



TVOC 2016/2017 AGM: DRAFT Minutes

Held on Saturday November 18th 2017 at 6:00pm at Brill Memorial Hall, Church Street, Brill, HP18 9RT

Apologies for absence

- John Thompson (first in 44 years)
- Bob Beresford
- Pattie Beresford
- Alun Jones
- Jon Wheatcroft
- Glynis Wheatcroft
- Colin Duckworth
- Roger Baker
- Ruth Baker
- Paul, Gill, Joel and Nathan Taylor
- Brian Watkins

1. Present

Carol Edwards (Chair and Membership Secretary)	John and Mary Spence
Neville Baker (Vice Chair)	Ian Buxton
Martin Ricketts (Treasurer)	Sue Buxton
John Dalton (Secretary, Minutes)	Yvonne Hodson
Alison Smith	Jim Prowting
Nigel Bunn	Robin Bishop
John Farren	Ben Green
Lois Farren	Yvonne Green
Heather Walton	Nat Skidmore
Marie-Anne Fischer	Clare Skidmore
Heidi Lloyd	Roger Thetford
James Cunnane	

2. Approval of Minutes of Previous AGM

Proposer that the previous year's Minutes be accepted as documented: **Ian Buxton**
Seconder: **Yvonne Hodson**

3. Officers reports

See bottom of these Minutes for full details of all Officer's Reports.

Chairman

- The Chairman's report is recorded at the bottom of this document

On behalf of the club, John Dalton thanked Carol Edwards for everything she has done for the club as Chair and as Membership Secretary over the preceding years.

Treasurer

- Report
 - The Treasurer handed out copies of the TVOC Balance Sheet and Income and Expenditure statements for the year ending 31st August 2017
 - The accounts have been independently reviewed and recorded as giving a true record of the TVOC finances on 18th November 2017 by G Spalton.
 - A copy of the approved accounts is attached to this document
 - The Treasurer's comments are recorded at the bottom of this document
- To consider and (if approved) to adopt a statement of the Club's accounts for the year ending on the previous 31st August

Proposer that Accounts be accepted as presented:
Seconder:

Nat Skidmore
Neville Baker

- To approve arrangements for auditing the Club's accounts for the current year by G Spalton

Proposer to approve arrangements for auditing:
 Seconded:

Yvonne Hodson
Martin Ricketts

Membership Secretary

- The Membership Secretary handed out a summary Review of TVOC Membership for 2016/17 during the meeting
- Full details of this Review of TVOC membership for 2017 are provided as an attachment to this document.

4. Election of officers for 2017-18

Role	Nominations	Proposer	Seconded	Elected
Chair	Neville Baker	Carol Edwards	Marie-Anne Fischer	Neville Baker
Vice Chair	- Situation Vacant -			- Situation Vacant -
Treasurer	Martin Ricketts	John Dalton	John Spence	Martin Ricketts
Secretary	John Dalton	Yvonne Hodson	Marie-Anne Fischer	John Dalton

After the election of the previous Vice Chair, Neville Baker, to the Chair, no nominations were received for the post of Vice Chair. This post remains vacant. The club officers will seek to fill this post according to the TVOC Club Constitution.

8. Any other business

John Dalton thanked Ian Buxton for all his efforts in editing and producing the TVOiCe magazine for another year.

At 6:51pm the meeting was closed.

Chair's Report for 2017: Carol Edwards

It's time to look back over 2017, and what the club's been up to. We've been very busy this year, organising a varied programme of events.

There was our usual Level B event, the Chiltern Challenge, but we're also running another Level B event in December: the Southern Night Championships.

We've run 4 level C events – two of which were urbans.

We run three very different series of events, and this year we're put on:

- 11 Saturday Series events
- 9 Street-O events, and
- 7 Summer Evening Series events.

And in addition to this TVOC stepped in, late in the day, to save the 2017 British Middle Championships; providing mappers, planners, organisers, and most of the on-the-day helpers.

That's a total of 34 events from quite small-scale to extremely large-scale. And we need to pat ourselves on the back for making all of these happen successfully.

This year, it involved 35 different club members in key roles, either in the Planning, Organising, Mapping or Controlling roles; or in a co-ordination role. In addition, there are the other club members who turn out as helpers at our events.

And we've got perfect opportunities for people new to planning and organising to have a go at the relatively newcomer-friendly roles of planning and organising the Street-O events and the Saturday Series events. This allows them to get experience and confidence at that level before moving through to larger roles.

Looking at TVOC achievements this year – we've had a smattering of wins and some high placings at the JK and at the British Championships, a near miss at getting to the Compass Sport Final, an overall club placing of 4th in the UK Orienteering league, and some international selections and good performances for Fiona, David, and Bethany. We've got younger juniors coming in behind them, with national high placings from Carys Sharp, and Joel and Nathan Taylor. May 2018 bring even more success for the club and for individuals within it.

Finally, thank you to Sue Buxton for organising the club dinner again this year.

Treasurer's Report to 31st August 2017: Martin Ricketts

The Treasurer provided copies of the Income and Expenditure, and the Balance Sheet for the year ending 31st August 2017.

The accounts have been independently reviewed and recorded as giving a true record of the TVOC finances on 18NOV17 by G Spalton.

The Treasurer made the following comments:

- Total income for the year was £29,786
- Total expenditure was £26,171
- The overall surplus for the year was therefore £3,615

In terms of income:

- A donation of £1,000 was received from British Orienteering to acknowledge the significant support provided by TVOC members to the World Championship event held in Scotland in 2015

In terms of expenditure:

- The newsletter cost was about the same as last year, at just below £1,500
- Approximately £540 was spent on EMIT and computing equipment. This was lower than for the previous year
- One OCAC12 license was purchased to enable Jim Prowting's mapping activities
- The expenditure of £408 on club kit was significantly down over the previous year, during which the club had invested in TVOC jackets for sale
- Free runs were given to juniors running in the main relay events
- A donation of £800 was made to the South Central Junior Squad, representing the surplus from the Abingdon Urban event

Regarding events

- Reasonable surpluses were produced by our main events
- Event income was over £26,400
- Event expenditure was £18,300

Regarding the Saturday Series figures:

- Please note that the comparative income figures with the previous year are not like-for-like. July and August income (from the previous financial year) appears in the 2016/17 figures
- Nat Skidmore commented that the Saturday Series during the year held 11 events, and generated an income of about £2,000.

Publicity

- The club, primarily for the efforts of Mike Shires, spent £600 on publicity
- This investment has resulted in lots of new people trying orienteering

Cash Reserves:

- At the end of the year, the club had a total of nearly £20,000 in its bank accounts
- At this level, the club is in a good position to invest in a new timing equipment system and other equipment should this be required
- Currently, we have an ongoing deposit of £250 retained by Oxford City Council in to cover future access fees
- The Treasurer commented that the minimum level of cash the club must hold to operate effectively is about £5k. This would be necessary to cover costs for a major cancelled event, were that to occur. An ongoing £6-7k cash balance was more reasonable

A copy of the approved and signed accounts is attached with this document.

Summary of Membership Secretary's Report for 2017: Carol Edwards

This full report is included as an attachment to this document.
