

**CLOK Annual General Meeting – Minutes of Meeting**  
**18<sup>th</sup> October 2018**  
**The Bistro, Sunnyfield House, 36 Westgate, Guisborough**

**Present:** Duncan Archer (Chairman), Richard Rigby (Treasurer), Diane Mayes (Secretary), Dennis Hooton, Joan Selby, Peter Archer, Marion Archer, Eileen Bedwell, John Green, Dave Aspin, Joe Trigg, Ian Campbell, Martin Adamson, Paul Taylor, Wendy Taylor, Alan Cranke, Chris Wright, Caroline Mackenzie, Alistair Mackenzie

**1. Apologies for Absence**

Ann Cranke, Gill Hardy, Mike Hardy, Pippa Archer, Paul Thornton

**Minutes of 2017 AGM**

Minutes of last meeting were accepted as a true record

**2. Matters Arising from last meeting**

**MAPPING**

An annual meeting dedicated to planning agreeing the events structure for the following year is now established. This meeting is held in place of the usual March/ April committee meeting.

**AOB – Tchimes**

A weekly newsletter is now distributed to members via email. The previous quarterly Tchimes format has now been discontinued

**ANNUAL DINNER**

This years annual dinner was organised by Joan Selby - thanks to Joan for a very successful event

**SI TIMING REPLACING AUTODOWNLOAD**

The change over from Auto download to SI entries has been made and is now in regular use at events

**INCREASE IN MULGRAVE ACCESS FEES**

Not relevant this year

**3. Chairman's Report**

The following report was presented by Duncan Archer:

A few selected highlights from the club over the last 12 months:

- We continue to have a strong and growing CLOK junior section, with training led by Neil Hunter, and attendance at the Yvette Baker Trophy final (after winning our heat), and Peter Palmer Junior Team Relays.
- We introduced SIAC touch free punching at all our events, which has been welcomed by many.
- We upgraded our event software from AutoDownload to SITiming, to stay current, continue to receive support from SPORTident, and take advantage of new features.

- We had a good social after the new year team score (as a replacement for the new year's day run and lunch at the Hardy's for many years), and hope to continue with something similar in future years.
- We had a well-attended CLOK dinner at Great Ayton, with a less formal format organised by Joan Selby.
- We ran surveys in conjunction with British Orienteering at three of our events, to gather participant feedback and look at how we can make our events better.
- We made sure we were compliant to the new GDPR privacy regulation that came into force in May, including publishing our data privacy policy on the website, and looking at our internal procedures.
- We had success at the top, including Aidan Rigby selected for JWOC, and Ann Cranke coming 4<sup>th</sup> in the World Masters sprint.
- We had good participation at our own events, and further afield with over 40 members at the JK, and 30 at the Lakes 5 Days.
- We continue to see modest schools activity, and the ODP generating a small financial surplus, including a successful and very well attended Middlesbrough schools event.
- We have continued the weekly newsletter, which has helped keep everyone informed about the club's activities and feel part of the club.
- We have seen a modest increase in membership, after several years of decline.

That is all on top of the rest of the club activity that has happily ticked along without too much intervention, including regular Sunday events, summers series, and autumn sprints - all thanks to the many volunteers on whom we depend.

This is the end of my third year as chairman, and nearly ten years since I joined committee, including editing Tchimes and being treasurer before chairman. No doubt others can claim longer, but I've decided to step down. I think it is healthy to have a regular turnover of people on committee and people filling other volunteer posts, to bring fresh ideas for how to evolve the club. As such I'm grateful to those who are coming on board.

Of course, I won't be sitting idle.... It is NEOA's turn to organise the JK in 2020, and I'm acting as JK co-ordinator. This will keep many of us busy over the coming 18 months, with CLOK having a major role to play as the largest club in the region. I'm sure it won't be without its challenges, but I am also sure the region can put on a fantastic event.

#### 4. Membership Report

Club membership summary: Membership is pretty stable. There has been a small increase in junior membership which has led to a small increase overall

	2018	2017	2016	2015	2014	2013	2012	2011	2010
Total membership	154	147	158	155	174	189	214	220	224
Club only Family	4	0	2	2	2	2	4	4	4
Club only Senior	0	3	1	1	2	2	2	3	1
Honorary	1	0	2	2	2	2	2	4	4
Life	1	1	1	1	1				
Group	0	0	1	1	1	1	1	2	1
Family members who are Seniors	65	65	67	75	76	77	98	111	108
Family members who are Juniors	28	25	32	28	30	36	48	35	47
Total Senior membership	120	119	121	120	136	137	155		
Total Junior membership	34	28	31	29	35	45	57	40	51
Junior members eligible to vote			5	5	4	7	4	6	10

#### 5. Treasurer's Report

The following report was presented by Richard Rigby:

Overall CLOK's financial position for the year ending 30<sup>th</sup> September 2018 remains healthy.

Highlights:

- There was a small deficit for the year.
- The ODP has reduced its overall activities but continues to return a significant surplus to club accounts
- Events have struggled to be profitable with rising expenses for toilets and access as well as the increased BOF levy of £1.50
  - The Acorn event at Boltby made a healthy profit
  - The 2017 Autumn Series made a small deficit (similar to last year)
  - The 2018 Summer Series made a small deficit (similar to last year)

- Notable expenses:
  - Continuing to contribute significantly towards member activities, reflecting the success our members are having at being selected for GBR/England in competitions and training camps.
  - Toilet and Forestry Commission access are both increasingly expensive and also late in asking for payment- there are between £500-£1000 of further bills for last year's events anticipated
- Last year I anticipated a small surplus but there continues to be a small but continued loss which I anticipate will continue next year.

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

### ***2019 Membership Fees***

At the AGM we agree the CLOK membership fees for the next year. They have not increased for the least five years. Given we want to attract members, and the relatively small contribution membership fees have on our overall income (membership fees are only 15% of event income for example), and after discussion at CLOK committee I propose the 2018 CLOK membership fees remain at current levels:

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

### ***2019 Event Entry Fees***

At the AGM we agree the event entry fees for the next year. Level C fees for seniors increased by £1 in 2013, stayed the same in 2014, and increased by £1 again in 2015. Events are one of our main sources of income, and need to cover not just the events themselves, but also indirect costs like mapping and equipment, and other "club" expenses like member subsidies, team entry fees etc as well as the increased BOF levy. However, with the accounts relative stable, again after discussion at committee we propose entry fees remain the same at Level C and D events (with Level A and B decided case-by-case):

- **Level C: Juniors: £2.00, Seniors: £9.00 for non-BOF members, £7.00 for BOF members.**
- **Level D (new year team score, summer and autumn series): Juniors £1.50, Seniors £4**
- [The "Juniors" fees are also what are charged for students and unwaged]

The event entry fees of £2/ £7 were proposed by Richard Rigby, seconded Caroline Mackenzie. Unanimous.

## **7. Mapping Report – Paul Taylor**

Since AGM 2017 these areas have been worked on:

- Runswick Bay:** New map for sprint competitions
- Boltby Forest:** Forest completely remapped.
- Ropner Park:** Updated and re-drawn
- Yarm School:** Updated and redrawn
- Cod Beck/Scarath Wood Moor:** Partially updated and redrawn
- Coate Moor:** Partially updated but needs total update/redraw
- South Gare:** Better LIDAR data obtained so has been redrawn.
- Fylingdales N.:** Remapped
- Sneaton E.:** Remapped
- Albert Park:** Updated by Chris Wright for Autumn Short Race

The following areas are scheduled for attention:

- Flatts Lane:** To be updated by Chris Wright for Autumn Short Race in November
- Roseberry Common:** Partial remap to be carried out within the next week. Level C event in November.
- Stokesley School:** To be totally remapped by Chris Wright/Paul Taylor for Autumn Short Race in December.
- Errington Woods:** New map with LIDAR contours has been drawn but field work is needed and will be progressed in the near future. Level C events in February 2019
- Coalmire Woods:** Total remap planned for near future. Level C event in February 2019
- Eston:** New LIDAR based map is currently being drawn. Field work will be carried out. Level B event (Acorn) in April 2019.
- South Gare:** Vegetation update required for Level C event in September 2019.
- Fylingdales South:** Redraw may be required for Level C event in October 2019.

The following areas will be remapped for the JK in 2020

- JK Day 1 Sprint Race:** Stockton Riverside check and update.
- JK Day 2 Middle Distance:** Sneaton Forest West. Remap and update.
- JK Day 3 Long Distance:** ?
- JK Day 4 Relay:** Skelder Woods. Remap and update.

Mappers' Training Course

It is hoped that a 2-day training course will be arranged for late autumn.

Day 1 will be mainly about preparing base maps and carrying out survey field work.

Day 2 will be mainly computer cartography.

Watch out for details in CLOK Weekly News.

## **8. Annual Development Report**

Orienteering Development Project Annual Report, Oct 2017 - Sept 2018 - Mike Hardy

ODP completed year 22 much the same as the previous year. Those of you with photographic memories will recognise much of last year's report, with the numbers changed

### **Finance**

Once again the Development Project finished the year in the absence of external funding with a modest profit, the main income sources being in-school coaching, inter-school competitions and mapping work.

Phill Batts has planned and delivered inter-primary schools competitions for Middlesbrough and Stockton, and Paul Taylor has once again produced the same for Whitby schools. Schools mapping has continued on Teesside with the support of Christine Roberts (EBOR), and in Co Durham Rob McKenna (NN).

Several in-school coaching sessions have been delivered, both to pupils and staff, and the key supporters here are Joan Selby, Roy Bradley and Peter Archer, with Rob in Co Durham.

Regular supporters of inter-school competitions, in addition to the above, are Eileen Bedwell, Martin Adamson, Barry Harrison and Joe Trigg, and my thanks to them all

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

Again, a "react only" strategy maintained similar participation numbers to 2016/17, statistics for which are in brackets - 1949 (1944) individual experiences of orienteering outside the club's normal activities, of which 53% (57%) have been main-stream school-children, 34% (29%) from economically disadvantaged areas, 6% (12%) special needs and ethnic minorities, and 7% (2%) adults.

Our schools mapping and updating continues, and we now have 430 schools mapped for orienteering, or in the process of being mapped, of which 12 have been completed in the past year.

### **County Durham**

As in other areas, schools requesting mapping or map updating ask for introductory pupil sessions, and Rob McKenna and I have been delivering these on request.

### **Permanent courses**

In the course of the year, mapping updates have been delivered at Marrick Priory, Carlton Outdoor Centre, Stone Cross, Stillington Forest Park, and a new map has been produced for Kiplin Hall

### **Competitions**

The club has run three school competitions in the year. Macmillan Academy brought 40 year 8 pupils to Preston Park, Whitby inter-primaries had 213 competitors from 11 schools at Caedmon College, and a record-breaking 926 runners from 25 Middlesbrough schools competed in Stewart Park)

We have already been asked to reserve a date in the coming year from Middlesbrough, and have no doubt that Whitby will be asking us to produce a competition for them also. We have agreed to deliver the Middlesbrough competition in Stewart Park on July 03 next, with a

maximum number of 1000 runners (!)

## 9. Election of Officers

Chairman - Duncan Archer stood down as chairman and nominated Caroline Mackenzie as new chair, seconded Alastair Mackenzie

Treasurer - Richard Rigby. There are no further nominations. Richard is prepared to stand for 2019

Secretary- Diane Mayes stood down as secretary. Duncan Archer nominated John Green as secretary, seconded Caroline Mackenzie

Committee members:- Paul Thornton, Wendy Taylor and Paul Taylor have decided to stand down from the committee

David Aspin, Ann Cranke, Joe Trigg, Chris Wright, Peter Archer, Joan Selby, Diane Mayes, Alan Cranke are prepared to stand for 2019

There have been no further nominations and all the above are elected en mass

There are still vacancies on the committee

Auditor - Ian Campbell.

There have been no further nominations and Ian is prepared to stand for 2019

### Voluntary Posts (Not Elected):

Child Welfare Officer:	Carolyn Rigby
Fixtures Secretary:	Joe Trigg
Officials Finder:	Alan Cranke (replacing Chris Mackenzie)
Membership Secretary:	Jill Libby
Press/Social Media:	David Aspin
Development:	Mike Hardy
Equipment Officer:	Marion Archer
Equipment Officer (SI):	Marion Archer
Compass Sport Cup:	Alan Cranke
Relays Entries:	Alan Cranke
Summer Series:	Joe Trigg
Autumn Series :	Chris Wright & Paul Thornton
CLOK Kit:	Joan Selby
Weekly News Editor:	Duncan Archer (replacing Lewis Bremner)
Web Master:	Alastair Mackenzie
Club Leagues:	Ann Cranke

Caroline Mackenzie thanked Duncan for all the work he has done in his time as club chairman, and for all the work he will continue to do

## 10. Any Other Business

- Joan Selby volunteered to organise the club annual dinner once again
- Marion Archer suggested that the time may be coming soon when the Klub's non-SI Equipment Store should move out of the shed at the Archers' house. There is no immediate urgency, but others may like to consider whether they have space. This

might mean splitting the computer equipment (which lives indoors at our house) from the rest of the equipment including other planners' things. Further consideration is suggested.

- Paul Taylor raised the issue of start & finish banners being effectively useless at many events as there is no practical way to position them. It was suggested that these would be better replaced with 'feather flags'

The chairman closed the meeting, thanking everyone for coming. This was followed by a supper organised by Joan Selby.