

## Committee Meeting

**Venue:** Pantyfedwen Village Hall, Pontrhydfendigaid SY25 6BB

**Date:** 4.30pm Saturday, 3 October 2015

### MINUTES

**Present:** Pete Ribbans (Chair), Roger Stein, Mark Saunders, Helena Burrows, Anne May, Jim Wood

**1. Apologies:** Bob Dredge, Amy Peltor, Dave Doherty, Robert Griffiths, Gabriella Walsh, Dave Pal

**2. Minutes of last committee meeting (17 June 2015):** Agreed as an accurate record.

**3. Matters arising, not covered below**

2014/34 and 2014/35: Welsh 'O' Tops. O tops purchased for juniors; more would be needed. (Trimtex logo may now be removed from web site.)

2014/36 and 37 and 2015/02: Funding Priorities. Earlier paper by MS on funding procedure/priorities had been agreed and was now being implemented. Development funds also had been used for the successful Volunteers' Weekend.

2015/05/2: Developing clubs in poorly serviced areas (Bridget Stein). BS has made progress in several areas but delays in getting confirmation of access from some stakeholders (e.g. National Trust). Report will be made to a future meeting. **Action 2015/24 BS**

2015/05/3: Coaching courses. Level 2 course in Sept was cancelled.

2015/08: JHI 2017. No decision yet on venue, etc.

2015/09: BNC 2018. Club contact for event is Margaret Reynolds.

2015/10: Welsh League 2016. Clubs to inform DP when details known.

2015/11: SEOA request to hold BOC in Wales in 2020. DP informed them of possibilities.

2015/12: WOC2017 (SBOC). Done

2015/13: WOC2018 (ERYRI). Done

2015/14: VHI 2018 and SHI 2019. Clubs to volunteer.

2015/15: Cwpan Y Ddraig 2016. Aberedw Rocks (MWOC) and Broughton Burrows (SBOC) are possible.

2015/16: Ex-pats membership. Done, at Welsh Champs/VHI.

2015/17: Development Weekend. Similar weekends would be held, probably every 2 years.

2015/18: WOA Development Grant queries. MS/HB to handle if they arise.

2015/19: WOA AGM. Done.

2015/20: Croeso 2016. See 8. AOB a. (below).

2015/21: Life Membership. Done.

2015/22: Life Membership admin. Fees to be refunded if paid through BOF.

**3. Matters arising from WOA AGM**

2014/6 Changes to Constitution. See 5.a. (below).

PR awaiting some reports and/or amendments so that Annual Report 2014 can be completed.

**5. Reports from Officers (for the period June to October 2015)**

**a. Secretary (Roger Stein)**

i. SHI 2016. Jim Wood would need to attend the Safety Workshop if the event organiser.

ii. Changes to Constitution. Some tidying up following the 2014 AGM was required. Consideration would also be given to other possible changes to the Constitution so that they can be implemented at the 2016 AGM. RS agreed to circulate a tidied up version for discussion.

**Action 2015/25 RS**

**b. Treasurer (Amy Peltor)**

Various items of information are required by Amy so that she can complete the BOF Annual Return and the Sport Wales Grant application. People were identified to provide the info for Amy as soon as possible:

2a. Agreed that WOA would continue with free first year membership for new members.

2b BOF numbers -

**Action AM**

3a Governance and Leadership Framework – it was agreed that this would likely be something that WOA would sign up to. RS agreed to look in more detail at the paperwork and what was involved and work through the matching of requirements to current practice in WOA.

**Action 2015/26 RS**

3b. Membership info

**Action AM**

Coaches

**Action HB**

Officials (probably same as last year)

**Action MS**

Clubs/Teams – same as last year.

3c. International Programme

**Action MS**

4. Internet Banking. It was agreed that John Butler should be removed as a signatory on the WOA bank account and Peter Ribbans be added. Paperwork was signed to ensure this happens.

5. Accounts 2015-16 – Actual To Date 29 Sept 2015. Information was noted. No queries raised.

**c. Fixtures Secretary (David Pal)**

No report.

**d. Information Officer (Roger Stein)**

Nothing to report.

**e. Mapping Officer (Robert Griffiths)**

Nothing to report.

It was noted that BOF had provided standard copyright phrases for use of data from O.S. and from Environment Agency for LiDar data. As Welsh LiDar data was due to be provided by Natural Resources Wales then WOA should find out what copyright notice they required on maps and WOA would inform Welsh clubs and Welsh mappers.

**Action 2015/27 RG**

**f. Coaching Officer (Helena Burrows)**

Nothing to report.

**g. Technical Officer (Mark Saunders)**

Nothing to report.

**h. Membership Secretary (Anne May)**

Current membership report available.

**i. Development Officer (Mark Saunders)**

Main work for the foreseeable future was Croeso 2016.

**6. Reports from Advisors**

No reports received.

It was noted that the SHI team manager was Ed Nicholas and that Lauren Ferrand was no longer involved.

It was suggested and agreed that Annual Reports for 2015 from Officers and Advisors would be requested at the end of the year, rather than wait until mid-way through 2016 when the date of the 2016 AGM was finalised.

**Action 2015/28 RS**

## **7. News from British Orienteering**

Nothing to report.

## **8. Any other business**

### **a. Croeso 2016**

Car parking had been lost for 2 days at Dan yr Ogof. Intention is to use Pen Rhiw Wen instead but only for 1 day, as competitors will need to be bussed to / from Start / Finish.

24 to 29 July 2016

Sun/Mon 24/25 at Kenfig Burrows; Long and Middle. Planners: Richard Cronin (NGOC) and Alan Honey (BOK); Controller: David May (SLOW). [NGOC/BOK/SLOW]

Tue 26 at Margam Forest North. Planners: Peter Ribbans (SWOC) + 1. [SWOC]

Wed 27 Rest day. (Possibly a Sprint.)

Thu 28 at Pen Rhiw Wen. Planner: Marcus Pinker (FVO); Controller: Roger Stein (SBOC). [MWOC/ERYRI]

Fri 29 at Graig Fawr / Margam Park. [SBOC]

**b. Expenses for training.** Agreed to fund travel expenses for GW.

**c. Course.** Information available about a Sport Ethics course.

## **9. Date of next meeting**

February 2016 (date to be confirmed/agreed). Using Google Hangout.

Meeting finished at 6.10pm.

Appendices:

a) Accounts 2015-16 To Date (29 Sept 2015)

b) Current Membership report

## Appendix A – Accounts 2015-16

ACTUAL TO DATE – 29 Sept 15

		Revised Budget	Actual to 29-Sep-15	Variation
		A	B	D
Ser		£	£	£
	<b>REVENUE ACCOUNT</b>			
	<b>Income</b>			
1	Subscriptions	700	<b>81.00</b>	
2	Levies	1600	<b>65.10</b>	
3	Interest	100	0	
4	International Income	0	<b>0</b>	
5	WOA Development fund	5000	<b>5000.00</b>	
6	BOF Development Grant	0	0	
7	BOF Coaching Grant	0	0	
8	SCW Grant	3000	<b>3000.00</b>	
9	<b>Total Income</b>	<b>10400</b>	<b>8146.10</b>	
	<b>Less Expenditure</b>			
10	Officers' Expenses	-100	<b>0.00</b>	
11	Committee Meetings	-150	<b>0.00</b>	
13	Schools Liaison	-100	0	
14	Training Officials	-500	<b>0.00</b>	
15	Domestic Events	-1000	<b>-155</b>	
16	International Preparation Training	-1000	<b>-319.66</b>	
17	International Programme	-3500	<b>-3853.88</b>	
18	Club Development & Grants	-4000	-151.5	
19	Club Coaching Grants		0	
20	Other	-100	-3454.31	
21	<b>Total Expenditure</b>	<b>-10450</b>	<b>-7934.35</b>	
22	<b>Deficit(-)/Surplus for the Year/to 29 Sep 2015</b>	-50	211.75	
23	Transfer from/to(-) Reserve Fund	50	-211.75	
24	<b>Net Deficit/Surplus for the Year, to 29 Sep 2015</b>	0	0.00	

	<b>DEVELOPMENT FUND</b>			
25	Balance @ 1 Apr 15	32414.1	32414.1	
26	Transfer to Revenue Account	-5000	-5000	
27	<b>At 31 Mar 16</b>	<b>27414.1</b>	<b>27414.1</b>	

	<b>RESERVE FUND</b>			
28	Balance @ 1 Apr 15	6000	6000	
29	Transfer from/to(-) Revenue Account	-50	211.75	
30	<b>At 31 Mar Jan 16</b>	<b>5950</b>	<b>6211.75</b>	

31	<b>Net Assets at 31 Mar 16/29 Sep 15</b>	<b>33364.1</b>	33625.75	
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Appendix B – Current Membership report

**WOA MEMBERSHIP ON 10/10/2015**

	<b>2015</b>			<b>End 2014</b>		
	<b>TOTAL</b>	<b>M</b>	<b>F</b>	<b>TOTAL</b>	<b>M</b>	<b>F</b>
<i>ERYRI SENIORS</i>	27	12	15	29	12	16
<i>ERYRI JUNIORS</i>	10	6	4	7	4	3
<b>ERYRI - TOTAL</b>	37			36	16	19
<i>MWOC SENIORS</i>	30	17	13	26	16	10
<i>MWOC JUNIORS</i>	32	19	13	30	18	12
<b>MWOC - TOTAL</b>	62			56	34	22
<i>SBOC SENIORS</i>	52	32	20	55	36	19
<i>SBOC JUNIORS</i>	27	19	8	31	19	12
<b>SBOC - TOTAL</b>	79			86	55	31
<i>SWOC SENIORS</i>	68	44	24	71	43	28
<i>SWOC JUNIORS</i>	14	6	8	16	8	8
<b>SWOC - TOTAL</b>	82			87	51	36
<i>BAOC SENIORS</i>	5	3	2	5	3	2
<i>BAOC JUNIORS</i>	2	1	1	2	1	1
<b>BAOC - TOTAL</b>	7			7	4	3
<i>RAFO SENIORS</i>	0	0	0	1	1	0
<i>RAFO JUNIORS</i>	0	0	0	0	0	0
<b>RAFO - TOTAL</b>	0			1	1	0
<i>SPLOT SENIORS</i>	9	4	5	9	4	5
<i>SPLOT JUNIORS</i>	2	1	1	2	1	1
<b>SPLOT - TOTAL</b>	11			11	5	6
<i>EXPAT SENIORS</i>	31	22	9	35	23	12
<i>EXPAT JUNIORS</i>	6	1	5	7	2	5
<b>EXPAT - TOTAL</b>	37			42	25	17
<b>WOA - TOTAL</b>	315			326		
<b>TOTAL SENIORS</b>	222	134	88	231		
<b>TOTAL JUNIORS</b>	93	53	40	95		
	<b>315</b>			<b>326</b>		

**STATUS REPORT**

Number of "H" (Honorary Life Members)	4
Number of "N" (New members)	60
Number of "R" (incl expats)	251
total current:	315
Number of "L" (were members in 2014)	54
Number of "Z" (did not renew in 2014)	50
<b>Total No of Ex-Pats in 2014</b>	<b>42</b>
2015 - No who have renewed/joined:	37

Anne May, WOA Membership Secretary  
10th October 2015