

DVO Committee Meeting minutes

14th December 2021. Hybrid meeting.

Attending

In person – Kim and Russ Buxton, Sal and Dave Chaffey, Mike Godfree, John Hurley (JHu).
On Zoom – Jane Kayley Burgess, John Cooke, Brian Denness, Judith Holt (JHo), Viv MacDonald and Christine Middleton, Anne Kayley Burgess (later for AOB Safeguarding item).

1. Apologies

Ranald (Viv attending), James Prince, Paul Goodhead unable to join due to tech reasons

2. Issues arising from Minutes of last meeting

Sal updated the Committee that:

- Finish team leader – Simon & Lisa Gale unable during next 6 months. SC to find someone else.
- Updating the Areas database. Started asking negotiators/organisers to do this on an event-by-event basis since Foremark.

3. Chair's Report

Since the AGM we've had some good events – Holmebrook (a favour to Chesterfield Council), Foremark and Hardwick – and importantly some training for future planners and controllers, thanks to Ranald and Mike Gardner. Great that this is happening. I think it's important to streamline what we offer in terms of Level Ds to avoid volunteer fatigue. But we are seeing some keen new members, and they have been primed for joining one of our Teams in the New Year.

At the British Champs at Braunton Burrows, Rachel Duckworth won W18 – a fitting consolation after the decision that GB juniors wouldn't attend the events in Turkey and Lithuania. Very well done Rachel!

The Club placed 7th in the very tricky CompassSport Cup Final at Tankersley, thanks to all who ran and especially to Christine for organising everything. Thanks to those who helped with the club tents, and sorry Dave and I had to rush off to Scotland.

In 2022 we've got lots to look forward to: Melbourne (fingers crossed), running at Chatsworth for the first time in many years – thanks to Anne-Marie's acting as ambassador-liaison since well before JIRCs 2018. Also on the horizon is the Ceilidh and Awards Night at Wirksworth, and the British Schools Score Champs which Kim and Russ have agreed to organise.

We're going to need a new Treasurer and Secretary to work in parallel with Brian and Paul before the AGM. If anyone has any ideas of suitable people, please let me know. Mike also mentioned that he'd like to hand over his role as Permanent Course Officer, and this will be a worthwhile but time-consuming role. Let's hope we can find someone to fill these three positions.

The sport may diminish in terms of numbers, but what matters is that we continue to enjoy it, look for new opportunities and create a welcoming environment for new members.

4. Treasurer's Report – Brian Denness

At the end of November, the Savings Account stood at £10,977 while the Current Account stood at £8,905, representing a net loss of £543 since the start of the financial year.

Net Income: Total net income of £3,971 resulted from:

- **Events** £2,974
- **Permanent Courses** £55
- **Equipment** £350 for hire of SI gear to Peak Raid
- **Clothing** £118
- **Relays** £474

Net Expenditure: Net expenditure totalled £4,514. This consisted of:

- **Events** £1,648
- **Equipment** £1,100: £667 Network Rail shed rental; £333 for acquisition and upkeep of SI equipment; £20 shed upkeep
- **Mapping** £66 OS annual licence
- **Relays** £868
- **Newstrack** £103
- **Clothing** £449
- **Misc** £153: £100 deposit for Ceilidh band; £53 Stationary
- **British Orienteering** £70 affiliation fee
- **Publicity** £37
- **POC** £20

CompassSport Cup expenditure has been in this quarter.

- DVO has held 5 events since the last report, which will net a total income of **£1,652.92** when the £200 EOD income from Hardwick and the outstanding £250 expense access are taken into consideration.
- Within the current quarter, expenses has exceeded income to the tune of £544
- Despite the challenging conditions, the Club's finances remain sound with accessible funds of £19,882 in the current account and savings account at the end of November 2021

MG noted that Mapping Costs weren't included, JH added that it was agreed a year ago these wouldn't be included in maps.

5. Secretary's Report – Paul Goodhead (read by Sal)

The membership is currently as follows:

Current: 182 (according the BOF website)

A year ago it was 216.

We are approaching renewal time now. So far:

There are 30 members (may include families) who have renewed. I will update our own database once term has finished and I have some time.

I will be sending out the reminder e-mail around at the start of next year. Normally I lapse members around February so they will have plenty of time to renew.

DVO Event Analysis (question direct to Mike G)

I would very much like to start analysing the membership's attendance at our own events but need a results csv or xls file to do so. Have I missed something but I can't see one for either Hardwick or Kedleston on the results section of the website. Are these still produced?

6. CompassSport Cup

Thanks to Christine for canvassing members' opinions about our Heat and travel arrangements.

CM stated that because we have selected Postenplain we will be competing against OD and HOC, so unlikely to get through. Won't know until December 31st.

Around half of people had a preference to go on a coach, but due to C-19 a coach may not be practical, so we will have to decide in New Year.

7. Website redesign update – Dave and John C

Dave explained that requirements have been circulated with feedback from JHu. Other feedback can be received when reviewing the prototype which will be set up on a test server by JC and should be ready for review by February.

8. Entry arrangements for level C events:

Two questions:

A. EOD only, or retain pre-entry?

MG thinks should have some EOD. Using Hardwick as an example had 153 entries and 20 didn't turn up. 40 EOD important for beginners and families on White/Yellow/Orange. This reflects the Club's commitment to welcoming newcomers.

VM noted that should review in 6 months, but can review at every Committee meeting.

BD noted that £200 EOD and only £60 SumUp – could make more use of the latter. It was noted that the Perspex screen made by James Prince is in the Shed, and should be used by Organisers (either for Registration or for Download).

B. If the latter, should we standardise on entries platform with EMOA Clubs?

JHu: Lincoln are using SI Entries. NOC and LEI both using StartKite. Would be a little easier for newcomers to have same system and for shared events like Nottingham.

MG: Most people are used to Fabian or SI Entries.

JHu: Noted that he will reply to Pauline Olivant about concerns about security which have been acted upon.

We concluded that not worth standardising since there is not a clear benefit or reason to change current system since competitors already have a choice of entry systems for different Clubs' events. There would be an overhead of starting to use a different system to import entries.

9. Standardising the use of the SIAC test box at the Start – Dave to lead.

DC: Explained that the Battery test box was mislabelled 'SIAC Test' rather than SIAC Battery Test. Apologised for confusion at recent event. What is most needed by orienteers is contactless Test, so...

Action: DC will relabel SI Test box as SIAC Contactless Test and change the mode.

JB noted that we need to agree the order within the start lane. Was discussed, agreed this should be:

Before Start Lanes:

SIAC Battery Test (for Level B and above only)

Clear

In centre of First box, supervised:

– Check separated by 1-2 metres from Clear so people don't press Check too quickly

In Second Box

– SIAC Contactless

After final Box

- Start

Important to check.

Noted that important there is a distance between clear and check and that it is supervised.

JB: Need instructions on process.

SC: We have these in the Start Team Leaders notes which Viv and Ranald are updating (part of a larger document: Notes for Event Coordinators (Level C and above) which is the first document listed on the Officials Help Page of the DVO website.

JH: Could have laminated instructions if people are unclear.

10. Standardising on whether the Planner or Organiser should pick up map boxes. These are bulky items and we have 2 sets:

- 1 set in the shed, large white Wilkos variety, collected by Organiser (there are 8 or 10 of them, I think, and they take up half a boot space)
- 5 smaller purple-lidded ones in Chaffey garage, collected by Planner

BD: Both of the above sets of boxes are currently in the Ambergate Shed.

Agreed both sets in the shed for Organiser to pick up. Not the responsibility of planner to take to start unless there was a specific need. It is part of Jane's procedure (as Start Team Leader) to always asks the Organiser about map boxes.

11. Keysafe for Chaffey garage – installed recently on Chaffey patio.

This is now available to help pick up SI kit. Planners to contact Chaffeys direct and they will send directions and a photo.

Action: SC: Create sheet with pictures of code and location.

12. Windows laptop for potential new planners to use

Or existing planners who are Mac users. Kim suggested this, and the Download Team have an appropriate spare laptop. Mike G has set up Purple Pen and a Gmail address for file sharing.

MG: Has set up laptop on Windows Vista. Just need to connect to Wifi – need instructions on this.

Borrowers to get in touch with Mike who will hold the laptop until required.

13. DVO Awards and Club Champs trophies (2019 winners):

Orienteer of the Year (Richard Parkin) ...

Junior Orienteer of the Year (Jake O'Donnell) ...

Improver of the Year (Nicola O'Donnell & Derek Gale) ...

Most Enthusiastic Newcomer (Nicola Hart) ...

David Parkin Helping Hands (Ranald & Viv) ...

Newstrack Contributor of the Year (Helen Chiswell) ...

Chris Yardley (1st man): Andrew Middleton

Judy Buckley (1st woman): Kim Buxton

Lithuanian (1st junior): Rachel D

Peter Bourne (fastest man): Richard P

Karen Jackson (fastest woman): Sally Calland

***Need info and trophies ahead of Ceilidh 5th Feb.

Action: VM suggested a small group to review *Awards* – JB, SC and RM.

Action: SC Get new trophies back.

Action: VM: Ceilidh needs to be reviewed in January in light of C-19 restrictions.

14. Any other business

JH: 2021 BO Safeguarding now supersedes original 'O-Safe' 2016. The website references Feb 2022 but also the original O-Safe, **which no longer exists**.

Action: Small group to agree changes needed on website – JHu, JHo, AKB and KB.

JH Proposed that we adopt the latest 3 British Orienteering Guidance documents:

- Child safeguarding
- Regulations to be followed by British Orienteering (long)
- BO Code of Ethics and Behaviour (much shorter)

JH: Question of whether DVO has a separate policy.

Agreed that DVO does **not** need a separate policy, but **must** understand the BO 2021 policy.

JH: Allestree Park rewilding is going ahead to the next stage of the consultation.

JH: Minutes of EMOA AGM were wrong in EMEWS, but are now on the EMOA website.

MG: Sale of Crich Chase. Has contact with a community bidder who has asked for a copy of the O map. Good entry point for dialog with bidders.

MG: DVO Club kit: Order from new members. Sold at cost with fees for import taxes absorbed. Slight increase in stock to 5. Mike to put on Facebook Group.

VM: Forestry England have offered a reduced access fee for Black Rocks: £110+VAT for up to 150 participants. c £1 a head, so will proceed. £227 if more than 150 participants.

VM: Development. Suggested this has declined. Asking particularly about British Schools Score Champs 8 Oct 2022 at Shipley to garner entries from local primary and secondary schools.

SC: Draft invitation for BSSC 2022 has been circulated to Rex, Mike G, Kim and Viv. Rex, Sal and Judith are working on Score training opportunities for school children in May, June and September 2022.

JHo: BO Development conference – in January. Would be good if others could be involved.

Action: Sal to possibly attend and ask others.

BD: Amanda has kindly audited the 2020/21 accounts & this document is available.

JC: Entries – refunds from Stripe, not many of these. This costs £0.30p a time. These are only if entered twice or withdrawal due to C-19. Will refund based on discretion, but not full amount, unless participants are cancelling for C-19 related reasons (infected/quarantining/isolating).

15. Date of next meeting – Open Meeting: Tues 18th Jan at the Family Tree

Action: Sal to book Family Tree for 7:30pm. Still need a ‘fun’ component of the meeting.

Next Committee Meeting Tues 15th March 2022.