

**MINUTES of CLOK ANNUAL GENERAL MEETING held at KIRKLEVINGTON VILLAGE HALL  
on Monday 17<sup>th</sup> OCTOBER, 2011**

**PRESENT:** Peter Archer (Chairman), Malcolm Gibson (Treasurer), Joan Selby (Secretary)  
Martin Adamson, Joan Adamson, Duncan Archer, Marion Archer, Ian Campbell, Alan Cranke, Ann Cranke, Joe Dobbs, Gill Hardy, Mike Hardy, Gerald Helm, Lorraine Porter, Wendy Taylor, Paul Taylor, Paul Thornton, Chris Wright.

1. **APOLOGIES** – Phill Batts, Eileen Bedwell, Alison Hodgson, Bill Hodgson, Viv Murphy, David Murphy, Clarissa Napier, Karen Poole, Chris Poole, Cat Taylor, Lucy Taylor, Linda Thornton, Diane Wright.

2 **MINUTES OF THE 2010 AGM** – were agreed.

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

10. Awarding Klub Trophies – It is now almost impossible to work a system for awarding the trophies. Paul Taylor is working on it.

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

Another year seems to have flown by with so many things to report.

Once again events were affected by the snow. Although this is disappointing for competitors, it is even more difficult for mappers, planners, organisers and controllers. So it was great credit to all involved that we were able put on the CompassSport Cup at the end of January.

This year has seen a lot of coaching activity. The successful Guisborough club nights continue to attract even more people, and the new Darlington sessions started steadily and are now thriving – between them they provide coaching/training for more than 50 people each week. There was also a series of Saturday morning sessions for the Talent Squad (no great talent needed to join though!) which gave some 15-20 people an insight into how to improve their orienteering. Individually, several people have taken coaching certificates and are putting these skills into action. Coaching is the key to raising standards within the club, and more initiatives are planned for this year. One result of this hard work is the improved results we are seeing in the CLOK juniors.

At all ages we are seeing trophies being won at major events both in the UK and abroad at the World Masters Games. Well done to everyone for getting on the podiums. It was also very pleasing to see more than 50 people going to the Scottish 6 Days event in August – a good excuse for socialising as well as serious competition.

One of the good outcomes from all the hard work at club training nights is that it has helped to stabilise membership levels against the national trends, and in recent weeks there has been a number of new members joining.

We have a busy year ahead, with our Acorn event at Arncliffe Woods in March, and the two days of the October Odyssey later in the year. We are also running more small scale events so that everyone can have something to suit them. It does all take a lot of volunteer effort to keep the club thriving, so why not put yourself forward to help at events, or even to organise or plan them – there are plenty of people who are willing to give you a hand to help you get the experience.

Thanks are due to so many people, that I cannot mention them all by name, but you know who you are, and without your help CLOK could not operate. I will however mention three of them: Malcolm Gibson who is retiring from being the club treasurer, and has got to grips with all the intricacies of the club's finances; Joe Dobbs who for a few years has done many jobs, including "event officials finder" and is also retiring from that post; finally to Joan Selby for her tireless work as club secretary, and organising, planning and controlling, often stepping in at a late stage to keep an event on track.

I hope you all enjoy your orienteering in 2012, and achieve whatever personal goals you have set for the year.

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

The club has made a good surplus, a situation which was not anticipated a year ago when we knew that the BOF role of Regional Development Officer carried out by Mike Hardy was being terminated. The loss of income to the club has been offset by a number of factors in the Orienteering Development Project (ODP) including an increase in charges, the cancellation of a coaching contract and the chasing up of outstanding invoices. There has also been a reduction in payments for NEOA, NEJS, equipment and mapping.

The club remains in a strong financial position.

**Main activity:**

- Event income for the year is £6,566 but because of a bulk paper purchase (for a good price) and toner replacement there was a loss of £310. If the paper purchase was spread out then it was a break even situation.
- Membership subscriptions were down to £800 this year from £841.
- Juniors had a surplus of £78 excluding NEJS fees and donations. There were no coaches fees paid this year as no grant had been obtained for the Guisborough coaching.
- Equipment purchases totaled £447.

- The other major expense is for Team entry fees at major competitions and this totaled £861.
- Online payments have worked well with less than 10% now paid by cheque and this should reduce further next year. Given the overall financial position of the club, the fact that BOF is reviewing the membership structure and the importance of encouraging new members, it is recommended that membership fees and event charges should remain unchanged. The accounts were proposed by Ian Campbell, seconded by Martin Adamson and accepted unanimously.

### **Membership subscriptions for 2013:**

BOF require subscription fees to be agreed before the date of our AGM. The treasurer proposed that the current membership fees continue in 2013 ie.

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

Seconded by Mike Hardy and accepted unanimously.

### **Event Charges for District Events in 2012**

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

Seconded by Marion Archer and accepted unanimously.

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

## **6. ANNUAL DEVELOPMENT REPORT – Mike Hardy – October 2010 to September 2011**

### **Finance**

As a result of increasing the entry fees to schools competitions, and increasing the cost of the school mapping package, it has been possible to continue the club's orienteering development programme and retain the services of Phill Batts for a further twelve month period. We are currently working with Ed Nicholas, British Orienteering's Development Manager, to negotiate a grant from the Development Committee to support the project over the next three years. Meanwhile, funding to NGBs and County Sports Partnerships from Sport England requires a number of special criteria to be met. We continue to monitor these and design our programmes accordingly.

None of the programme would be possible without the fine help and support of many volunteer club members (and occasional volunteers no longer with the club). On behalf of the many in the Tees Valley and South Durham who have benefitted from the orienteering experience - much thanks

### **Courses**

We have delivered three Teaching Orienteering Part 1 courses, with 30 participants, in the year, and course number 55 is scheduled for October 14, with 15 participants signed up to date.

Two UKCC Level 1 courses have been delivered, with a total of 12 participants. There are currently lists of interested parties for both courses, the establishment of mutually convenient dates being key. It is hoped to deliver a UKCC level 2 course in 2012

Two Junior Sports Leaders Award courses were delivered for Dyke House School, Hartlepool, and participants have subsequently assisted at inter-primary competitions at Summerhill

Mick Garratt ran after-school clubs funded by Sport Unlimited at Unity City Academy, Redcar Community College and Freebrough Academy, three sessions for years 9 and 11 at Ian Ramsey School, and more recently has started a three session project for 16 plus participants from Marsh House Harriers, Stockton, with a five session after-school club commissioned by Darlington Sports Development at Polam Hall School.

Two Saturday morning sessions for Holmwood Special School were delivered in the year, as part of the Middlesbough Sportability programme, and Redcar Sports Development commissioned the club to offer orienteering as part of their MEND Healthy Families programme

### **Coaching**

Introductory coaching has been delivered to 23 primary schools and six secondary, plus three staff coaching sessions during the year.

Additionally, orienteering was demonstrated to Guisborough Sea Cadets, 1<sup>st</sup> Marske cubs, Redcar summer schools at Laurence Jackson School, and three novel events took place.

The first of these was commissioned by Sport England, an indoor sport taster session for 16+ pupils at the Dolphin Centre, Darlington. We were allocated the space of one badminton court, with cheer-leaders and Ultimate Frisbee as near neighbours, requiring some coaching techniques not normally taught on UKCC courses. Three of the schools indicated they wished to follow up our sport in the assessment report, and duly did.

The second was an orienteering /maths session for year 7 at Redcar Community College. This involved a white standard orienteering course with S.I. timing, followed by the maths department attempting to reconcile times with runners heights and other characteristics

The third session, a Tri-O-thlon, was very successful and organised by Stockton Sports Development on Durham University, Teesside Campus. This involved three consecutive sessions for year 9s - spinning bikes, rowing machines, and urban

orienteering, and proved very popular. The majority of competing schools were known to us and include O in their PE curriculum.

### **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 200 - 300 runners, and has delivered inter-primary competitions for Competition Managers in Redcar and Cleveland, Stockton, Middlesbrough, Hartlepool, Darlington, Sedgefield and Newton Aycliffe and Whitby, typically attracting 100 - 200 participants. The inter-primary competitions had been commissioned by Partnership Development Managers, whose posts have subsequently been terminated, the jobs replaced by part-time Schools Games Organisers. We are working with these new appointments to ensure similar opportunities exist in the 2011/12 school year, and progress to date has been satisfactory

Total participation in the league competitions in the 2010/11 year was 1519, compared to 1651 in the previous year. This is not necessarily the effect of increased competition fees – some schools have had problems with transport costs, others have had key teachers moving on

### **Club nights**

These are more than adequately taken care of by others (principally Linda Thornton on Guisborough Mondays and Rebecca Simpson on Darlington Wednesdays) and will doubtless be reported elsewhere. Both clubs go from strength to strength, with Darlington at its new venue, Polam Hall School, having to establish a waiting list for non - CLOK or school members, to ensure adequate coaches on hand

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

In the year to date, we have maintained our development activity, with 4567 (5492) individual experiences of orienteering outside the club's normal activities, of which 58% (58%) have been main-stream school-children, 30% (29%) from economically disadvantaged areas, 7% (7%) special needs and ethnic minorities, and 5% (6%) adults. Our schools mapping and updating continues, and we now have 372 (351) schools mapped for orienteering, or in the process of being mapped.

Thought for next year – why have the participation numbers dropped? Activity appears to be just as busy as ever!

## **7. MEMBERSHIP REPORT – from Joe Dobbs – at 25<sup>th</sup> September, 2011.**

	(2011)	(2010)	(2009)
Total membership	220	224	213
National senior	34	35	36
National junior	2	3	6
National family	112	120	130
Local senior	14	14	6
Local junior	3	4	2
Local family	38	36	16
Club only family	4	4	9
Club only senior	3	3	1
Honorary	4	4	4
Group	2	1	2
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Family members who are seniors	111	108	101
Family members who are juniors	35	47	41
Total junior membership	40	51	49
Junior members eligible to vote	6	10	11
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As usual, the statistics are shown above, and are really self explanatory. There is no significant change from last year. For the last few years, I have asked non renewing members for their reasons in leaving orienteering. Of those who reply, a pattern has now emerged.

#### **Injury**

Children have moved onto other sports/ pastimes.

Members themselves have moved onto other sports/ pastimes.

Tried it for a season and don't wish to continue.

I don't intend to ask non renewing members for their reasons in future. There is never a variation from the above.

The Chairman pointed out that "Membership and Participation" is regularly discussed at committee and that he would put an update in Tchimes.

## Now for my other role - **Event Officials Finder**

I intend to step down from the role, at this AGM. I reached 70 this year and it was always my intention to wind down from here. But additionally, I have had a couple of minor health issues, which has made me take the attitude that I wish to relax more, leaving time to concentrate on my own fitness and participation.

There are other factors. As you will all know, the officials goalposts are changing. Now, organisers need to be accredited, and I'm sure planners won't be too far behind.

I think the Officials Finder needs to be a wider role, and have some sort of say or sway into finding potential officials. For example, the setting up of a trainee list, together with a buddying system. This would need liaison at events etc. This is only one idea. I'm sure there are more. However, I must stress that I don't feel that I can carry on with this role after the AGM.

## 8. **MAPPING SUB-COMMITTEE REPORT – Paul Thornton**

Paul Taylor collected another mapping award from British Orienteering this time for his urban map of Ripon. We have proposed venues for our Sunday events to the end of 2012 and for larger events up to the end of 2014. Need to confirm venues for 2013. Plans are developed for mapping to support this event programme.

### **ISSUES: –**

There is still a backlog of “legacy” maps which need work, for example Flatts Lane. There are very few active professional or voluntary mappers.

### **MAP STATUS**

#### New maps

- Romany Golf Club
- Tees Barrage, Riverside Colleges

#### Updated maps

- Mulgrave
- Boltby
- Silton
- Bank Foot
- Several ‘spring’ maps (Yarm School, Summerhill, Preston Park.)

#### Maps in Progress

- Witton Fell – new
- Barnard Castle Urban – new
- Stewart Park – update

#### Planned mapping

- Arncliffe (for Acorn event)
- Fylingdales/Sneaton (for Odyssey)
- Moor between Cod Beck and Coalmire – new
- Moor behind Guisborough High Cliff – new

Following Paul's report there was discussion concerning shortage of mappers. Mapping has changed dramatically in the last couple of years and it was felt that it might be a good idea to run a mapping course in order to find more potential mappers.

## 9. **JUNIOR REPORTS**

### **Guisborough Session – Linda Thornton**

Since we began Guisborough Monday nights (Spring 2010) we have had a total of 105 different attendees. The attached graph shows the numbers over the weeks.

Drop offs tend to be because they do other sports and if promoted to teams they have to attend practices to stay on the team. Others may have found the initial format too tiring, but may well come back when older.

We originally did 1 hour of fitness coaching and then 30minutes of orienteering coaching. This term we have changed this, our older juniors who are seeking selection for national coaching still do the winter fitness coaching whilst our younger juniors and beginners (adult and junior) do 1 1/4 hours of orienteering coaching.

Gill Hale, Mick Garratt, Rob Bailey coach the older juniors with assistance from Paul Thornton, Isla Matteison, Robin Bergstrand and Carolyn Rigby when more adults are needed on the long runs etc.

Neil Hunter and Nick Martin assist me with the younger juniors and adult beginners. We would not have such a thriving session without their dedication and generosity with their time.

Since September we have had one family join and I have handed out 5 membership forms awaiting return. 1 family and 4 singles.

CLOK have to pay for the hire of the school (unlike the Wednesday session) so unfortunately club members like the non-members have to pay £2 per week. On a good attendance week this means we are putting funds in the kitty towards the cost of taking the juniors to compete in the Yvette Baker Trophy and towards equipment we use with them.

### Darlington Session – Rebecca Simpson

Now in its second term the CLOK Darlington club night is currently settling into its new venue at Polam Hall School. The first term at Eastbourne went well although attendance was not high with most evenings seeing between 4-16 participants. After moving to Polam after the summer holiday we are finding that through new advertising from Darlington Sports Development and through being based at a school itself we now have almost more attendees than we can cope with! We peaked at 30 two weeks ago. This is great in terms of new club members (two families have joined that I know of to date), and getting the juniors that were missing at Eastbourne, however with these numbers we have the weekly challenge of meeting a very wide variety of needs! - complete beginners to advanced club members. Luckily a lot of support has been received and CLOK club members (Joan Selby, Linda Thornton & Mike Hardy), Darlington Sports Development staff, and hopefully in the next few weeks some level 2 coaches 'in training', have all been great and volunteered their help. Right from the start Jill Libby and Ian Scott have both been invaluable. So we continue to plan exciting sessions each week in the hope of retaining existing and new members. I will have to step down as lead coach in the near future as I am expecting again, however plans are being put into place to find a replacement and we all hope to continue running the club night long term.

## 10. ELECTION OF OFFICERS

- Chairman Peter Archer was willing to stand for another year. There were no other nominations therefore Peter was accepted as Chairman
- Treasurer Malcolm Gibson was retiring as Treasurer. Duncan Archer was willing to stand for the post of Treasurer if he did not edit Tchimes. Proposed by Malcolm Gibson and seconded by Ann Cranke followed by Unanimous vote.
- Secretary Joan Selby was willing to stand for another year. There were no other nominations therefore Joan was accepted as Secretary.
- Committee Members (up to 9) Joe Dobbs and Chris Poole are retiring from the committee. Ann Cranke, Alastair Mackenzie, David Murphy, Joe Trigg, and Chris Wright were all willing to stand for another year. There were no nominations to fill the other four places vacant on the committee. *(Latest) Please refer to the last note at the foot of these minutes*
- CLOK Auditor Ian Campbell was willing to continue as Auditor for another year. Proposed by Martin Adamson and seconded by Lorraine Porter followed by a 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	Membership Secretary	Joe Dobbs
Child Welfare Officer	Alison Elder	NEOA Representative	_____ (Vacant)
Club Night (Juniors+Seniors) Darlington	Rebecca Simpson	Officials Finder	_____ (Vacant)
Club Night (Juniors+Seniors) Guisborough	Linda Thornton	Relays Entries – All	Alan Cranke (thank you Alan)
Compass Sport Team Co-ordinator	Alan Cranke (thanks Alan)	Short Events	Paul Thornton & Chris Wright
Development Regional + CLOK	Mike Hardy	Summer Series	Will Dehany & Martin Adamson
Fixtures Secretary	Joe Trigg	Tchimes Editor	Jill Libby (thank you Jill)
Kit Stock + selling	Joan Selby	Web Master + Press Officer	Alastair Mackenzie
Leagues - CLOK	Paul Taylor		

Alan Cranke said he would be happy to look after relay entries. He is controlling the 2012 northern heat of Compass Sport so feels there may be a bit of a conflict of interest for him to co-ordinate Clok entries on the day, but he would be happy to look after the team in the final or in future

### NEOA Voluntary Posts filled by CLOK members:-

NEJS Co-ordinators	Neil & Clare Hunter	NEOA Fixtures Secretary	Duncan Archer
NEOA Coaching Co-ordinator	Mick Garratt	NEOA Technical Co-ordinator	Paul Taylor

Duncan said he would put a notice in the next issue of Tchimes in order to try and fill the four vacant committee posts and the three additional voluntary posts.

## 11. ANY OTHER BUSINESS

A competitor who had recently taken part in an event in the NEOA area had contacted Paul Taylor recently. He approached Paul because he felt that the event he attended was not up to acceptable standard and so Paul had raised the subject at the NEOA AGM. As NEOA Technical Co-ordinator Paul will be happy to provide feedback if requested.

Mike Hardy commented that CLOK Saturday "shorts" are getting increasingly popular and thanked Paul Thornton and Chris Wright for their huge efforts in planning and organising these very successfully.

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 and an O-Quiz thought up by Duncan.

*(Latest) Shortly after the meeting Paul and Wendy Taylor offered to join the committee and Jill Libby offered to be Tchimes editor. Thank you all.*

JMS / 27.10.2011.