



TVOC 2018/2019 AGM: FINAL Minutes

Held on Saturday November 16th 2019 at 6:00pm at Barns Centre, Church Road, Thame OX9 3AJ.

Apologies for absence

- John Thompson
- Jenny Thompson
- Alun Jones
- Robin Bishop
- Bob Beresford
- Pattie Beresford
- Paul, Gill, Noel and Nathan Taylor
- Jan Travnicek

1. Present

Neville Baker (Chair)	Nigel Bunn
Chris Poole (Vice-Chair)	Megan Mitchell
Martin Ricketts (Treasurer)	Jim Prowting
John Dalton (Secretary, Minutes)	Mikhail Gryaznevich
Marie-Anne Fischer (Membership Secretary)	Greg Birdseye
Jon Wheatcroft	Adam Poole
Sue Buxton	John Farren
Ian Buxton	Lois Farren
Yvonne Hodson	Heather Walton
Seamus Cunnane	Heidi Lloyd
Alison Smith	Colin Duckworth

2. Approval of Minutes of Previous AGM

Proposer that the previous year's Minutes be accepted:

Jon Wheatcroft

Secunder:

Marie-Anne Fischer

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

Treasurer

- Report
 - The Treasurer handed out copies of the TVOC Balance Sheet and Income and Expenditure statements for the year ending 31st August 2019
 - The accounts have been independently reviewed and recorded as giving a true record of the TVOC finances on 21st October 2019 by G Spalton (OD).
 - 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:

Chris Poole

Secunder:

Greg Birdseye

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

Proposer to approve arrangements for auditing:

John Dalton

Secunder:

Colin Duckworth

Membership Secretary

- The Membership Secretary's comments are recorded at the bottom of this document
- The Membership Secretary handed out a summary report of TVOC Membership for 2018/19 during the meeting. This report is provided as an attachment to this document.

5. Election of officers for 2018-19

Role	Nominations	Proposer	Secunder	Elected
Chair	Neville Baker	Alison Smith	Colin Duckworth	Neville Baker
Vice Chair	Chis Poole	Martin Ricketts	Yvonne Hodson	Chris Poole
Treasurer	Martin Ricketts	Ian Buxton	Neville Baker	Martin Ricketts
Secretary	John Dalton	Alison Smith	Heidi Lloyd	John Dalton

6. Any other business

On behalf of the club, Yvonne Hodson thanked all the members of the club's committee for their work.

At 6:46 the meeting was closed.

Chair's Report for 2018/19: Neville Baker

Perhaps the most significant event for the club during the year as moving from EMIT to Sport Ident. Particular thanks to Alun Jones and Robin Bishop (and all others responsible) for ensuring a smooth transition. Our first SI event was at Hodgemoor and all went fine. Thanks also to Alun Jones who negotiated both the purchase of the new equipment, and sale of the old.

A second change was a moving from a printed newsletter to an electronic one. This has been well-received. Also well-received has been the migration to a new web site structure that can be updated by anyone who needs to do so.

In terms of events put on by the club, there were 34 (excluding the JK). The Saturday Series continues to be very successful, bringing new people to orienteering. Mike Shires publicity is the envy of the orienteering world. The Oxford Street-O series is also effective at bringing new people into the sport. People do join TVOC as a result of these two series.

The club made a big commitment to the JK during the year. There was a very good turnout of members to help. TVOC provided a large number of major officials to the event, including Alun Jones, Colin Duckworth, Roger Thetford, and Neville Baker himself. The event went very well indeed.

Sadly, we lost three of our members during the year. Ruth Baker, Audrey Geere and Glynis Wheatcroft.

The club believe it has its first female World Champion in Fiona Bunn who was in the Relay team winning at the JWOC event in Denmark this year.

Finally, thanks to everyone who has helped in any way to put on the 34 events during the year, and thanks to this year's club officials.

Treasurer's Report to 31st August 2019: Martin Ricketts

The Treasurer provided copies of the Income and Expenditure, and the Balance Sheet for the year ending 31st August 2019.

The accounts have been independently reviewed and recorded as giving a true record of the TVOC finances on 16th November by G Spalton.

In terms of income:

- Membership income was about the same as last year at about £1,200
- Total income for the year was £ 20,600, about the same as last year

In terms of expenditure:

- The club switched from an EMIT to a SIAC timing system during the year
 - We were able to do a part exchange of dibbers for members
 - Alun Jones is collaborating with other clubs who hire out SI dibbers to each other. This generates some income to TVOC when we hire ours to other clubs
 - The purchase of SI equipment etc. was £14,700
- We have incurred a much lower expenditure for the Newsletter since we have stopped sending a printed version
- Clothing for members (Club Kit) has been subsidised somewhat by the club as can be seen by the difference in income and expenditure for this line item
- Insurance costs have dropped a bit
- No officials claimed expenses during the year
- Total expenditure was £ 33,800

In terms of surplus:

- The overall deficit for the year was therefore £13,200

Regarding events:

- Summer Series
 - Approximately 2/3 of income is paid to British Orienteering as a levy
- Saturday Series
 - The use of the Izettle system to allow payment by card has reduced the amount of cash income we take
- The three main events for the year made a reasonable surplus:
 - The Chiltern Challenge made a surplus of £1,800
 - Each of the other two events (Shotover and Thame) made a surplus of between £6-700
- Total event income was £15,200, about £5,000 up over the previous year

Cash

- TVOC had about £8,900 in deposit at year end. This is approximately the same as about 10 years ago

Other Assets:

- Software licenses (such as for OCAD, purchased in advance for a period three years) have been depreciated appropriately
- Total assets were £17,600 at year end

The accounts were reviewed and accepted as a true representation of TVOC accounts by G. Spalton from Octavian Droobers on 21st October 2019.

A copy of the approved and signed accounts is attached with these Minutes.

Summary of Membership Secretary's Report for 2018/19: Marie-Anne Fischer

We currently have about 316 members. (Data from British Orienteering can contain discrepancies). This is up from 254 members the previous year.

Pleasingly, there were fewer people who chose to not renew their membership this year compared to the previous year.

In the previous year, we lost some junior members. However, we have gained juniors this year.

Our retention of members in general over a number of years seems OK.

Up until now we have had a mixture of ways that people have joined the club. They have paid by cheque, through the British Orienteering web site and by bank transfer. In the future we will require people to join TVOC via the British Orienteering web site.

Organisers still seem to find that there is insufficient help at events. We need to promote to people that they should become more active members within the club. People who are asked to help seem to do so willingly.

Mike Shires' promotional activities seem to have had a very positive effect on membership numbers. The Thame event in particular results in a flurry of new members.

A Membership Secretary tabular report is included as an attachment with these Minutes.

Treasurer's Report: Income and Expenditure 2018/19

Thames Valley Orienteering Club Income and Expenditure for the year ending 31st August 2019

Income			Expenditure		
Description	2018-19	2017-18	Description	2018-19	2017-18
Membership:					
New, local members	£53.00	£195.20	New members	£29.00	£152.00
Renewals / direct	£1,152.00	£1,120.00	Club affil. BO & SCOA	£461.00	£438.00
			Newsletter (last 2)	£399.07	£1,405.06
Equipment:					
General			General	£69.99	£324.89
SIAC exchange	£545.00		SI purchase, screen	£14,787.15	£2,689.38
			Internet	£172.66	£172.66
			Software licenses	£1,277.08	£120.00
Coaching			Courses, safety, coaching	£207.15	£80.09
Club General:					
Kit hire & info sales	£148.00		Meetings	£72.00	£72.00
Club kit	£2,189.00	£295.00	Club kit	£4,164.11	
			Trophies	£129.12	£89.32
Club Dinner	£483.00	£506.00	AGM, Club Dinner	£606.00	£634.00
			Insurance	£326.94	£442.87
CSC & Relays	£830.00	£662.00	CSC & Relays	£857.50	£793.00
			Officials exp.	£0.00	£0.00
			Grants, donations	£0.00	£0.00
Events:					
Summer series	£463.00	£338.00	Summer series	£238.50	£192.00
Saturday series	£2,334.00	£2,222.50	Saturday series	£302.81	£647.93
			Publicity	£684.14	£734.00
Chiltern Challenge	£6,493.90	£5,548.90	Chiltern Challenge	£4,629.19	£4,292.45
Thame	£3,419.23	£7,500.00	Thame	£2,727.63	£4,983.33
Shotover	£2,513.50	£2,160.00	Shotover	£1,685.94	£1,563.43
<i>Events total</i>	<i>£15,223.63</i>	<i>£17,769.40</i>	<i>Events total</i>	<i>£10,268.21</i>	<i>£12,413.14</i>
Total Income	£20,623.63	£20,547.60	Total Expenditure	£33,826.98	£19,826.41
Surplus / deficit	-£13,203.35	£721.19			

Treasurer's Report: Balance Sheet 2018/19

Thames Valley Orienteering Club Balance Sheet at 31st August 2019			
	Year 18-19	Year 17-18	Year 16-17
Balance at start of year:			
Deposit account	£7,339.67	£7,365.66	£7,329.24
Current account	£14,444.69	£12,527.90	£8,947.01
OCC deposit	£250.00	£250.00	£250.00
Floats	£100.00	£100.00	£100.00
Total	£22,134.36	£20,243.56	£16,626.25
Bank interest, now 0.2%	25.39	£8.61	£1.82
Surplus / deficit for year	<u>-£13,203.35</u>	<u>£1,632.19</u>	<u>£3,615.49</u>
Balance at end of year:			
Deposit account	£8,365.06	£7,339.67	£7,365.66
Current account	£241.34	£14,194.69	£12,527.90
OCC deposit	£250.00	£250.00	£250.00
Sat series (£80), parking (£20) floats	£100.00	£100.00	£100.00
Total	£8,956.40	£21,884.36	£20,243.56
Other Assets:			
Club kit	£1,150.00	£175.00	£845.00
General Equipment [1]	£1,500.00	£1,500.00	£1,500.00
SI kit & computers [2]	£14,150.00	£6,000.00	£5,000.00
Software licences[3]	£800.00	£700.00	£1,750.00
Other Total	<u>£17,600.00</u>	<u>£8,375.00</u>	<u>£9,095.00</u>
Total Assets 31st Aug 2019	£26,581.79	£30,259.36	£29,338.56

Notes:
 1) 2 main trophies - £600, clocks - £300, Gazebos, banners, other - £600
 2) , SI depreciated 5% + £600 for SIACs sold, Emitt may be sold for £750
 3) 2 years left of 3-year OCAD subscriptions

I certify that the above is a true and accurate account of the TROC finances for 2018-2019

G Spalton (OD) 21st October 2019.

Membership Secretary's Report 2018/19

Membership 2018/2019

Yrs of mbrship	Joine pre 2016	Joined 2016	Joined 2017	Joined 2018
	30	6	2	21
	59	10	6	22
	39	6	7	7

	2018	2019
Total membership	254	316

	Not renewed 2018	Not renewed 2019	New in 2018	New in 2019	Difference	Difference
Juniors	5	15	1	22	4	7
Seniors	13	15	11	21	2	6
Families	13	7	4	10	9	3
Parts of families	3	3	0	0	3	-3
Social members	3	2	1	1	2	
total	84	49	24	59	-60	10

Membership classes	Not renewed 2018	Not renewed 2019	New in 2018	New in 2019	Difference	Difference
M10/W10	13	3	5	8	-8	5
M12/W12	5	7	1	5	-4	-2
M14/W14	5	2	0	1	-5	-2
M16/W16	7	2	0	3	7	1
M18/W18	2	0	0	3	2	3
M20/W20	2	1	0	0	2	-1
M21/W21	6	5	4	5	-2	0
M35/W35	3	2	2	6	-1	4
M40/W40	8	4	3	9	-5	5
M45/W45	17	4	2	3	15	-1
M50/W50	14	5	3	3	-11	-2
M55/W55	5	0	1	0	-4	0
M60/W60	3	2	2	4	1	2
M65/W65	1	1	1	1	0	0
M70/W70	0	0	1	2	1	2
M75/W75	0	0	0	0	0	0
M80/W80	0	0	0	0	0	0