

South London Orienteers and Wayfarers 2021 AGM Minutes

21 December 2021 19:00 – Virtual (Zoom)

Present – Sarah Brown, Vesela Chokoeva, Steve Clelland, Chris Glew, Duncan Grassie, Vinh Hoang, Pete Huzan, Fran Kenden, Himmy Lao, Alan Leakey, Diane Leakey, Phil Marsland, Don McKerrow, Gail Parker, Gordon Parker, Paul Street, Fiona Tam, Heather Walton and Jason Wong.

Apologies – Teresa Turner and Charlie Turner.

Opening

Approval of the 2020 AGM minutes was proposed by Duncan and seconded by Gordon. No objections were raised.

Chairman's Report (Alan Leakey)

Alan opened by reflecting on another year living with Covid and subsequent impact on number and type of events put on. This has not been an environment where people are encouraged to join big groups and try something new so it's been a quiet year, and look forward to next year.

Treasurer's Report (Fiona Tam)

The headline from Fiona was that we haven't been able to turn a profit this year up to 31st October due to lack of events, not running the City Race for 2 years running and Box Hill race for 2021 while fixing SI stations and other overheads. Nevertheless the club is healthy financially due to surpluses over the past few years All other events which ran broke even or produced a very small profits, except for the JHIs which had high land rental and accommodation cost. A £234 loss for this year up to end of October in the accounts provided by Fiona (before adjustment – see Equipment Report), represents a minor loss which will slightly increase due to the JHI levy which we are liable for, SEOA gave us £500 to help, to be paid back, which Alan will clarify. so losses will be split. Richmond Park fees were highlighted as particularly high relative to income of events, clarified by Steve as being per single event rather than an annual fee.

Vinh asked about Slowprint costs since an issue had been produced, however none have been claimed by Sarah-Jane, and also asked how strong the clubs finances are. Fiona explained that the finances remained sound, and that we also had a separate reserve fund building to pay for the periodic replacement of equipment. She also pointed out that some of this belongs to the MTB group. Steve asked how we make money on kit – Fiona and Alan reported this was from the o-kit and SIAC hires to other clubs. We spent over £5000 on kit in 2020 and have sold some this year and last, so have a lot of money tied up in kit (Paul and Dorte's home), however there

has not been huge demand due to lack of advertising and events. Gordon asked about spend on kit from previous years since number looks high (£7000 in 2016/7), possibly some from this year such as batteries, and SI air costs have been put under miscellaneous. Fiona will clarify previous years items and remove items from miscellaneous as appropriate. Maps will go under event costs and the tent will appear in next year's accounts. Fiona to make changes and re-submit for approval.. Alan thanked Fiona for taking on the role.

Membership Report (Gail Parker)

Gail reported 174 members total, with a breakdown of 113 male, 61 female and 23 new, mostly from Tuesday races. Gail points people in direction of free club kit but this could be a source of wastage since many people join for one year only before moving away from London. The two years of covid have seen a general decline of 20 people each year. Duncan and Gordon pointed out that we expect membership should pick up when events start up, with Don emphasising the need to advertise membership link when events start up again.

Equipment Report (Gordon Parker)

Gordon reported a quiet year, with £350 spent on batteries for SI cards, and another £700 to be spent on SI units and SIACs. Purchases include an air tent (in 2022 accounts), which was at VHI, and 300 flags for the Box Hill race. A key point is that SI units which are 14-15 years will start dying off and need replacement at a total cost of £10,000, which needs borne in mind when discussing uses of club funds. Total value of all stock (including laptops and non-electrical) is £25,000.

Alan asked Fiona if we still have a separate item for SI unit reserve, Fiona reported it as £3,200, included within in the £20k in the bank, although this has not been funded for 3 years. Gordon proposed for some money to be put away each year, even if it means reporting a loss from now onwards, putting annual cost against it each year (potentially £1-2,000/year based on having to replace entire SI stock in 5 years), rather than a one-off cost in the accounts. Fiona reported that accounts will be amended to reflect £1000 being set aside for the year just finished (2021) and £1000 going ahead.

Fixtures Report (Steve Clelland and Duncan Grassie)

Steve reported that while Box Hill and the City Race hadn't happened there were a few successful events with thanks to everyone who helped, planned and controlled in the JHIs, VHIs, series events, Ham. Most events are heavily reliant on "old hands"- people who know what they're doing, although Ham had first time planners in Barbara and Chris. VHI was coordinated at last minute thanks to Sarah. On the day helpers usually less of a struggle but not this year, the struggle was due to fewer SLOW people entering spectator races at JHI and Ham, so we were struggling with numbers actually in attendance rather than apathy.

In response to Duncan questioning if we are too reliant on key individuals, Gordon reported he is planning to write a process manual (shorter) as opposed to system manual on how SI

softwares interact at events (for 6 months), similar to NightO manual which should help. Sue (Carter) and Fiona have some experience, but volunteers realistically need to be using the software once a month in order to maintain experience, due to increasing complexity.

Entries are now open for British, Alan and Diane (enquiries) will be looking for volunteers for SLOW's main commitment – the event marquee for SI hire, enquiries and download, Gordon also looking for team although all organiser roles have been filled. It is hoped that the City Race will be based at Kings College but no commitments yet. Barnes will replace Bushy Park in the Night series. In response to Steve asking about event safety workshop, which officially every event official has to have done, Don reported that we should have one in next year, this can be run by those who participated last time but a teaching qualification is required. Gordon mentioned that British Orienteering also provide a webinar for passing on this information if we are caught short in future with untrained volunteers.

Mapping Report (Don McKerrow)

Don reported that hardly anything has been spent on mapping. However 2 new maps have been produced: Charlie finished Leith Hill Place for April's event which was delayed by Lidar and Don finished the Gunnersbury Park map, used for a park event. In addition, Charlie updated Glovers Wood and Don updated Winterfold, both for VHIs and Alan merged 4 maps for 1 geo-referenced map of Kingston/Ham. Esher Common is also being updated. Richmond Park needs to have money spent although Wimbledon Common fine.

Captain's Report (Pete Huzan)

Pete reported on 1 major event, the Compasssport Cup final, held in autumn, pleased with 6th place. Improvements in this event could only have come from individual improvements and juniors where we lack key counters, although the club did well since the event was a long way to go for people. Next year, Pete expects a full range of events, which will require club participation, including British Champs in SE, JK in Wales.

MTBO (Dave Uglow)

No report for this year. Alan asked Fiona for figures, she is still in contact with Dave and looking at £40 profit over 4 events, numbers down significantly this year.

Development Report (Sarah Brown)

Sarah asked for focus on Night O events, since these events do not necessarily attract forest orienteers but there is an untapped pool of new members who could go on to become established members. Sarah thanked all those volunteers involved with the JHIs and VHIs since putting on both in the same year was a significant achievement for the club.

Amendment of Constitution

Gordon presented the following due to the lack of a quorum at some committee meetings:

“The following Motion proposes changes to the club constitution. The changes are intended to increase flexibility in what constitutes a quorum at meetings and should be considered as a whole:

1. Change all mention of a separate Men’s and Ladies Captain to Captain
2. Increase the number of Officers of the club to six by adding the roles of Captain and Equipment Officer
3. Amend the examples of Committee Members that shall be appointed as required, e.g. Fixtures Secretary, Mapping Officer, Social Secretary, Publicity Officer, Training Co-ordinator, SEOA Rep, Newsletter Editor, Event Series Coordinator.
4. In consequence increase the number of Officers/Committee Members required for a quorum from four to five, with the number of Officers required increased from two to three
As a result, three sections in the club constitution will be amended to read as shown below:
2.1.2 The Officers of the Club shall consist of a Chair, Secretary, Treasurer, Captain, Equipment Officer and Fixtures Secretary.
2.1.3 Up to 12 Committee Members shall be appointed as required, e.g. Fixtures Secretary, Mapping Officer, Social Secretary, Publicity Officer, Training Co-ordinator, SEOA Rep, Newsletter Editor, Event Series Coordinator.
2.2.3 A quorum shall consist of five Officers/Committee Members, of which at least three shall be Officers.”

Proposed by: Gordon Parker

Seconded by: Alan Leakey

All participants indicated approval. Vinh asked about whether they have a ladies captain, Alan reported this would just be a single consolidated role which would be independent of gender.

Election of Officers

Constitutional Officers:

Alan Leakey - Chair (re-elected) – Duncan proposed, Don seconded

Fiona Tam - Treasurer (re-elected) – Duncan proposed, Gail seconded

Steve Clelland - Fixtures (re-elected) – Steve clarified that what hes been doing is volunteer coordinartor, Steve is now willing to stand as fixtures secretary – Gail proposing, Don seconding

Pete Huzan - Captain (re-elected) – Sarah proposed, Phil seconding

Gordon Parker - Equipment (re-elected) – Don proposed, Steve seconding

Chris Glew – Secretary – Duncan proposed, Gordon seconding

General committee members (read out role and incumbent) – Diane proposed, Steve seconded:

Gail Parker - Membership (re-elected)

Don McKerrow - Mapping (re-elected)

Paul Street - Web (re-elected)

Sarah Brown - Development (re-elected)

Current vacancies:

Duncan Grassie – Volunteer Coordinator – Diane proposed, Don seconding
Social Secretary - vacant
Coaching – vacant
Publicity - vacant
Vice-chair – vacant

Matthias Mahr - Park Series Coordinator
Vinh - Street Series Coordinator
Steve Clelland - Night Series Coordinator
Sarah-Jane Barrable - SLOW Print Editor
Olin Davies - Junior Rep
Alan Leahey - Safeguarding Officer
Alan Leahey - SEOA Rep

AOB

Steve asked if any there had been nominations for Publicity etc, and mentioned the possibility of getting an Instagram account which could be managed in absence of a Publicity officer. The meeting was adjourned around 20:45.