



Minutes: TVOC Club Meeting: 8:00pm on Thursday 23rd July 2020

Held online at 8:00pm on Thursday 23rd July 2020
Updates since the meeting are in red in the Minutes.

Present: Nev Baker (Chair), John Dalton (Secretary, Minutes), Martin Ricketts (Treasurer), Marie-Anne Fischer (Membership Secretary), Alun Jones, Bob Beresford, Pattie Beresford, Jon Wheatcroft, Heidi Lloyd, Robin Bishop, Chris Poole

Apologies for absence: Yvonne Hodson

1. Matters Arising from previous Club Meeting

a) TVOC Membership information to be printed on TVOC maps

ACTION: Neville to talk to Mike Shires to see if a simple JPEG file about membership can be provided to mappers to position wherever possible on their OCAD maps.

UPDATE FROM MIKE SHIRES: This has now been provided and is available for use.

ACTION: John Dalton to explore how this should go to make it available to mappers and Planners. This should go onto all maps. There was a question about doing this with OpenOrienteeringMap maps. It was suggested that a JPEG can be dropped onto the map. JPEG to be sent to John Farren, too.

UPDATE SINCE MEETING:

Bob Beresford looked at whether a JPG can be added to a Street Map map and this didn't look to be a simple option. It could be put in the race instructions depending on what else is going in there.

b) Volunteering group to help encourage more volunteers.

ACTION CARRIED OVER

c) Permanent Orienteering Course at Keep Hill and Deangarden Woods (John Dalton)

John Dalton, Bob and Pattie Beresford (with Alex Dalton) have:

- Replaced 5 broken or missing posts (provided by Chiltern Rangers)
- Purchased new professionally printed orienteering square plaques with control codes
- Fixed new plaques to all posts

Bob plans to create the necessary POC map and courses once he receives the latest copy of the map from Jegor.

The meeting formally thanked the team for their efforts so far in restoring this POC.

It was agreed that John Dalton can claim for expenses for the restoration of the POC.

- £159.44 For a new set of professionally printed "O" plates
- £16.38 For screws

CARRIED OVER: The suggestion of making a payment of some sort to the mapper, Jegor Kostylev, for his efforts in producing this map. Note that Jegor is an external mapper and is not a member of TVOC.

d) Ideas for Youth League (in conjunction with Saturday Series): Joel Taylor

Joel was planning for a new TVOC Youth League to commence in Sept/Oct, but realises that this might not be feasible depending on whether Saturday Series will be happening by then or not. Joel will work out how it might happen in reality. Ideally to start in the autumn September / October time

The meeting believed it was unlikely that this could happen in the timeframes suggested. **ACTION:** John Dalton to update Joel with this sentiment.

2. Recent Club Successes

There has been great success in getting MapRun courses up and running. The meeting thanked Ben Green for coordinating this capability.



3. Past Events

a) EMIT

It was noted that the Saturday Series Planner Guidelines still refer to EMIT.

ACTION: Robin Bishop offered to upgrade these to refer to SIAC. **ACTION CARRIED OVER**

4. Future Events: see <http://tinyurl.com/TVOC-plans>

NOTE: The meeting should now be reviewing newly appointed Planners and Controllers for Level C events. (Level B events are reviewed by SCOA).

Alun Jones has produced a Straw Man document that outlines the TVOC approach to re-starting orienteering, aligned with BO advice. (attached to these Minutes as **APPENDIX 2: TVOC Project Restart**). This has been updated with feedback from club members.

Hodgemoor and Wendover were also suggested as potential venues for a return to orienteering.

SEE APPENDIX FOR FULL DETAILS OF ALL EVENTS CURRENTLY PLANNED

5. Saturday Series (Neville Baker)

No further actions.

ITEM CARRIED OVER

6. Summer Series 2020 (Chris Poole)

Not taking place in 2020.

ITEM CARRIED OVER

7. Oxford Street Series (currently Thames Valley Street Series) (Robin Bishop)

Series has been running for 5 or 6 weeks now using MapRun. Numbers started slowly, but then numbers have grown to 31 entries at Wallingford.

There have been a few issues in registering at some control locations. Some problems with people venturing through OOB.

Emails have been sent out to people we can contact to inform them of issues. However, there are entries from names we don't recognise.

Robin to talk to Ben about opening up another event this week (potentially Chalfont but should avoid Marlow dates). Wantage not ready yet. South Oxford being done by Neville. Do need some more events in the Oxford area.

Current plan is to continue with MapRun events for the time-being. Longer term future of these events still to be considered. This series might return back to being an Oxford-based series. They may or may not revert back to the traditional pen-and-paper event.

There is no levy paid to British Orienteering for MapRun events (at least before the end of September).

8. Other Mapping Topics

a) The availability of the most recent TVOC maps in a Dropbox location to be centrally available as an archive or library was suggested.

ACTION CARRIED OVER: Neville to raise with John Farren

ACTION CARRIED OVER: Robin to consider how this could be done as Dropbox had limited free storage
Robin is still considering.

b) The availability of Chiltern AONB LIDAR data (Mark Thompson)

Andrew Chalmers has attended one formal training session to use this software. He plans to determine whether some sort of arrangement can be arrived at when he attends a second training session.

No feedback has been heard on this.



ACTION: John to contact Mark and Andrew for feedback
Bob thinks that we really should pursue this so that we can access it. Our areas are included. And at high resolution. This is work that has been completed. It was a National Lottery funded project.
At this point the data is not allowed out of the organisation.

9. Officers Reports

- a) Chairman:
Nothing
- b) Treasurer:
Nothing
- c) Secretary:
Nothing
- d) Captain:
Nothing
- e) Membership Secretary:
Nothing

10. SCOA Report (Jon Wheatcroft)

The Chair had previously asked again for clubs to consider how to spend surplus JK money of £15k.

Jon put forward two suggestions for spending money from TVOC:

- Grants for £500 to cover costs clubs will incur for returning to orienteering (PPE, card machine etc.). Suggestion was NOT accepted by the meeting.
- The Taylors' proposal for a development fund for a Junior fund for TVOC. The final proposal did not get to members sufficiently before the meeting. The proposal was considered as a good bid. This bid will be re-reviewed at the next meeting.

The club recorded its thanks for the Taylors for putting such a well-considered and costed bid in.

11. Situations Vacant or Becoming Vacant

Role	Previous Holder	Comments
Team Leader, Registration and Results	Alun Jones	Still no progress on finding someone to take this post on. For now, the Registration team are agreeing amongst themselves who is taking a lead for the team for each event.
Chairman	Currently Nev Baker	Required to stand down at next AGM

It was noted that we have some senior people responsible for Enquiries.

ACTION: Enquiries: Neville to check with John Thompson and Roger Baker, for example about their willingness to be involved future events. Bob and Pattie were happy to step in under such circumstances.

12. Any Other Business

- f) Suggestion for making donations from the club (Alun Jones and others)

Alun Jones proposed that the club makes a donation of £100 to each of:

- Peter Effeney, developer of MapRun
- Ollie O'Brien, developer of oomap.co.uk which generates Street-O maps.

Reason - The club has used oomap for a number of years for our street series. And the club has, in a matter of weeks, become a major user of MapRun. Together, these two facilities have allowed the club to put on some urban-style events during lockdown. Both these facilities have been developed by individuals on a voluntary basis. We should acknowledge their work, and support them to develop these facilities further.

These were both **AGREED**.



Purple Pen?

£100 donation to Purple Pen was **AGREED**. To be considered annually.

Woodland Trust for Penn Woods?

To be considered after the next Penn event

g) Date for AGM: Date and format needs to be set. Online.

- Weekday evening slot for an AGM online. **Tuesday 17th November at 7:30pm**. Followed by the standard club meeting. John Dalton to consider the most appropriate technology to use for this.
- Need to publish agenda in advance. People who cannot attend should liaise with the Chair ahead of the meeting to vote on their behalf.
- Possible date for a face-to-face dinner to be proposed later if that is possible.

13. Date of next meeting:

Next Club Meeting confirmed as 8pm on Tuesday 15th September 2020.

Location: Expected to be a face-to-face meeting at The Merry Bells, Wheatley, but numbers may be limited and conditions may be applied. There was some support for continuing with some on-line meetings (perhaps every other meeting).

APPENDIX 1: Future Events

Changes and additions since the previous meeting are shown in red.

2020

a) **Trial / first post-Covid forest event: Penn Wood / Common Wood (Sunday 27th September 2020, Level C, SCOA League? All t.b.c.)**

Organiser: Neville Baker/Marie-Anne Fischer. **Planner:** Mark Thompson? **Controller:** tbc. **Mapper:** Bob Beresford.

Map:

Map of Penn Wood (not Common Wood) has been recently updated by Bob Beresford

ACTIONS:

- Alun: Happy to talk to Sam Buckles (industrial estate) and Mike Morley (Penn Residents Association for Common Wood) in principle
 - **UPDATE FROM ALUN JONES:** Alun has had the OK from Sam Buckles and from Mike Morley for 27th September
- Bob: Offered to contact to Woodland Trust
- Neville: Register event if it goes ahead
- Neville: Talk to Mark Thompson as Planner?
- Neville: Consider who might be Controller

UPDATES SINCE MEETING:

Bob has contacted The Woodland Trust and awaits a reply.

A further dialogue has been had after the meeting about Bradenham and Wendover as possible fall-backs to Penn if the bracken and other vegetation proves unsuitable for an event in September. Wendover was also suggested.

Bob Beresford reports:

The last large event at Bradenham was in Dec 2015, although some Sat series have used the area, last in Mar 2019. We considered this for Chiltern Challenge 2019 and Andrew and Bob visited the areas in July 2018. Naphill Common had been extensively affected by the Phase 2 felling which was ongoing and would be unusable until this was completed and the area re established and remapped! Also Great Cookshall Wood was now unobtainable in the long term due to change in gamekeeper. Without Naphill the area is no longer big enough for a large event.



b) Shotover (Sunday 22nd November 2020, Level C, SCOA League)

Organiser: tbc. **Planner:** tbc. **Controller:** tbc. **Mapper:** Martin Ricketts.

Map:

Martin Ricketts will review.

ACTIONS:

- Neville to check with Oxford City Council regarding permission
- Neville to check with BMW regarding use of Car Park. Gary Mills organised last events here. A donation might have been made.

Fall-back: Bradenham Park Wood?

ACTION: Neville to talk to Andrew Chalmers about updating the possible need to update the Bradenham map

2021

c) Options for an event on Sunday January 3rd 2021 would be considered after suggestions it might be a good 'end of Christmas/New Year holiday' event.

ACTION: Neville to consider

d) Chiltern Challenge 2021 (Sunday 2nd May, High Wycombe area? Great Hampden?, Level B)

Nev has talked to Richard Sharp. Switch to May, possibly at Whiteleaf and Great Hampden. Last used in 2018. This event was very good. It was very hot in May, and courses were a bit long. Some land had been sold off (Monkton Woods). Did add some new woods. Other than that, it has not changed in size. Can you get a Black course in?

In February it is a shooting estate. Take care to go too early. But undergrowth is already high in some of the area. 2nd May is a good date? (This is a bank holiday weekend). Early May was **AGREED**.

And an Urban Event nearby by another club would be great.

ACTION: Nev to confirm 02MAY21 to Richard Sharp.

Organiser: tbc. **Planner:** tbc. **Controller:** tbc. **Mapper:** tbc.

Nettebed / Bix are alternatives (preferred due to ease of parking)
Christmas Common as a possible alternative if parking is suitable

e) Hambleton (Sunday 14th March, CompassSport Cup regional round, Level B)

Organiser: tbc. **Planner:** Mark Thompson and Peter Riches. **Controller:** tbc. **Mapper:** Mark Thompson.

We have land owner permission.

ACTION: Nev to investigate Controller.

John Dalton has:

- Informed Tom and Julie who have agreed to attend to provide catering
- Provisionally booked toilets
- Registered a request for First Aid attendance with EMC Medical Services

PREVIOUS EVENT SCHEDULE BELOW FOR REFERENCE: SCHEDULE PARKED FOR NOW.



- a) **EVENT POSTPONED, NEW DATE NEEDED:** Wycombe Abbey, Keep Hill and Deangarden (Sunday 19th April 2020 confirmed., Level C) **Organiser:** Sue Jones / Neville Baker. **Planner:** Nat Skidmore. **Controller:** Freya Askham. **Mapper:** Jegor

Permission has been obtained by Chiltern rangers to access Keep Hill and Deangarden Woods.
Permission obtained via Sue Jones for use of the school
Parking to be in public car parks in High Wycombe. (Helpers park at school).
Start and Finish to be in school

A new date will require permission from the school. We may not get let back into the school grounds during the next academic year

ACTION: Nev to keep in contact with Sue Buxton / Ian Buxton

Map:

Map complete

- b) **EVENT POSTPONED, NEW DATE NEEDED** Abingdon South Urban Event (Sunday 28th June 2020 tbc, Level C, SEOUL?)
Organiser: tbc, **Planner:** Neville Baker, **Controller** tbc, **Mapper:** Fiona Bunn

Nev in contact with Gary Mills about re-arranging at some point.

Map:

Already completed by Fiona Bunn

- c) **EVENT POSTPONED** Witney. (Sunday 27th September 2020, Level C, UKUL event)
Organiser: tbc. **Planner:** Ben Green. **Controller:** tbc. **Mapper:** Martin Ricketts.
Event thought to be unlikely to go ahead in September. But we should assume it will go ahead at some point..

We have provisional permission for an Event Centre near Waitrose.

Map: Martin Ricketts is currently mapping the area. There is still much mapping work to do,

2021

- d) Options for an event on Sunday January 3rd 2021 would be considered after suggestions it might be a good 'end of Christmas/New Year holiday' event.
ACTION: Neville to consider

- e) Level C forest event
Organiser: tbc. **Planner:** tbc. **Controller:** tbc. **Mapper:** tbc.

- f) Level C forest event
Organiser: tbc. **Planner:** tbc. **Controller:** tbc. **Mapper:** tbc.

- g) Urban Event:
Organiser: tbc. **Planner:** tbc. **Controller:** tbc. **Mapper:** tbc

2022

- h) Chiltern Challenge 2022 (Sunday 27FEB22, Level B)

2023

Chiltern Challenge 2023 (Sunday 26FEB23, Level B)

- i) Hambleden? (British Relay Championships with SCOA, date t.b.c.)
Organiser: tbc. **Planner:** tbc. **Controller:** tbc. **Mapper:** tbc



Potential clash with Tough Mudder event at Hambleden

APPENDIX 2: TVOC Project Restart

TVOC plans to hold a series of level C and B events over the next few months, provisionally as follows:

27 September - probably Wendover or Penn Wood

22 November - probably Shotover

3 January - location to be determined, might even be Urban

14 March - CompassSport Cup round, Hambleden

3 May - Chiltern Challenge, possibly Great Hampden

This note describes what these events will look like and why. Obviously we will amend our approach in the light of our experience and of the guidance from British Orienteering.

Alun

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A. HOW WE WILL RUN EVENTS AFTER RESTART

Issue	Proposal	Rationale
What sort of events do we offer initially?	No Saturday Series. Offer level C events and Urbans.	Operational guidance says events not to be targeted at novices.
Allow non-BOF members to enter?	No	Don't want novices. If they know how to orienteer, they will join BOF.



Offer hired cards?	Yes	British Orienteering has confirmed that they are satisfied with our plan to leave used cards exposed to the air and sunlight for 14 days to eradicate all traces of COVID.
Entry on the day?	Yes, but not advertised and only a) by way of the pre-entry system and b) if there is an adequate signal at Assembly.	We do not want to encourage EOD. Announce final closing at 6pm of evening before, but leave event open so allow some self-administered EODs. Close before leaving for event if no signal at Assembly. British Orienteering confirms comfortable with this.
Pre-entry system	AJ to decide, but likely to be Fabian4 if they make mobile-friendly and sort out all COVID requirements adequately, otherwise racesignup.co.uk	
Priority on entries to TVOC members	No	We aim to provide reasonable capacity to accommodate all reasonable entry numbers.
Priority for helpers	No.	Free entry for helpers (but no meal voucher cos no cafe). So helpers need to sign up early to get a place. We may want to reserve early and late slots for helpers.
Refunds	Full refund for anyone needing to withdraw due to COVID systems (themselves or their household). Full refund if event has to be cancelled at short notice as a result of a change in local or national restrictions.	Requirement of the operational guidance. It's a risk to the club, but it's the decent thing to do. Likely to attract more entrants.



Starts	<p>Run two starts, sufficiently apart that the pre-start queues are well separated.</p> <p>Start window 2½ hours - 10:00 to 12:30, extend to 13:00 if demand is there.</p> <p>Start units (Clear, Check, Air On and Start) to be cleaned after approximately every ten starters. Box of disposable anti-viral wipes available if a competitors wishes to wipe the each unit themselves before use.</p>	<p>One start allows 40 starters per hour. So two starts and a 2½ hour window gives potentially 200 starters; 3 hours gives 240.</p> <p>AJ and planner need to liaise, to agree which courses go from which start, to ensure similar numbers at each.</p>
Key drop	NO key drop	As recommended in the operational guidance.
Download	<p>To be out of doors - in a (open) tent or a car boot.</p> <p>Download unit to be cleaned after approximately every ten downloads. Box of disposable anti-viral wipes available if a competitors wishes to wipe the unit themselves before use.</p>	A suitably airy environment to allow good air circulation.
Results display	Only by live results on club website (and subject to mobile coverage).	As per operational guidance.
Drinks	<p>No drinks to be provided. Needs to be stated in event material.</p> <p>And no cafe.</p>	As per operational guidance.

B ACTIONS REQUIRED



What?	Where?	Who by?
Risk assessment	Needs to include reference to COVID-19. Any templates needing update?	Event organiser
Hand sanitiser, disinfectant spray / disposable anti-viral wipes and rubbish bags.	Required at each of Enquiries, Download, Toilets, Start	Jon Wheatcroft to purchase
Additional signage.		Jon Wheatcroft to purchase
Briefing of teams regarding additional actions required because of COVID.		Team leaders.
Very clear instructions and new warnings to be included in event details. Also reference to wipes at Start and download for competitors' use.		Event organiser
Pre-entry system to include agreement to comply with participant code of conduct, Test & Trace information.		Alun Jones