

Minutes of the SCOA Committee Meeting held on Thursday 7th March 2024 at 1930
(on Zoom)

Present

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|-----------------|-------|---------------------------------|
| Jon Wheatcroft | TVOC | Chair |
| Fiona Clough | BKO | Secretary & Interim Treasurer |
| Ian Moran | SOC | Club Rep |
| Debbie Robinson | SN | Club Rep |
| Richard Sharp | TVOC | Fixtures & Club Rep |
| Simon Moore | BKO | Club Rep |
| Liz Yeadon | SARUM | Coaching/Development & Club Rep |

1651 Apologies for absence

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|-------------------------|------|
| Charles Bromley Gardner | BAOC |
| Di Smith | SOC |

1652 Review of minutes of meeting held on 7th December 2023

The minutes were reviewed and accepted to be an accurate record. Proposed by JW and seconded by SM.

1653 Matters arising

Paragraph 1622 – SCOA Badge Scheme. Glyn Thomas (BKO) has agreed to administer the scheme. Club Captains (and parents) to monitor the performance of any juniors to identify those who have achieved the standard required to be awarded a badge and then to liaise with Glyn to arrange badge – **Action: Club reps to liaise with Club Captains**

Paragraph 1628 – Club Reps to actively recruit SCOA Treasurer or Secretary – Trish Monks (BKO) has volunteered for the Treasurer role but was unable to attend this meeting. JW said on behalf of the committee that we thank Trish for her kind offer and accept, he suggested that FC and TM work together towards a handover situation in time for the AGM - closed.

Paragraph 1634 – Section 19 permit for SCJS – complete and delivered.

Paragraph 1637 – FC to put IM on the bank account as signatory – ongoing.

Paragraph 1641 – SCOA League scorer – Rob Mullens (BKO) has agreed to take on this role – complete.

Paragraph 1641 – Club Reps to discuss with committees how best to use the excess reserves for promoting the sport – to be discussed under the Treasurers Report.

Paragraph 1644 – DR to ensure BOF website updated with officials for 29/12/23 event – complete.

Paragraph 1645 – FC to email KS re Controllers Course – Katy updated the meeting by email and stated that there are 4 people interested, 1 Grade C looking to upgrade (1/2-day course), 1 experienced planner looking to be appointed as a Grade C Controller and 2 inexperienced planners who expressed an interest in becoming Controllers at some point (full day course). KS suggested her next option was to contact all Grade C controllers in the

region to see if any are interested in moving up to Grade B and ask SEOA if they have anyone also at this level. LY suggested that Controllers on the Eastern side of SWOA might be interested too. LY to liaise directly with KS. **Action: Club Reps to review membership to identify potential new Controllers and Grade C Controllers who may be interested in upgrading to Grade B and to put them in touch with KS.**

Paragraph 1648 – TOF update to be shared with committee for inclusion in the Club Newsletters – complete.

Paragraph 1649 – SCOA League scorer vacancy to go in Hogmoor publicity – vacancy filled – complete.

1654 Chair's Report

JW had circulated a report to committee members prior to the meeting. In this he offered suggested options for use of the excess reserves and mentioned the forthcoming SCOA Championship to be held at the TVOC Chiltern Challenge at Penn on Sunday 24th March. JW asked that club members be reminded that to be eligible for a SCOA championship medal they need to have entered the correct age category.

JW mentioned two further items:

1. Congratulations to Tom Dobra, Colin Duckworth, Charles Bromley Gardner and David Jukes for being selected to represent Great Britain in the forthcoming European Trail Orienteering Championships in May 2024 in Finland.
2. Ruth Beale (SN) has been selected as Chair of the Performance Pathway Steering Group.

JW made a final point that he will stand down as Chair at the next AGM in June 2024 as he has completed the maximum 3 year in post.

1655 Secretary's Report

Nothing to report.

1656 Treasurer's Report

FC had circulated a quarterly report detailing recent transactions and the current balances of all 3 SCOA accounts.

FC had also provided and circulated an analysis of SCOA income v expenditure for 2016 to 2019, 2022 and 2023. SCOA is funded by affiliation fees from member clubs and levies from level B and C events. From those funds they support the SCJS, make grants to members where appropriate, provide funding for various development projects e.g. coaching courses, fund medals and trophies, make payment to the EOC and maintain the SCOA website. Since Covid there has been a reduction in expenses relating to the committee meetings as they have moved to virtual meetings so no longer entail room hire and travel expenses.

FC explained that generally, SCOA operates at a loss and its funding is bolstered periodically by major events held in the region so the question is how much is needed to keep SCOA, and the Junior Squad funded until we next host a major event that **MAY** top up our finances.

RS stated that the next major event scheduled to be hosted by SCOA is in 2029 although there are events beyond the JK and BOC that are always looking for willing hosts (CSC Finals for example could potentially create a surplus). Therefore, on the current schedule we need to have sufficient funds to last 6 years.

DR suggested that SCOA also need to keep some reserves to enable resources for forthcoming major events to be paid in advance which is required for most major events. This was agreed by all present.

JW stated that we currently have some very active and good juniors in the region and as a result the amount spent on grants to support their attending major junior events in Europe has been higher than in previous years. This was not seen by the committee to be an issue and they were happy to continue supporting them with the hope and anticipation that they will remain in the sport and stay at a high level.

A discussion followed on how much is needed to be kept in reserve for future events and what the expected annual deficit should be. The conclusion reached was that a reserve of £10k should be maintained and an expected £3k deficit per annum should prevent SCOA getting into financial difficulties between now and the next SCOA hosted major event (£10k plus 6 x £3k = £28k). This was agreed by all members present.

DR stated that the SN bid for funding for some SIAC cards was purely speculative and that she was happy to withdraw it. JW agreed to also withdraw the recent bid by TVOC for part funding for a 'defib' machine.

IM suggested that the committee issue a formal statement to explain the level of reserves required (£10k for prepayment/resourcing future major events and £3k p/a to cover the annual deficit) therefore there is no 'excess surplus' and that the committee were not open to more bids out of the usual – coaching support, courses, Junior Squad grant and similar.

Action: JW to issue a formal statement with his normal post meeting update.

JW asked FC to draft a 3-year budget for the AGM (in conjunction with the incoming Treasurer - TM).

1657 Fixtures

RS had circulated a report to the committee prior to the meeting and mentioned a couple of points.

1. There were a couple of officials missing from the BOF website, but those events were not imminent.
2. RS is seeking a host for the 2025 SCOA champs and has asked BKO to consider doing this at the 2025 Concorde Chase.
3. It is SCOA's turn to host the Southern championships in 2026 and this needs to be decided soon.
4. SCOA has had no CSC Round 2024 or 2025 but really needs to host one in 2026 even if it is just added on to a level C event. The date for the event is 22nd February 2026 as the aim is to have all the rounds on the same date. **Action: Club Reps to discuss with their committee to suggest possible events/locations.**

1658 Technical Officer

KS had no update for this meeting (other than Controller Course question dealt with in matters arising).

1659 Coaching and Development

LY provided the meeting with two updates.

1. The SCOA Championship medals have been ordered and paid for but are currently stuck in China. Hopefully they will arrive in time for competition day.
2. LY provided an update on the participants of the Coaching course run by SCOA; John Methven has now completed all his required sessions and is now a fully qualified level 2 coach. Heidi Lloyd is nearly there with a few things to complete however Mark Foxwell has run out of time to complete his series of linked sessions. He accepts he is too busy to complete it currently.

1660 Junior Squad

LT had circulated a report to the committee detailing the recent and proposed activities of the Junior Squad (with pictures). JW commented that the point of particular interest was that 3 W12/14's have been invited to join the squad and that is good news as this was the age group/gender that the SCJS has been missing.

JW said how grateful he and all the committee were for the time the coaches and everyone else involved in the squad puts in to keep it progressing so well.

LT had made a tentative bid for funding from the 'excess' for a new tent and banner (totalling £500 - £600). FC stated that the 2023 Junior Squad had received the 2023 Grant of £3,250 in November and that they would receive an additional grant following the 2024 AGM. The JS account currently has just over £3k in it.

After a short committee discussion, it was agreed that we approve the purchase of those items from the Junior Squad account. **Action: FC to contact SK and LT to inform them of this.**

1661 AOB

The only point of AOB was the bid from TVOC for part funding of a Defib machine for the club. This was covered in the Treasurer's section.

1662 Proposed dates of future meetings

Thursday 6th June 2024 AGM & Committee meeting

Thursday 5th September 2024

Thursday 5th December 2024