

## Committee Meeting

**Venue:** Llangennith Hall, Llangennith, Gower, SA3 1HU

**Date:** 2.00 pm Sunday, 17 April 2016

### MINUTES

**Present:** Pete Ribbans (Chair), Roger Stein, Amy Peltor, Helena Burrows, Anne May, Robert Griffiths, Gabriella Walsh.

**1. Apologies:** Bob Dredge, Mark Saunders, David Doherty, David Pal, Helena Burrows.

**2. Minutes of last committee meeting (18 February 2016):** Agreed as an accurate record.

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

2015/24: West Wales Development. Report will be made to a future meeting.

**Action 2015/24 BS**

2015/25: Changes to Constitution. Agreed to delete 5.2 and 5.3 (to be confirmed at AGM) as this would make document more consistent (i.e. Family and Group membership categories no longer exist).

2015/26: Governance and Leadership Framework. Still to be done.

**Action 2015/26 RS**

2015/27: Copyright attribution statement for LiDAR data from NRW. NRW have said the following should be used:

"Contains Natural Resources Wales information © Natural Resources Wales and database right"

"Cynnwys gwybodaeth Cyfoeth Naturiol Cymru © Cyfoeth Naturiol Cymru a hawliau cronfa ddata"

2016/01: Amendments to Annual Accounts. Done.

2016/02: O-Safe. Not sure if this has been actioned.

**Action 2016/02 HB**

2016/03: Schools Liaison Officer. Still to be done.

**Action 2016/03 PR**

#### **4. Reports from Officers (for the period February to April 2016 (reports for 2015 were compiled into the draft 2015 Annual Report))**

##### **a. Secretary (Roger Stein)**

Nothing to report.

##### **b. Treasurer (Amy Peltor)**

Annual Accounts 2015-16 accepted – to go to AGM for adoption.

Budget 2017-18 agreed – to go to AGM for approval.

Agreed to pass proposal to keep fees and levies at current level.

Sport Wales have agreed a grant of £3000 for 2016-17. There were 2 expectations which need action during the coming year:

1. Safeguarding contact to be identified to Sport Wales – Helena Burrows has agreed to this previously. And relevant policy to be developed – presumably utilise the O-Safe document.  
**(See action 2016/02 HB)**

2. Governance and Leadership Framework – **see action 2015/26 RS.**

3. In addition several 'special terms and conditions' including child protection; equality; anti-doping; (these three are already in the Constitution), also audit; inviting Sport Wales representative to meetings (**action RS**); Welsh language; and Conflict of Interest (**action RS**).

Amy to sign and return acceptance of offer.

**Action AP**

Nigel Ferrand has agreed to audit the accounts.

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

Nothing to report, though replies needed for 3 items:

1. 2018 VHI – PR to take to SWOC for agreement and RS to ask SBOC to consider SHI 2019.
2. Welsh Champs 2019 – MWOC confirmed that they would do this, but did not wish to combine with SHI 2019.
3. 2022 British Champs – WOA to host? DM brought forward a proposal from SEOA for use of Welsh areas for BOC2020. It was suggested that the major problem is getting WOA volunteers to handle access agreements. It was then suggested that BOC2020 could use Kenfig Burrows for both the Individual and Relays. SBOC to consider and give their views on this. The proposal is dependent on successful use of the area at Croeso 2016.

It was mentioned that another association had been in contact with MWOC regarding a major event in 2021 (?). It did not seem suitable to have 3 consecutive major events in Wales – David Pal to clarify the situation.

**Action 2016/04 DP**

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

Nothing to report.

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

Nothing to report

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

Nothing to report.

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

No report.

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

Current WOA membership report received (see Appendix C) AM has also submitted the end of year report for 2015 Annual Report (attached to minutes as Appendix D for information).

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

No report

**6. Reports from Advisors**

No reports received.

**7. News from British Orienteering**

Nothing to report. Bob Dredge had asked for some feedback on the BOF fees and levies situation and the reduction if funding from Sport England. There was considerable discussion on this topic and it progressed into a discussion of the possible use of WOA Development funds to support some part-time paid work to develop orienteering in Wales. The general feeling was that as Sport Wales use membership numbers as one of our target KPIs we were against any major increase in membership fees. In addition a few years ago the fees were reduced to encourage membership, with levies being increased on the basis of a 'pay as you go' model. This seemed to be the way to continue though there was some points put forward that BOF needed to review its main activities and the costs of them.

**8. Any other business**

**a. Welsh Champs trophies**

MWOC were asked to try to locate the missing W18 trophy (it had been awarded to Megan Carter-Davies in 2014; she seems to have returned it to the event in 2015, but there was no winner in that class, but Alun Jones did not take the trophy away). It was agreed that trophies should be replaced and/or bought for new classes (e.g. W18, W75, M85). This could be done by SBOC organiser at the next Welsh Champs in 2017. Alun Jones to note and remind them nearer the time and when entries are known.

**Action 2016/05 AJ**

**b. Congratulations to Mark Saunders.**

The Committee offered their congratulations to Mark Saunders for his receipt of the Silva Award for Services to Orienteering, which was awarded at the 2016 BOF AGM.

**c. WOA Orienteer and Volunteer of the Year 2015.** Agreed to Terry Smith (MWOC) as WOA Volunteer of the Year 2015. Two nominations for Orienteer of the Year 2015. Agreed that RS would give full Committee opportunity to vote on this. RS to email. Quick response needed so that presentation can be made at Welsh Champs weekend if possible. *[Following the meeting, by a majority vote Kris Jones (SBOC) was chosen as WOA orienteer of the Year 2015.]*

**d. WOA AGM 2016.** Suggested that this be held either at Welsh League MWOC event on 8 May or during Croeso week in July. RS to consult with full Committee (Doodle poll) for preference. Quick replies will be needed to ensure meeting relevant deadlines for AGM. *[In the week following the meeting a Doodle poll was set up and preference for AGM on 8 May was indicated.]*

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

8 May 2016 - 2016 WOA AGM (due to the relative closeness of this date there did not seem any reason to hold a further Committee meeting after the AGM). AGM Agenda and supporting papers will appear on the WOA web site by 20 April 2016. (The venue is still to be confirmed but will be close to the MWOC Welsh League event at Aberedw Rocks.)

**Action RS**

Meeting finished at about 4.15pm.