



Committee Meeting Minutes

Date	Tuesday 9th July 2024
Time	7.30pm
Location	Via Zoom
Attendees	Richard Willis (RW), David Sissons (DS), Dave Cooke (DC), Ant Squire (AS), Andrew Ridgway (AW), Hilary Palmer (HP), Pauline Olivant (PO), Mick Lucking (ML), Vic Knight (VK)

Item	Notes	Action
1	<p>Apologies and last meeting's Minutes: No apologies received.</p> <p>The Minutes (13/5/24) were accepted. VK to publish on website.</p>	VK
2	<p>Matters Arising:</p> <ul style="list-style-type: none"> • Reward for new maps: The result of the committee vote was to implement Option C: <ul style="list-style-type: none"> ◦ A payment in the range £200 to £350 payable following the first use of a map at an event and a subsequent payment of £100 to £150 following the second use, plus... ◦ The payment approach should be retrospectively applied to the Watchwood and Calverton map that was first used in November 2023. ◦ Method of calculation to be developed and documented (e.g. Forest vs Urban; scale/size of new map; how such new maps are commissioned, etc.), and presented in time for the next committee meeting. • Club kit: (Covered in EM Report below). 	AR
3	<p>Chair's Report: Report received prior to meeting. Main points:</p> <ul style="list-style-type: none"> • Managed process to resolve map payment topic and collated votes to present at committee meeting. • Forwarded updated BOF levy guidance to committee. 	

4	<p>Treasurer's Report: Report received prior to meeting:</p> <ul style="list-style-type: none"> • Income from Nott's Uni 'Training' event covered outgoings. • Awaiting invoices for the Nottingham Trent / Clifton event. • Main outgoings were the garage rent and a payment for the room at Rushcliffe for the AGM. • Other income generated from event fees and kit sales. • Account balances remain positive. 	
5	<p>Development Report: Report received prior to meeting. Highlights:</p> <ul style="list-style-type: none"> • Notts Help Yourself entry complete and now live. • Entry on Active4Today website briefed; awaiting upload. • Submitted initial brief to update 'Welcome' pages of NOC website. Awaiting implementation. • Responded to enquiry from Alzheimer's Research UK asking for volunteer help at their "Walk for a cure" event at Sherwood Pines on 14th July. Posted a mention on Facebook. • Newsletter production and distribution. • Committee meeting agenda and minutes preparation. • Supporting MapActive activities. 	
6	<p>EMOA & Membership Report: Report received prior to meeting. Key points:</p> <ul style="list-style-type: none"> • Club kit: <ul style="list-style-type: none"> ○ Recommendation is to order 15 tops and 15 jackets of various sizes. Order to proceed and AW to be notified. ○ Final pricing to be confirmed once all costs are known. It is expected that prices to members will be higher than before although the club will still be offering kit at below cost. • Urban Scoring: <ul style="list-style-type: none"> ○ The issue was discussed at the last EMOA meeting. The resulting action was to maintain the scoring formula in place for this year and review at the end of the year to assess if winners would have been different. A retrospective review of previous years will also be undertaken. A decision will then be made in November on whether to continue with the new scoring scheme or revert back to the original scheme. • Helped at Bassetlaw school's event. • Dealt with two requests from previously mapped schools. • Notes from EMOA meeting on 1 July: <ul style="list-style-type: none"> ○ Ursula will be requesting 2025 Level 2 and 2026 level B shortly. ○ Updated EMOA development plan will go to AGM. <p><i>Continued on next page...</i></p>	<p>PO</p> <p>PO</p>

	<ul style="list-style-type: none"> Regional training day: progressing ok; venues are now expensive so asked to send as many participants as possible. DVO/SYO are planning events over the August BH to replace the White Rose. EM still needs a volunteer for Vice Chair. AGM 16 Sept. LOG asked for sponsorship ideas regarding the 2025 EuroCity race. AS will contact LOG to discuss options. 	AS
7	<p>Coaching Report: Report received prior to meeting. Highlights:</p> <ul style="list-style-type: none"> Acted as co-organiser for Notts' Uni' sprint training event on 9th June. The event was hugely successful and attracted very favourable reports on Facebook. Huge thanks to Ant for the inspirational planning and also to the other volunteers – especially the results team who handled as many downloads as at a National level event. MapActive started on June 15th with a good take-up for both stages and two new members right from the start. <ul style="list-style-type: none"> Stage 1: 9 adults and 4 children (1 adult a NOC member since 2023) Stage 2: 7 adults and 3 children (2 adults in NOC pre-2024) Thanks to Dave for permissions and Simon for printing the maps. Trying to contact LEI regarding a possible date/venue for adult coaching in the Autumn. <ul style="list-style-type: none"> One option would be to use Sherwood Forest in January 2025. AS suggested a Stage 3 MapActive session in the autumn. Venue subject to vegetation. Possible dates and venues to be considered. HP has agreed to help out at a local 'activity day' (hosted by Rushcliffe BC) that would involve beginner level orienteering. This may involve some minor costs for leaflets, etc. 	<p>HP</p> <p>AS</p>
8	<p>Team Captain's Report:</p> <ul style="list-style-type: none"> Club Championships: Proposal is to use DVO's Calke Park event on the 29th September and structure as follows: <ul style="list-style-type: none"> Regular orienteers would run their usual course, MapActive and newer members with less than 1000 BO ranking points would run the Orange course. Details to be formalised and written-up for inclusion in the next Newsletter. 	ML

9	<p>Mapping Report: Report received prior to meeting. Main points:</p> <p>Event Maps:</p> <ul style="list-style-type: none"> • Andrew Ridgway prepared maps for the events on 9th and 30th June. • David Cooke updated the Burntstump Country Park map. • Simon Elliott is updating the Wollaton Park map for the 21st July local event. • Any updates to the Rushcliffe Country Park map (8th Sept' & AGM) to be identified. • A new version of the Nottingham City map is being produced by Andrew Ridgway with input from Dave Schorah and Ant Squire. • The Shirebrook Wood map to be updated for the November event - task currently unassigned. • David Olivant will update Walesby Forest and Boughton Brake map for December event. • Investigations ongoing regarding the area for the 2025 Compass Sport Heat at Clumber Park. Mapping workload is not yet clear. <p>POC Maps and Courses:</p> <ul style="list-style-type: none"> • David Olivant updating POC at Clumber Park. <p>Map Development:</p> <ul style="list-style-type: none"> • Development of a new Burntstump Country Park map by David Olivant is ongoing. • Simon Elliott is preparing a map of Cotgrave Country Park. Completion date not known. • Use of Wellow for a future event is being discussed. A new map would be required. 	
10	<p>Permissions Report: Report received prior to meeting. Highlights:</p> <ul style="list-style-type: none"> • FE invoice for Sherwood Forest received from FE and passed to DS for payment. • Ongoing processing of permissions information for Nottingham University, Clifton urban, and other events. • New FE on-line application system now in operation, tested and working although not particularly user friendly. • Applications submitted to Nottm City for Colwick Park (12/05/24 - subsequently cancelled), Wollaton Park (21/07/24 – approved), Nottingham City (12/7/25). • On-line applications submitted to FE for Shirebrook Wood (17/11/24) and Boughton Brake (22/12/24). <p><i>Continued on next page...</i></p>	

	<ul style="list-style-type: none"> • Applications submitted and permissions agreed for HP's Burntstump CP and Bramcote Hills training sessions. • Enquiry sent to Broxtowe DC re extension to Bramcote Hills CP map. No response to date. • Requested All Controls map information from DS for Nottingham City 06/10/24 event to enable initial permissions requests. No map received to date. • Request for remapping Bagthorpe School. Discussed with PO. 	
11	<p>Fixtures Report: Report received on 9th July. Extracts taken from AS's working file:</p> <ul style="list-style-type: none"> • July 21 - Wollaton - all in hand. • September 8 - Rushcliffe Park. Aligns with NOC AGM. Planner & Organiser to be confirmed. • Oct' 6 - Notts City (UKUL & EMUL event). Officials identified. Significant map updates required. Dialogue with <i>Up & Running</i> required for pre-event activities. No engagement from BO re: Nottingham City Race being part of a Post-WOC Urban Series race/finale. • Nov' 17 - Shirebrook - Organiser & Controller to be confirmed. • Dec' 22 - Walesby - All but Controller confirmed. • Feb' 23rd 2025 - Clumber (CompassSport heat). Organiser to be confirmed. • July 12th 2025 - The Meadows (Euro City League). Mapper to be confirmed. Permissions being sought. • Overdue having a fixtures sub committee meeting. • Looking at proposed 2025 areas to confirm any mapping projects, e.g. Wellow. • Gathering details from DVO about their MapRun series with the idea of doing something similar. 	AS
12	<p>Any Other Business:</p> <ul style="list-style-type: none"> • Details of POC use in Q1 was presented. No trends detected. • Discussion took place regarding requirements for AGM. VK to formulate communication to membership. • Meeting agreed to the purchase of an additional laptop for the Results Team. Estimated cost £500. • Control Collection: <ul style="list-style-type: none"> ◦ Discussion took place regarding the low level of members coming forward as on-the-day helpers. Particular focus was on control collection. <p><i>Continued on next page...</i></p>	VK PO

	<ul style="list-style-type: none"> ○ The meeting agreed to create a new event volunteer team dedicated to control collection. AS to lead the set-up process and identify a candidate team leader. ○ Appropriate NOC members to be identified and approached as team participants. ○ Consideration should also be given to adding a call-for-control-collectors in The Start Kite for those events where the newly established team cannot provide adequate collectors on the day. This point to be reviewed at the next meeting. 	AS
	Next Meeting Date: 24th September 2024, 7.30pm	ALL
	Version Control: <ul style="list-style-type: none"> ● 14 July - typo correction in Coaching report (source: D Cooke) 	