

DRAFT

Leicestershire Orienteering Club
Minutes of the 43rd Annual General Meeting
Held at the Glenfield Parish Rooms
Monday 29th October 2012

Present: Howard Alcock, David Anderson, Peter Chick, Hannah Cox, Mathew Cox, P. Cox, Tracey Brooks, Chris Bosley, Steve Edgar, Roger Edwards, Laurie Fluck, Bob Haskins, Peter Hornsby, Peter Leake, John Marriott, Irene Marriott, Alastair Paterson, Chris Phillips, Roger Phillips, Glynn Smith, Simon Starkey, Iain Tebbutt, Stuart Tyler, Graham Watson, Alan West, Ernie Williams, Ursula Williamson

1. Apologies for absence: Roy Denney, Simon Ford, Alison Hardy, Mark Hardy, Wendy West, Ian Wilson

2. Declaration of membership numbers.

With 101 voting units, the number required to make the AGM quorate is 10. The meeting was declared quorate. Membership numbers are 165.

3. Approval of the minutes of the AGM held on Monday 31st October 2011

With a number of minor textual and spelling corrections the minutes were approved. Proposed Roger Phillips Seconded Laurie Fluck.

4. Matters Arising from the minutes.

There were no matters arising

5. Chairman's report on the past year.

It has been another successful year for the Club with many events and activities. They can't all be reported tonight, and I will concentrate on some highlights, and also more general aspects of the Club and the sport. This year I have enlisted some help from the Fixtures and Development Co-ordinators and the Club Captain to put some detail into their areas.

Last year Chris Phillips was able to report that we were Club of the Year. Following that success, and the two previous years as runner up, we have not put in an application this year. Well, it's only fair to give other Clubs a chance. This time last year, I said "where next for LEI". I think we have strengthened our position as one of the premier orienteering clubs in the country and developed even further in some directions.

At this point I'd like to say thank you to pretty much everybody in the Club. We would not be able to run our events and activities without you. I'm not just referring to mappers, organisers, planners and controllers, but the many of you who run our league events, and sometimes get inundated by more than the anticipated number of competitors. Also, the helpers at events and those of you who collect in controls post event. This is the reason that we can run such a large programme and a reason why we are a successful Club. I hope you enjoy doing it, there is plenty of opportunity for the future.

We offer a large range of events and activities: there have been East Midlands League (Level C) events; the Summer and Winter League series; novelty events such as the Xmas Novelty and Wistow maize, and club and training nights. We have not organised a Level B event this year, but one is planned at Spring Cottage in 2013.

This year the Club Championships took place on a largely new area of Spring Cottage with just a small amount of overlap from the previous year, and we again held the presentations at the Navigation. Congratulations to Angus Sheddon and Alison Hardy who are our 2012 Club Champions.

Every year we take part in the Compass Sport Cup. We went to Cannock for Round 1 with what must have been a record LEI turnout. Unfortunately we didn't make it through to the Finals but it was a good day out.

We put on a different sort of East Midlands League Event at Beaumanor Hall and Welbeck College in January which was effectively a sprint event, but with the usual selection of colour coded courses, though much shorter than standard. This showed that it is possible to mix event types in the League and a number of very "traditional" orienteers even admitted to enjoying it! Some areas used for the EM League are really more suited to Middle Distance and it may be that this would make a better event rather than effectively putting on "long Middle" events at these locations.

We also put on a round of the new East Midlands Urban League on a new map at Ashby-de-la-Zouch. This formed one event in a four event league, the others being Nottingham and Lincoln Cities and Wirksworth. The league was well received and will go forward to next year, probably on an expanded basis.

Our accounts will show that we have effectively broken even for the year. Our Treasurer, Roger Edwards will present the accounts and next year's budget. We are indebted to Roger for looking after our finances and keeping us on track with expenditure.

The Club's Development and Training programme continues to improve and expand and Roger Edwards, our Development Co-ordinator, will expand on this a bit later. There are training events to come and some have been delivered this year, including event safety. We are short of event officials for Level C events and if you are interested in getting involved, then the training courses for Organisers and Planners is the place to start. There is a Regional training day in December at Groby. The East Midlands Area organised a Controller/Planner conference for the first time in May, and this proved to be a very interesting and useful day, and will be repeated in 2013.

At a Club level, the regular Club Nights (plus a social element) are proving popular with a regular attendance. The training nights at Ibstock continue and a new Activity Night was started in Loughborough in February with lead coach Mark Sherriff. The Talent Club coaching programme has been rebranded as BOOST and will be expanding the range of provision.

Hopefully, as a result, we are all improving as orienteers!

There is talk of forming a satellite club in Northamptonshire, but no firm progress has been made. It is a bit remote for LEI to put in much input so this club will be run through the national office if it goes ahead.

The Juniors are having great success and we now have a sizeable group of talent with a wide age range. Roger Phillips, as Club captain, will expand on this area and tell you about their activities. At the Club Championships each year we present the Rising Star trophy and congratulations go to Matt Cox as this year's recipient.

We would not get to do any event without maps and mappers. There are large projects to do and new maps to create but also our maps of smaller areas need to be kept fresh to be used for mainly level D events. We are looking to recruit and train a group of map updaters who are able to spare a few hours to do this work. I'm pleased to say that we have just heard that we have received a grant from BOF to help with this project.

The Club presentation dinner has moved to March, at which the Club's champions are presented with their trophies. We also award the President's Salver for outstanding work over the last year and the Tiger Trophy to someone who has worked tirelessly for the Club over a number of years. This year's very worthy recipients were respectively Steve Edgar and Chris Phillips. I can't leave this section without recording the success of Bob Titterington who recently became the M70 World Radio Orienteering Champion.

Although I've mentioned some names in this report, one of my favourite pages in our excellent newsletter (thanks Wendy and Alan West) is the "Top Performances from Major Championships" where members' successes are reported. This year we have had 3 excellent editions of the newsletter, and thanks to the contributors, as there have been a wide range of items.

I am the Club representative of the East Midlands Orienteering Association and attend about 6 meetings of this organisation per year. This year the Constitution and Standing Orders were rewritten, largely thanks to Roger Edwards, Roy Denney and Ranald Macdonald from DVO and with a little help from myself. Around 14 drafts were produced before the final version. The committee structure has been changed and the document was approved at an EGM directly before the EMOA AGM, and so has been implemented.

There are problems with finding people to stand on the EMOA committee but it was given a lifeline at the AGM as two people were prepared to stand for one year only as Chair and Development Officer. The Financial Secretary is in her final year and there is no Vice Chair, so a new committee will be needed next September if the Association is to continue to function.

We enjoyed rewriting the EMOA Constitution and Standing Orders so much that Roger Edwards went on and rewrote ours as well, partly to take account of national changes but we have also altered the committee structure. There are positions of Development Co-ordinator and Fixtures Co-ordinator with subcommittees below these two posts. These documents are before you for approval tonight.

At a National level, I, and others, have attended the Club and Association Conference (in 2011) and the Event Officials' Conference which took place in September at Warwick University. I have mentioned some issues in the club newsletter, mainly about the new Levy system which comes into effect from January 1st 2013. This has already been reflected in our Winter and Summer League 2013 prices, and no doubt we will have to look at level C costs as well.

BOF have also suffered losses in funding from the national sporting bodies and are being encouraged to work with a company called Limelight, who promote sports, but not necessarily in the way that the respective sports would expect. However, it is likely that they will do some work on orienteering.

There are many things to come in the future that we are organising, some imminent (like the Midland Night Championships) and some longer term. These will be revealed later in the agenda with the help of Chris Phillips, who instead of standing back for a rest after being LEI Chairman has taken up a position on the BOF Events and Competitions Committee

Finally, it seems to me that we have an excellent year of orienteering to look forward to in 2013 and beyond, and with your help we will be able to achieve everything in our timetable.

The Chairman then invited the Roger Edwards to comment on the work of the Development team over the last year.

The club's development plan/ document is now extensive and was reviewed by the Committee in May. Iain Tebbutt manages this. I am going to dip into some of the areas.

Coaching, POC, Schools and Club nights looking back and then to the future. We encourage members to become club coaches at level 1. Several members will be attending the next East Midlands course. We encourage more experienced level 1 coaches to qualify for the next level. This is more onerous but allows coaches to deliver training in a less safe environment, e.g. Cademan Woods. Peter Hornsby is the latest to pursue this route. Ben Windsor, Chris Bosley and Mark Hardy are our other Level 2. We encourage coaches to go to National Conference but no one went this year, I would hope someone goes next January.

As part of our publicity programme we have established Permanent Orienteering Courses around our patch. In the last year we have added, the Outwoods (this is on a trial basis finishing this week), Booth Wood, Fineshade Woods, Johns Lee Wood. We have extended already established courses at Beacon Hill top, Bosworth Country Park and East Carlton Park. Although all the plaques have been installed at Stonebow and Hermitage we just need the maps!

John and I are working Beaumanor & Welbeck and I am working with Fermyn Woods to add more there. They have invited us to do more. For all this work we've been part funded by British Orienteering, and I invoiced the Forestry Commission for Fineshade and I will invoice the National Forest Company in December when we have finished the rest. However some of the costs are met from the club budget.

We have just agreed a design for our latest advert designed by Caroline Povey from British Orienteering.

We have also worked with a number of schools. Judge Meadow Community College where we ran a Sportivate scheme. We have delivered 6 days coaching at Moat Community College. We (by that I actually mean Ursula Williamson) worked with Loughborough High School and provided them with an afternoon's orienteering which preceded our Sprint race. We still working with them; this autumn/winter on a Sportivate project. Sportivate is to encourage 14 to 25-year-olds semi-sporty people to do sport.

We also replaced the middle school County Championships we had run for three years with an all age event at Bradgate Park and we are repeating that next May's in an EMOA League at Swithland Woods. And this will also be the Yvette Baker trophy regional heat, from the club's point of view would rather juniors did when the Yvette Baker trophy than the County Championship.

As part of the UK development programme, British Orienteering agreed with Sport England some funding in order to increase participation. As a consequence of this club nights are being added throughout the country. The work at Loughborough, Charnwood College formerly Burleigh community college is the latest. Despite mapping the school, setting up an extensive permanent orienteering courses, publicity at local schools, the numbers retained are disappointing. The Groby College club nights are more successful but still dependent on a limited number of people/families. British Orienteering plan is to establish a club night in Northamptonshire next year. The most likely location is Towcester, with the club coach being Steve Hardy of South Midlands orienteering club. There is an orienteering Black hole in Northamptonshire and promotion of orienteering in this county would benefit the LEI.

Some of you may have seen the Sport England annual survey of all sports and it shows that half of new members join the club through personal contact. So are you doing your bit!?

Iain and I attending a course last Tuesday, which challenged us to do better. We were given an extensive list of things we should do or try out. The focus was on what to members want from us?

The Club Captain Roger Phillips then reported on our "on field" activities.

I have been asked by the Chairman to say a few things about how the club has performed over the last 12 months.

It has been a very successful year for LEI out in the forest. We have had individual podium places at the British Sprint Championships and the British Middle Distance Championships, winners at the 2 out of the 3 English Regional Championships. In the club this year, we now have a world champion, a member of the England Team, 7 medal winners from the British Schools Score Championships and as a club we have a 3rd place in the Joan George Trophy at the Peter Palmer Relays and just recently we qualified for the Yvette Baker Trophy final, winning by a massive 11 points!

Last month I was lucky enough to see 16 of our juniors in action at the Peter Palmer Relays over at Sutton Park. For which I thank Iain & Barbra Tebbutt for organising the teams & feeding the troops on Saturday night. For those of you who don't know it is a night/ day relay starting at 5.00am! So as you can imagine not much sleep that night. LEI is well known for being a very socialable club and that trait is continuing with our juniors. All of them were up at 5.00 am to see the 2 LEI teams start. It was commented on how vocal our juniors were in support of their team mates both at the start and the finish lines.

The success of our juniors has been a real team effort, and on behalf of the club I would like to thank the various coaches, club night co-ordinators and the parents for supporting their children in there chosen sport.

We have a long we to go to match other clubs in terms of performance. We still have the holy grail of getting to the final of the Compass Sport Cup. In 2013 the regional heat is the 17th February at Fineshade, so I expect you all to be there.

6. Matters arising from the Chairman's Report.

There were no matters arising.

7. Treasurers Report and Budget for the Coming Year.

You have three sheets:

the white sheet; the 'approved' published accounts. the pink sheet has the event summary which is also part of the accounts and on the reverse it has the recommendation from membership subscriptions (which you will need later) and the yellow sheet is the budget summary.

The one line summary is: we broke even last year and we plan to break even this year. I will expand some of the detail.

Income

You can see a membership income fell slightly Our commission on paid mapping was down by a third, Club Night income doubled, grants fell by £2,000. Some of this is due to different classification, e.g. we had £2000 for British Orienteering. £500 is shown as Commissioned mapping, £500 Burleigh Booth Wood POC and £300 for publicity, etc.

If you go onto the pink sheet, it gives you a summary of the bigger events, our two leagues, Other events are Christmas, New Year Day plus some oddities. and that's about it on the income side.

Expenditure

Our newsletter expenditure was higher than previous year's because we stockpiled stamps for this year.

Publicity is much higher as we are now producing two glossy trifold's plus Burleigh & the Braunstone Park run post cards and posters. Map printing costs were even higher than the previous year, and some of this is because of the timing of the purchases. Five months paper 5000 sheet is about £500, a set of toners is about £500 and set of image drums £250 so if things happen at the year end, as they did this year in the middle of July this year, it makes a big difference.

We spent, as usual, a lot on event equipment, we bought a new A3 printer as the previous one was worn out and the full cost of £700 is in the accounts; previously I have depreciated printers/ large items. i.e. spread the cost over several years. To keep the accounts simpler to maintain, I am avoiding depreciation if possible.

We had to buy schools equipment so that it was ready to be loaned by schools as required., previously the club has effectively had Schools SI on permanent loan. So we bought a new rechargeable printer and some boxes/ locks at club expense and we are insuring it.

Also under event equipment but not showing up fully is lost or stolen equipment. I have paid for some kit but had no insurance money to date. This summer I put in five insurance claims. Three of which I haven't had an agreement to, so basically we cannot buy replacement equipment. The whole process is slow, for instance, equipment we lost at Aylestone in May I've only just given replacements to Peter at the beginning of October.

Club night expenses (includes Talent Club) are much higher as we have three club nights with the Burleigh club being added this year. In fact it's now the Charnwood College club because the school has merged and been renamed. Equipment bought from grants has dropped, this is the money we are in getting from the County sports. The total grant is failing and we need matched funding to get our share, so it's not easy. Depreciation this is a final year for depreciating the SI equipment we bought about four years ago.

Support for juniors has been reduced by British Orienteering and the burden now falls on clubs and associations. So those of you will who were at the East Midlands AGM will have seen some big increases in the budget for English Orienteering and Juniors. We now have some good juniors and we made our first grant in about five years. Trophies, another lumpy item, i.e. low one year and high another. A big increase here as we bought glass tots which should last for several years. Plus an odd trophy and we bought even more over the summer for the club championship and they will be in the current year's accounts.

And if you go to the lower half you'll find the balance sheet which shows we have £8,000 in the bank; this is more than we need for prudential purposes.

I do have a copy of the accounts signed by our Independent Financial examiner Lewis Sutton. We need to minute out thanks as he now wishes to stand down.

I move onto the budget.

The biggest change in the accounts is the new British Orienteering membership and levy scheme, particularly the levy scheme. This hits a club like us very severely. Events with more than c145 people pay less levy than before, so for us that's the bigger EM events! For the rest we pay more. For all our Level D we need to be paying a £1 a head and 33.3p for juniors.

I estimate that we need to pay £50 a week in levy. The consequence of this is our event fees for level D will increase in two phases, currently have gone up by 50p and then there will be a further 50p to £4.50 at the start of the summer league. By contrast Level C fees will remain at £6.

Note the budget is a guide to what we are intending to do this year and enables us to consider event fees and membership subscriptions, etc. Typically it's out by quite a bit. It shows an overall break even position which is fine.

The figures are on the yellow sheet and it restates last year's actual accounts but in a different sequence. There is a summary at the top and the details below.

However it's made up of two halves. The projected event surplus this year of about £2,000 and we expect to lose £2,000 on our other activities. And this is in a complete contrast with the Actual the last year where we had an event deficit of £1,000 and other activities surplus of £1,000.

So why is this happening?

We have established sufficient SI kit, printers etc. to manage so our spending will be down and we no depreciation, this equates to a £2k turnaround. In addition Event participation for our events is increasing and therefore our fixed costs are being easily covered, so every extra person is virtually all surplus/profit.

However under Other we are getting less trading income especially we have fewer schools to map and sell POC plaques to.

We are intending to reward all the volunteers at the British Sprint's with identification clothing a figure of £1000, we expect to make more grants to juniors (from the Treasurer's point of view too many of a high standard is bad news!). And we have allocated money for training volunteers particularly in mapping, as our non-level C maps are getting considerably out of date. The training figure would be even higher were in not for East Midlands Paying nearly £1,000 for our new coaches to attend next months Level 1 courses.

The Committee agreed to subsidise Club relay team entries especially to juniors and so there is budget of £250.

Right near the bottom of Other expenses I put in a provision of £600 for tax. For many years the club has been trading but we are subject to corporation tax and the Corporation tax level was £500 profit. So we were ok but not any longer! Recently the figure has been reduced to £100 and we are likely to be in excess of this. If we submit our accounts to the HMRC, which we ought to do, then they may make an assessment on us, so I have put in a guess of the amount payable including some past years.

Why does this matter? Can't we bury our heads in the sand? It is one approach. Club policy is to attempt to be legit so we need to own up.

However one of the ways of avoiding further Corporation tax is for the club to adopt a new organisational status called Community Amateur Sports Club (CASC). This has been around for ten years and for us is a way of tax sheltering Corporation tax (tax sheltering is not paying legitimately) and at the next Committee will be discussing this. If we move this way I think will be the first orienteering club in the country to do so. To become a CASC we need to submit a form to the HMRC and they need to

approve us. They will look at our constitution, committee accounts and they may wish to investigate further so we may need to pay tax on prior years.

That's all I want to say on the numbers so if there are any questions I'll try and answer them.

8. Matters Arising

The cost of the new digital clock was queried. Cost £230.00

9 Independent Financial Examiners Report.

Our Independent Financial Examiner confirms that our accounts for the year ended 31st July 2012 are consistent with the underlying records of the club.

10 Approval of Accounts

Proposed PH, Seconded GW
Agreed nem com

11. New Constitution and amendments to Standing Orders

That the new Constitution be adopted. Proposed EW, Seconded CP
Agreed nem com

The amendments to the Standing Orders were noted by the meeting.

12. Presidents remarks and election of the Chairman.

It is a pleasure to be standing before you this evening as your President. At some point in the past our Club could evoke thoughts of the RAF motto 'Per Ardua Ad Astra – Through Adversity To The Stars', and then, a while back, our Club could be seen, through the work of the Officers, the Committee and the Club members, to be very much a flourishing organisation and gaining very real respect within Orienteering generally but now, listening to the Reports being given tonight and reading the excellent Club Newsletter, I think that we can very honestly say that LEI is second to none as a very successful Club achieving wonderful things.

All of our successes depend not only on leadership, active co-ordination and teamwork, but also enthusiasm and commitment – the provision of events and activities as highlighted by our Club Captain in the latest Newsletter averaging three a week demonstrates these qualities to all for all – and the results and performances ranging from the younger members right through to the more mature definitely speaks volumes.

Looking to the future I am sure that it is looking really good for our Club locally, regionally and nationally so I can only ask that we all keep up the good work, continue to strive for success and, to coin a phrase, move 'Onwards and Upwards Together'!

The President then proposed the re-election of Bob Haskins as Chairman for the coming year. The proposal was agreed by general acclamation.

14. New Chairman's Remarks

The Chairman was pleased report that a full programme of events was in place for 2013. We will be running a Level B event in November at Spring Cottage together with usual EMOA League Events and the Summer and Winter Leagues. The highlight of the year will be our hosting of the British Sprint Championships in April at Loughborough.

The Chairman then asked Chris Phillips Events Co-ordinator to talk about the rest of the future events programme.

Looking first to 2013.. As the Club Captain has already mention we are hosting the Regional Heat of the CSC & T competition at Fineshade in February Apart from needing a very good turnout of members to compete, Steve Edgar as Organiser will need your support in running this very large event. The Chairman has mention our packed programme of events. We need volunteers to act as event officials. We are currently experiencing a shortage of people who have completed the relevant training courses. No trained officials, no events. In particular if you have not completed the Event Safety Module we have two trainings in the next month.

Turning to 2014. Those of you who have read the latest edition of the club newsletter will have seen the item on the 2014 JK. Long standing members will remember at the 2004 JK EMOA organised and planned the Sunday at Graithwaite in the Lake District. As a club we played a major part. With myself as Day Organiser and Ernie as the Ast Organiser and over 40 LEI members helping, with 8 of your providing the central team, the club were the driving force of the day.

Two years ago BOF approached the East Midlands and asked if the Region would take on a similar role at the 2014 JK in South Wales. After much discussion the junior clubs in the region felt that they did not have the resources to take on the task. Your Executive Committee, however, felt that, yes this was something we wanted to do. In September BOF extended an invitation to the Club to take responsibility for the Sunday at the 2014 JK. That is both to Organise and Plan. The Sunday is the Classic or Long Course Day and is arguably the most prestigious day in the orienteering calendar, it is certainly the largest with up to 3,000 starters. The day has been nominated by the UK as one of its three world ranking events which will attract elite orienteers from all over the world. It will therefore be an IOF supervised event and subject to IOF rules. It will be one of the events in the UK Orienteering League and is likely to be a selection race of the UK elites.

Progress to date. Roger Edwards has taken on the role of Principal Planner assisted by Peter Hornsby and Steve Edgar. Ernie Williams and Bob Haskins will be the Assistant Organisers with myself as the Organiser. Once we have completed the British Sprints in April I will be talking to other members of the club about roles they may like to play in 2014. The sheer size of the JK makes it very different to other orienteering events and to be on the organising or planning team is something not to be missed.

Location. As negotiations are still underway with landowners nothing has been finalised. The date 20th April. Which is significant for two reasons. One, it is exactly a year after we have hosted the British Sprints and secondly its Bob's birthday and as many of you know Bob has a reputation for good parties!

Being asked to host the major event of the year is very much a mark of the high esteem that this club is held in by Orienteering in the UK and is an indication of our status as one of the leading clubs. One final date for your diary. 27th February 2016 we are hosting the British Night Championships. Those of you who are connoisseurs of such matters will realise that will make us the first club in the UK to host all the Level A events that individual clubs are able to put on.

15. Election of Principal Officers. (Vice Chair, Secretary, Treasurer)

Vice Chairman. Iain Tebbutt. Proposed BH, seconded CP.

Secretary. Laurie Fluck. Proposed BH, seconded CP.

Treasurer. Roger Edwards. Proposed BH, seconded CP.

All three appointments agreed nem com.

16. Election of the Committee.

The following be elected members of the Committee. Proposed BH, seconded CB

Kevin Bradley, Matthew Cox, Roy Denney, Steve Edgar, Peter Hornsby, Howard Alcock, Peter Leake, John Marriott, Chris Phillips, Roger Phillips, Graham Watson, Alan West, Wendy West, Ursula Williamson, Ernie Williams.

Agreed nem com.

17. Election/adoption of Independent Financial Examiner.

No proposals were made to the meeting.

18. Election of President and Honorary Members

The chairman proposed that Ernie Williams be elected President.

Agreed nem com

The chairman proposed that Mr Sam Lattaway, Mr Lewis Sutton, Mr Tim Maidwell, and Mrs Irene Marriott be elected Honorary Members of the Club.

Agreed nem com.

19. Any Urgent Business

There was none

The meeting closed at 8.40pm

Open Forum

The following points were raised during the Open Forum

- i. BH reminded members of the Annual Dinner and Presentation evening at Kirby Muxloe Golf Club on Saturday 16th March 2013
- ii AH commented that possibly the “shot glasses” give as prizes may not be totally appropriate for juniors. Committee to investigate other possibilities.
- iii PL requested that the rules regarding shadowing of juniors at Summer League events be published at the event.
- iv SE asked what would happen if no volunteers were forthcoming, next year, for the officer posts at EMOA. BH/EW That is uncharted territory and nobody knows