

**MINUTES of CLOK ANNUAL GENERAL MEETING held at KIRKLEVINGTON VILLAGE HALL  
on Tuesday 22<sup>nd</sup> October, 2013.**

**PRESENT:** Peter Archer (Chairman), Duncan Archer (Treasurer), Joan Selby (Secretary)

Martin Adamson, Marion Archer, David Aspin, Ian Campbell, Ann Cranke, Alan Cranke, Joe Dobbs, Gill Hardy, Mike Hardy, Malcolm Hewitson, Wendy Taylor, Paul Taylor, Chris Wright.

1. **APOLOGIES** – Joan Adamson, Eileen Bedwell, Gerald Helm, Viv Murphy, Dave Murphy, Linda Thornton, Paul Thornton, Joe Trigg, Maureen Webb, Di Wright.

2. **MINUTES OF THE 2012 AGM** – Proposed Duncan Archer, Seconded Ian Campbell.

3. **MATTERS ARISING FROM THE LAST MEETING** - None

4. **REPORT FROM THE CHAIR –Peter Archer**

Peter's full report is published on the CLOK website under Members Area > Committee Business – and covers the following topics

- Membership - **The committee will continue to work towards increasing membership.**
- Events – increase in numbers of events
- Participation – **Much discussion around participation. Suggested target could be rugby clubs as it is a seasonal sport. Tried Saturday events straight after park run – will try this again.**
- Officials for events
- Coaches and coaching.
- Equipment held by CLOK
- Orienteering Development
- Range of Areas we run on and Maps
- Successes over the year
- Essential link with British Orienteering
- Clubmark – Quality Club Accreditation
- Challenges for the future
  - Membership
  - Volunteers

5. **REPORT FROM THE TREASURER – Duncan Archer**

2012/2013 Summary

Overall CLOK's financial position through 2012/2013 remains healthy. Highlights:

- There was a surplus for the year.
- Events have overall been profitable, when considering income vs. Direct expenditure.
  - The 2012 October Odyssey made a surplus, through good attendance, helped by staging the UK Masters Cup, good publicity, and the new BOF levy favouring large events.
  - The 2013 Acorn made a surplus, for similar reasons.
  - The 2012 Autumn Series made a small surplus in total.
  - The 2013 Summer Series made a surplus in total - good attendance and minimal expenses.
  - Level C events were variable, some with surplus, some with losses, depending on numbers, and exact costs (e.g. toilets, land access, officials' expenses).
- Some expenses were down from previous years, e.g. equipment purchases (some major ones last year), no NEOA payment this year, fewer members attending courses. But club contribution to relay and CSC entries topped £1000 for the first time.

Once again many thanks to Ian Campbell for kindly auditing the CLOK accounts.

2014 Membership Fees

At the AGM we agree the CLOK membership fees for the next year. Given the healthy state of the finances, and the relatively small contribution membership fees have on our overall income (membership fees are only 10% of event income for example), I propose the 2014 CLOK membership fees are left at the current levels:

- Juniors: £3.50
- Seniors: £7.00
- Family: £8.50

**2014 Membership Fees – proposed Marion Archer. Seconded Ian Campbell. Unanimous.**

**“Is there a way that we can encourage whole families to join CLOK “ – to be discussed at committee.**

2014 Event Entry Fees

At the AGM we agree the Level C event entry fees for the next year. 2013 saw a rise of £1 for seniors (no change for juniors). Given the healthy finances, especially overall surpluses from our events, I propose the 2014 Level C entry fees are left at the current levels:

- Juniors: £2.00
- Seniors: £8.00 for non-BOF members, £6.00 for BOF members.

**2014 Event Entry Fees – Proposed Wendy Taylor. Seconded Martin Adamson. Unanimous.**

We do not formally agree Level D event entry fees at the AGM. However, in 2013 they have been as follows:

- Summer Series: Juniors £1, Seniors £3
- Autumn Series: Juniors £1.50, Seniors £3

They should be agreed for 2014 on a case-by-case basis (as certain things like using SI, land access, toilets, and other expenses can have a significant impact on small events). However, the current fees appear to be at about the right level.

## 6. ANNUAL DEVELOPMENT REPORT – Mike Hardy – October 2012 to September 2013

### **Finance**

With assistance from British Orienteering, it has been possible to maintain a cash flow such that the committee supports a further year's contract for the club's Community Sports Coach, Phill Batts. Phill's efforts to deliver a good number of competitions through the year, assisted by substantial help from a number of ever-ready CLOK volunteers, has resulted in another successful year for the Development Project. I'm sure I speak for a number of schools, Sports Development teams, County Sports Partnerships in the Tees Valley and Durham, British Orienteering and a large number of individuals, in taking the chance to thank club members for their outstanding support.

Looking to the future, changes in Government support for school sports is increasingly reflected in limited budgets and reduction in hours available for sports coordinators. The impact of this will best be computed further into the school year.

### **Statistics (previous year in brackets)**

Again an exceedingly busy year, with an increase in numbers after two annual reductions. The figures shown do not include participations in four club nights (three with CLOK, one with NN), and comprise 4490 (3990) individual experiences of orienteering outside the club's normal activities, of which 65% (59%) have been main-stream school-children, 25% (29%) from economically disadvantaged areas, 6% (6%) special needs and ethnic minorities, and 4% (8%) adults.

These numbers are independent of the Xplorer/RunChallenge initiatives (see below)

On the positive side, I am hearing increasingly of schools teaching orienteering independently, and outdoor activity centres offering it as part of their programmes. The overall impact of orienteering in our patch remains substantial.

Our schools mapping and updating continues, and we now have 380 (380) schools mapped for orienteering, or in the process of being mapped.

Finally, four new Permanent Orienteering courses have been established during the year – Houghall Woods and Low Burnhall (Durham), by Northern Navigators, Foxrush Farm in Redcar and Angrove Woods near Great Ayton for the outdoor activities group Evolve-trainingsolutions. Earlier established courses are being update and renovated as required by the landowners

### **County Durham**

Northern Navigators have almost completed their application for Clubmark accreditation, and increasing contact with County Durham Sport is uncovering a number of development opportunities, not least of which is a desire to map 45 Durham City schools and organise orienteering festivals for primary schools clusters at their intended secondary schools

### **Xplorer/RunChallenge**

These two initiatives from British Orienteering, intending to increase the general public's experience of orienteering, and bring people into the sport, was initiated in the five Tees Valley Local Authorities during the year, with support from the Sports Development teams, and preceded by a training day. Evaluation is still in hand, but it was observed that, although the Xplorer initiative was successful in attracting families with young children, RunChallenge, with the exception of the Redcar and Cleveland region, did not attract interest from the running community

### **Courses**

One Teaching Orienteering Part 1 course was held for secondary school teachers in Hartlepool, with 13 participants, and a UKCC Level 1 course attracted 7 participants at Hardwick Park, Sedgfield. Six after-school staff coaching sessions were delivered, two in Hartlepool, two in Middlesbrough, one in Darlington and one in Consett, Co Durham. A further TOPs 1 course is scheduled at Staindrop School in November

### **Coaching**

During the year, 34 introductory coaching sessions (last year 7) were delivered to primary schools in the region and 2 sessions to secondary schools, subsequent to school map updates being supplied.

In Redcar and Cleveland, short courses were delivered to junior leaders at Laurence Jackson School and Nunthorpe School, to equip them to teach orienteering to primary schools in their cluster - this was very successful.

Additionally, introductory and one subsequent session was delivered to each of Richmond Brownies, 12<sup>th</sup> Darlington scouts, Darlington Elm Ridge cubs, 9<sup>th</sup> Middlesbrough guides and Redcar Sea Cadets.

Orienteering featured in two team building sessions using the permanent course in Geneva Woods, Darlington, and Come-and-Try-it sessions took place at Summerhill, Hartlepool, Foxrush Farm, Redcar, North Lodge Park, Darlington and, for year 3 at Highclife Primary, a full day at Pinchinthorpe.

### **Competitions**

The club has again run seven inter-school competitions in the region as part of its league programme, attended by 10-15 schools and 150 - 250 runners, and has delivered inter-primary competitions for Competition Managers in Redcar, Stockton, Middlesbrough, Hartlepool, Darlington, Easingwold and Whitby, typically attracting 100 - 200 participants. The inter-primaries Tees Valley final at Cowpen Bewley attracted 133 runners from the successful schools in the heats

Total participation in the league competitions in the 2012/13 year was 1259, compared to 1059 in the previous year. Cost of transport remains a limiting feature.

### **CLOK club nights**

These will be reported separately by Linda Thornton, but suffice it for this report to acknowledge the good work done by Gill Hale and Mick Garratt, Neil Hunter and Linda in Guisborough, Rob Bailey and Isla Mathieson in Swainby and Chris Wright in Darlington

## 7. MAPPING SUB-COMMITTEE REPORT – Paul Thornton

We are in the process of proposing venues for our Sunday events to the end of 2014. Plans are developed for mapping to support this event programme.

In the past 12 months, we have:

NEW, Significantly Extended or Re-drawn.

Level C

- Barnard Castle Urban,
- Whitby Urban.

Level 'D' :-

- Staithes
- Coulby Newham
- Stewart Park and Ormesby Hall

UPDATED:

Level B

- Fylingdales, / Sneaton

Level C

- Bank Foot,
- Silton,
- Errington

Level D:

PLANNED

- South Gare Dunes
- Another Urban map – probably Guisborough
- Cod Beck Update
- Robin Hoods Bay

## 8. COACHING REPORT – Linda Thornton

CLOK still has 3 weekly sessions all of which continue to offer a mixture of fitness training, orienteering coaching and mini events. Numbers in all groups fluctuate for differing reasons, exams and weather being the major one. They all have a core group of attendees who are benefiting from the work done by our coaches, Chris Wright, Gill Hale, Mick Garratt, Rob Bailey, Isla Matthison, Neil Hunter and Linda Thornton.

This was shown in the results from the CLOK Junior teams (drawn from ALL THREE SESSIONS) at the Peter Palmer Relays. The only thing which has changed since last year is in Guisborough. In September we moved to the Railway Carriage at Pinchinthorpe. This puts us in the midst of terrain for orienteering exercises and with well drained tracks for winter training for the older group. It has also reduced our costs.

16 weeks – September to December at the school would have cost us £512 it has in fact cost us £100.

All 3 sessions will be working to attract new participants to our sport and hopefully to the club.

The club juniors are at present planning the NE Night champs and the Boltby event.

## 9. ELECTION OF OFFICERS

**Chairman, Treasurer and Secretary are all willing to stand for 2014.**

Chairman	Peter Archer – <b>No other nominations – Proposed Marion Archer. Seconded Gill Hardy. Unanimous.</b>
Treasure	Duncan Archer - <b>No other nominations – Proposed Ann Cranke. Seconded Ian Campbell. Unanimous.</b>
Secretary	Joan Selby – <b>No other nominations – Proposed Paul Taylor. Seconded Gill Hardy. Unanimous</b>

Committee Members (up to 9) Ann Cranke, Alastair Mackenzie, David Murphy, Wendy Taylor, Paul Taylor, Paul Thornton, Joe Trigg, and Chris Wright were all willing to stand for another year. **All committee members willing to stand for 2014. Proposed Martin Adamson. Seconded Ian Campbell. Unanimous vote. There were no nominations to fill the one vacancy. The committee will co-opt a new committee member during the year.**

CLOK Auditor Ian Campbell - was happy to continue as Auditor for another year. **Proposed Marion Archer. Seconded Ann Cranke. Unanimous vote. .**

More Voluntary Posts (Not Elected) :-

Mapping and Fixtures Sub-committee		Paul Thornton (Chair) Dave Allison, Paul Taylor, Jon Williams, Chris Wright	
Bike-O	Chris Wright	League – CLOK	Ann Cranke (thank you Ann)
Child Welfare Officer	Alison Elder	Membership Secretary	Maureen Webb
Club Night – Darlington	Chris Wright	Officials Finder	<b>Vacant</b>
Club Night – Guisborough	Linda Thornton	Relays Entries – All	Alan Cranke (thank you Alan)
Club Night – Swainby	Rob Bailey	Press Officer /Social Media Man	David Aspin (thank you David)
Compass Sport Cup	Alan Cranke (thank you Alan)	Short Events	Paul Thornton & Chris Wright
Development – NE + Clok	Mike Hardy	Summer Series	Maureen Webb
Equipment Officer	Marion Archer	Tchimes Editor	<b>Vacant</b>
Fixtures Secretary	Joe Trigg	Web Master	Alastair Mackenzie
Kit Stock – selling	Joan Selby		

NEOA Voluntary Posts filled by CLOK members:-

NEJS Co-ordinators	Neil and Clare Hunter	NEOA Representative	<b>Vacant</b>
NEOA Coaching Co-ordinator	Mick Garratt	NEOA Technical Co-ordinator	Paul Taylor
NEOA Fixtures Secretary	Duncan Archer		

There are two crucial vacancies. Officials Finder (pressure at work does not allow Alan Cranke to continue) and Tchimes Editor (Nic Barber has moved out of our area, although he has said he will continue for another one or two issues until we find a replacement).

David Aspin offered to act as Press Officer /Social Media Manager and will keep a close eye on our Facebook page. Ann Cranke continues to take on the CLOK League and Alan Cranke also decided to continue as Compass Sport Cup Manager as well as Relay Entries Manager. Thanks to all who take on voluntary roles on behalf of our Klub.

**10. JOE DOBBS' list of willing "HELPERS" – now we've got it where do we go from here**

- All members, via Tchimes have had the opportunity to have their names included on the list.
- The lists were published in Tchimes with a request for team leaders, or people willing to be points of contact, but there were no volunteers for this task.

It was generally agreed that organisers should look upon the list as a pool of helpers. There is a need to update as new members join Clok and it was suggested that once new members are settled in that Maureen might give them a note about helping choices. She would then pass the information to Joe Dobbs/Joe Trigg. Joe Trigg circulates the latest list to organisers. This list will not be on the website.

**11. ANY OTHER BUSINESS**

- 11.1 Clok is looking for a volunteer to organise our annual dinner in February or March 2014. Joan will follow up on suggested leads (Latest : Alison Hodgson has agreed to organise this and it will be on Friday 28<sup>th</sup> March at the Dun Cow, Sedgfield – Thank you Alison)
- 11.2 2014 Events – Joan will circulate the Events Programme around the e-mail system when it is formalized and ask for volunteers to contact Alan Cranke a.s.a.p.
- 11.3 Marion Archer wished to thank all the members who travelled to the Compass Sport Cup in the Forest of Dean on behalf of the Klub.

The Chairman closed the meeting having first thanked everyone for coming to the AGM and contributing to discussions. This was followed by a supper organised by Joan and Quizzes provided by Paul Taylor and Joan Selby.

JMS / 25.11.2013.

Red notes are the notes made by Joan