

Minutes of NGOC Committee Meeting 8th February 2016

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

1. **Apologies:** Simon Denman, Gill James.
2. **Minutes of previous meeting:** Minutes of the 7th December meeting were accepted.
3. **Matters arising/Actions not completed or covered elsewhere:** None.
4. **Chairman's Report:**

(a) **Event Safety Workshops:** Gary had asked Pete W to start getting people trained. Pete will do this once he's finished the Gallopen.

(b) **Risk assessments:** These were discussed following the item about insurance, in Mike's eNews. The consensus was that we are doing what is needed and what is reasonable. We use the final details to highlight any safety issues competitors need to know about, such as road crossings or big crags. We also put signs at the start for anything which it is important to note.

Action: Gary will respond to Mike, to suggest some comments for his response to the insurers

5. **Secretary's report:** The committee worked out that Mike's eNews is sent only to the Chairman and Secretary, so Caroline will circulate future copies to the rest of the committee. Pat reported that he had just written and uploaded a page about events for the website. The committee agreed that it was worth asking the Worcester-based shop about jackets, bearing in mind that the earlier survey suggested people would rather spend £30-40 on a jacket to wear after events, than get a cheap one.
6. **Treasurer's report:** Levies are now paid up until the end of January. Roger cancelled the Cranham event on the British Orienteering website so we shouldn't get chased for the levy. Carol reported that she had put some copies of British Orienteering's Accident Report into the First Aid rucksack.
7. **Membership Secretary's report:** Simon's report showed that a few people hadn't yet rejoined. Greg is chasing people to rejoin, where they've signed up for the Compass Sport Cup.
8. **Events:**

(a) **2016 Fixtures:** Some updates to the fixtures list were agreed, subject to permissions and agreement of the affected organisers:

- 16th July – Cranham League event, rescheduled (previously this date had a League at Robinswood), subject to permissions and agreement of Simon and his team. **This needs checking ASAP.**
- 27th August – Chairman's Challenge, Elton Maize Maze
- 24th September – Minchinhampton Legaue event, date/location unchanged – Caroline agreed to organise this event or the one on 27th Oct, depending which of them we can find another organiser for
- 29th October – League event, Cleeve Hill – added to replace the lost Robinswood League event. **Organiser needed, either for this or to swap with Caroline and organise Minchinhampton**
- 3rd December – Gill reported that it will be difficult for the Stotts to organise this event, so an **alternative organiser is needed if possible.**

(b) **Gallopen:** We now have a controller for our 2016 Gallopen (Mike Farrington).

(c) **Gloucester League event:** Roger will ask Richard S to upgrade it to Level C as agreed at our last committee meeting.

Action: Paul will ask NWO for a controller, as he's controlling for them.

(d) **Collaboration with BOK:** The recent exchange of proposals was discussed. We will now propose a Triple O Severn for 5-7th May 2018, with two NGOC Level C events sandwiching a Level B BOK Trot event on the Sunday. Carol highlighted that it makes things much easier if we keep the events financially separate where possible. In 2017, we will put on an event the day before our 21st May Gallopen, to form a Double Gloucester weekend, maintaining the brand. For 2019, we want to put on a Double or Triple Gloucester once again. We need to propose a date to SWOA and have an idea of where. Camping at Cranham was suggested, with the Ebworth Centre, the campsite (if not too busy) and the cricket club (if no cricket!) all potential options. We will not join BOK for this as we are happy doing our Informal Level C events. We should tell SWOA what we're thinking and by this time next year, we want to have a good idea of dates and location. The 18th-20th May weekend was suggested as a first idea.

(e) **Harvester:** Dave Stevenson is happy for us to put our tent up on the common. However, there are two major other issues:

- Orchids: Dave will get back to Pat with a date when they can talk to the lady who looks after the orchids, to see where exactly she wants us to avoid.
- Electric fences: They don't know where they'll put them or even when they'll decide where to put them. Dave is concerned people will not see them and will break them. We think that reflective tape will be sufficient to avoid this problem. Greg confirmed that they are very easy to get through (without breaking them!)

If we need an alternative location, where would we go? Wenchford was mentioned but also thought to have issues. Recent Harvesters have featured radio controls, something Pat and John will talk about once we've got the go ahead for the event.

(g) Bournside School event: Pat noted that he is doing this annual event at Cranham for them, on 4th March.

(h) CROESO: Pat is expecting to be a day organiser. If he is, he would like to make it an NGOC day, i.e. using NGOC helpers for all but the big jobs. Richard Cronin is the planner and the event is near Port Talbot.

9. Mapping:

(a) OCAD licensing: Richard is getting Master Map data for urban maps, but this has too many objects for the OCAD 11 Starter licences. However, we can just use OCAD 9 in these cases as OCAD 11 only adds LIDAR. We have enough licences to do this.

(b) Stroud: Gary reported that Scott has offered to map Stroud and Richard is helping him.

(c) Highmeadow / Symonds Yat: Pat has asked the FC for permission to extend the map northwards to the Rock and also to extend into the Doward on the other side of the river. He is waiting for a reply.

10. Equipment Officer's report:

(a) Old printer: The toner cartridges are coming to the end of their useful life and will cost around £800 to replace. Paul got a quote from Printerbase for the A4 version of our newer Xerox printer. This will cost £215 + VAT - £70 cashback, on a Printerbase-metered contract, serviced by Xerox with consumables provided by Printerbase. Colour pages will cost 9.5p each and mono pages 0.9p each. This is marginally higher than the Xerox rates but Xerox could only do a deal on the duplex version, which had a £600 upfront cost. Pat prints a lot of mono pages anyway, such as registration slips. Having another printer that works well also makes the occasional print job for other clubs easier. Paul is currently doing one of these.

Action: Buy the printer, taking advantage of the Printerbase deal

Action: Paul will create an eBay listing for the old printer, asking for almost nothing for it, but ensuring the buyer is to collect it.

(b) Waterproof labels: Pat had ordered some more waterproof labels for labelling SI boxes, because the BUCS relay event requires quite a lot of relabelling. They cost £30 per box of 250, which is not cheap, but since BUCS are not using many of them so we don't intend to charge them.

11. Captain's report:

(a) Control stakes: Paul asked whether we can add a purple line to affected maps, indicating the boundary of where spikes are not allowed. This would be to help the planner and would be removed when printing maps for events. Greg commented that unfortunately the rule applies to most of the area at Coopers Hill. Interestingly, the planner for the BUCS event there had asked the monument inspector and she had told him the designated area is too big, so as long as he just avoided the cross dyke then he would be fine. Unfortunately, Julian (the warden for Coopers Hill and Crickley Hill) still said no.

(b) Thrift Wood: Greg said that this small wood, just below Cleeve Hill, is lovely. Pat had asked Dave Stevenson and found it was privately owned. Greg will ask people in the houses nearby to see whether they have any relevant knowledge.

12. Legend Editor's report:

Gill would like to get a next Legend out by the end of February. She hopes to include in particular:

- Marmot night marathon, where there was NGOC success
- Chairman's Chat
- League scoring changes
- Development update from Pat – if Pat considers it to be interesting enough
- Something from the archive, via Caroline
- Updates to fixture list agreed at this meeting – Pat

We will include an item about club jackets in a future Legend, once we have a proposition. Pat has been trying to put Legend online but has been finding it a bit fiddly. The current one is online.

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

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

(a) **Highmeadow/Christchurch POC:** Pat talked to Darren Edwards, who is responsible for recreation in the forest. Darren apparently checks the course every year, though hadn't noticed there is a second (newer) #30 post close to the correct #30 post, nor did he know who had put it there. He is happy for us to do what we want with the posts. Pat wants to cap the posts, because they are rotting at the top, and add a flag symbol and a QR code (or something similar). We will need to get round the course being downloadable if we use the scheme involving QR codes, so that we can make the money back. Some posts are missing and we also need to rejig the courses. Pat, Gill and Sheila are coming up with a new package, in conjunction with Forest Holidays. The package will include information about NGOC. The POC will be promoted on a wall in the café, alongside various other activities.

(b) **Further development with Forest Holidays:** We have said we'll make a map of the campsite and create a QR code course so that children can take part inside the campsite. Gerry O'Brien (Activity Manager at Forest Holidays) would like us to put on CATI events in the holidays, so we could try this in the summer. Nearly 60,000 people visit the campsite per year. We have said we're happy to share the revenue from the POC and other activities, as we just want to be able to cover our costs.

15. **Volunteer Coordinator's Report:** Gill is working with Pete to identify people for Event Safety Workshops.

16. **SWOA Committee Feedback:** None.

17. **AOB:** Roger asked whether we'd given up the idea of a summer holiday away day. Gary responded that we have, as things have been busy and we have a very busy program this year.

18. **Next Committee Meeting:** Monday 18th April 2015 at 7:30pm at Oxstalls Campus.

The meeting closed at 9:40pm.