

## East Midlands Orienteering Association Executive Committee Meeting – 24 April 2023

Item No	Description	Action
<p><b>Present:</b> Sal Chaffey (DVO), Trudy Crosby (LOG), Ann-Marie Duckworth (DVO), Mike Gardner (DVO), John Hurley (DVO), David Olivant (NOC), Pauline Olivant (NOC), Hilary Palmer (NOC), Chris Phillips (LEI), Ursula Williamson (LEI), and John Woodall (NOC)</p>		
	Meeting held via Zoom	
1.	<b>Apologies for Absence:</b> Ranald Macdonald (DVO), Iain Phillips (LEI), Paul Young (DVO)	
2.	<b>Approval of Minutes of Meeting on 30<sup>th</sup> January 2023</b> – The minutes of the January meeting were approved unanimously by all attendees.	
3.	<b>Website version of minutes</b> – A minor change was made to remove the figure for amount provided for talent from section 5 of the previous minutes. With that statement amended it was agreed the minutes were acceptable for promotion to the website. Approved unanimously by all attendees.	<b>Mike Gardner</b> to inform webmaster.
4.	<p><b>Actions Outstanding from previous minutes (not covered elsewhere)</b></p> <ul style="list-style-type: none"> <li>a) Item 3 – Mike Gardner had provided the previous approved minutes to the webmaster who has uploaded them to the EMOA website.</li> <li>b) Item 4 – Paul Young has still to forward the mandate to Mike Gardner for completion.</li> <li>c) Item 4 – Chris Phillips is still to check with John Cooke to ensure that email addresses and telephone numbers of controllers are not easily available on EMOA website.</li> <li>d) Item 5 – Mike Godfree had purchased a M90 trophy for the EMOA Championships.</li> <li>e) Item 6 – LEI and LOG had provided the names of reps for the Development Working Party.</li> <li>f) Item 6 – Ranald was still to host a formal kick-off meeting for the Development Working Party.</li> <li>g) Item 10 – Ursula organised the prizegiving for EMOA League at Silverhill.</li> <li>h) Item 10 – Chris Phillips wrote an article for EMEWS about JK 2024.</li> <li>i) Item 10 – Chris Phillips had replied to WMOA about possible merger of the leagues.</li> <li>j) Item 14 – Mike Gardner had circulated proposed changes to the constitution and a proposed updated constitution after the last meeting.</li> <li>k) Item 15 – John Woodall booked Pace Room for the AGM as requested.</li> </ul>	<p><b>Paul Young</b> to forward documents to Mike Gardner for addition of Mike to mandate.</p> <p><b>Chris Phillips</b> to check with John Cooke to ensure email addresses / telephone numbers of controllers not easily available on EMOA website as part of controller's list.</p>
5.	<p><b>Financial Secretary's Report</b></p> <p>A summary of the transactions in the last period are set out below.</p> <p><b>Income</b> Membership income of £349 covering the period from January to end of February. We are due to receive a further £24 for March which will leave us about £35 below the full year budget value.</p>	

	<p>Event levy income of £578 from six events across the region, there are three recent events for which levies have yet to be paid, these being Silverhill Wood (NOC), Byron’s Walk (NOC) and Buxton Urban (DVO).</p> <p>Bank interest received of £10 on the EMJOS deposit account.</p> <p>EMJOS income of £20 relating to the South Central Weekend.</p> <p><b>Expenditure</b></p> <p>EMJOS expenditure of £60 for the South Central Weekend.</p> <p>Trophies expenses of £220 for EMOA league prizes, purchase of an M90 trophy, and backdated engraving of W14 trophy.</p> <p>Development conference costs of £122 in relation to catering at the event.</p> <p>Support for talent within the region totalling £52. This relates to one individual involved in last year’s JHI.</p> <p>We have incurred bank charges of £15 in the period.</p> <p><b>Talent Athlete Request</b></p> <p>EMOA has been asked to provide financial support to Rachel Duckworth for her involvement in last year’s JWOC events. The Orienteering Foundation provided some support to relevant participants given the forest fires near the venue which meant athletes had to travel twice.</p> <p>Paul supports the request and this was endorsed at the meeting.</p> <p>I believe that both Rachel and Ben have been selected to attend various events over the coming months so we should assume further requests in due course. I would encourage any outstanding requests for support are submitted in a timely manner as we will soon be approaching the financial year end.</p> <p><b>Meeting</b></p> <p>Chris Phillips thanked Paul for all his diligent work as Financial Secretary.</p>	<p><b>Paul Young</b> to arrange funding payment to Rachel Duckworth as agreed.</p>
<p><b>6.</b></p>	<p><b>Development</b></p> <p>Ranald was unable to attend meeting as was on way to Holyhead to get the ferry to Dublin the next morning for the Irish Orienteering Championships.</p> <p>He has now got four volunteers for the EMOA Development Group: Judith Holt (DVO), Craig Lucas (LOG), Pauline Olivant (NOC) and Matthew White (LEI). He has written to them with the EMOA Development Plan 2022-2023 and the Orienteering Foundation Grant Application Form as a possible template for allocating funds from EMOA. He has left it all rather late because of other pressing demands on my time but there probably isn’t any urgency. He also copied in Paul Young, the EMOA Financial Secretary, as we have no idea what sums we are dealing with yet.</p>	

<p>Ranald had also been approached by Sal Chaffey (DVO) for some EMOA Development Funding for a number of projects she is undertaking in Derby which fall very much within the remit of targeting those currently under-represented in orienteering.</p> <p>There had been a number of emails after Ranald's email that meant a few points just needed to be clarified about the role of the Development Sub-committee / Working Party. The following is how it is understood to be working from the EMOA Committee standpoint.</p> <ol style="list-style-type: none"> <li>1) The Development sub-committee (Working Party may be a better term so will use that from now on) is responsible for setting up the criteria for funding of future development initiatives.</li> <li>2) The Development Working Party would create a form (possibly based on O Foundation request form) for the submission of requests for funding for development work.</li> <li>3) The Development Working Party would review any submissions when they were received and make recommendations to the EMOA Committee on which should be pursued.</li> <li>4) The EMOA Committee will have the final say on the actual funding allocated to each project (otherwise we may need to make constitution changes).</li> <li>5) The Development Working Party may need to determine how long it exists for, as it may be once the processes are set up that it may then be able to disband.</li> </ol> <p>Therefore, the next steps for the Development Working Party will need to be:</p> <ol style="list-style-type: none"> <li>1) Create the criteria for deciding on how to decide which development activities should be pursued.</li> <li>2) Create the form to be used for submission of requests for Development funding.</li> </ol> <p>In order to assist the Development Working Party, the level of reserves to be retained by the overall EMOA Committee was discussed in the meeting. The current policy has talked about 3 times our annual turnover. However, this would always be a flexible figure as each year had a different budget. We need a reasonable reserve in place to be able to cater for problems with a major event, or impact of foot and mouth / COVID. After discussion the following policy was agreed:</p> <ol style="list-style-type: none"> <li>1) The EMOA committee should aim to keep a reserve in place of around £10,000.00.</li> <li>2) Any money above this would be considered for the use of Development activities (currently this would be around £2,000.00).</li> <li>3) The policy should be reviewed on a regular basis as, if major development activity was felt to be appropriate, we may want to fund this, or set the annual fees / levies at different rates as appropriate.</li> </ol> <p>This should provide the Development Working Party with some initial funding level available for projects.</p> <p>As mentioned earlier, Sal Chaffey (DVO) had made a request for funding from the Development fund. Sal attended the meeting and gave a presentation on the work and ideas she had for extending orienteering into some of the ethnic groups in inner city Derby. Her initial approach was to host a residential session in next few weeks and encourage involvement from that.</p> <p>The EMOA committee felt that what was needed was a further longer-term plan to take this work forward (make it a bigger idea) and that this should be used as a way for the Development Working Party to judge if the forms allowed submission</p>	<p><b>Ranald Macdonald</b> to hold session with Devt Working Party and get in place some criteria and form for submission.</p>
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	of a proposal like this. It was felt that the idea certainly sounded as if it should be supported but this needed to be determined by the Development Working Party.	
7.	<p><b>Coaching</b> Hilary Palmer has been talking to Judith Holt (DVO) about the possibility of putting on bespoke training for the DVO new club CDO (interviewing is still taking place), if required. This would allow Judith to upgrade her training qualification.</p> <p>As usual, if anyone needs any coaching training then please get in touch with Hilary.</p> <p>Hilary also mentioned that NOC hope to re-run their MapActive initiative again this year.</p>	
8.	<p><b>EMJOS</b> <b>Report November 2022 to April 2023</b></p> <p><b>Training:</b> <b>Hawkshead 25<sup>th</sup> to 27<sup>th</sup> November JROS weekend</b> East Midlands sent 2 juniors (Hannah from LOG and Jake from DVO) to the JROS weekend based at Hawkshead YHA in the Lake District. A full 2 days of technical training and the infamous night relay in the grounds (see video on JROS website). Thanks to the coaches Dai, Chris and John for helping.</p> <p><b>4<sup>th</sup> &amp; 5<sup>th</sup> February 2023 Training with SCJS and YHJS</b> An opportunity to train on an adjacent area to the British Championships (Cold Ash) with South Central and Yorkshire &amp; Humberside junior squads, was taken up by Ellie and Eoin with Ann-Marie as the coach. The training area was Rushall Woods (between Reading and Newbury) and then racing on the Sunday National Event at Waggoners Wells near Haslemere (near to last year's British Champs). Overnight accommodation was at the Scout Hall at Woking, with catering by the YHJS. Both juniors ran good runs at the National event, about 10mins off the winner's times.</p> <p><b>Selections:</b> <b>Talent North:</b> Hannah (LOG) continues to participate with the training offered for the northern region.</p> <p>Two of our mature juniors Rachel (W20 DVO) and Ben S (M20 NOC) have been selected again to <b>run for Great Britain</b> this summer: Junior World O Champs (<b>JWOC</b>) 1 – 9 July 2023 in Baia Mare, Romania, and Junior European Cup (<b>JEC</b>) 26 – 28 August in Virton, Belgium</p> <p><b>Future training:</b> <b>30th April Nottingham Trent Uni, Clifton Campus</b> hosted by WMJS A request for a university sprint area was organised for the West Midlands squad at Nottingham Trent university. Just Josh will be joining the other squad.</p> <p><b>21st May Rough Close</b> (near Coventry) hosted by WMJS</p>	

	<p>A future session again with West Midlands squad, will have Eoin and Ellie join their friends at this session.</p> <p><b>Final note – more junior athletes...</b> Are there any ideas or plans to link up with other running clubs (cross country, athletics, team sports) that have a junior section and offer them an alternative activity experience?</p> <p>Ann-Marie Duckworth and Ant Squire (East Midlands Junior Squad coaches) - April 2023</p>	
9.	<p><b>Correspondence</b> Chris Phillips wanted it noting that 2 members of the EMOA region had been awarded National Awards:</p> <ul style="list-style-type: none"> <li>• David Olivant (NOC) had won the Bonington Trophy mapping award this year.</li> <li>• Ernie Williams (LEI) had won the Volunteer Award.</li> </ul> <p>Mike Gardner will highlight these in next EMEWS.</p> <p>It was noted that the BOF Office has decided that National Award winners will no longer be presented with the trophies to take home for the year, but the trophies will be on permanent display in BOF Office. It was also noted that no senior BOF official was at the awards to present them. This was felt by the committee to be disrespectful to the award winners. Chris Phillips agreed to write to Peter Hart on behalf of the region to note our disappointment with both of these decisions.</p>	<p><b>Mike Gardner</b> to highlight the National Award wins in next EMEWS.</p> <p><b>Chris Phillips</b> to write to Peter Hart on behalf of the region to note our disappointment with National Awards not being given to the winners and no senior representation.</p>
10.	<p><b>Fixtures</b></p> <p><b>1. EMOA League 2023</b> – one event lost so far and others could be subject to change of venue. Remaining events at this stage are:</p> <p>11<sup>th</sup> June – DVO – Carsington Pastures  19<sup>th</sup> September – DVO – Kedleston Park  24<sup>th</sup> September – LEI – Irchester Country Park  8<sup>th</sup> October – DVO – Longshaw  29<sup>th</sup> October – LEI – Bradgate Park / Swithland (TBC)  19<sup>th</sup> November – NOC – Watchwood &amp; Calverton  25<sup>th</sup> November – DVO – Linacre (Saturday)  3<sup>rd</sup> December – LEI – Ratby  17<sup>th</sup> December – NOC – Strawberry Hill</p> <p><b>EMOA Urban League 2023</b> – all OK currently (Note: venues are always liable to change). Remaining events at this stage are:</p> <p>21<sup>st</sup> May – LEI – Dishley  25<sup>th</sup> June – LEI – Barrow  16<sup>th</sup> July – NOC – Southwell (TBC)  20<sup>th</sup> August – LOG – Lincoln  3<sup>rd</sup> September – NOC – Nottingham University</p>	

	<p>15<sup>th</sup> October – LOG – Grantham</p> <p><b>2. Future Major Events</b></p> <ul style="list-style-type: none"> <li>a. <b>14 Oct 2023 – British Schools Score Champs</b> – LEI - Martinshaw</li> <li>b. <b>25 Feb 2024 – East Midlands Champs</b> - LOG</li> <li>c. <b>29 Mar 2024 – JK Sprint</b> – LEI - Loughborough</li> <li>d. <b>1 Apr 2024 – JK Relays</b> – DVO – Stanton Moor</li> <li>e. <b>7 Sep 2025 – Midland Champs</b> - DVO</li> <li>f. Other events for 2025: <ul style="list-style-type: none"> <li>i. CompassSport Cup Heat – NOC looking at possibly running this at Clumber if date is allowable.</li> <li>ii. EMOA Champs 2025</li> </ul> </li> <li>g. Ursula noted that event scheduling group was finding that many regions were struggling with permissions and getting volunteers to take on roles for events.</li> <li>h. Chris Phillips noted that there were still some core jobs to be filled such as someone required to organise the prize-givings on days 1 and 3.</li> </ul> <p><b>3. Future events for EM:</b> VHI 2028; JIRCS 2030</p>	
11.	<p><b>Reports</b></p> <p>Pauline will try to provide an Orienteering Foundation report for Mike Gardner for EMEWS for the end of May.</p>	
12.	<p><b>Sharing Best Practice</b></p> <p>John Hurley noted that he had attended the BOF webinar on safeguarding and at the end of the session the presenters shared 2 websites they believed were good examples of safeguarding policies being implemented, these were the LEI and the DVO websites.</p> <p>Hilary had attended the BOF webinar on Strength and conditioning for the older orienteer (hundreds had attended). The webinar was recorded and was very useful and should be available on the BOF website at <a href="https://www.britishorienteering.org.uk/webinars">https://www.britishorienteering.org.uk/webinars</a></p>	
13.	<p><b>EMEWS:</b></p> <p>Mike has a copy date of May 20<sup>th</sup> for EMEWS (trying to spread it out a little).</p>	
14.	<p><b>Any Other Business:</b></p> <p>1) New officials for AGM – We need some new blood for some of the senior posts at the AGM. Ranald is definitely standing down as Development Co-ordinator and Chris is due to stand down as Chair, and we currently have no Vice-Chair. It would be good to get some new blood onto the committee. Although Paul has probably done his allotted time as Financial Secretary, he is doing an excellent job, and has said he is only just getting on top of everything now (It may well be worth looking at whether we need to amend the constitution in this area). After some discussions it was agreed that Chris would approach Paul (unable to attend today) to ask if he was willing to continue, and also approach a LEI member about possibility of taking on the development role. The rest of the committee were asked to look for others to fill as both Chair and Vice-Chair.</p>	<p><b>Chris Phillips</b> to talk to Paul Young and a LEI member about roles on EMOA committee.</p> <p><b>Club Reps</b> (and rest of committee) to identify</p>

	<p>2) In terms of the constitution changes for the AGM, there were no problems with the documentation that Mike Gardner had shared at the last meeting, and it was agreed that these should be proposed to the AGM. Mike Gardner would look to circulate these in next EMEWS (and to make things easier may look to share a draft version of the new constitution on the website).</p> <p>3) John Hurley mentioned that Jenny Tennant, who was the second ever Chair of EMOA, had passed away at the end of March. Jenny had left the region in 1988, but had been heavily involved in the region before that in many roles. John was putting together an article for DVO Newstrack and CompassSport, and Mike would include a mention in next EMEWS.</p>	<p>potential chair, vice-chair for AGM.</p> <p><b>Mike Gardner</b> to circulate the proposed changes to the constitution before next AGM in next EMEWS.</p>
<p><b>15.</b></p>	<p><b>Dates and venues for future meetings:</b>  The next committee meeting will be on Monday July 3<sup>rd</sup> 2023 at 7:30pm and will be held over Zoom. (We will try to resolve the problems we had with getting in to the Zoom meeting this time prior to setting up the call).  The AGM has already been booked for the Pace Room in Clifton Village for the AGM for Monday 11<sup>th</sup> September.</p>	

Meeting closed at 9:15pm