and at reasonably low cost(exact details not known but this information is from Erik Peckett).

**Tasks Progressing**

- Recruitment of website editors, to increase the number of people able to keep the website up to date, and to add new information.
- Sale of 2012 events calendar. Sales not going as well as I had hoped!
- Design and implementation of an event/area database for the website, to hold all relevant information for each area, such as contacts, constraints, access points etc, as well as details of all previous events on the area. This is based on an idea from Neil Cameron.

**Tasks Planned (but not yet started)**

- None
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**Name: Caroline Craig**

**Role: Secretary**

Period Covered: December 2011 – February 2012

IN ROLE:

**Tasks Completed**

- Forwarded emails to relevant people.
- Responded to queries where appropriate, including someone asking whether we have any regular training/practice for newcomers. His daughter had recently joined the TA and

was looking for somewhere to get some running and navigation practice. If we start some Community-O soon, this would be very suitable.

- Booked room and catering for committee meeting.
- Posted samples of club tops back to Tackla and Trimtex

**Tasks Progressing**

- Sent our club top order to Trimtex for a mixture of Extreme Unisex, Extreme Female and Basic. As well as the 29 specific orders from members, various extra sizes were added to bring us up to a total of 46. Some of the order got lost somewhere in their system, so I've asked for that to be corrected and anticipate it'll all be confirmed very soon.

**Tasks Planned (but not yet started)**

NOT IN ROLE:

**Tasks Completed:**

- Organised (a very cold) Informal Event at Crickley Hill on 4<sup>th</sup> Feb. Interestingly, of the 60 people who took part, only 20 of them were members of an O club.

**Tasks Progressing:**

**Tasks Planned (but not yet started):**

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**Name: Carol Stewart**

**Role: Treasurer**

Period Covered: December 2011-February 2012

IN ROLE:

**Tasks Completed**

Financial report for 13 February

Current account (includes uncleared cheques/monies not banked): £7015.37

Deposit account: £3454.78

Levies paid up to and including 1 January and FC permissions paid to end of season. About £200 outstanding in BOF/SWOA levies from the last 3 events. BOF levy rates increased slightly from 1 January to £2.20/head for the lower rate (up to 210 competitors) and £3.60 for the higher rate. SWOA rates are unchanged. As I paid the 1 Jan levy very promptly BOF hadn't yet updated their online levy return so charged it at the old rates. We therefore owe them 90p.

Calendar sales: about 55 sold so far (out of 100). We need to sell 78 to cover costs (selling price was set VAT-ex).

O-games sales: A handful since the new year. No receipts yet from anyone who paid via the PayPal account which Alan has set up, but there has been the odd direct credit to our account (which is probably the easiest way for UK residents to pay).

NYD donation: we gave £150 to the Ultrasport January Jog in support of Macmillan Cancer - Pat has the photos to prove it!

CS Cup: Coach hire will now be £400 as we need a 40-seater (was £335). Entry fees will be a similar amount but we saved a few pounds by registering some of our hired dibbers for those without them.

**Tasks Progressing:** None

**Tasks Planned (but not yet started):** None

NOT IN ROLE:

Nothing to report beyond usual helping at events, including rather chilly events at Crickley Hill and Cleeve (MLS).

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**Name: Simon Denman / Ellen Starling**

**Role: Membership Secretary**

Period Covered: Dec 2011 – Feb 2012

IN ROLE:

**Tasks Completed**

- Handover to SD from ES to completed
- Requested consents for membership list from new members
- Updated membership list for Feb 2012 issued
- BOF access to renewal data obtained
- Modification of data format to use single data source with multiple views(SD)
- Reminder email sent out to overdue renewals
- Respond to new member enquiries – 4 new members in period, 1 pending

**Tasks Progressing**

**Tasks Planned (but not yet started)**

- Introduction literature for prospects at events

NOT IN ROLE:

**Tasks Completed**

**Tasks Progressing**

**Tasks Planned (but not yet started)**

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**Name: Dave Hartley**

**Role: Fixtures Secretary**

Period Covered – December 6,2011 – February 13, 2012

IN ROLE:

**Tasks Completed**

- Sent copy of BOF 2012 Insurance Certificate to the National Trust.
- Sent correspondence to all relevant landowners/organisations requesting permission to hold events during the 2012/13 season at Standish, Painswick, Crickley Hill and Cleeve Hill.

**Tasks Progressing**

- Asked National Trust if they could recommend any other areas in the county that would be suitable for orienteering.
- Further volunteers have come forward to organise 2012/13 events.  
The remaining events that require organisers are 3 night events and the end of season score event.

**Tasks Planned (but not yet started)**

NOT IN ROLE:

**Tasks Completed –**

- Assisted in collecting controls after the Sheepscombe WNL event, both on Saturday night and Sunday morning.
- Organised the Symonds Yat WNL event.

**Tasks Progressing –**

- Organising and planning this year's end of season event at Minchinhampton.
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**Name: Paul Taunton**   **Role: Mapping Officer**   Period: Dec 2011 to Feb 2012

IN ROLE:

**Tasks Completed**

- Printing maps (and some descriptions) for events 7 - 12 of season and master maps for Army event at Cleeve.
- Have printed informals on 100% recycled and leagues mostly on new paper. Any complaints received arising from reused paper?
- Print runs much increased after the high turnout for Roger's event on 5 Nov!
- Printer showing Total Count 45,758 as at 7 February.

**Tasks Progressing**

- Printing!
- Waterproof paper down to circa 500 sheets, will need to purchase before Galoppen. Will order 2000 again.
- No stock of plain paper, not using recently.
- Colour cartridges OK at present (C 120%, M 72%, Y 73%) but may need a black cartridge later this season (K 29%).

**Tasks Planned (but not yet started)**

- Keep meaning to get oversize (A3 ish) used waterproof paper (from professionally printed events) cut down to a useable size. (Becoming urgent as I now have almost no reuseable A4!)

NOT IN ROLE:

**Tasks Completed**

- Gave map (with membership info. on) to a guy I met at Parkend (*who had studied Swedish and recognised the word galoppen*) – said he might come.
- Meeting with Dave Sykes (1 of 2 beat foresters) on 8/2/12 re: FC felling programme (a) Parkend (b) General event planning (see separate notes).

**Tasks Progressing**

- Updating of Parkend map for 2012 gallopen completed BUT lots of thinning in progress so will require some more updates.
- Initial planning and control site tagging complete.
- Some replanning to suit FC felling!
- Task **not** progressing sale of hats – ALMOST NO ENQUIRIES. (Prices: 1-10 £9.50, 11-20 £9.00, 20+ £8.00).

**Tasks Planned (but not yet started)**

- None.

**Name: Pat MacLeod**

**Role: Equipment Officer**

Period Covered December 2011 – Feb 2012

IN ROLE:

**Tasks Completed**

- None

**Tasks in Progress**

- None

**Tasks Planned (but not yet started)**

- Complete full inventory of all equipment, including now redundant stuff – still not started!

NOT IN ROLE:

**Tasks Completed**

None

**Tasks Progressing**

**Tasks Planned (but not yet started)**

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**Committee Meeting Report**

Name: Greg Best

Role: Captain

Period Covered: Dec 2011 - Feb 2012

IN ROLE:

**Tasks Progressing**

- Organising compass sport cup team for 19<sup>th</sup> Feb. Coach is booked. 38 people in the team and details have been submitted to organiser.

NOT IN ROLE:

**Tasks Completed**

- Organised Sheepscombe night event on 17<sup>th</sup> December.
- Some planning advice given to event organisers John Shea and Caroline Craig
- Crickley Hill map finally complete. Used for Caroline's event 4<sup>th</sup> Feb

**Tasks Progressing**

- Liaising with Robert Talbot from the Winchcombe Walking Festival. I will be the organiser of the O event on Cleeve Hill on 20<sup>th</sup> May, which will be offered as part of the festival. My current thought is to offer a score event, and this will also be open to NGOC members.

**Tasks Planned**

- With the Crickley Hill map complete, next job is to make a permanent course there, with the agreement and assistance of their wardens.
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**Name: Alan Brown**

**Role: Legend Editor**

Period Covered: **to February 2012**

IN ROLE:

**Tasks Completed**

- **January 2012 Legend**
- **March 2012 Legend**

**Tasks Progressing**

NOT IN ROLE:

**Tasks Completed**

- **Helped at Military League South event on Cleeve Hill on 8 February**
  - **Forest challenge sales - have now reached over 250**
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**Name: Gill James**

**Role: Welfare Officer**

Period Covered November 2011 to February 2012

IN ROLE:

**Tasks Completed**

- Nothing to report

NOT IN ROLE:

**Tasks Progressing**

I now have the Minutes of the meeting on Safeguarding and Protecting Children and Vulnerable Adults Steering Group. The group intend to make any guidelines much simpler so that all members of clubs will be willing to read and follow them. It was very clear that many clubs believe these guidelines are only for young children, whilst in practice they are meant for all orienteers.

The actual role of the Club Welfare Officer will also be more defined.

If any committee member would like a copy of the minutes, I will be happy to forward them a copy.

GJ 5.2.12

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**Name: Pat MacLeod**

**Role: Development Officer**

Period Covered December 2011 – Feb 2012

IN ROLE:

**Tasks Completed**

- None

**Tasks Progressing**

- Safety training for club organisers – 2 club members signed up for Katy Dyer's Event Safety Workshop on 17 Jan, but neither actually made it to the workshop – one delayed by accident on the M5, the other got to UWE but couldn't find where the session was being held, and after trying 4 different receptions gave up and went home!

**Tasks Planned (but not yet started)**

- Creation of a joint development plan with University of Gloucestershire and the BO coaches
- Introduction of the BO coaches to the club, and joint planning of community-O activities.

NOT IN ROLE:

**Tasks Completed**

**Tasks Progressing**

**Tasks Planned (but not yet started)**

None