



ANNUAL GENERAL MEETING

Sunday, 16th June 2013

At Llandre Church Hall, 2:00 pm

MINUTES

PRESENT: Peter Ribbans, SWOC (chaired the meeting); Roger Stein, SBOC; John Ellis, ERYRI; David Pal, SPLOT; Amy Peltor, BAOC/WOA; Jean Hollingshead, EPOC/WOA; Judith Powell, SWOC; Colin Powell, SWOC; Robert Griffiths, POW; Gabriella Walsh, POW; Alice Bedwell, BOK/WOA; Rose Phillips, POW; Anne May, SLOW/WOA.

1. **APOLOGIES** - Robert Dredge, British Orienteering; Jill Manning, SWOC; Helena Burrows, LOC/WOA; Sophie Brown, AIRE/WOA; William Marlow, POW; Alun Jones, TVOC/WOA; Paul Jones, DEE/WOA; David May, SLOW/WOA; Mark Saunders, BOK/WOA; Bridget Stein, SBOC

2. **MINUTES OF PREVIOUS AGM ON 27th May 2012**

The following amendments were made:

p. 1 Amend clubs: Mark Saunders, BOK and John Mills, SWOC

and the minutes were accepted as an accurate representation of the meeting.

3. **MATTERS ARISING**

3(3) Schools map list updated in 2011 but needs to be done again.

ACTION: AM

9a) Ref to BOF Antidoping rules to be included in WOA Constitution. ACTION DONE

4b) Treasurer informed of approval of report. ACTION DONE

4d) ALL clubs to be contacted re development. CONTACTED. MS as Development Officer is following through.

5d) Schools Orienteering liaison. SBOC'S report was not requested for 2011. It has been for 2012.

6c) Outgoing Treasurer to help incoming Treasurer with settling in to job. ACTION DONE

7 Nigel Ferrand, SWOC, agreed to be auditor for 2012.

9) BUDGET FOR 2013 accepted by meeting. JB to be informed. ACTION DONE

12) Welsh Championships 2013. ACTION DONE. ERYRI responsible – they will be held in October 2013 in Newborough, Anglesey.

4. **REPORTS OF OFFICERS FOR 2012 - All published in the WOA Annual Report for 2012**

a. **Chair's Report** – none as no Chair in 2011-2012

b. **Treasurer's Report**

AP explained the 2 formats: Appendix 1 is the Income and Expenditure Account in the format required for Sport Council Wales (SCW).

Appendix 2 is the Revenue Account

The Auditor has approved accounts for 2012.

DP asked if SCW note the jump in figures every 4 years and comment on this? AP replied that she did mention this in the report when applying for the grant.

Proposed: Judith, seconded: Roger Stein. Accepted.

c. Membership Secretary's Report

RS pointed out current figures have been provided, rather than the figures for the end of 2012. PR accepted that and will provide figures for end of 2012.

360 was the total for 2012 (October). Slightly down on 2011.

2012 was last year for old structure of membership – family etc.

2010 : 393

2011: 382

2012: 360

Trend is downwards. JP commented that other clubs are noticing the same trend. AP asked if PR contact individual people to ask why they are not renewing. He does not contact them directly, but does send lists of those who have not renewed to club secretaries. Reasons for not renewing are normally: moved out of area, or not orienteering any more.

RS: SBOC – some improvement in club's membership figures

Eryri: membership is now down to 25.

DP: large clubs can put on events nearly every week so there is continuity.

JE commented that the Street event series by Claire Dallimore for ERYRI was very well attended, lots of students, but that did not flow through to ordinary events.

A discussion ensued on why numbers are reducing – no easy solution.

i. Proposed Constitution amendment to reflect changes in membership structure.

Recommendations as follows:

1. Delete Families (RG) and Groups (RS)

Only pay more than last year when more than 4 children. PR could record families (groups at same address). Agreed to delete family and groups

2. The Group category should be dropped – agreed

d. Development Officer's Report - no discussion

1. 18.1.C to be amended

e. Fixtures Secretary's Report - participation figures got by AP when she gets the levy figures for events. She does not get figures for introductory events nor for how many run on each map. Members/non-members/parents or shadowers on BOF form, but no levy charged on the parents or shadowers etc. could ask BOF for participation figures for WOA. DP is going to see if he can get access to BOF's figures.

f. Coaching Officer's Report – no matters arisen.

g. Mapping Officer's Report - (post-minute note: the updated report is below and will be incorporated into the updated Annual Report 2012)

MAPPING REPORT

There has been little reported mapping activity within Wales during the last year (2012).

ERYRI Update of Newborough Forest to be used for Welsh Championships 2013

POW completion of mapping updates for Croeso 2012 at Hafod and Gwanas

*SBOC 3 new areas at
Carn Goch near Llandeilo,
Craig y Nos Country park upper Swansea Valley
Swansea Marina*

16 schools mapped during the year

*Swansea POCs updating and development
Extension to Kenfig Burrow*

SWOC Extension & partial update to Cwm Lickey

I attended the Major Events & Mapping Conference in Warwick University in the Autumn. The most important development appears to be in LIDAR mapping. This appears to be the most promising system to replace Photogrammetric Plotting as a major mapping tool. There is a lack of recent aerial photographs that are needed for PG plots.

*Robert Griffiths
WOA Mapping Officer
16 June '13*

h. Technical Officer's Report – discussed.

16.1.B of WOA Constitution to be amended - agreed

David May's suggestion that there is no longer a role for Technical Officer was briefly discussed.

Dwindling no of controllers reflects the downturn in membership. DP suggests we do not wait for people to request it, but advertise that courses are on.

JP suggested that organisation of these courses should fall within the remit of the Development officer (though he/she would not necessarily deliver them).

ACTION: The WOA Constitutional roles of Technical Officer (Item 16) and Development Officer (item 18) to be discussed for revision at next year's AGM.

i. Secretary's Report - lack of a Chair lamented.

5. REPORTS OF ADVISORS

- a. Welsh League - report in Annual Report. Prizes presented at Cwm Lickey as Welsh Champs
- b. Squad managers - no reports for Senior and Vet squads received for 2012. Junior activity: see Coaching Officer's report.
- c. Schools Orienteering Liaison – SBOC to be added. New contact needed. RS suggested Bridget Stein might be persuaded to act as the Schools Liaison Officer. **ACTION:** incoming chairman to contact her.
- d. Webmaster - Report in Annual Report, no comment.
- e. Editor – Y Ddraig, no editor as yet.

6. ELECTION OF OFFICERS

- a. Chair - Peter Ribbans elected unanimously.
- b. Hon Secretary – Anne May stepping down. Nominations: none. PR's name will be given as contact and minutes taken on rotational basis.
- c. Treasurer - Amy P happy to continue.

- d. Mapping Officer - Rob Griffiths happy to continue.
- e. Coaching Officer – Helena Burrows will continue in this role.
- f. Technical Officer – role to be considered. Not to be replaced at the moment.
- g. Information Officer - Roger Stein happy to continue.
- h. Fixtures Secretary – David Pal happy to continue.
- i. Membership Secretary – AM wants to talk to PR re job. PR would continue but only for the moment.
- j. Development Officer - Mark Saunders happy to continue.

There were no nominations other than those mentioned above, so all were elected to their roles.

7. **ELECTION OF AUDITOR** Nigel Ferrand, SWOC, is happy to continue.

8. **NOTICE OF MOTIONS** – none

9. **BUDGET 2014**

There were a couple of typing errors in the file that was circulated.

AP will send amended budget to AM for inclusion in the final version of the Annual Report.

Main difference is: she assumed grant would not be approved as our accounts are so healthy.

Is any income from JK 2014 included in budget? Not yet but AP will contact Helen Errington to find out prospect and will amend as appropriate.

RS was concerned that we should not let SCW understand that we think we will not get their grant, AP will amend to take SCW in to account.

She will increase dev grant up to £5,500.

Approved subject to the amendments proposed. Amended budget to be proposed at meeting after today.

Post-minute note: amended budget received 17/6/13 and reproduced below. It will be proposed for acceptance at the next business meeting.

Appendix 1 to Item 9

WOA BUDGET 2014

Ref		2014	2013	2012
		Budget	Budget	Actual
		A	B	C
		£	£	£
	REVENUE ACCOUNT			
	Income			
1	Subscriptions	700	700	1515
2	Levies	1600	1600	746
3	Interest	200	200	351
4	CROESO 2012	0	0	20841
5	WOA Development Fund	5000	5000	-17341
6	BOF Development Grant	0	0	2000
7	SCW Grant	3000	3000	3000
8	BOF Coaching Grant	0	0	2000
9	Total Income	10500	10500	13112
	Less Expenditure			
11	Officers' expenses	-100	-100	-18
12	Committee Meetings	-150	-200	-69
13	Schools Liaison	-100	-100	-84
14	Training of Officials and Coaches	-500	-500	-90

15	Domestic Events	-1000	-1000	-471
16	Preparation Training	-1000	-500	-660
17	International Programme	-3500	-3200	-3361
18	Development Grants	-4000	-2500	-5500
19	Club Development	0	0	-945
20	Other	-100	-100	0
21	Total Expenditure	-10450	-8200	-11198
22	Deficit(-)/Surplus for the year	50	2300	1914
23	Transfer from/to(-) reserve fund	-50	-2300	-1914
24	Net deficit for the year	0	0	0

	DEVELOPMENT FUND			
25	Balance at 1 Jan	22078	27078	5937
26	Transfer to(-)/from Revenue Acct	-5000	-5000	17341
27	End of Year adjustments - from reserve fund	0	0	3800
28	At 31 Dec	17078	22078	27078

	RESERVE FUND			
29	Balance at 1 Jan	6470	4170	6056
30	Transfer from/to (-) Revenue Acct	50	2300	1914
31	End of year adjustment - to dev fund	0	0	-3800
32	At 31 Dec	6520	6470	4170

33	NET ASSETS AT 31 DEC	23598	28548	31248
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amended 17/6/13

10. **HONORARY LIFE MEMBERSHIP** – none proposed.

11. ANY OTHER BUSINESS

- a) Certificates were presented to WOA Orienteer of the Year 2012 (Jean Lochhead). The trophy will be forwarded to her from Megan Carter-Davies in due course.
- b) The trophy for WOA Volunteer of the Year 2012 award (David Brodie) had been presented to Rose Phillips for David earlier in the year, but Rose received the certificate on David's behalf.
- c) JP would like to propose on behalf of the members not on committee a vote of thanks to all those who serve on the committee working for the benefit of orienteering in Wales. The proposal was accepted with thanks.
- d) Vote of thanks for Anne and David's work over the past 5 years, proposed by Roger Stein. Accepted by Anne on their behalf.
- e) Rob Griffiths: would it be of any advantage to add that perhaps it should be officers should have a limited time to allow rotation of jobs. Would it be a help at encouraging people to take on jobs. JP consider job-sharing?
Put on agenda... for next but 1 business meeting.

12. **DATE OF 2014 AGM** to be confirmed. Late May 2014. Possibly Mid May: Presteigne, POW, Level C event.