

NGOC AGM 2016 – Reports from Committee Members

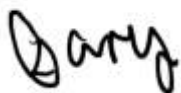
NGOC Chairman's Report 2016

This past year has been a bit of a roller coaster, with some noticeable events thrown in. The committee has been working harder than ever this year, to deliver our program of events. Hurdles such as difficulty in getting permissions, has plagued the club all year. This has knocked on to potential overuse issues. All in all, this has made for a few last minute changes 😊

Highlight of the year was NGOC running the Harvester. I feel we did ourselves proud, with an excellent team of officials and club members helping to make it a great success. The only thing I will mention, can the Chairman have a comfy chair for when he has to sit at the last control next time 😊

Sadly, some of our committee members are stepping down due to various issues. Roger Coe has been on the committee for nearly 20 years, a veritable life sentence. His hard work during my time as Chairman has been invaluable, his knowledge a great asset to the committee. Gill James has got off lightly, only 8 years, is stepping down from "Temporary" Volunteer coordinator. Gill stepped into this role as a stop gap and helped tremendously in structuring the role, it leaves a gap which will need to be filled (Hint Hint). Finally and by no means least Gill Stott, who due to health reasons cannot carry on in role of Level2 Coach and Legend Editor. Gill's enthusiasm kicked off our well received training program and I hope someone steps up to fill that role (Another big hint). Gill got Judith Austerberry to take over as Legend editor and after one meeting I can see Judith will be a great committee member. There is a restructuring of the committee going on at present and all will be revealed at the AGM.

Finally, as my three years of Chairman comes to its end (biggest hint), I can say it has been a pleasure and a privilege to have played a part in the running of NGOC. None of this would have been possible without the support of the committee and club members, for that I am very grateful.



Secretary's Report 2015-2016

The committee has met five times this year at the Oxstalls campus. A wide range of topics were discussed, as always. I have dealt with various items of correspondence, from British Orienteering, SWOA, other clubs and people interested in coming to our events, often complete newcomers.

I have joined Sheila Miklausic in her quest to provide a string course at every League event. Sadly, there was no feasible option at Cranham or Gloucester, but we hope the string courses have been well received at the other events. The aim is that people come to our events knowing that there will be a course specially designed for children, to introduce them to exploring the forest with a map.

David Lee has helped greatly with the archive, by sourcing interesting recollections from a wide range of current and previous members.

Caroline Craig, October 2016

Treasurer's report to 2016 AGM

As last year, at the time of writing the accounts have not been examined, so at the AGM you will be invited to approve the accounts subject to examination.

The Income and Expenditure page shows what happened during the year, with figures for last year down the left-hand side for comparison. The Balance Sheet shows how the year's results affect our overall financial position.

Bottom line: a small loss on the year (£28), very satisfactory given that our 'big' event this year was the Harvester, which made only a tiny profit, whereas in the previous year we hosted the Caddihoe and Veteran Home International and ran an extremely well-supported Triple Gloucester 3-day event, as well as receiving a considerable sum in profit share for our help with JK14.

Income and Expenditure

General Income (everything except income from events)

Membership - very slightly down on last year.

Mapping - we did produce small numbers of maps for other clubs/events this year.

SI hire - several loans to other clubs.

Forest Challenge - still a few sales of Alan's game.

Shop/café income outstrips the expenses, so this has been a mildly profitable venture, which certainly seems to be appreciated. Together with receipts for the SWOA 50th buffet and the Chairman's Challenge BBQ this swelled our 'sundries' income considerably.

Routine Expenditure (all the things it takes to keep us going, apart from spending on events)

Committee expenditure - almost no claims this year - most business is done by email but please don't hesitate to claim for postage/printer cartridges etc where appropriate.

Subscriptions - our British Orienteering Club membership, and Woodland Trust membership.

Mapping - despite giving people a free map by using the reverse of old maps for many of our Saturday events we still need to spend a fair bit on waterproof paper. The main expense on actual mapping was aerial photograph data for the Cleeve map updates. We have now retired the old A4 printer and have a new one on a similar deal to the A3 printer, in that we pay a quarterly fee per sheet which includes replacement of toner as needed. These charges - some £600 in total for the year - are included under 'equipment'.

Legend costs - although Gill Stott found a cheaper printer we are looking at printing the few hard copies needed ourselves. This may well be easier once the new editor has her preferred DTP package!

Equipment - the largest single expenses were £300 for a new club laptop and £258 for the A4 printer; replacement poles for the new tents are also proving quite expensive, and the poles themselves less robust than is ideal. Most equipment expenditure is on general bits and pieces, especially in connection with large events where there may be extra signage etc required.

Course fees/travel - very little this year - and no grants forthcoming from SWOA, as we have had in the past.

Sundries - expenses were increased by the SWOA 50th buffet, café supplies and extra prizes for the mini-minileague Sept-Dec 2014 before we started our 12-month programme. Prizes for the 2016 league will be presented at the 2017 New Year's Day event.

Our Routine Expenditure far exceeds our General Income, because we derive most of our income from events.

Events

The NYD and Chairman's Challenge Informals attracted reasonable numbers, but the training events continue to have lower turnouts than the old 'Informal' events, so the surplus overall is again down on last year. Problems with access meant many late changes to arrangements for both training and League events, and League numbers were down in some cases, as were Western Night League entrants. For Saturday events in the Forest we are now paying £50 for almost all of them, which again increases our costs. The SWOA 50th event brought us a refund of SWOA levies for the event and a 'thank you' donation of £50 towards it. Numbers for the Harvester, and especially for the Harris, were a bit disappointing but the events were very successful with the participants - we wait with interest to see what response there is to Paul Taunton's request for people to say why they didn't enter! The overall profit on events was more in line with 'normal' years, and unless there is a large increase in levy amounts due to British Orienteering and SWOA I see no need to raise our Saturday/Summer evening fees for next year, now they have been standardised at £5 for senior, £2 for junior, across all events. We will continue to subsidise team events and coach fares if needed for the CS cup. Fees for larger events are decided on the basis of event budgets but we will aim to keep these at a reasonable level, especially for juniors.

Balance sheet

The second page shows our overall financial position. As we still have over £18000 in cash assets we are in a very healthy position.

Club Membership fees

We will retain a club membership fee (£4 seniors, free for juniors), but I see no need to raise it next year. 'Club-only' membership, at the same rates, will be available to full members of other clubs who wish to join NGOC as a second club.

I will be happy to provide further detail or explanations at the AGM.

Carol Stewart
7 October 2016

Name: Simon Denman

Role: Membership Secretary

AGM 2016

Previous membership figures 2/10/15:

| Category | Current | Other | Lapsed |
|--------------|---------|-------|--------|
| | | | |
| Senior | 127 | 2 | 18 |
| Junior | 28 | 0 | 8 |
| | | | |
| Total | 155 | 2 | 26 |

Current membership figures 5/10/16:

| Category | Current | Other | Lapsed |
|--------------|---------|-------|--------|
| | | | |
| Senior | 132 | 2 | 24 |
| Junior | 27 | 0 | 7 |
| | | | |
| Total | 159 | 2 | 31 |

Membership numbers slightly up on last year. Lapsed members have been more than offset by new intake. Of the lapsed members a significant proportion have still been attending a small number of events this year.

Fixtures Report – Stephen Robinson

Not received

Mapping Officer's Report for 2016 AGM

Printed lots of maps

A total of about 35 "events" were printed this year, similar to last year, mostly for NGOC, but again including a few for other groups and clubs (including SWOC, Chepstow Harriers and string courses for Croeso).

We are not a BOF-approved printer, so strictly speaking can only print maps for Level "D" and "C" events, though we did print the maps for our Level "B" Harvester this year. We also printed the runners' bibs for the Harvester and the Gloucester street event. Pretex seemed adequate, though not as tough as the Tyvek usually used for bibs.

Most maps were printed on our Xerox Phaser 7100 A3 colour laser printer. I am still printing relatively generous numbers (typically 160 maps for a League event, plus descriptions). This printer is now at circa 17,500 prints, so our total print this year is similar to the 6,000 odd pages printed last year. Printer consumables are supplied by Xerox, generally on next-day delivery. We simply pay a charge per page printed, rather than needing to purchase expensive consumables in advance. This includes toner cartridges (requiring regular replacement) and also the imaging units (all 4 of which were replaced after about 15,000 prints) at no extra cost.

This year we have purchased an additional printer, a Xerox Phaser 6000 series A4 colour laser printer, which is held by Pat Macleod, to spread the load of printing and provide an A4 backup. Pat MacLeod has used it to print maps for several events, particularly training events and including the Maize Maze, plus the usual entry slips, flyers etc. Training events are quite time consuming to print, as usually lots of different maps for a range of exercises, but only small runs of each.

The “old” A4 Konica Minolta colour laser printer is still held by Pat, and we intend to try to sell it on EBay, but as a set of toner cartridges was approaching £1000 it’s not really a good buy.

We use other printing companies (usually BML Print) for our supplies of Pretex waterproof paper, as they buy it by the full pallet, at large size and cut to A4 and A3 for us. This works out cheaper than direct purchase of our relatively small quantities from a paper supplier, and has the advantage that our maps are on identical paper to most professionally printed O-maps.

Unused maps are “recycled” by using the reverse to print control descriptions, or maps for less important events.

Other benefits of in-house printing

If you send a map file to BML they generally print what they are given, but I always check what I am sent, in an extra “desk-top controlling” exercise

New Maps

A few new maps are now available, including:

- **Cleeve Hill** updated by Greg for the Harvester and a couple of new areas added
- **Maize Maze** redone by Pat as it changes each year

Map Updates

Other minor map updates, to incorporate changes noted by event planners, have continued as usual.

Mapping Software

Generally continuing to use Purple Pen for course planning. Maps mostly remain held in OCAD9 format but we now have some OCAD11 licences.

NGOC Equipment Report for 2016

Our principal equipment purchases for the year have been:

- Flasks and tables for the cafe – about £150. The cafe seems to be well received, so a worthwhile expense;
- 4 new radios – about £170. Battery life in the old ones was minimal, but replacement batteries are expensive as we were unable to use just normal AA batteries – they had to be ‘packaged’ in sets;
- Club start clock – about £350. Notified at the last AGM but now here and used for league and larger events;
- Spare poles (4 in all) for the new club tents – about £180. These are much more expensive than the poles for the older tents, as they have to be purchased as complete units, rather than as separate parts as we were able to buy for the older tents. The poles are nowhere near as robust as the old ones, and we need to take care when using the new tents in windy conditions. I have bought extra guys, and will buy yet more to ensure that we provide as much support as we can for the poles.
- A new second club printer – about £260. This is run on a metered contract, as is the main printer, so we pay per printed page, and consumables are simply ordered as required. As at 9 October we had printed 1150 pages on this printer, 650 colour (mainly maps) and 500 mono (mainly registration slips and general club info material).
- A new second club laptop – about £350. We now have 2 up to date laptops, allowing one for use with OCAD 11 as required, whilst the other can be used for normal event support, or providing 2 for our larger events.

All SI units have been upgraded to the latest firmware, which allows us now to hold contactless punching events should we choose to do so. We delayed the update pending further discussion, and experience from other clubs, over the risk of greatly increased battery consumption, but were eventually obliged to do the upgrade for Croeso 2016. I am a little concerned that since then we have had several SI unit failures (or more likely just battery expiry), so 2017 event planners, and I, will need to keep a close eye on battery levels for the time being. We have also lost a few units over the last couple of years, and so the committee has decided to buy 10 more, giving us back the contingency we had over the normal event requirements.

Pat MacLeod

Captain's Annual Report 2016

Although orienteering is usually thought of as an individual sport, there are a number of important events each year where we get to compete as a team, and these events are an ideal opportunity to improve club spirit. As usual, NGOC entered teams in most of these.

The first team event of the year was the **Compass Sport Cup**, also known as the British Club Championships. Again in the “large club” category, we selected to take part in the

regional qualifying round at nearby Cannop Ponds. We had another bumper turn-out, with 65 of our members taking part. Our club came a comfortable second out of the three clubs taking part, sadly unable to overcome the mighty BOK.

At Easter, **The JK** was far quite far away in Yorkshire. We entered just 2 teams for the relay day.

The **British Relays** were held in Shropshire on Brown Clee. Although we pre-entered seven teams of 3, there was a rush of late drop-outs, so teams were hastily re-shuffled and we managed just 5 on the day. The Men's Premier team of Richard Cronin, Richard Purkis and Joe Gidley was our best result, finishing 14th.

Of course, this year we were the hosts of the over-night **Harvester Relay** in June on Cleeve Hill, and we put on a great event that was widely praised. I was pleased to be able to enter 5 NGOC teams (2 of 7 runners in the A class, plus 3 of 5 in the B class), and was particularly happy that there were quite a number of Harvester first-timers amongst our number. The best results were 7th in the A class and 10th in the B. As the Harvester clashed this year with the Cotswold Way Relay, we decided to enter no teams in that competition this year.

As ever, there is plenty to look forward to **next year**. The Compass Sport Cup qualification round will be held on 12th March, and it is likely that we will choose to compete at Cwm Liuckey in South Wales. At Easter, the JK will be in Sussex. The British Champs will be held in May in The Lakes. Currently, I believe that no club has yet offered to put on the Harvester.

After 8 years as club captain, the time has finally come to hand over the responsibility to fresh young blood. Thank you for allowing me to twist your arms to take part in team events over these years. Please continue to put your names forward and support Richard.

Greg Best

Legend Editor's Report - Judith Austerberry

Gill Stott has only just "retired" from the post of Legend editor, so this report is in fact the first thing I've written as editor. Huge thanks are due to Gill for putting out such a varied, entertaining and prize-winning magazine for the last three years.

I have purchased new publishing software (Serif PagePlus v8) so that I can work towards achieving a consistent, attractive format for Legend. Pat has previously done a great job assisting Gill with the publication of the magazine and I hope that the acquisition of new DTP software will at least save him from having to do this.

I hope that the flow of excellent articles contributed by club members will continue, especially event reports - orienteering, MTBO, mountain marathons, long-distances walks and so on. I would like to include more photos

of NGOC'ers in action in the magazine, and would also greatly appreciate any technical articles (racing, training, mapping, planning, controlling ...) that anyone may care to contribute.

At present, the majority of Legend copies are distributed electronically in PDF form. However, some members prefer to receive paper copies. This adds considerable expense and effort to production, especially in relation to the (currently) small print run. Please let me know if you think that distributing the magazine in hard copy would be better than emailing PDFs, and if so what cost per copy would, in your opinion, make this a viable option. The effort involved in producing Legend isn't worth it unless a majority of members read it, so I'd like to make sure that the magazine is reaching its potential readers in the most effective format possible.

If you have any feedback about Legend, any topics you'd particularly like to see covered in the magazine or any articles you'd like to share with the club, please don't hesitate to email: judithausterberry@hotmail.com

NGOC – Welfare Officer's Report - AGM – 17th October 2016

Two areas of concern should be addressed by all of us as Club members.

Of growing importance is the need to be aware that Risk Assessments are carried out for **every** event or activity and **displayed**. Then after the event please send the Risk Assessment to Pete Ward to archive.

Event Safety Workshops will be put on in house with Pete Ward leading them. Do attend if you can as it is 2 hours well spent and it is now a requirement for insurance purposes that all event officials should have attended one. As these are constantly updated, it can be helpful to go as a refresher. Please speak to Pete at an event or the AGM to secure a place.

Gill James, NGOC Welfare Officer

NGOC Development Report for 2016

The year got off to a strong start with the extended league format, and some increasingly successful and well regarded training days, but the programme has stumbled somewhat recently. This is down to one simple fact.....it relied almost entirely on Gill Stott as our only level 2 coach, for content, and less so but still significantly on me to provide some 'legs' for Gill, as well as equipment etc. Sadly Gill has had largely to give up foot orienteering, and I have been heavily tied up with the major events we have put on, or been involved with, over the Summer.

Likewise, a hoped for initiative to update the Highmeadow POC package, add some new 'technology' to it, and create a new POC within Christchurch campsite, has foundered for similar reasons – not enough time and resources during a spell when we have invested heavily in major events.

On the positive side, I note that NGOC has climbed 21 places in the CompassSport National Club rankings table, bringing us up to 38th place, out of 85 clubs. This is no doubt due in part to our gathering in some good runners from other clubs, but it also reflects our growing general competitiveness, and this is something we should work on. We have perhaps spent too much time worrying about our event programme and format, and on encouraging 'newbies', and not enough on developing the orienteers we already have. In the absence of a level 2 coach, we could perhaps shift our training focus more towards the experienced, but not necessarily terribly expert or consistent

amongst us, where technique training would help, without the burden of child safety and other 'social' constraints.

I hope that as many of you as possible will come to the AGM, and take the opportunity to join in the pre meeting discussion with ideas on things we could be doing to develop the club further.

Pat Macleod

Volunteer Co-ordinator's Report – AGM 17th October 2016

I took the role on as a temporary measure and hope now that someone will come forward to take over. In the meantime, please get in touch with me if you need helpers for your event, so that I can put you in touch with someone who is available on the day!

Gill James, NGOC Volunteer Co-ordinator