

 **2022 Annual General Meeting**

**Venue**: On-line meeting

**Date**: 7pm Monday, 13th June 2022

**MINUTES**

PRESENT:

|  |  |  |  |
| --- | --- | --- | --- |
| James Clemence | Chairman SWOC | Jill Manning | SWOC |
| Alice Bedwell | Secretary SWOC | Terry Smith | MWOC |
| Jean Lochhead | Treasurer BOF | Bronwen Doyle | SYOC |
| Mark Saunders | Development Officer SWOC | Kyla da Cunha | ParcoursO |
| Robert Griffiths | Mapping Officer MWOC | Johanna Waters |  |
| Kerina Lake | Fixtures Secretary SBOC |  |  |
| Andy Robinson | British Orienteering Rep |  |  |
| Jim Wood |  Coaching Officer ERYRI |  |  |
| Ben Mitchell | Senior Team Manager SBOC |  |  |
| Kate O’Sullivan | Veteran Team Manager MWOC |  |  |

# Apologies

Apologies were received from:

Niall Reynolds (SBOC), Megan Carter Davies (SBOC), Anne May (SWOC), Kevin Bush (SWOC), Jane Bush (SWOC), Roger Stein (SBOC), Paul Jones (DEE), David Pal (WRE)

# Minutes of 2021 WOA AGM (12 July, 2021)

Agree as an accurate record of the meeting.

# Matters arising from minutes of 2021 WOA AGM

Land access agreements with NRW and other landowners is an item still outstanding.

No other matters arising.

# Reports of Officers for 2021 (*see WOA Annual Report 2021*):

## Chairman (James Clemence)

Report accepted

## Treasurer (Jean Lochhead)

## The Income and Expenditure Accounts for the year up to March 2022 are included in the WOA Annual report. These accounts have been signed by the auditor and have just been submitted to SportWales. Jean is currently working on the Financial Procedures Policy.

Report and accounts accepted

## Membership Secretary (Anne May)

Report accepted.

## Fixtures Secretary (Kerina Lake)

Report accepted

## Coaching Officer (Jim Wood)

Report accepted

## Information Officer (Megan Carter-Davies)

 Report accepted

## Mapping Officer (Robert Griffiths) – report accepted

RG also commented on the fact that low amount of mapping activity by MWOC and ERYRI is a reflection of the low membership numbers in these clubs and the difficulty this causes in putting on events.

JC backed this up and said that this showed that WOA should try to support the smaller clubs.

JW also agreed that ERYRI were short of mappers to update the large number of outdated maps they hold

## Development Officer (Mark Saunders)

## Report accepted

Action: include Volunteers weekend as an agenda item for the next committee meeting (AB)

## Technical Officer (Mark Saunders) – no report

##  Secretary report (Alice Bedwell)

## JC added that he had attended the launch of the SportWales business plan, and will be having a follow up meeting with Ellen Todd, Relationship Manager and will be continuing discussions on our grant application

## Report accepted

##  Safeguarding Officer (Clare Dallimore) – no report

# Reports of Advisors for 2021 (*see WOA Annual Report 2021*):

##  Junior Squad Manager (Mark Saunders)

## Senior Squad Manager (Megan Carter Davies/Ben Mitchell)

## MWOC representative (Kate O’Sullivan)

## Veteran Squad Manager (Kate O’Sullivan) – a verbal report was given by Kate

.

The 2021 VHI was put on in December at very short notice by SLOW. The teams organised their own accommodation and the evening meal was fairly simple and held in a village hall – which reduced the organisational load. It was a terrific event. There was a good turn out for the team considering the short notice and the fact that it was in the run up to Christmas: Wales were 3rd beating Ireland and retaining the Stonewall Trophy

WOA is hosting the 2022 VHI - . It will follow the model of the 2021 event with teams to find their own accommodation and a simple evening meal and prize giving. The team has been selected and 22 of the 24 places have been filled.

## Welsh League Co-ordinator – no report

## Website administrator – no written report.

Roger is happy to carry on with posting items to the web-site but will not be updating the website himself. He would be happy for someone with the time and skills to take over this role and the website is showing its age.

## Newsletter Editor – Megan Carter Davies no separate report as Megan is also the Information Officer.

# Election of Officers

## Chairman – James Clemence

## Treasurer – Jean Lochhead

##  Secretary -Alice Bedwell,

## Membership Secretary – Anne May

##  Fixtures Secretary - Kerina Lake

##  Coaching Officer – Jim Wood

##  Information Officer – Megan Carter-Davies

##  Mapping Officer – Ben Mitchell

## Development Officer – Mark Saunders

## Technical Officer – Mark Saunders

##  Safeguarding Officer – Clare Dallimore

James Clemence was elected unanimously as Chairman (having been co-opted in the committe meeting November 2021).

Ben Mitchell was elected unanimously as Mapping Officer

All other officers were re-elected unanimously.

# Appointment of Advisors

No changes to the advisor roles.

# Appointment of Auditor

## **Proposal 1:** That Richard Payne be re-appointed as auditor.

The proposal was accepted unanimously

# Budget 2022-23

The WOA event levy for 2022/3 was discussed, with two proposals: that the levy should remain the same as this year or that the levy should be removed.

 JL put forward the proposal to remove the levy as WOA has a large bank balance which has remained steady while she has been the treasurer. The levies are costed into the entry fee and the resulting higher entry fee may be a barrier to more people entering our events. The total levy paid to WOA is approximately £1500.

TS also commented that for the small events that are put on by MWOC the mapping and map printing costs are relatively high and that adding a levy means that it is difficult to make the events profitable.

KdC commented that we should be looking at the involvement of future generations.

 It was agreed that, after two years of little activity due to COVID and with the commitment of a relatively large sums to support the SBOC Development Officer and a Volunteer Weekend and the possible redevelopment of the WOA website and any lessons learnt from SBOC, the levy should not be removed this year but the idea should be further discussed in the next committee meeting.

Action: Include an agenda item for the next committee meeting to discuss investment of WOA funds for orienteering development to provide a paper to address the issue at the next AGM (AB)

**Proposal 2**: That the fees and levies for 2023 remain the same as 2022.

The proposal was accepted unanimously

# Amendments to the constitution

The following amendments to the constitution were considered:

## Replace item 11.1 (c) “prepare a budget for the forthcoming year for presentation at the Annual General Meeting” with “where there is to be a significant event that requires organisation and planning by WOA a budget will be prepared by the Treasurer”

## Rename the role of Chairman as Chair

## Correct the reference in section 8.2 from 19.7 to 20.7

Item a was not progressed as it is dependent on the completion and approval of the Financial Procedures Policy. This policy is currently in progress with Jean Lochhead and SportWales.

Items b and c were accepted.

Action: Amend the Constitution and post to the WOA website (AB)

# JK2022 –thanks

On behalf of WOA JC thanked everyone for all the time and effort that was put into the successful JK2022. Thanks also to the English clubs that helped out – all our requests for extra volunteers were quickly oversubscribed. The feedback from the competitors and also the local authorities, the police, the landowners was very positive. The event was well organised but was not too formal

So a big thanks to everyone for their endeavours, efforts and meticulous planning.

We can also pick up lessons from this event moving forward towards Croeso 2024.

.

#  Any Other Business

## Congratulations to Megan Carter-Davies

 for her fantastic 2nd place in the Knock-out sprint race in the first round of the World Cup in Bora, Sweden. We are also looking forward to watching Megan and Kris Jones competing in the World Championships in Denmark at the end of June.

## Development and schools orienteering

TS – Terry and Bill Marlow used to do a lot of coaching in the schools in Powys with 1500 youngsters having an opportunity to experience. The youngsters and teachers involved were very enthusiastic but this didn’t lead to new youngsters in the club. The schools officers have been cut back. All the primary schools in Wales are mapped. Could we put thought and funding to provide tuition to teachers

Website and Facebook – is there a better way of getting information out

JC commented that WOA has a role in promoting best practise - for example there was money included in the Winter of Wellbeing funding to help train up teachers/tutors/coaches.

KdC – has worked with schools in various sports over several years. Used the schools to introduce and engage the children to the sport but then encouraged the children to involve the parents. She emphasised the importance of the website – that it should be contemporary and easy to use.

KL – SBOC received funding in 2019 for schools mapping based on the primary school cluster of Bishopton comprehensive school. Niall Reynolds has recently gone into the schools to demonstrate how orienteering works: this has been supported by the Swansea Council Youth Development Officers who are keen to get orienteering onto the curriculum. Each school will be sending a teacher onto the “How to Teach Orienteering” on-line course. Other schools have got in contact

JW – is heavily involved in one school (primary and secondary). This was successful as they could piggy back onto the Deeside Schools League, which provided enough events in the year. Engagement of parents is essential to keep the children involved. He also found it difficult to get commitment of the teachers to any activities outside standard school hours.

BM – a cluster of five schools in Aberystwyth have been mapped

BD – asked whether we had spoken to Pauline Tryner (SYO) about transitioning children from schools orienteering to the clubs – SYO have been very successful in recruiting children into their club . MS – Peter Tryner spoke to us at the most recent Volunteers weekend. JC – mentioned the British Orienteering Webinars which included a presentation by Pauline Tryner.

## KL – next year fixtures.

WOA are putting on a Compass Sport Cup heat on 12th March 2023 and KL will be looking for a Planner and Organiser for that event. This will be part of a weekend along with the Welsh Championships put on by SBOC.

British Orienteering ask WOA to hold a large number of big events – should we ask to be removed from some of the rotas or can we cope with the number of events that British Orienteering ask us to do. For example other regions have been removed from the JK rota meaning that WOA are asked to do more events.

## Comments from Andy Robinson –British Orienteering Rep

AR was very positive about the Volunteer’s weekend and SBOc’s development officer – with the advice that she needs support and should not be left to work in a vacuum

## With regards to the website he commented that his club, LOC, have spent £2000 on a new web-site designed by Paul Frost.

#  Date of 2022 AGM – date to be confirmed.

 The intention is to hold the meeting in June 2023, after the accounts have been closed. The meeting will be held on-line.

The meeting was closed at 8:45pm