

Combined Report for NGOC Committee Meeting February 2016

Name: Gary Wakerley

Role: Chairman

Period Covered Dec 2015 – Feb 2016

IN ROLE:

Tasks Completed

- Replied to emails and phone calls
- Helped at club events
- Coached at club events

Tasks Progressing

Tasks Planned (but not yet started)

- Event Official Course

NOT IN ROLE:

Tasks Completed

Tasks Progressing

- Plans for Quiz night
- Work on website
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Tasks Planned (but not yet started)

Name: Caroline Craig

Role: Secretary

Period Covered: December 2015 to February 2016

IN ROLE:

Tasks Completed:

- Responded to email enquiries and sent out a few announcements to the club.
- Booked room for committee meeting.

Tasks Progressing:

Tasks Planned (but not yet started):

- One email came from a shop in Worcester who hoped we would be interested in some O tops (see below). I thought they sounded pretty good and are quite local. I think it's best to stick to Trimtex for the time being, rather than changing to another design already, but I intend to reply and see what they have in the way of jackets.
[We have a new range of orienteering tops which are a blend between the cycle jerseys we produce and technical t-shirts. We are able to offer them for a great price of £26 + vat for 10 - 25 units and even less when more are purchased together, it would be great if we could have a chat about supplying some tops to you guys at North Gloucestershire Orienteering Club. We have a fantastic in-house design team that are always willing to help on artwork being made and producing designs.]

NOT IN ROLE:

Tasks Completed:

Tasks Progressing:

- Helping Sheila with planning and running Cranham string course

Tasks Planned (but not yet started):

- Planning and running Standish string course
- I'd like to add to the website a description of each of our event types. I thought there used to be one, but there doesn't seem to be currently. I seem to quite often describe League,

Training and Galloper events to people by email, e.g. which courses are available at which events, so I think it's something which should be more readily available to the casual visitor to the website. For example, I know League events always have Yellow, Orange, Green and Blue but it's not necessarily obvious to a relative newcomer without waiting for an individual event's details. I also now know there will be a String at every League event but I wouldn't know that without having asked Sheila.

- Finally managing to make some cakes for an NGOC café tent!
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Name: Carol Stewart

Role: Treasurer

Period Covered: December 2015 - February 2016

IN ROLE:

Tasks Completed

Financial report for 8 February

Current account (includes monies to be banked and deductions for o/s cheques):

£14884.75

Deposit account:

£3464.44

BOF/SWOA Levies paid up to and including the SWOA 50th event (SWOA) and December events (BOF). Outstanding levies will be paid after the 6 February event.

Have paid Eddie McLarnon for domain name and web-hosting renewal (currently on his credit card).

Still waiting for the costs from Ellen Starling for updating our First Aid kits.

Tasks completed: Galloper - suggest same entry fees as last year - £8/£3, with reduction to £5/£2 for White/Yellow/Orange. Senior independents on longer courses - £10. Helpers to get half price entry, first aiders free entry.

Tasks Progressing: New bank mandate.

Tasks Planned (but not yet started): None

NOT IN ROLE:

Tasks completed: Help at various events.

Café working well with 4 flasks - about 3 flaskfuls used at last League, only just over one at Training on 31 Jan. We are about breaking even on costs, thanks to generous cake-makers!

Tasks Progressing: None

Tasks Planned (but not yet started): Club kit: very few club tops left now, and getting more requests, so we should order some more.

Scam alert: Recently received a couple of fake messages to 'treasurer@ngoc', one supposedly from Gary with quite plausible content. No harm done, but be aware that our generic addresses might be targeted by scammers.

Name: Simon Denman

Role: Membership Secretary

Period Covered: Nov 2015 - Feb 2015

IN ROLE:

Tasks Completed

- Sent out updated list
- Added automatic email list (could be improved)
- Sent out renewal reminders to lapsers

Tasks Progressing

Tasks Planned (but not yet started)

NOT IN ROLE:

Tasks Completed

- Planned Cranham

Tasks Progressing

Tasks Planned (but not yet started)

Previous membership figures from 30/11/15:

Category	Current	Other	Lapsed
Senior	135	2	18
Junior	32	0	8
Total	167	2	26

Current membership figures from 5/2/16:

Category	Current	Other	Lapsed
Senior	111	2	38
Junior	21	0	8
Total	132	2	46

Name: Steve Robinson

Role: Fixture Secretary

Name: Paul Taunton

Role: Mapping Officer

Period covered: June – Sept 2015

Printed lots of maps.

Name: Pat MacLeod

Role: Equipment and Development Officer

Period Covered December 2015 – January 2016

IN EQUIPMENT ROLE:

Tasks Completed

- None
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Tasks in Progress

- Various kit loans to other clubs – BUCS for BUCS relay, HOC for BOC2016
- Review of options for the old club printer

IN DEVELOPMENT ROLE

Tasks Complete

- None
- Initial OE2010 training for the Robinsons and Roger Coe
- **Tasks in Progress**
- Development of an orienteering activities project, in conjunction with forest Holidays, for Christchurch campsite
- Adviser training programme
- Help with the training programme
- Investigation of permanent course 'automation' using QR codes, and potentially NFC(near field communications) beacons, for initial deployment at Christchurch campsite and POC
- Bournside school annual GCSE assessment – planned for 4 March 2016
- Working on getting more contributors to the website

NOT IN ROLE

Tasks completed

- Refresh of the club website
- Harvester website setup – with Eddie's help
- Initial meetings with farmer, Cleeve ranger, and controller re the Harvester
- Agreement with Elton Farm re Maize maze event this year, scheduled for Saturday 27 August.
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Tasks in Progress

- Event archive – have finally got started, with revised approach designed to make the event archive more visible to everyone. It's very time consuming creating the entry for each area so I plan to do it progressively as an event on the area approaches.
- Harvester planning
- Redraft of the Highmeadow/Headless Hill base map – base nearly ready, still to add existing features, and need to extend the overall area to include Western parts of Headless we have not hitherto used.
- Initial look at remapping and extending Longlevens map.....on hold pending Richard Cronin letting me know if he can get hold of the detailed base data
- Subject to confirmation, expect to be a day organiser for Croeso 2016.

Name: Greg Best

Role: Captain

Period Covered: Dec 2015 – Feb 2016

IN ROLE:

Tasks Completed

Tasks Progressing

- Organise team for Compass Sport Cup in March

Tasks Planned

- Organise teams for JK relays and British Relays, Harvester etc.
- Still considering entering a team of juniors for the Yvette Baker Trophy.

NOT IN ROLE:

Tasks Completed

- Co-ordinated access permissions and other advice for the 2 up-coming events on Cooper's Hill in February (Simon's league event plus BUCS relays). Finally got permission from Witcombe Estate at end of January, keeping us all nervous to the last. We now have to sign an agreement each time we hold an event on their land, supply insurance details and pay a fee, which this time was £100 for the 2 events.
- Been told that we are not to penetrate the ground with control spikes etc. on the scheduled ancient monument on Cooper's Hill, meaning controls now need to use gripples on trees or other means. Unfortunately, this covers a very large part of the hill, making life difficult for us. Researched where the other SAMs are on our areas and there are quite a few of them in the Cotswolds. Thus far, we have been told to avoid ground penetration at 3 of these (Cooper's Hill, Crickley Hill and the camp on Cleeve Hill).

Tasks Progressing

- Major update to Cleeve Hill map in readiness for The Harvester. What started as "just" a re-survey of the gorse has developed into a much bigger job! I have checked all of the contour detail and improved this where necessary. The lidar data has been used in the areas where it is available to make some quite significant changes. Path network also revised. Re-added some of the features that appeared on the pre-Peel map, but that were omitted for his version. Map now geo-referenced and correctly rotated. Future updates will be much simpler.
- New Leckhampton Hill map. No progress since last time, as effort has been concentrated on the Cleeve update!

Tasks Planned

- If we can obtain permission, I intend to add a small wood to the Cleeve map called Thrift Wood. This lies immediately below the escarpment, adjacent to the common and is easily accessible via 2 crossing points. Above all, it is nice and runnable with good contour and rock detail. What's more, it has full lidar coverage.
- To complete the mapping of the Witcombe Estate woodlands on the Cranham map if/when permission given.
- A few final changes need to be made to the Sheepscombe map, now that the nettles have died back. Plus they have widened some paths, so need to check and re-grade some of these.

Name: Gill Stott

Role: Legend editor, coach

Period Covered. December 2015 - January 2016

IN ROLE:

Tasks Completed

- planned coaching activities for Blakeney Hill training event (+Pat)
- coaching at Blakeney Hill (++coach help)
- Legend Nov-Dec
- Publicise events on FaceBook and via email
- Active follow up of newcomers
- made some cakes for cafe

Tasks Progressing

- planning six linked coaching sessions, need 2-3 more in 2016
- promoting events , NCOG Facebook and nearby clubs
- Need to sign up for First Aid course
- Need to do CRB again

Tasks Planned (but not yet started)

NOT IN ROLE:

Tasks Progressing :

Name: Gill James

Role: Welfare Officer

Period Covered To February 2016

IN ROLE:

Tasks Completed

- Nothing to report

NOT IN ROLE:

Tasks Completed

- Helped at various events with training etc

Tasks Progressing

- Contacted School and Leisure Centre in Newent regarding June evening event.

Name: Gill James

Role: Acting Volunteer Coordinator

Period Covered To February 2016

IN ROLE:

Tasks Completed

- Set up and circulated a spread sheet detailing member qualifications with expiry dates where applicable.
- Prepared Google document for volunteers to make offers of help for April Galoppen

Tasks Progressing

- Encouraging a member to take over Volunteer Coordinator role, hopefully soon
- Have emailed Katy Dyer to ask if she has a date for running a First Aid Course, with outdoor practical exercise. As yet no response.
- Still hoping to set up a Heart Start Course to take place one evening at Oxstalls Campus.

Tasks Planned (but not yet started)

- Ready to set up Google documents for the Harvester Weekend and Croeso volunteer helpers

NOT IN ROLE:

Tasks Completed

Attended pilot course for training Organisers at Level D standard. It needs considerable work to make it functional! However, this is being address urgently.