INTERLØPERS

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THIRD COMMITTEE MEETING, THIRTY EIGHTH YEAR

8pm, Monday 10 March 2014, at 11 Wilton Road, Edinburgh

Present: John Barrow, Pat Bartlett, Ken Daly, Colin Eades, Rachel Kirkland, Rob Lee, Graham McIntyre, Barry Owen, Mary Ross.

Apologies for absence were received from Max Carcas.

1 Minutes of last Committee Meeting

The Minutes of the Meeting of 13 November 2013 were approved.

2 Secretary's Report

- John had identified Emergency First Aid courses run for Sports Coaches by Coaching Edinburgh, a partnership between Edinburgh Leisure, sportscotland, and the City Council. They are held either as an all-day course on a Sunday, or as two evening weekday sessions. The courses take place at the Inch Community Centre, and cost £60. It was suggested that we try to find out whether these courses meet BOF recommendations for Coaching Awards, and for event Organisers. Club members should be encouraged to attend. It was also suggested that Low Port Centre in Linlithgow be investigated as to whether they run similar courses.

  ACTION: John

- The issue of publishing photos of Juniors in the Newsletter and on the website was discussed. It was thought that the practice was acceptable, provided parents' approval was obtained, and in general with no accompanying names. Advice on the issue was to be found in a BOF document "O-safe". The URL pointing to this document should be forwarded to the Committee.

  ACTION: John

- Renewal of the Club's website registration had been due on 8 March. John had investigated, and discovered that Namesco now offered a sliding scale of rates for renewal, ranging from £23.99 for 2 years to £71.99 for 10 years. After consultation with Pat, it had been agreed to go for the 10-year renewal. John presented Pat with a copy of the paid invoice for reimbursement.
- John had received certificates for the 2013 SOL Series, and distributed some to those present.
- He had e-mailed the adult membership regarding the completion of Gift Aid declarations. Some had responded, but many remained to do so. It was suggested that a further chivvying message be sent round.

  ACTION: John

- There remained a few members who had yet to renew their memberships for 2014, despite a reminding e-mail. John would continue to chase these up.

  ACTION: John

3 Treasurer's Report

Pat reported that the Club had received £440 from the surplus made by Moray 2013. This was made up of £300 as a recognition of the contributions from main Officials, and £140 for the general Club effort. It had been suggested that a contribution of £75 be made to LOC to recognise the help they provided, and BASOC had agreed to make available the same anount.

He reported that the Local Event held at Kinneil Wood made a small loss. This was almost certainly because of the application of BOF Levy to all events, and he felt that the ESOA should consider recommending to Clubs that entry fees should be increased to cover this. Ken thanked Barry for putting on the event. There was a significant number of maps left over from this event, and Ken would suggest to Robin Galloway that he might like to consider putting on the 2014 Club Championshps at this venue.

It was expected that the INTrepid Weekend would make a substantial surplus (approx. £1.5K). This was partly due to cheaper than expected toilets and school costs. The surplus would more than outweigh the costs of staging the Training Weekend and the Club outlay on Relay entry fees.

Pat pointed out that the Financial Year end was approaching, and he asked for all expenses claims to be submitted in good time.

4 Action Items

John distributed copies of the Action Items spreadsheet, as it stood to date.

- Ken felt that discussion on an Awards for All application for mapping should be deferred for the time being. He mentioned that the 6-Day Event Company was offering mapping grants to Clubs which didn't benefit by having 6-Day maps in their local areas - it was felt that Interløpers should qualify for such a grant. The next two deadlines for application for awards were 30 April and 31 August. Pat would check the application form, which would become available on 31 March.

  In this connection, the status of the Drummond Hill map should be checked, and volunteers for re-mapping sought if needed. Graham suggested that a good way to address this issue would be to take a car-load of willing people to Kenmore, and check out the area in one go. He would see if he could find volunteers.

  ACTION: Graham

- There was discussion on the date of our event in the 2014/15 SoSOL Series. At the moment, the date of 2 November 2014 was registered for an event on Turnhouse Hill. However, it was understood that Hector Haines, the potential Planner, favoured putting on the event in July 2014. Ken and John would liaise.

  ACTION: Ken, John

- The issue of First Aid courses was dealt with in the Secretary's Report.
- The question of the use of photos of Juniors in publicity material was dealt with in the Secretary's Report.
- The publication of sections of maps on the website vis-a-vis copyright depended on whether there had been any use of the Ordnance Survey in the preparation of the map. Rob would check out the situation, possibly enlisting the help of Jon Musgrave. A register of current Club maps would be useful, and Colin would try to draw one up.

  ACTION: Rob, Colin

- There had been no developments regarding the question of the availability of the Club accounts on the BOF website, in terms of possible taxation liability.
- Ken had not managed to find a volunteer to be the Club's Events Coordinator, so he asked the Committee for suggestions and help in finding someone.
- Permissions for both Local Events were duly obtained, and everything was in place for the final event on 29 March.
- Updating of the Event Registration Card was still outstanding. John wanted to pursue the next Item first.

- Ann had been approached regarding the provision of Junior Handbook material in machine-readable form. She wanted to update it first, before posting it on the website.
- An article was still required for the website to demonstrate how the Club supported elite athletes. Ken would remind Murray, otherwise help produce it himself.
- Purchase of a replacement String was still outstanding, although Paul had been given a budget.
- Land ownership of Turnhouse Hill was now largely known.
- Ken had contacted Stirling Surveys and DOLM to have Dechmont Law re-mapped ready for the INTrepid event. Unfortunately, neither company had sufficient time available, but DOLM had agreed to undertake a one-day map update. This had taken place, and Ken and Rob had subsequently finished one, previously inaccessible, section.
- Checking of the Craigmillar POC controls was still to be done.
- Updating of the Dechmont Law POC base map was still outstanding.
- Discussion of any website re-design would be deferred until the appropriate Agenda item.
- Again, Paul had been given a budget for acquiring display boards, but so far no action had been taken.
- Ken was now de-facto Day Organiser for the SOA 2014 Individual. Janet Clark was also now de-facto Event Coordinator.
- Some Relay entry fees had been paid. Rob would send out another reminder.
- Creation of a Development Plan was still outstanding.
- The review of Software Licences was still outstanding.
- Ken had spoken to Hilary about drawing up a Business Plan, and she had provided a template.
- Writing up of the Club History was still outstanding.

5 Events

5.1 Local Events

45 people attended the event at Kinneil Wood on 22 February. Thanks were due to Barry for putting it on. Arrangements were in hand for the next event, at Craigmillar on 29 March organised by Mary.

5.2 INTrepid Weekend

This had just taken place, and was judged to be a great success. No complaints were heard.

5.3 WLC Primary Schools Championships

No more had been heard from WLC about this event.

5.4 SOC 2014 - 24/25 May

Ken reported that problems with car parking had proved so insurmountable that arrangements had now been made to switch the venue. Terry O'Brien had offered the use of Dalnamein, and would stage his SOL at Faskally instead. Negotiations were taking place regarding parking at Dalnamein, but it was expected that approval would be given to parking linearly along the old A9, bearing in mind that this road might have to serve as a relief road should any accident occur on the new A9 between Bruar and Calvine, the access points to the old road. Competitors would have to use the A9 underpass to reach the Assembly area. Care would need to be taken when erecting tents and flag poles, to avoid fouling the electricity pylons. The map would be updated. Rob warned that there might be encounters with adders.

After the resignation of the Individual Controller, these duties had been assumed by Terry O'Brien and Davie Frame.

Janet Clark had taken over as de-facto Weekend Coordinator.

5.5 SoSOL 2014/15

The original plan to hold this event at Culteuchar had been dashed by TAY, who had registered an event there in May 2014. Then, our choice of date of 21 September had been usurped, also by TAY, who had registered their SoSOL on that date, leading us to choosing the date of 2 November, provisionally at Turnhouse Hill. Now, to rub salt into the wound, TAY had asked us if we could provide a Controller for their 18 May event at Culteuchar. John would e-mail the Club, asking for volunteers to reply within a tight deadline (say, a week). Any names should be communicated to Dave Prentice. Meanwhile, a decision on what to do about our SoSOL event remained to be taken.

5.6 Race the Castles

Volunteers to Plan and Organise the Warm-Up race for this event on 10 October would be needed. Ken would check the situation with Graeme. Mary would put something in the Newsletter.

5.7 SOL 2015 - 8 March

Volunteers for Planner and Organiser for this event would be sought via the Newsletter.

5.8 Future Events

- Highland 2015. Colin mentioned that the Club had been allocated Day 4, on Thursday 6 August 2015, at Darnaway, in conjunction with CLYDE, SOLWAY, and EUOC. This day was a Rest Day for WOC 2015.
- Summer Street-O Series 2014. Ken said he would be too busy to Coordinate such a Series so, unless a volunteer stepped forward, no series would take place. It was also suggested that the Club should not attempt to put on any Local Events during this period.
- Club Championships 2014. Robin Galloway was due to organise this event. It was suggested that he might like to put it on at Kinneil Wood.

6 Mapping

At present, updates were still needed for the maps of Drummond Hill and Mortonhall.

7 Equipment

Acquisition of Display Boards and a replacement String had already been referred to. It was suggested that the guy rope for the Club's banner might need replacing.

8 Club Captain

Rob reported that very few Club members attended the Scottish round of the CompassSport Trophy, and that consequently we did not qualify for the Final.

As for forthcoming Relays, entries would soon need to be submitted for the JK - teams needed to be finalised by early April. The entry closing dates for the SOA and British Relays were currently unknown. It was mentioned that the entry fees for the British were expected to be high, judging by those for the Individual event.

9 Training

The Club Training Weekend duly took place, and was much enjoyed (especially Graham's training exercises).

10 Juniors

Pat reported that two ESOA Junior training sessions had taken place so far this year. The next session would be at Gullane.

11 Child Protection

Barry reported that Hilary had been in touch with all Club CCPOs, having recently attended a Safeguarding in Sport update session.

One thing to note was that the CRBS organisation had recently undergone a change of name, to Volunteer Scotland Disclosure Services (VSDS), reflecting a change of emphasis. An outcome of a collaboration exercise between the Information Commissioner, Safeguarding in Sport, and the VSDS resulted in the publication of a Fair Processing Notice (FPN). A consequence of the FPN is that the sharing of information between the SOA and Club CCPOs would now become easier. This might imply that the Club's Child Protection Policy would need some amendment.

Barry mentioned that all in the Club who needed PVG clearances now had them.

12 Newsletter

Mary had circulated the Club, asking for contributions, and setting a copy date of 10 March. However, to date, she had not received much material.

13 Website

Some concern was expressed about how information for the INTrepid Weekend had been posted on the website, and the Committee approach to such updating was felt to be partly responsible. The feeling was that some lessons could be learned from how this particular issue was handled.

It was also suggested that some more up-to-date photos should be included on the website.

It was agreed that the site could do with more material and that, if one particular contributor could not supply information, then another author's help be enlisted.

Specifically, it was thought that more events could be listed under that tab - perhaps all currently registered events should be included.

14 Socials

The Christmas Party had taken place on 12 January, and was much enjoyed. Thanks were due to Max and others.

15 Marketing

Nothing to report.

16 A.O.B.

- Ken mentioned the Lakes 5-Days event, being held from 3 to 8 August 2014, and wondered if the Club could commit to providing some help on the LOC day. However, at this stage, very few Club members had entered. If this continued to be the situation, the idea might have to be dropped.
- Ken also mentioned that the Awards for All grant being provided to West Lothian Council might not now cover all that was hoped for. Training of Teachers and Mapping of School Grounds would be included, but mapping of the two extra parks could not now be funded within the Award limit. He wondered if the Club could take this on. The two areas concerned were Eliburn and Almond (the latter an extension of the JK map of 2012). Ken would find out from Graeme Ackland if he could provide base maps and cartography, if Ken and others undertook the survey work.

- Ken announced that he would be standing down as Chairman at the forthcoming AGM. He was hoping to obtain some template Job Descriptions from Hilary for various Committee Office Bearers.

The next Committee Meeting would be held on Monday 12 May 2014 at 19 Waverley Park, Edinburgh.

Ken expressed the thanks of the Meeting to Pat and Su for their hospitality (at such short notice).

The Meeting closed at 10.17. John Barrow – 2 May 2014