

Minutes of NGOC Committee Meeting 23rd September 2013

Present: Pat McLeod, Greg Best, John Fallows, Roger Coe, Carol Stewart, Gary Wakerley, John Coleman, Paul Taunton, Simon Denman, Gill James

- 1. Apologies:** Caroline Craig, Alan Brown.
- 2. Minutes of previous meeting:** Minutes of the 22nd July meeting were accepted.
- 3. Matters arising/Actions not completed or covered elsewhere:** None
- 4. Chairman's Report:** Nothing to add. When we come to item on the AGM we will cover nominations for election. Paul asked about Woodchester Park. We can use Thistledown Farm Camp Site but there is a piece of land on southern end on right going towards A46, which is owned by Robin Bidwell and he refuses us permission to use it. Land is subject to agricultural lease and lessee does not want us to use it, even refusing use of track going through field. Maybe due to camp site being next door and the danger of people straying if both sites are on map. Michelle Oliver, Natural History Warden wanted to put a large area out of bounds north of the lake which would have effectively split the area in two, but Pat has persuaded her that we will be able to use it, as use is infrequent, and likely to be in December. Land is very loose scree. Best bits of area are towards eastern end. Proposed POC to go to Natalie Bradley tomorrow. Bob has done a permanent course.

Alan Richards 7th December planner, had an accident at weekend, has broken collar bone and cheek, with bleed on brain which has kept in Frenchay Hospital. We need to find another planner. No map yet, so no work done on it. Simon offered to plan the event. NT about to clear fell wood below farm. Decision to be made by AGM on the event viability.

Both Pat and Caroline have registered NGOC for Rome 2013 Event in November which is replacing the Venice event so any club member can use this facility.

BOF Conference. Chris James has been told he cannot talk about the Events and Competitions Committee 'Events Delivery Plan' envisaged for future years as the conference is devoted to Volunteering. Unlikely to get anyone else to go at short notice and others felt that a whole day on volunteering might just be too long and probably need to know why people do not volunteer!

- 5. Secretary's report:** Will complete the club's Annual Return after the AGM when fees have been agreed.
- 6. Treasurer's report: Report Update:** Carol has forwarded a draft budget for the Galoppen at Knockalls in February to Gill and Chris, based on charging same price as last year. Proposed that the charge for informals and Western Night League should be kept at £4 senior/£1 junior and mini-leagues at £5/£2 which is good value for money. It was noted that in some cases juniors were being shadowed on longer courses thus paying only £1 for an adult running. Committee sets fee levels and AGM is when members are informed. The changes will take effect from 1st January 2014. There is no issue about fees already being published for 2014 as our current fixtures leaflet only goes to end of December. The new one can then show the increased fees. Finances have been hit this year by the increase in levy fees which would have resulted in a small loss for the club if we had not made money by helping at Croeso.

Carol feels the club may not be able to sustain covering the cost of entries to relays, such as the Harvester, and the Compass Sport Cup. The cost this year was £774 plus bus hire costing £410. CSC final will be £10/head. After discussion it was felt that in future entrants should pay half the entry fee of CSC to a maximum of £5, but the bus should continue to be subsidised as it is an important social aspect of the day. Greg encourages as many as possible to enter the CSC. We should charge the new mini league rates for other relays. The club has to enter JK/BOC/Harvester relays, but should then recover entry fees from competitors. Others like the summer SW series are more ad hoc.

- 7. Membership Secretary's report:** Simon reported that we currently have 154 members. Since the meeting Simon has sent the list of members to committee for their use only. He and Carol will look again at the list of lapsed members. Scott Johnson is keen to join, but if he joins now it is only for two months. Ben Moorhouse is a member of BAOB and he can be made a member of NGOC as 2nd Club. Is an M21 and may be eligible to run for us, and is already a BOF member.
- 8. Events report:**
 - (a)** Very little to report. However the end of season event on 7th June will be at Danby Lodge as BOK have asked us not to use Moseley Green because they will be having a Galoppen there shortly after. Pat will organise this event and Gary will now do the Chairman's Challenge.

(b) Summer Programme: Pat and Gary have had brief chat about summer programme. We need to decide the format.

Gary has been talking with HOC to share some summer events and hopefully increase participation with a mix of urban and forest events. We need to print our fixture list which should include the summer programme. The current fixtures flyer which goes up to 1st January, was discussed and it was agreed that we follow that same format for next year, as it looks professional, but needs to include course closing times. The cost of £149 for 500 copies was felt to be good value for money. The front page also needs a published date on front, with title "2014". Also the new entry fees will automatically be there from January 1st. We include the BOF trifold which explains orienteering. The postcard format was discussed, but it was agreed that it would not include enough detail, may be ok for just the summer series. **Action: Pat** will arrange for the leaflets to be printed when fixture list is agreed.

(c) Events: The question of a much longer event opening time had been brought up by Roger Edwards. The website says between 12 and 2 so Pat put much more detailed times on starts between 12 and 1 and must finish by 3 for Sheepscombe and will include that in the flyer. We need then to cover the summer series before any printing is done. We should ask people at the AGM just what they want at events. Gary will ask John Embry from HOC to take part in discussion to set up say 4 events to take pressure off our planners and areas. We need to decide when our summer season is as small window with only Lakes 5 and White Rose as big events. It is becoming a bit more formal and organised than a few years ago, and has progressed well with more people interested. Will have a little test at AGM to see who can recognise the background maps. **Action: Gary**

(d) Caddihoe Chase and VHIs Sept. 2014: making progress. Called on various mappers and it was decided that some of those interested would have been too expensive and Bob Teed has agreed to do it. We need to look at vegetation now. Mallards Pike has a good parking area on an old mine base which has been flattened. Good for VHI relays. Longer courses can out into Blakeney Hill. Difficulty is having 2 days, had hoped to use same assembly for both days, but lot of work planned by FC and northern area will be unusable. Will have to meet with Pete Ward again to see how he has progressed. Saturday and Sunday VHI and Caddihoe can use same courses on Saturday, but VHI have relays on Sunday. Four relay teams per country. Will have to be separated for download, so a separate SI event. 16 teams but probably only 2 courses, men and women, but gaffling will increase controls. This is key for map updates. We could use Wenchford, going across the map east to west as far as New Fancy. Junior courses on day on Blakeney Hill, but not that happy with this plan. Pete has based day 1 on using the tip and it is preferable to have finish in assembly area. This year's Caddihoe was like a mini-league and with only 2.5 time more runners at the event. Not the culture of cheering folks in at the end. Much smaller numbers than 10 years ago. We need to work out the best courses for the area. Pat has informed John Rye, the coordinator for VHI, that we are working on logistics; John has already booked all his accommodation at Goodrich Village Hall. We will need the whole club to help with these events.

(e) Event Software. Two possibilities: We can upgrade to 2010 version of Sports Software which is very limited unless you have a licence, or we could look at Auto Download, which BOK have standardised on. Quite a difference in price. With Auto Download it is possible to have a licence for a single event, but we would probably look at 5 year licence at costing £428 for the period. What we paid originally for Sport Software was about £150 for a permanent licence – an upgrade would be £217 for up to 1,000 competitors. We need to upgrade to get relay software and also multi-day for Caddihoe. If we look at just using Auto Download for a day it would cost £10. We need well practiced software. Relay software would go up to 300 people and from Sports Software would cost £231 = total of £550 to upgrade. John inclined to stay with them. Auto Download slightly easier to use from a beginner's point of view, but has its own quirks. We could have a summer evening relay to test the new software. Paul Taunton assumes that Purple Team will deal with gaffles in relay events. All agreed to stay with Sports Software and start using in the New Year. **Action: John** to purchase the correct software for our purposes.

9. Mapping report:

(a) Second Printer: Pat and Paul have been discussing having a second printer and we would need an A3 printer to cope with 1:400 scale maps. The cost of an A3 printer is not great; the major expense is the ink cartridges. Also Paul was under pressure during the summer with 2 events a week to keep up with printing, as there is a certain amount of checking which takes the time, so a second printer would be useful and another person with access to printer would be very useful. Technology has moved on and our current printer is probably nearer the end of its life. The cost of toner has come down. £1,000 for a second printer does not seem excessive and we may again be able to print maps for other clubs. Print Five has now gone, BML are still printing but it is useful to have an orienteer to oversee quality. Maps for Caddihoe and VHI may have to be printed by a specialist printer. **Action: Paul**

(b) Urban maps: Pat will bring samples of Urban maps using both ISSOM and the current ones we have, for city and suburban areas, showing contrast and how data sets differ. We will ask which we should use and give the costs and also ask what kind of street events we should have to get discussion going. The highly detailed base data required for an A3, 1:4000 map of Gloucester City centre would cost about £320. For suburban maps drawn to ISSOM standards we could use less detailed, and cheaper, base data. It would cost about £550 to buy sufficient base data to map Gloucester, Cheltenham, Ross, Chepstow, Hereford and Newent.. Will liaise with Mark Boyce and we may get a grant for it. We have £10,000 cash assets. **Action: Pat** will circulate these to committee before AGM

(c) **LIDAR data:** Our maps are all out of date and Bob Teed is concerned that we should be spending money on Forest maps rather than urban. David May is campaigning hard to get all our maps updated using LIDAR. Pat has now downloaded all the LIDAR data, free of charge, for the whole of the Forest, including Little Doward. Lot to update, along with potential new maps. If we start paying for updates it will cost us a lot, so we need to use volunteers. Pat happy to take on printing maps to help Paul. We should now start to use LIDAR for new maps as they will show so much more detail. Pat will help Dudley Budden to use LIDAR to update Wye Valley map for the BOK Trot in 2014 which David May is controlling. **Action: Pat**

(d) **Star College:** Interested in having a map of the College which is empty over the holidays. It joins Crickley Hill by crossing the road. Will need to check whether there is access from Crickley side.

10. Equipment Officer's report:

SI box labels: Paul has printed and Pat has re-labeled all the boxes and these will be used at next event. All other equipment issues have been covered elsewhere.

11. Captain's report: Greg has currently got 52 definite, 7 maybes and the 2 juniors whom he is contacting for CSC.

The permanent Course at Pittville Park has taken a lot of time. Google earth shows history and current shot of area and this has been useful with picking up position of trees. (Use view history to see earlier detail on Google). Symonds Yat and Beechenhurst we will carry forward.

12. Legend Editor's report: Alan has made the decision not to print a recent article which has been circulated to the committee but will talk to the author and incorporate it with one of his own to make it a more constructive article rather than critical. We all need to learn lessons from the event.

13. Welfare report: Nothing to add.

14. Development Officer's Report: Coaching was covered under this at the last meeting and Gill has sent some ideas to Pat and the other coaches. We need to consider what sort of coaching we do. Presently we do not include any training in our programme. Pat concerned that we had 2 people who came to Cranham, and had a horrendous time we need to encourage them to come back. Gary felt mentoring is good and we need to give them confidence again. Contact them and see if we can help them at a future event. We need to specifically say that coaching and training is available. Maybe we can have events which are just for training, such as brown only or black and white map only. Lot of effort goes into organising coaching and we need to work out a programme. Summer events are better and we need to find courses that are suitable for mentoring. Gill will contact Alan Wicks and Greg will send his ideas on coaching to Gill. **Action: Greg and Gill**

15. AGM: Pat has already outlined much of his ideas. Will set up a small display of what is already on website. Rather use time for discussion, like look at maps and fill in questionnaire and get a discussion going on what the club wants. Make it clear that we intend doing this rather than having a speaker this year. We must encourage people to come. Cater in house as that worked well. Start buffet at 7 prompt. Start meeting at 8 or 8.15. Short annual report from each, but not go through them. We need to look at finances and check that we are doing the right things for the club. Pat will email all members with an individual email to new members, to encourage them to come along. **Action: Pat, Carol and Caroline for the buffet.**

Gary has agreed to take on Chair and all others are happy to stay on the committee. Pat willing stay on as Equipment Officer and also in a Development role.

Terry Bradstock Trophy: Pat has the trophy and John will work out the winner and Carol will arrange for the trophy to be engraved before the AGM. **Action: John and Carol**

16. AOB:

John Fallows would like us to discuss at a future meeting the roles of helpers at events.

Roger Coe said that there are potential issues with Route Gadget and Java, which is likely to be changed. We pay £11 per year to have this facility. A side issue but could be important to us. Useful for a planner to be able to check what routes people have chosen at a previous event.

17. **Next Meeting:** Monday 9th December 2013 at 7:30pm at, Oxstalls Campus.
AGM date: Monday 14th October 2013 (to be held at Oxstalls campus)

The meeting closed at 9:45pm.