

2019 ANNUAL GENERAL MEETING

Venue: Plas Dolau Country House Hostel, near Aberystwyth SY23 3HP

Date: 5pm Saturday, 22 June 2019

MINUTES

PRESENT: David Pal (WOA Chairman and Fixtures Secretary, WRE), Roger Stein (WOA Secretary, SBOC), Megan Carter-Davies (WOA Information Officer, MWOC), Robert Griffiths (WOA Mapping Officer, MWOC), Mark Saunders (WOA Development Officer, SWOC), Anne May (WOA Membership Officer, SWOC), Peter Ribbans (SWOC), Ben Mitchell (SBOC), Kostas Koukouris (ERYRI), Niall Reynolds (SBOC), Richard Cronin (NGOC), Jim Wood (ERYRI), Russell Finch (SWOC), David May (SLOW), Anthony Raven (SWOC), Jill Manning (SWOC).

- 1. APOLOGIES** – Judith Powell (SWOC), Colin Powell (SWOC), Bridget Stein (SBOC), John Butler (HALO), Alice Bedwell (SWOC), Terry Smith (MWOC)
- 2. MINUTES OF 2018 AGM (15 September 2018)** – agreed as an accurate record of the meeting.
- 3. MATTERS ARISING** –
Action 2018/1: RS – list of current active WOA Controllers to be displayed on WOA web site – Done.
Action 2018/2: DP – DP to discuss with Clare Dallimore taking on role of Welfare Officer / Protection Lead Officer – Done.
- 4. REPORTS OF OFFICERS FOR 2018** (*see WOA Annual Report 2018*)
[] *indicates a report not normally made/requested.*
A draft of the Annual Report and Accounts 2018-19 were available on the WOA web site prior to the meeting.
 - a. Chairman (DP) – report accepted.
 - b. Treasurer (JL) – report accepted.
Proposal 1: that annual accounts for 2018-19 be adopted – proposed by DP and seconded by AM – was agreed. It was noted that the accounts were complete except for some outstanding levy payments for a few local events from one club. It was agreed by the meeting that the Committee could accept the final accounts on behalf of the membership when these were available given that the change would be a small increase in net income. [*Note that following the meeting the final accounts were completed by JL and accepted on behalf of the Committee by DP & RS. Due to illness the auditing of the accounts were delayed but completed in Sept. 2019.*]
 - c. Membership Secretary (AM) – report accepted. AM had noted the relatively high percentage of non-renewals. Clubs were invited to feedback any information they have on non-renewals, so that data can be combined and any actions determined. It was also noted that British Orienteering no longer made the data available on their system for non-renewals after a period of 3 months, at which time their status changed to lapsed members.

- d. Fixtures Secretary (DP) – report accepted.
- e. Coaching Officer (GW) – report accepted.
- f. Information Officer (MC-D) – report accepted.
- g. Mapping Officer (RG) – report accepted.
- h. Development Officer (MS) – no report.
- i. [Technical Officer (role covered by MS) – no report.]
- j. [Secretary (RS) – no report.]

5. REPORTS OF ADVISORS FOR 2018 (see WOA Annual Report 2018)

[] indicates a report not normally made/requested.

- a. Schools Liaison Officer (BS) – report accepted. BS had indicated that she no longer wished to continue in this role. No replacement had been found. Any volunteer to please contact DP.
- b. Junior Squad Manager (MS) – no report; JHI results included in Annual Report.
- c. Senior Squad Manager (CD) – no report; SHI results included in Annual Report.
- d. Veteran Squad Manager (SB) – report accepted. SB stepped down from this role after the 2018 VHI. The meeting thanked SB for her many years of service for the Association.
- e. [Welsh League (RC) – no report.]
- f. [Webmaster (RS) – no report.]
- g. [Editor of Y Ddraig (MC-D) – Y Ddraig had been replaced now with an electronic monthly newsletter, emailed to all members.]
- h. [Regional Volunteer Champion (GW) – no report.]

6. Constitution Amendments

Proposal 2 – Safeguarding Officer role be added as an Officer of the Association – was agreed.

Proposal 3 – minor amendments regarding family and non-specialist group membership which was no longer supported – was agreed.

RS agreed to action both proposals and update the Constitution and make available on the WOA web site.

7. ELECTION OF OFFICERS

- a. Chairman – David Pal was happy to continue. All agreed.
- b. Treasurer: Jean Lochhead was happy to continue. All agreed.
- c. Secretary - RS confirmed the notice given at the 2018 AGM that he would step down from the role as Secretary from this AGM. No replacement volunteer had come forward. RS was happy to pass on information about the role and papers as necessary to future replacement.
- d. Membership Secretary – Anne May happy to continue. All agreed.
- e. Fixtures Secretary – David Pal happy to continue. Having taken on the role of Chairman and volunteer for Fixtures Secretary should contact DP to discuss. All agreed.
- f. Coaching Officer - Gabriella Walsh happy to continue. All agreed.
- g. Information Officer –Megan Carter-Davies happy to continue. All agreed.
- h. Mapping Officer – Robert Griffiths happy to continue. All agreed.
- i. Development Officer and Technical Officer – Mark Saunders happy to continue. All agreed.
- j. Clare Dallimore had agreed to take on this new role last year. All agreed.

8. ELECTION OF AUDITOR

Proposal 4: that Brian Cheetham be appointed as auditor – proposed by JL and seconded by NR – was agreed.

9. BUDGET 2020-21 (*see WOA Annual Report 2018*)

Proposal 5: that the fees and levies for 2020 remain the same as 2019 – proposed by AM and seconded by DP – was agreed.

10. ANY OTHER BUSINESS

- a. Croeso 2020 – JW updated the meeting on the current position.
- b. GDPR breach – raised by RC. Committee had taken the incident seriously and carried out a self-assessment, as per the guidelines on the web site of the Information Commissioner's Office. It was decided that no further report need be submitted. AM was currently revising/reviewing the Association's GDPR / Data Protection Policies.
- c. NR mentioned current problems SBOC had with negotiating continued access to Merthyr Mawr Warren. He asked whether it was possible / appropriate for the WOA Committee to pick up handling all-Wales agreements with various bodies e.g. NRW.
- d. Welsh Championships Rules review. RG had distributed a draft revision of the rules/guidelines. These would continue to be refined based on comments received and hopefully implemented/trialled at next Champs in 2020 by SWOC.

11. DATE OF 2020 AGM – date to be confirmed (possibly May/June). Needs to allow time for accounts to be closed at end of March.

The meeting closed at 6.00pm.