

**MINUTES of CLOK ANNUAL GENERAL MEETING held at KIRKLEVINGTON VILLAGE
HALL on Monday 18th OCTOBER, 2010**

PRESENT: Peter Archer (Chairman), Malcolm Gibson (Treasurer), Joan Selby (Secretary) Martin Adamson, Joan Adamson, Duncan Archer, Pippa Archer, Eileen Bedwell, Ann Cranke, Joe Dobbs, Geoff Harrison, Gill Hardy, Mike Hardy, Gerald Helm, Alastair Mackenzie, Diane Mayes, Viv Murphy, David Murphy, Karen Poole, Chris Poole, Lorraine Porter, Wendy Taylor, Paul Taylor, Paul Thornton, Linda Thornton, Joe Trigg, Chris Wright.

1. **APOLOGIES** – Marion Archer, Phill Batts, Ian Campbell, Alan Cranke, Anne Dehany, Will Dehany, Sarah Hague, Alison Hodgson, Bill Hodgson, Clarissa Napier,

2. **MINUTES OF THE 2009 AGM** – Proposed Duncan Archer, Seconded Chris Poole.

3. **MATTERS ARISING FROM THE LAST MEETING**

11.1 KLUB NIGHTS – Alan Cranke had organised three Klub Nights based at Norton, which had been attended by a very small number of klub members. It had therefore been decided to discontinue these while it was decided how to move forward.

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

This has been another exciting, hectic and challenging year for the club.

Firstly the challenges:

- The heavy snow and low temperatures played havoc with orienteering throughout the country during the end of December, January and part of February (it even caused a few problems for planning the Acorn event in March). The main effect was having to cancel the CompassSport Cup match at Silton, but with good cooperation from other clubs this has been rearranged for January 2011.
- In these tough financial times some sources of funding are starting to dry up. Other avenues may be opening, however, and we are trying to tap into them.
- Last year we discussed at the AGM the decline in numbers and participation over several years and how to reverse the trend. A lot of the committee's efforts this year have been devoted to this topic, and it is to be discussed later at this meeting.

As usual lots of things are going well also:

- The mapping committee has been working hard to identify an exciting programme through to the end of 2012, with plans to improve or update several maps along the way.
- We have organised more than 20 events in the past year, plus a full schools programme, and regular junior training, giving a wide range of events for members and others to enjoy.
- Several runners have been selected for foreign tours, and for national and international competitions.
- We have made some progress on reversing the trend of membership reduction.

But we cannot tackle the challenges or achieve our successes without the hard work of a great many people. There are so many members to thank that they cannot all be named, but you know who you are. Well done, and keep up the good work.

I hope you all enjoy your orienteering in the coming year.

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

I mentioned at last year's AGM that the surplus was overstated due to late invoices and to grants received but not spent. There were two major items – a late invoice of £2700 and the GROW grant of £850 for junior coaching.. Reassessing the accounts based on these two items show that the current year made a small surplus.

The income from the Orienteering Development Project (ODP) along with Awards/Grants has significantly decreased this year and so the club will have to make more effort to obtain grants such as the BOF Talent Squad and to look critically at future expenditure. Fortunately the payments to NEOA & NEJS should be much less and so with careful management next year, the break even position should be maintained. As part of this process a draft budget for 2010-11 was discussed by the committee in August.

Changes have been to the structure of the annual accounts by introducing separate categories for Junior coaching, NEOA & NEJS. These changes have also been made to last year's figures to enable easy comparison.

The club remains in a strong financial position.

Main activity:

- Event income for the year is £6,420 with a surplus of £1,497. All events made a profit .
- Juniors are split into coaching, NEJS payments and NEJS donations. The coaching has been supported by the £850 grant (received 2008-9) and by the £1.50 charge on attendees. It is hoped to obtain further grants in the coming year. The payments made to NEJS should revert to the usual £400 next year.
- Equipment purchases totaled £736 of which the major items were a generator and a laser printer.
- The other major expense is for Team entry fees at major competitions and this totaled £780.
- During the year the club implemented online payment such that 90% of our invoices and club expenses are now paid this way (still with two signatories approving).

Martin Adamson proposed that the accounts be accepted, seconded by Paul Taylor and carried unanimously.

Given the overall financial position of the club and the importance of encouraging new members, it is recommended that membership fees and event charges should remain unchanged. The recommendations for approval by the AGM are listed below.

Membership subscriptions for 2012:

BOF require subscription fees to be agreed before the date of our AGM. The Treasurer proposed that the current membership fees continue in 2012 ie.

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

Seconded by Linda Thornton and carried unanimously

Event Charges for District (now Level C) Events in 2011

The Treasurer proposed that the district event charges remain unchanged at Senior £5 and Junior £2.

Mike Hardy also proposed that the following should be adopted – district event charges remain unchanged unless significant external factors force change. Seconded by Lorraine Porter and carried unanimously.

The Treasurer wished to thank Ian Campbell for auditing the accounts.

6. ANNUAL DEVELOPMENT REPORT – Mike Hardy

Grant Awards

The last twelve months have not been fruitful from a grant point of view, and all signs are that grants will be more difficult to come by, with various local authorities charging for services in the months to come.

Such opportunities as come our way will, of course, be followed up, but, taking a future view, I have arranged with Anne Dehany to terminate her 2 days/month contract with effect from the end of October. Anne has been a most valuable contributor to our development programme as Professional Officer - Special Needs, by virtue both of her enthusiasm and her relevant professional background, and I am very pleased to advise that she remains willing to continue in a voluntary capacity in the future

Courses

We have delivered two Teaching Orienteering Part 1 courses, one at Thornaby Academy, one

at Longfield School, Darlington and still retain a waiting list. A further course was delivered in October at Thornaby and a second is scheduled in November in Redcar.

A UKCC Level 1 assessment was held at the start of the year and a subsequent UKCC Level 1 course was advertised during the year for September 2010, but was cancelled as the minimum number of applications was not received

Following an orienteering Junior Leaders Award course at Blakeston School, Mick Garratt ran a series of after-school club sessions as part of a Sport Unlimited grant. This has not resulted in the school attending the schools league competitions, nor have any pupils joined the club.

Mick also ran a 10 session after school club series at Swainby and Potto Primary School in North Yorkshire, with the course funded by the school and the map paid for by the local school sports partnership. A parent recently attended our TOPs 1 course with the objective of continuing to deliver orienteering at school

Northfield School in Stockton funded Mick to deliver 6 sessions towards GCSE PE. The pupils have attended one inter-schools league competition since, but will need further encouragement to take up orienteering on a regular basis

Finally, Mick has conducted three after school club sessions at Firthmoor Primary in Darlington, funded by the PDM. The school has had its map updated, and a staff member attended last week's TOPs 1 course

Anne Dehany ran a five session course at Kirkleatham Hall special schools, funded by the School Sports Coordinator, which was well appreciated, culminating in a competition between the school and Kilton Thorpe special school at the Kirkleatham Museum permanent course

Coaching

Introductory coaching has been delivered to 19 primary schools and two secondary, plus two staff coaching sessions and 4 GCSE assessments during the year. Two introductory sessions were delivered at Teesside University – low response, although one participant attended two CLOK Sunday events, and finally 1st Kirklevington cubs booked an evening session using the local primary school map.

On the special needs front, Anne lead sessions at Allensway adult centre and Ash Trees special school in Stockton, and delivered four sessions to visually impaired children at the request of Actionnaires, the Action for Blind People section responsible for sport development. Michel Johnson of EBOR made a significant contribution to this initiative

Working with Tees Active in Stockton and the sister organisation in Redcar, we have delivered orienteering based Family Fun Days on five occasions, using four permanent courses in the region. These have had varying success, with attendances between 40 and 300, depending on the success of the pre-event publicity. All participants declared their enjoyment and interest, but there are no records to date of follow-up.

Competitions

The club has run seven inter-school competitions in the region as part of its league programme, attended by 15-20 schools and 200 – 300 runners, and has delivered inter-primary competitions for Competition Managers in Redcar and Cleveland, Stockton, Middlesbrough, Hartlepool, Darlington, Sedgefield and Newton Aycliffe, typically attracting 100 - 200 participants

Acknowledgements

Once again, I am very pleased to recognise the help and support from our two part-time professional officers, Anne Dehany and Phill Batts, together with the NGB support from the new team of Steve Vernon and Ed Nicholas.

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

A total of just under 5500 people, including children, adults and those with special needs, has experienced orienteering during the year. This can only be achieved alongside the club's other major mapping, competition and development initiatives with the exceptional support of volunteer members.

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 from British Orienteering.

Statistics (previous year in brackets)

In the year to date, we have maintained our development activity, with 5492 (5662) individual experiences of orienteering outside the club's normal activities, of which 58% (61%) have been main-stream school-children, 29% (28%) from economically disadvantaged areas, 7% (7%) special needs and ethnic minorities, and 6% (3%) adults. Our schools mapping and updating continues, and we now have 351 (312) schools mapped for orienteering, or in the process of

being mapped.

7. MEMBERSHIP REPORT – from Joe Dobbs

As usual, I will start with the statistics.

	(2010)	(2009)
Total membership	224	213
National senior	35	36
National junior	3	6
National family	120	130
Local senior	14	6
Local junior	4	2
Local family	36	16
Club only family	4	9
Club only senior	3	1
Honorary	4	4
Group	1	2
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Family members who are seniors	108	101
Family members who are juniors	47	41
Total junior membership	51	49
Junior members eligible to vote	10	11

Until 2009 there had been a small downward trend in membership. This has now been reversed with quite a positive increase this year.

The junior coaching sessions have been the main contribution to this. Not only have the juniors taken out membership, but their parents as well.

Other new members have joined us after moving into the area, previously having been members of other clubs. Plus others who have attended such events as the Summer series.

One positive step forward is that I can now access the BO membership database, and as a result, maintain an accurate membership record myself. This has meant that I am able to issue an up to date contact list to members each April.

One concern has been the inclusion of member details in this list. This has been resolved by my obtaining permission from BO to use their data, as long as it is for orienteering purposes only. Anyone joining or renewing has the option of having their details withheld, and indeed some members have requested this. If that is the case, then those members will not have their contact details published.

Finally, if anyone has any sort of membership enquiry at all, then please contact myself. From reissuing a replacement contact file to making contact detail changes, can usually be done very quickly. I can contact BO on their behalf too, on membership matters.

8. MAPPING SUB-COMMITTEE REPORT – Paul Thornton

Paul Taylor was awarded the Bonington Trophy by British Orienteering in recognition of his contribution to mapping. Paul also gave a practical training session on surveying.

We have proposed venues for our Sunday events to the end of 2012 and for larger events up to end of 2014. This will allow us to schedule those updates of our premier maps well in advance.

The process for exchanging map updates between planners and mappers seems to be working much better.

ISSUES - New areas and access : there's a short list of new small forest/moorland areas - are there more?. Help is always needed to investigate access.

Training: should we grow our mapping capability? How?

Ways of working – mappers, planners, controllers, map printing, computer team leader, webmaster there are many banana skins in the whole process. I propose to hold an evening workshop before Xmas to share best practice and discuss how to improve things.

Any contributions are welcome.

NEW:

- Cringle and Cold Moors
- Moorland Adjacent to Boltby
- Whiney Banks extension to Newton Hanzard
- Saltburn
- Teesside University

UPDATED:

- Eston
- Boltby (part)
- Siltton
- Hutton Woods
- Several 'sprint' maps

PLANNED in 2010/11

- Coatham Woods Update
- Birk Brow
- Brierley Extension?
- Rest of Guisborough Woods - Update
- Errington Redraw and Update
- Summerhill update
- Another Urban map.

IN PROGRESS:

- Boltby (the rest)
- Bank Foot update
- Stockton Riverside (new)

9. JUNIOR REPORT – from Linda Thornton

The juniors are still meeting every Monday evening between 6-7.30 pm based around the Guisborough area. All club members are welcome to attend - our programme is on the website.

Numbers vary from 19 to 25 juniors plus some adults (Club members/parents).

Rob Bailey, Mick Garratt, Gill Hale and I are the regular coaches. Jenn Thornton coached the first three this autumn before returning to university.

Alana Wright and Chris MacKenzie achieved their Orienteering Young Leaders award in the early spring. There are plans to offer this qualification over the winter to any who are 14 or over.

The autumn sprint coaching sessions continue to attract both club and newcomers, last month we had 3 adults who were introduced to folding maps and compass work by Jon Williams and I. Gill and Rob's groups were also using compasses but their groups were club juniors.

The sprint tops have been sponsored by Cleveland Runner in Great Ayton.

We are competing in the Yvette Baker Trophy next Sunday at Boltby. We are hoping to win and take a team to the final in December.

We have 12 juniors in NEOA Junior Squad.

We are hoping to compete in the Peter Palmer Relays in September 2011.

Our thanks to the committee for their continued support.

10. ELECTION OF OFFICERS

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| Chairman | Peter Archer was willing to stand for another year. There were no other nominations therefore Peter was proposed by Chris Poole and seconded by Paul Taylor |
| Secretary | Joan Selby was willing to stand for another year. There were no other nominations therefore Joan was proposed by Karen Poole and seconded by Ann Cranke. |
| Treasurer | Malcolm Gibson was willing to stand for another year. There were no other nominations therefore Malcolm was proposed by Mike Hardy and seconded Linda Thornton. |

Committee Members (up to 9) Paul Thornton is retiring from the committee. Duncan Archer, Ann Cranke, Joe Dobbs, Alastair Mackenzie, David Murphy, Chris Poole, Joe Trigg, and Chris Wright were all willing to stand for another year and were proposed by Malcolm Gibson, seconded by Eileen Bedwell followed by a

unanimous vote. There were no nominations for the ninth member of the committee.

CLOCK 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:-

Bike-O	Chris Wright
Child Welfare Officer	Alison Elder
Compass Sport Cup	_____ (Vacant) Duncan will advertise this in TChimes
Development Regional + CLOCK	Mike Hardy
Fixtures Secretary	Joe Trigg
Junior Club Admin	Linda Thornton
O-Kit (New)	Joan Selby
*CLOCK Badge & CC League	Paul Taylor
Membership Secretary	Joe Dobbs
**NEOA Representative	_____ (Vacant)
Officials Finder	Joe Dobbs
Press Officer	_____ (Vacant)
Relays - All	Chris Wright
Sprint Events	Paul Thornton and Chris Wright.
TChimes Editor	Duncan Archer
Junior Tchimes Editor	_____ (Vacant)
Web Master	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.

*Paul Taylor said that it is now very difficult to do the results for the CLOCK leagues. He suggested that we could use the BO ranking list, have a Klub Championships – **this to be discussed at the December 2010 meeting**

**NEOA Representative – Duncan will report when there is to be a meeting and someone will attend.

The committee wished to thank Duncan Archer for the excellent production of Tchimes.

The committee also wished to encourage Alana Wright who edits “Route Choice #5” in CompassSport. Well done.

11. PARTICIPATION AND MEMBERSHIP

Last year we had a good discussion at the AGM about how to reverse the trend of falling membership and participation. This topic has been on the agenda several times at committee meetings since then and a number of actions have been taken and are still underway.

- Advertising future events on the back of maps.
- Setting up an e-mail list to prompt members and others shortly before an event.
- Getting more of a club atmosphere by having a tent in assembly for socialising, helping newcomers, selling club kit and cakes etc.
- Checking permanent courses and advertising them in Local Authority brochures.
- Having a wide range of events and making the most of our areas by planning ahead.
- Running a weekly junior club and looking at whether to start a second one in another part of the area.
- Trying to promote orienteering at Teesside University
- Although not yet started, we hope to try to promote orienteering within large local employers.

It is not easy to judge the long term effects of any actions taken, but there are some encouraging signs. The decline in membership has been arrested and a small increase

taken place in the last year. The recent Saturday morning short race in Darlington's South Park attracted about 60 entrants, young and old, experienced and notices.

Other ideas that were suggested were

- Approaching Sporting colleges
- Improved publicity – newspapers
- Face Book publicity

Mike Hardy recommends that we target our efforts at recruiting 16 year olds and over because Sport England's remit is to improve sport for this age group.

12. ANY OTHER BUSINESS

- 12.1 TALENT SQUAD – Sarah Hague and Linda Thornton have taken on the responsibility of setting up and leading the CLOK Talent Squad for 2010/11. This programme is open to all members of CLOK. The first session will be on a Saturday in November meeting at 10 am in the car park between Sheep Wash and Cod Beck Reservoir and will last 1½ - 2 hours. Watch the CLOK website as information will be there inside the week.

The Chairman closed the meeting having first thanked everyone for coming to the AGM and contributing to discussions. This was followed by a supper (provided by Joan Selby) and O-Quiz (provided by Duncan Archer and Paul Thornton).