

Minutes of NGOC Committee Meeting 7th December 2015

Present: Greg Best, Roger Coe, Carol Stewart, Gary Wakerley, Gill Stott, Caroline Craig, Simon Denman, John Fallows, Gill James, Pat MacLeod, Paul Taunton, Stephen Robinson.

1. **Apologies:** None.
2. **Minutes of previous meeting:** Minutes of the 7th September meeting were accepted.
3. **Matters arising/Actions not completed or covered elsewhere:** None.
4. **Chairman's Report:** Nothing to add.
5. **Secretary's report:** Nothing to add.
6. **Treasurer's report:** Carol announced that SWOA had waived the levy for the SWOA 50th Anniversary event, as well as donating £50. This means the loss from that event is actually around £90 smaller than in the report.
7. **Membership Secretary's report:** Nothing to add.
8. **Events:**

(a) League events - Light Green: Gary summarised the survey results as a resounding no, from 49 responses. It was agreed that our Orange courses are probably dumbed down, to allow them to share controls with Yellow. By increasing the level of these, we may be able to satisfy some of the people looking for something between our current Orange and Green. It was suggested we could add a Short Green course by cutting out a couple of controls on the Green (and still using the Green map), and this may be better for older runners. However, it was decided not to do that for the 2016 league as it would be a rushed decision and late notice for the planner of League 1. It was pointed out that people working their way up to Green will probably only run Light Green for a year and for that year they'll just have to go to our Gallopen and to other clubs' events.

(b) League events – Level C: We have to apply to upgrade events to Level C and SWOA have to approve the officials. We also require a controller of Grade C or above. The other requirements are to have toilets available, to offer entry on the day and to have results on the website within 24 hours.

John asked whether there was any evidence that Level C events resulted in more people. Paul commented that at least he was more willing to travel to Level C events, than Level D events. We don't have evidence of a club changing events from Level D to Level C and seeing increased attendance. In order to determine this for ourselves, we would need to change our league events to Level C for a couple of years and then compare the attendance with previously – any shorter timeframe is too susceptible to natural fluctuation.

Roger checked the FC fees and discovered that while a Level D event costs £50 (for 100-249 runners), a Level C event costs £150 (for 100-249 runners). This suggests it's not worth it on FC areas, although it was pointed out the Level C events usually cost around £8 entry so we could increase our fees to offset the increased FC charge. However, this risks putting locals off and it would be complicated to have different charges at different League events if some were Level C and some Level D. The need for toilets means we would only really want to make an event Level C if there already were toilets available at the site.

It was decided that the Gloucester League event should be Level C, but that we would not make any other league events Level C, at least for this year.

(c) Harvester 2016: There had been a meeting about the Harvester. We think we will lose money on it, but we are doing it to help keep the Harvester going. There will be another meeting on Cleeve Hill after Christmas. Entry fees last year were £11 per person. As most entries come in the last few weeks, it is probably not going to be feasible to cancel if there are too few entries.

We would like to encourage people to make a weekend of it, by offering a low key short relay event on the Saturday and suggesting people go to BOK's Adams Avery relays on the Sunday. The BOK event is currently scheduled for the morning but Pat has asked them to move it to the afternoon, especially as BOK were keen for people to come after the Harvester. For our low key relay event, the only practical proposition is Crickley Hill. Alternatively, we could just do a maze. We need a volunteer for Crickley Hill if we are to do that. Pat will ask someone. It was noted that SHUOC put lots on when they organised the Harvester, so Paul will see whether their attendance increased. We would also like to offer people the chance to form some ad hoc teams for the Cotswold Way Relay. Potentially Richard could arrange some teams. We still need a controller. Gary had asked HOC and they had someone in mind but haven't yet been able to confirm. Gary will chase this up.

(d) Fixtures list for 2016: Pat asked if we could have a definitive list of fixtures, as there were a number of different

versions around and we should only be uploading correct events to the website.

Action: Steve will email the correct fixtures list.

(e) Easter Sunday training event: It was questioned whether this was a good idea. As not that many from our club go to the JK, and training events also attract local families, it was decided to keep it there.

9. Mapping:

(a) Highmeadow: Pat highlighted that although Bob will remap bits of the map for his event, the map as a whole needs attention, including georeferencing. As it is a good area for a major event (.g. in 2017), we could remap it professionally for that, or some of us do it in a more ad hoc way. This would involve using a new base map and taking features from the current map and checking them. Gill S noted that the SSSI may restrict us. Pat observed that we would need to map it to see how constrained we would be by the SSSI. We will do this within the club, provided there are enough volunteers.

(b) OCAD on tablets: Pat reported that he now has a Windows tablet and would like to test running OCAD 11 on there, but the starter licence isn't enough for this. Doing this would be useful because you can walk a boundary and it will be drawn into OCAD using the GPS trace. However, this is still experimental and clearly very reliant on the accuracy of the GPS. Chris Johnson of BOK has been using it, so Pat will ask him how he's found it.

10. **Equipment Officer's report:** Nothing to add.

11. **Captain's report:** In response to the question in Greg's report about the event archive, Pat confirmed that no personal details should go in the event archive, so the information should instead be kept by the fixtures secretary.

12. **Legend Editor's report:** Nothing to add.

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

13. **Development Officer's Report:**

There had been a development meeting earlier that day, culminating in a list of training events and what other things we should do for training. The list involves quite a lot of events, even without the extra activities. Some training events are on Sundays, because some people can't make Saturdays. On 2nd June, there will be a training event alongside the Newent evening event. Most training events tag onto other events (but happening on a later date), so that control sites can be reused to make the standard courses, leaving more time to concentrate on planning the training activities. Gill S would like it if people already in the club get keen on training and especially so keen that they ask her if she could do a training exercise for them to improve a certain technique. Pat observed that training events involve more work than league events so they shouldn't be cheaper. We will therefore make them £5, not £4.

14. **Volunteer Coordinator's Report:**

A list of our current position, and suggestions for next steps, for various volunteer roles was circulated:

- **First Aid:** Judith is trying to put on a course, as a refresher for people who have already been trained. Gill J reported that Active Gloucestershire would be putting on a First Aid Course soon for those who need to renew/or attend one – held at Oxstalls. Gary also reported that Katy Dyer will be putting a course on next year. Gill J will phone the Heart Start people in Gloucester, to see whether they will do a Heart Start course.
- **Event Safety:** We can make use of the course Katy is running and Pete can also now run one.
- **Planner/Organiser:** We are trying to achieve a much higher level of competence and therefore we should focus on putting on a course for running league events. This would combine both aspects, rather than rely on people going to two different courses. We want to put on a series of courses like this (and those already mentioned) later in 2016.
- **Controllers:** We gained a few new controllers this year so will only run another course if there are more candidates.
- **Registration:** Some other people now know more about the many things Carol does, including setting up, but we still need more people to become experienced.
- **SI:** We now have around six people who can do it, though John is still the only one who knows how to do all the post-processing.

15. **SWOA Committee Feedback:** None.

16. **AOB:**

(a) Publicity officer: It was thought this was a good idea but we didn't know who would do it. Some examples of publicity

which has worked recently, and ideas of what else to try, were then discussed. At least one person who came to the SWOA Anniversary event had picked up a leaflet in a running shop. Our Facebook group has been getting more active. Roger noted that Andy Creber is good at publicising Rogue Runs so he may be able to do some publicity for us too. Greg liked the feature on BOK's website, whereby the latest few Facebook posts appear on the front page, and asked whether we can do that. Eddie would know, though we may be limited by our Wordpress theme. John suggested submitting articles to www.thisisgloucestershire.co.uk, if this is possible. Gill S observed that various different groups of people are being encouraged to get out and do exercise in the outdoors, so we could take advantage of this.

(b) Event safety exercise: Pat asked that we do an Event Safety exercise at one of our events, where we try out the search plan. It was observed that the best practice (by way of being the greatest challenge) would be to do this at night. Gary had spoken to Pete and Pete has it in hand.

(c) Controllers/advisers: We need to find a way of training advisers, or at least produce guidelines, as we still have mistakes. We will include this in the course for league organisers. The difference between controlling and mentoring was also highlighted. While controlling means checking the guidelines are being followed, mentoring is doing more, such as commenting on whether the courses are fair.

(d) Gallopen 2017: Steve suggested four possible dates and 14th May was picked.

(e) League score calculation: After some discussion with differing opinions, it was agreed that the top 25% of finishers on the course will be used to calculate the time equating to the base score of 1000, for that course. The Gold, Silver and Bronze badge scheme was mentioned as part of this discussion and Pat suggested we return to including the Gold, Silver and Bronze standards in our results and then give a Gold badge when someone achieves the Gold standard at more than four events in a year.

The committee also agreed how to award points for the organiser and mentor of an event. For events held in July and afterwards, they will receive their average score over the first six months of the year. For events up until June, they will get that same score awarded when July is reached.

Action: John will publish these two changes on the website and write a summary for Legend.

(f) Old printer: It costs £780 for a complete set of toner cartridges. The alternative is to buy a second new printer. Pat will see whether they still have the same deal, as for the new printer. Regardless, we will renew the current printer for another two years at the same price as before.

(g) Oxledge: Gill J reported that the owner of the woods wants to publish the map on their website. They know the rules about copyright, but just wanted to ask us for permission. This will be fine.

(h) Log books: Gill S thought it would be really good for each youngster to be given a logbook, which gives accreditation and shows their progress. She had not found anything suitable on the BOF website.

17. Next Committee Meeting: Monday 8th February 2016 at 7:30pm at Oxstalls Campus.

The meeting closed at 9:35pm.