

Combined Report for NGOC Committee Meeting April 2016

**Name: Gary Wakerley**

**Role: Chairman**

Period Covered Feb 2016 – Apr 2016

IN ROLE:

**Tasks Completed**

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

**Tasks Progressing**

- Chairman's Challenge

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

- Event Official Course

NOT IN ROLE:

**Tasks Completed**

**Tasks Progressing**

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

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**Name: Caroline Craig**

**Role: Secretary**

Period Covered: February - April 2016

IN ROLE:

**Tasks Completed:**

- Responded to email enquiries and forwarded as appropriate.
- Booked room for committee meeting.
- Attended SWOA committee meeting

**Tasks Progressing:**

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

- Order more club O tops
- Investigate possibilities for club jackets, including asking Trimtex and the shop near Worcester.

NOT IN ROLE:

**Tasks Completed:**

- Planning and running Standish and Cranham string courses
- Added David Lee's contributions to the archive.

**Tasks Progressing:**

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

- Planning string courses for the next few league events
  - Finally managing to make some cakes for an NGOC café tent!
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**Name: Carol Stewart**

**Role: Treasurer**

Period Covered: February-April 2016

IN ROLE:

**Tasks Completed**

Financial report for 18 April

Current account (includes monies to be banked and deductions for o/s cheques): £15612.21  
Deposit account: £3464.44 (plus about £1.20 interest)

BOF/SWOA Levies paid up to and including 10 April.

Galoppen interim results:

Income: £1542

Expenditure to date (controller, first aid donation, levies, string prizes): £506.20. Still to pay - toilet hire (about £180), planner and organiser expenses, plus any expenses for Pat and John. There were 232 runners. Controller expenses included £50 travel associated with earlier planning on Danby Lodge. Money from car parking went straight to the campsite owner so I don't know how much that produced, but there seemed to be at least 100 cars there. I thought £2 for SI hire was a bit steep so only charged £1. As it wasn't an ASOA event we didn't borrow any extra dibbers from BOK or HOC and our own were sufficient.

Realised afterwards that I'd been overcharging juniors, so will refund (about £60 total) at league events (most of the juniors there come to those). We'd agreed £3 (£2 for W/Y/O) but for some reason I had £5/£3 in my mind when I made the notices for the day. But we shall still make a healthy profit.

We have received some £30 for map printing for others (thanks, Paul), £65 for loan of SI kit to a friend of Gill Stott for a mini event and £50 from BUCS for the Witcombe Estate licence for the university relay champs.

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

**Tasks completed:** Nothing to report.

**Tasks Progressing:** New bank mandate. Harvester budget matters.

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

NOT IN ROLE:

**Tasks completed:** Help at various events.

**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., including children's sizes. Currently have 1 unisex short sleeve (XXXL), 4 women's short sleeve (S, L, L, XXL), 2 women's long sleeve (M, L) and 3 basic (V-neck, short sleeve - XL, XXL, XXXL). I also have 9 men's and 6 ladies' vests.

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**Name: Simon Denman**

**Role: Membership Secretary**

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**Name: Steve Robinson**

**Role: Fixture Secretary**

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**Name: Paul Taunton**

**Role: Mapping Officer**

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**Name: Pat MacLeod**

**Role: Equipment and Development Officer**

Period Covered February – April 2016

**IN EQUIPMENT ROLE:**

**Tasks Completed**

- New club printer installed and working well. Printing mainly flyers, training material, and small events such as the Bournside and Dene Magna school events.

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**Tasks in Progress**

- Still awaiting replacement poles for new club tents, despite having paid up front around (£180!) for 4 new ones. Poles significantly more expensive than the old ones, as the latter could be replaced in part, whereas the new ones cannot.

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**IN DEVELOPMENT ROLE**

**Tasks Complete**

- Bournside and Dene Magna GCSE Orienteering sessions.
- Help with training events

- **Tasks in Progress**

- Development of an orienteering activities project, in conjunction with forest Holidays, for Christchurch campsite. Not much progress in this reporting period, but have checked the status of the Christchurch POC, and provisionally agreed with Bob Teed to restore two controls which have been removed from the ground but left lying around. FC have agreed that we can 'maintain' the course.
- Adviser training programme – no progress yet.
- 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. Still trying to decide how best to print and attach the codes to the posts
- Working on getting more contributors to the website

**NOT IN ROLE**

**Tasks completed**

- Helped with BUCS – photography on both days, equipment logistics on day 2.

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**Tasks in Progress**

- Harvester planning. Initial courses reviewed by controller, with a few modes requested. Next need to get Ellie Phillips's agreement that courses safely avoid sensitive plant zones.
- 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. No progress in this report period
- Day 2 organiser at Croeso. Initial site visit completed, now working on start procedures, equipment requirements, and, shortly, volunteer recruitment.

- League 7 (Gloucester) planning and permissions. Minor map updates made to correct errors, and change the King's Walk/King's Square mapping to reflect increase multi-level complexity. Need someone willing to review and comment!

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**Name: Greg Best**

**Role: Captain**

Period Covered: Feb - Apr 2016

IN ROLE:

**Tasks Completed**

- Organised Compass Sport Cup team
- Organised teams for the JK relays – Paul carried out the on-the-day duties

**Tasks Progressing**

- Organising teams for the British Relays on Brown Clee
- Starting to think about Harvester teams

**Tasks Planned**

- A good rest

NOT IN ROLE:

**Tasks Completed**

- Last minute re-planning of the Galoppen, including various failed permission negotiations.
- Major revision of the Cleeve map now complete, ready for The Harvester.
- Organised permissions with The Witcombe Estate for Simon's re-scheduled league event.
- A few small updates to the Sheepscombe map and to the Cranham map

**Tasks Progressing**

- New Leckhampton Hill map. No progress for a long time, as effort has been concentrated on the Cleeve revision and the Galoppen!
- Mapping of Thrift Wood on the edge of the Cleeve map, which I think would be a great addition. Following discussions with the owner of a house on our Cleeve map, plus a subsequent google search of local newspaper reports, I have worked out where the landowner lives.

**Tasks Planned**

- To complete the mapping of the Witcombe Estate woodlands on the Cranham map ready for if/when permission given.

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**Name: Gill Stott**

**Role: Legend editor, coach**

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**Name: Gill James**

**Role: Welfare Officer**

Period Covered to 14<sup>th</sup> April 2016

IN ROLE:

**Tasks Completed**

- Nothing to Report

**Tasks Progressing**

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**Name: Gill James**

**Role: Acting Volunteer Coordinator**

Period Covered to 14<sup>th</sup> April 2016

IN ROLE:

**Tasks Completed**

- Inviting volunteers to offer help with Galoppen on 10<sup>th</sup> April and extending thanks to all after the event.
- Helping at Galoppen

**Tasks Progressing**

- Working with Pete Ward to set up Event Safety Workshops and inviting attendees
- Circulated all members to ascertain who has current First Aid qualifications and who would like to gain a FA qualification. 3 have responded to go on course as well as Gary and myself. 1 of the 3 cannot take part because he is a medical doctor and it might go against the terms of his contract! 1 response to say no.
- Hoping to find someone to take on the Coordinator Role

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

- Starting a Google Document to get helpers for the Harvester Weekend. Will ascertain with Paul/Tom exactly how many helpers needed and for which tasks.

NOT IN ROLE:

**Tasks Completed**

- Attended E&CC meeting as minute sec. Next one is July 2<sup>nd</sup>.
- Attended BOF AGM

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

- Offering to help at Croeso
- Attending John Disley's Memorial Service in London on 21<sup>st</sup> April