

**MINUTES of CLOK ANNUAL GENERAL MEETING held at KIRKLEVINGTON VILLAGE HALL
on Monday 19th OCTOBER, 2009**

PRESENT: Peter Archer (Chairman), Malcolm Gibson (Treasurer), Joan Selby (Secretary)

Martin Adamson, Joan Adamson, Duncan Archer, Marion Archer, Ann Cranke, Alan Cranke, Will Dehany, Joe Dobbs, Gerald Helm, Neil Hunter, Diane Mayes, Viv Murphy, David Murphy, Clarissa Napier, Karen Poole, Chris Poole, Stephen Restorick, Lucy Taylor, Wendy Taylor, Paul Taylor, Paul Thornton, Chris Wright.

1. **APOLOGIES** – Rob Bailey, Eileen Bedwell, Patrick Bonnet, Ian Campbell, Ann Dehany, Mick Garratt, Gillian Hale, Gill Hardy, Mike Hardy, Caroline Mackenzie, Alastair Mackenzie, Linda Thornton, Pippa Whitehouse, Jon Williams, Shelley Williams,
2. **MINUTES OF THE 2008 AGM** – Proposed Chris Poole, Seconded Will Dehany.
MINUTES OF THE EGM 2008 – The secretary was asked to add “number required to be quorate was 26”
3. **MATTERS ARISING FROM THE LAST MEETING** - None
4. **REPORT FROM THE CHAIR –Peter Archer**

It had been another very busy year for the club, with a lot to celebrate:

- Many runners have represented England or GB at Senior and Veteran level, and juniors have been selected for summer training. All have done well.
- Our elite women won the British Relay, and the individual sprint, middle and long distance races at the JK.
- Several thousand competitors have taken part in schools events throughout the year.
- Regular junior training sessions have begun, and are well attended.
- Many events have been organised, with good attendance at the Autumn Sprint series, Summer evening series, “traditional” Sunday colour coded events and the new low key events using minimal helpers time. All have been successful in their own way, and we are now thinking much more about how many people we really need to put on events.
- However, I believe the major event success of the year was the Easter JK festival. I was proud of the role CLOK played in providing 11 major officials, several team leaders and lots of helpers over the weekend. The festival was a major success with very positive feedback from competitors and British Orienteering.
- At the time of writing we have just also put on an excellent weekend’s orienteering for the October Odyssey with a challenging forest/moorland event, an urban event in Northallerton and a fun “ultrasprint” event which was a new experience for most of those taking part.
- The Joe Wright Trophy is awarded to the person(s) who have contributed most to the club over the past year. This year there were no fewer than 6 nominations, and it was won by Joe and Ann Dobbs – between them they have been regular helpers, officials finder for events and membership secretary.

After congratulating ourselves on the successes however, we should not become complacent as there is much to do and I mention just two things here.

We need to continue to make progress on a major mapping programme in order to have sufficient quality areas to support an exciting range of events.

We need to find new ways of attracting more people into orienteering, particularly in the 20-40 age range.

Many people need to be thanked for all their hard work up front at club and schools events throughout the year, and behind the scenes on such as the web site and on the committee work. Well done to you all. I hope 2010 will be as enjoyable and successful.

5. **REPORT FROM THE TREASURER – Malcolm Gibson**

Compared with last year income from the ODP, Awards/Grants and subscriptions are all increased and there have been savings made in stationary and postage due to Tchimes being delivered by email.

The club remains in a very strong financial position.

Main activity:

- There has been an increase in activity by the ODP. This year’s income is significantly higher than last year.
- Some of this ODP surplus is due to grants received but not yet spent, such as the recent “Grow” project of £850. There are also some overdue bills for mapping to be received
- Expenditure on professional mapping services of £1,115 has been made in addition to that undertaken as part of the ODP.
- Equipment purchases totaled £685 of which the major item was a new lap top.
- New O-tops were purchased and delivered in January when the exchange rate with the euro was at its lowest level. As a result the committee agreed to provide a subsidy so that the items could be sold at sensible prices. The junior subsidy per top was increased to £20.
- Support/ entry fees / training. This includes subsidised relay runs and support of individuals attending coaching courses only this year. (Support has been given to both juniors and club members selected to represent their country).

- Event income for the year is £3,422 with a surplus of £1429. All events made a profit as a result of significant efforts to run the local events with “optimum” resourcing. The JK was a very successful event and the CLOK share of the surplus will be received in the next financial year. The JK accounts are not yet finalised.

Diane Mayes said that the JK accounts are not yet finalised. The decision on surplus share will be taken at the NEOA meeting on 8th November. The Chairman has previously communicated CLOK views on how the money could be spent to Patrick Smyth.

Paul Thornton asked if the ODP could be kept separate from club finances. The Treasurer said that he had tried to keep some of it separate, but it is difficult. He will look at re-structuring, so that there is more clarity.

Membership subscriptions for 2011:

BOF require subscription fees to be agreed before the date of our AGM.

Given the overall financial position of the club, the Treasurer proposed that the 2010 membership fees continue in 2011, seconded by Karen Poole and accepted unanimously.

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| Senior | £7 |
| Junior | £3.50 |
| Family | £8.50 |
| Association | £15 |

Event Charges for District Events in 2010

The Treasurer proposed that the Sunday CC district event charges remain unchanged at Senior £5 and Junior £2. Seconded by Wendy Taylor and accepted unanimously.

There were discussions around pricing for our very small events and it was felt that it should cover direct costs – bear in mind that BO levy of £1.50 if more than 70 competitors. Unanimously agreed that pricing should be £2 and £1.

6. ANNUAL DEVELOPMENT REPORT – Mike Hardy

Grant Awards

In September we were advised of the award of a grant of £2040 from Awards for All for the mapping of Hardwick Hall Country Park, Sedgfield, which will provide a major facility for South Durham schools and also an additional area for District and sprint events in the future. This location is now in full use, with great co-operation from the park staff, and in September saw days 1 and 2 of the UKCC Level 1 course, using the very impressive Visitor Centre

Sport England funding, channelled through Tees Valley Sport, continues to contribute £2000 per year towards the cost of our Community Sports Coach, Phill Batts, and a budget has been agreed whereby Tees Valley Sport, from their Workforce Development funding, have funded 50% of approved training costs up to the end of September, 2009.

Three grants have been received for developing orienteering in schools through the Sport Unlimited Programme – in Stockton for Blakeston School and St Patrick’s RC Comprehensive and in Middlesbrough for Unity City Academy. Total funding under this heading is £1730. £460 was received from Hambleton District Council for the development of a permanent orienteering course in Easingwold and £850 from BOF under the Grow Project for developing orienteering in Barnard Castle

Courses

In addition to the UKCC course mentioned above we have delivered three Teaching Orienteering Part 1 courses based at Thornaby Community School, Stockton and still retain a waiting list. We have been commissioned to deliver a further course in Darlington in 2010.

For club members, we have run a planners’ course, a first aid course, a mappers’ course and are currently running an organisers’ course, part funded by the TVS Workforce Development Budget. TVS have also contributed to the cost of a UKCC Level 2 course, topping up the BOF Bursary

An orienteering Junior Leaders Award course was run for Blakeston School year 9 pupils

Acknowledgements

Once again, I am very pleased to recognise the help and support from our two part-time professional officers, Anne Dehany and Community Sports Coach Phill Batts, together with the NGB support from Hilary Palmer in my role as Regional Development Officer, Tees Valley and Durham.

At the schools level our regular volunteers - Martin and Joan Adamson, Eileen Bedwell, Ann and Joe Dobbs, Mick Garratt and David Hale, Gill Hardy, Barry Harrison, Bill and Alison Hodgson, Peter Partington, Mike Vasey, Gerald Helm, Judith and Ian Robb, Liz Blanchard, Malcolm Gibson and Joan Selby have all contributed to yet another striking year of development.

Finally, I should like to take the opportunity of acknowledging the support received through the year from our local partners - Tees Valley Sport, Durham Sport and the Local Authorities of Darlington, Hartlepool, Middlesbrough, Redcar and Cleveland, and Stockton-on-Tees - and also from the NGB, who continue to provide financial support from their PESSCL funding.

Statistics (previous year in brackets)

In the year to date, we have maintained our development activity, with 5662 (5876) individual experiences of orienteering outside the club’s normal activities, of which 61% (66%) have been main-stream school-children, 29% (25%) from economically disadvantaged areas, 7% (7%) special needs and ethnic minorities, and 3% (3%) adults. Our schools mapping and updating continues, and we now have 312 (293) schools mapped for orienteering, or in the process of being mapped. Development in County Durham continues strongly, with 44 schools mapped and two new permanent courses, with two school partnerships commissioning annual inter-school competitions

Mainstream Development - Phill Batts

During the year Phill again planned seven school league competitions, attracting from 242 to 441 participants years 5 to 11, from up to 25 schools.

Phill has also planned and, with assistance from Joe Dobbs, managed the results at a number of specially commissioned inter-schools events in Teesside and County Durham. The advent of Local Authority Competitions Managers has created competitions for year 4/5 primary school pupils in each Local Authority, with a Tees Valley Final in summer. These are proving very popular, and attract several schools who do not attend the CLOK schools league.

During the year 52 two hour coaching sessions were delivered across the region to primary and secondary schools, some introductory sessions using the schools maps, included in the mapping package, others by request to cover specific points on various orienteering areas in the region. Two after schools clubs have been organised – Linda Thornton and Mike at Laurence Jackson, Guisborough leading into a very successful junior weekly session at Belmont Primary School coached by Gill Hale, Mick Garratt and Rob Bailey and a club at Blakeston School run Mick Garratt.

One interesting development took place at Our Lady and St Bede's, where we were asked to run a white/yellow course for their entire year 7. The geography department discussed the map in advance, the IT group took a video of proceedings, and the maths department analysed the split times – a good example of cross-curricular activity.

Darlington Railway Museum has also been mapped, and the Education Officer has booked a TOPs 1 course so as to be able to offer orienteering as an additional activity for visiting children.

Special Needs (Anne Dehany)

Anne is currently leading a series of five sessions at Kirkleatham Special School, and during the year completed four more at Kilton Thorpe, Brotton. We are now linked with Stockton Borough Council inclusive Sports Development and two of their leaders recently attended a TOPs 1 course. A Stockton centre for adults with learning difficulties has recently been mapped and we will be delivering an introductory session there in the near future.

A special needs orienteering festival took place in Hartlepool as part of a multi-activity day.

A drug support unit from Shildon, County Durham, has used a local permanent course for orienteering and is considering adopting the activity more widely.

A new initiative is orienteering from the visually impaired, and we are currently researching the best way to deliver this, together with RNIB and Action for Blind People.

7. MEMBERSHIP REPORT – from Joe Dobbs

I will start with some statistics for those of you who like to peruse these things.

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| Total membership | 213 |
| National senior | 36 |
| National junior | 6 |
| National family | 130 |
| Local senior | 6 |
| Local junior | 2 |
| Local family | 16 |
| Club only family | 9 |
| Club only senior | 1 |
| Honorary | 4 |
| Group | 2 |
| Family members who are seniors | 101 |
| Family members who are juniors | 41 |
| Total junior membership | 49 |
| Junior members eligible to vote | 11 |

That is a breakdown of the 2009 membership and because the record has now been transferred onto a database, I can provide these statistics with accuracy. (In past years it has been a physical count). For that reason, it is difficult to give a comparison to other years, but I don't see that the membership total has moved too much. Future years will tell.

With the record now being held on a database, there is more scope to hold other information, which ties in nicely with my other position of Event Officials Finder.

I would welcome calls from you all to show your willingness to help at events. Also to confirm the planners, organisers and controllers that we have. Additionally, if anyone would be willing to take on any of these jobs in a trainee capacity, I would love to hear from you as well.

Please bear in mind that the success of events relies on our helpers and good enjoyable ones lead to more klub members.

Regarding increasing membership, Joe had copies of the poster, designed by Alastair Mackenzie, to be put up on notice boards in public places i.e. community centres, libraries, university campus, supermarkets etc.

Joe also said that if anyone would like a paper copy of the membership contact list to please contact him.

8. MAPPING SUB-COMMITTEE REPORT – Paul Thornton

The nature of the sport is that it's often easy to focus on maps' shortcomings. So it is a pleasure to review and acknowledge the mapping activity in 2008/9. This written report doesn't mention individuals – come along on the night to hear that.

DONE: Over the past year CLOK mappers have completed a significant amount of work to support the event programme. This includes several new or extended maps.

Updates have been made to several maps for smaller events. Some of these were old and more 'recreational' and are now in a good state for competition.

Most significantly, the previous map of Cringle Moor has been redrawn and extended to Cold Moor and Broughton Banks plantation ahead of our regional event in March 2010. This is a significant area for CLOK.

Aside from these specifics, planners and mappers make event-specific updates for most events. Many are small scale but they all provide a background level of mapping activity. There is some residual work on a couple of specific areas in Coalmire following the Odyssey.

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| NEW | Hardwick Hall Northallerton | Sneaton extension to Parsley Beck Cringle and Cold Moors | Newton Hanzard |
| UPDATED | Toft Hill Stewart Park | Saltburn Valley Gardens Pinchinthorpe | Lord Stones Bank Foot |

GETTING DONE! Significant updates (perhaps long overdue) are underway to a couple of our well established larger maps ahead of specific events.

We have gained access to some moorland adjacent to Boltby Forest and will extend the map for the October 2010 event. We are investigation an extension of Newton Hanzard for the November 2010 event.

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| IN PROGRESS | Update of Eston Update of Silton Coalmire review | Teesside University (new) Update Live Moor Plantation (JK96) | Birk Brow (new) Update Westworth |
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WHAT ELSE: We have proposed venues for our larger events up to end of 2012. This will allow us to schedule those updates of our premier maps well in advance, at an appropriate time of year and live less hand-to-mouth than we have recently.

Hopefully people have noticed a more consistent format and layout of event maps.

We are investigating purchasing aerial laser-scanned contour data for local areas – 21st century 'pg plots'. This will speed up mapping o these areas.

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| PLANNED | Extend Boltby to adj. moor Investigate upgrade of Bank Foot/Greenhow | Extend Saltburn Valley Gardens map to seafront and urban Investigate Newton Hanzard extension |
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ISSUES: We need even better co-operation between planners and mappers to assure that we maintain up-to-date copies of maps. This will avoid wasted effort.

New areas / access investigation – we can't have too much help.

Is there interest in training on surveying? Or cartography?

9. JUNIOR REPORT – from Linda Thornton

- Much has already been covered in the Development Report
- Many thanks to the increasing number of coaches who continue to give their time and talent.
- Monday evening "after-school" sessions began in February and typically attract 15 juniors, plus some adults. Focus is now to convert them to participating members.
- Autumn Saturday Coaching sessions well attended.
- Two juniors now taking "Orienteering Young Leader Award"
- CLOK juniors participated in Yvette Baker National Junior competition final in December last year (team included contingents from two schools). We have again qualified this year.
- Diary date – fund raising Ceilidh – Saturday 9th January at East Harlsey Village Hall.

9. ELECTION OF OFFICERS

Chairman Peter Archer was willing to stand for another year. There were no other nominations therefore Peter was declared Chairman.

Secretary Joan Selby was willing to stand for another year. There were no other nominations therefore Joan was declared Secretary.

Treasurer Malcolm Gibson was willing to stand for another year. There were no other nominations therefore Malcolm was declared Treasurer.

Committee Members (up to 9) Mike Hardy is retiring from the committee. Joe Dobbs, Alastair Mackenzie, David Murphy, Chris Poole, Paul Thornton, Joe Trigg, and Chris Wright were all willing to stand for another year leaving two vacancies. Duncan Archer and Ann Cranke were proposed by Paul Thornton and seconded by Chris Poole. Unanimous vote for all committee members. Welcome to Duncan and Ann.

CLOK Auditor Ian Campbell was willing to continue as Auditor for another year. Unanimous vote.

Below are listed club members who volunteer to fulfill the listed duties and all are happy to continue:-

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| Bike-O | Chris Wright |
| Child Welfare Officer | Alison Elder |
| Compass Sport Cup | Karen Poole would like someone else to take over, but if not she & Chris will continue. |
| Development Regional + CLOK | Mike Hardy |
| Fixtures Secretary | Joe Trigg |

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| Junior Club Admin | Linda Thornton |
| O-Kit (New) | Joan Selby |
| CLOK Badge & CC League | Paul Taylor |
| Membership Secretary | Joe Dobbs |
| NEOA Representative | Martin Adamson |
| Officials Finder | Joe Dobbs |
| Relays - All | Chris Wright |
| Sprint Events | Paul Thornton and Chris Wright. |
| TChimes Editor | Duncan Archer |
| Junior Tchimes Editor | _____ (Vacant) |
| Web Master + Press Officer | Alastair Mackenzie |
| Winter Training | Seniors can join the juniors on Monday at Belmont School, Guisborough. |

Mapping Sub-committee:- Paul Thornton (Chair), Dave Allison, Paul Taylor, Jon Williams, Chris Wright.

- 10. MOTION** – The AGM notes with concern that club membership has declined over recent years especially adult membership. The AGM asks the club committee to develop and implement a plan to substantially increase club adult membership so as to protect the future of orienteering in Cleveland. – Proposed by Steve Restorick.

Steve said that there had been declining membership over the past 4/5 years. CLOK depends on volunteers and the future survival of the club depends on adult members. 40% of members are juniors (junior numbers are rising because effort is going in) 10% of members are between the ages of 20 and 40 and 50% of members are over 40. Steve commented that these figures do reflect the age distribution in BO but that he felt that CLOK needs to recruit adults into our sport.

The committee had discussed ways of increasing membership at both the September and October committee meetings and this had resulted in Alastair Mackenzie producing a publicity poster to be pinned onto notice boards in recruitment-significant places.

There followed considerable discussion around the following points raised:-

Orienteering is normally not visible – Urban racing could help increase participation as it is around streets.

Urban racing is interesting to younger people

Using different orienteering formats helps with visibility.

Clubs need to work together to get one event each weekend.

Years ago there used to be rows of minibuses from universities.

Teesside University could be targeted for recruitment.

Corporate Challenge – companies to enter a team for fun-O

NHS employs 6,500 people – could this be another target for recruitment.

Children attending schools events could be given a flier of the next event.

Maybe the flier could offer “free entry” or propose to “bring a granny”!

Maybe we could operate a “Buddy” system to keep in touch with newcomers.

?Do we know why people don't re-join : Joe Dobbs said that he does now contact all members who do not renew.

At an event, first timers need a specific area to report and have some help – even taken around the course.

Newspaper publicity i.e. press releases of events and results on a very regular basis.

Steve felt that we need to market our sport and asked that the committee should keep the membership informed on progress in Tchimes. Many members took some copies of the fliers to display on notice boards that they had access to.

11. ANY OTHER BUSINESS

11.1 KLUB NIGHTS – Alan Crank has taken on the task of organising Klub Nights over this winter. He asked what people would like to do and to contact him with their suggestions.

11.2 E-MAILING MEMBERS – Clok has the e-mail addresses of about 90% of the membership. CLOK is very aware that people get sick of receiving “junk” mail, but the committee is considering rules for using these addresses to circulate useful information around the membership.

11.3 VOLUNTEERS AT EVENTS – Karen Poole said she had problems recruiting helpers for the October Odyssey and suggested that maybe a rota could be implemented. Joe Dobbs says that he is part way through creating a data base holding volunteer information and that organisers need only contact him to receive this.

The Chairman closed the meeting having first thanked everyone for coming to the AGM and contributing to discussions. This was followed by a supper and O-Quiz.

JMS / 30.10.2009