



TVOC Club Meeting Minutes: Tuesday 18th July 2023

Held online at 7:30pm.

Present: Chris Poole (Chair), John Dalton (Secretary, Minutes), Janusz Holender (Treasurer), Paul Taylor, Joel Taylor, Jon Wheatcroft, Heidi Lloyd,

Apologies for absence: Bob Beresford, Pattie Beresford, Richard Sharp, Alun Jones, Marie-Anne Fischer, Robin Bishop

1) Matters Arising from previous Club Meeting

a) Financial Matters: Financial Policy

Janusz has had no further feedback regarding the proposed financial policy.

A discussion was held about whether this policy needed further notification since the previous meeting. There was no further feedback at the meeting. The policy was therefore **AGREED. ACTION COMPLETE.**

b) Clothing (Heidi Lloyd)

Heidi reported the following:

- 1 adult member has requested a top
- 1 junior member has requested a top

As we don't have lots of stock, Heidi plans to put together a minimum order of 12 to order. This was **AGREED** at the meeting.

2) Recent Club Successes

a) World Trail Orienteering

Both Colin Duckworth and Tom Dobra represented GB. There was an excellent write up on BO Web page about the event, mentioning both Colin and Tom. See:

https://www.britishorienteering.org.uk/index.php?pg=news_archive&item=6231

b) Yvette Baker Trophy (YBT)

The meeting recognised the spectacular achievement of the TVOC juniors at the recent Yvette Baker Trophy. TVOC Juniors came an excellent second, behind only SYO who were on home territory and retained the trophy. This was an amazing achievement. The meeting formally thanked both Joel and Paul (and Nathan) Taylor in engineering this success.

See later item for more discussion about the next steps for the junior team.

3) Past Events

Saturday Series: Both events seemed to go well.

- Waddesdon: Beautiful weather
- University Parks: Wet for a period.

4) Junior Squad (Joel and Paul Taylor)

- **Update**
- **Ideas for next steps**

Joel summarised the last 12 months' activities.

TVOC were successful in bidding for some funding from the SCOA JK fund to support our juniors. This money was for investment into junior coaching and equipment.



Heidi Lloyd has been instrumental in coaching particularly our younger juniors. This really helped preparation for the YBT event.

Through the year we have entered three different relay classes: W18-, M18-, and a Junior Ad-hoc team.

We previously had success at the YBT Qualifier: We beat HH and SN for the first time in a long time.

How have we achieved this success?

We have had several people putting significant effort in supporting the juniors. Heidi, as mentioned above, for example. Joel has been heading up and talking to / involving juniors wherever he can. He has been very successful at involving people from his school. Paul acting as a Junior Manager. This really helps.

We obviously want to try and keep investing time and effort into the juniors, and build on this success.

It would be good for the club to continue to support Heidi in supporting her coaching efforts and qualification. TVOC should continue with a focus on getting juniors to move confidently from White to Yellow and Orange courses.

We can then continue to involve our juniors in the SCOA system. Here the focus is to help juniors to become competent moving on from Orange to Light Green and Green courses.

In the last 12 months many of the new juniors have come in because Joel or Nathan has talked to friends and others at their schools. Most of the scoring runners at the YBT were from Joel's school. The school has also been entering school events.

Many of the team are now M/W16s. So, as they get older, they will sadly leave the junior team. So we need to focus on getting younger people into the team. This is key. Again, why Heidi's coaching is very important.

We have other events we plan to get the team entered into. For example:

- The Peter Palmer relays, annually held. Teams of 6. We will enter a team in September. We have never done this before.
- More British Championship relays. For example, the British Sprint Relays in September at Brunel University.

Generally, we are keen to get juniors entering more events. With a specific focus on younger juniors.

One reason for success has been the ability of Joel (and Nathan) to bring people into TVOC from their school. We need to try and get this approach spread by other youngsters through their own schools.

Joel (and Paul) asked for other support as follows:

- More promotion of junior coaching,
- More promotion of the TVOC Junior League as part of the Saturday Series
- Make more opportunities for TVOC juniors to enter events, making these opportunities to compete readily available.
- Try and appeal to more juniors.
- Use of a big noticeboard to put up at Sat Series events to promote juniors and the Junior League.

Heidi talked about the need to commit time to support juniors. Ideally she would like some additional support at coaching activities she is organising.



Is there anyone else who can pair up with Heidi to help coach our juniors? Do we have anyone else interesting in becoming a coach?

5) Future Events:

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

SEE APPENDIX 1 FOR FULL DETAILS OF ALL EVENTS CURRENTLY PLANNED

The meeting concluded that we can be very late putting up event details - with some Summer Series details sometimes only being published a couple of days before the event. Saturday Series may only get full information two weeks before the event.

The following was proposed as a minimum for a web page with key details (location, timings, courses). These to be published on the web site no later than:

- Saturday and Summer Series details - one month before the event
- Level C events and above, two months before

There are people who can put information on the web very easily. "Boilerplate" event details exist on the web site for those creating new event pages. But the Planner/Organisers do need to provide the necessary information (or put it up on the web site themselves) in a timely manner.

In addition, Publicity Officer, Mike Shires needs key information early in order to publicise the event.

6) Saturday Series (Mark Thompson/Chris Poole)

The following Saturday Series dates are being proposed for Saturday Series events in 2023:

Changes since previous meeting in **red**

Date	Location	Planner	Status
25 th February 2023	Brill	Mark Thompson	COMPLETE
15 th April 2023	Shotover. Will also be a Level C event.	Mark Saunders	COMPLETE
6 th May 2023	Cuttleslowe Park	Ben Green	COMPLETE
10 th June 2023	Waddesdon Manor	Mike Shires	COMPLETE
8 th July 2023	University Parks, Oxford	Ben Green	COMPLETE
12th August 2023	Wycombe Abbey School.	Ian and Sue Buxton	NO EVENT TO BE HELD IN AUGUST
9 th September 2023	Wendover Woods	Heidi Lloyd	All still going as planned according to Heidi. NOTE: Clashes with HH event at Burnham Beeches Saturday event organised on the same day. Mark was concerned we would lose entries as a result. And lose our own club members. It was AGREED that the event should continue as planned.
21 st October 2023	Hodgemoor Woods	Janusz Holender	We have permission to use the Perkin Elmer car park Janusz reported that this is progressing well. Mark T is dealing with permissions.
18 th November 2023	Kingswood	Robin Bishop	Robin is making some progress with the map.



NOTES:

- See Appendix 2 for a mapping plan for all TVOC areas, produced by Bob Beresford

ACTION: Chris to talk to Mark Thompson about dates for a 2024 series.

7) Summer Series 2023 (Chris Poole) / Oxford Street Series (OSS) (Ben Green)

Sadly, only 3 people registered to attend the Summer Series event on the 19th July. As a result, it has been cancelled. See previous item about the importance of early publicity for all events.

For the series, we only held 7 events overall. This was felt to be quite poor. A review of how to get a series going better next year is required.

8) Mapping Topics (Bob Beresford)

a) Future Mapping Plans

See Appendix 2 for an updated mapping plan for all TVOC areas, produced by Bob Beresford

- Keephill and Deangarden POC: We are looking to migrate the POC over to the latest map produced by Julian Birkinshaw. There is still some work to be done in the woods:
 - One post has rotted through and needs to be replaced
 - One plaque was missing and needs replacing
 - The new map needs loading onto the BO POC web site

ACTION CARRIED OVER: John Dalton plans to rectify when fit

b) A mapping Dropbox and OCAD environment (Chris)

Could Bob take over managing the Mapping Dropbox area and OCAD environments on behalf of Martin Ricketts?

Bob has spoken to Martin and he has given Bob OCAD ownership rights instead of him.

POST MEETING NOTE: OCAD have now switched TVOC Licence ownership to Bob

c) Mapping status table (Appendix 2).

Bob sent out the mapping update table for mappers to provide updates. Bob is still waiting for some replies.

9) Treasurer's Report (Janusz Holender)

a) Update on Club Finances

Janusz provided the following slides summarising the current status of club finances:



TVOC financial summary July 2023

Janusz Holender



This year

Larger expenditures this financial year (not directly our event related):

- SI cards batteries £1270
- 3 laptops £756
- Insurance £380
- Internet £260
- Junior entry fees: relays, CSC, YBT - £790

Income:

- BOF kit hire £690
- HH SI hire £158
- Events surplus about £3700 – see next slide



Events financial summary

Event	Cat	Seniors eqv	Income	Cost	Surplus	Surplus pp
Chiltern Challenge 22 - Wendover - Fabian	B	375	4639	4013	626	1.67
Coombe Hill - Fabian	C	67	435	634	-199	-2.97
TVOC Saturday Series – Chesham Bois	C	97	733	571	162	1.67
TVOC Wycombe Abbey School + Deangarden	B	228	3153	1826	1327	5.82
TVOC Saturday Series - Brill Common	C	117	825	477	348	2.98
TVOC Shotover and Brasenose Woods	B	217	2716	2109	607	2.80
TVOC Saturday Series - Cutteslowe Park	C	73	646	410	236	3.23
TVOC Saturday Series - Waddesdon	C	98	724	367	357	3.65
TVOC Saturday Series - University Parks*	C	82	636	188	448	5.47
TOTAL					3913	

* - maps cost not included yet

Current status

- Cash:
 - Current account - £3266
 - Deposit account - £12526
- Good financial position
 - Small loss (a few hundreds pounds) is forecast for this financial year but still enough cash in our accounts
- Cash - £15k. Reserves required to cover:
 - Hardware and software purchases
 - On-going charges
 - Unexpected expenditure – e.g., broken or stolen equipment, cancelled event, etc.
 - Up-front spend for large events



Asks from Treasurer

- Send any expected expenditures (software, hardware, marketing, etc.) to help with budgeting:
 - 2023/24
 - 2024/25/26
- Please submit any outstanding expenses:
 - For this financial year to be submitted by the end of July please
 - Going forward the deadline for expenses is 3 months
 - Anything over 3 months might be rejected

Post-meeting Comment from Alun Jones:

We actually bought two (not three) laptops during the year (still £756 in total, £378 each).

b) Proposed TVOC Grants and Awards Policy

A draft of the proposed policy was attached to the Agenda for the meeting. This draft policy was discussed at the meeting.

John Dalton said that he thought that this policy should be a policy to enable people to understand how and under what circumstances they should apply for support. It should not be perceived as a commitment that support will necessarily be given.

Jon Wheatcroft commented that an element of trust is required by applicants, and that people are not expected to claim more than they spend.

Paul Taylor proposed some wording changes regarding World Schools Orienteering championships.

ACTION: Chris to update the wording based on the feedback provided before final agreement of the policy at the next meeting

In the meantime, it was **AGREED** to support Tom Dobra's recent application for support.

10) Other Officers' Reports

- a) Chairman: Nothing further
- b) Secretary: Nothing further
- c) Captain: Nothing further

11) SCOA Report (Jon Wheatcroft)

Jon reported:

- SCOA needs a Treasurer. Previous Treasurer has resigned in June, and not so far been replaced. SCOA don't have sufficient authorised signatories. Can't pay the money out. Please can anyone step in to assist? There is money to spend in SCOA's coffers.



- Officials for level B events in 2024: The form required by SCOA needs submitting to SCOA by 7th September
- As Chair of SCOA, Jon was very pleased to see the very obvious return on SCOA's funding to support the recent TVOC junior success.

12) Situations Vacant or Becoming Vacant

Role	Previous Holder	Comments
Chair	Chris Poole	Chris' three year stint as chair finishes at the next AGM in Nov/Dec. NO FUTHER INTEREST Are there any offers or suggestions to take over at the AGM as Chair? Chris has asked a few people if they would be willing to stand. John Dalton has also asked around. At the moment, no one has accepted the request. Please let Chris know if anyone has further suggestions.
Team Leader, Volunteer Pool	< New role >	Neville and Marie-Anne are still considering this

13) Any Other Business

a) Items to be considered at next meeting: TVOC Membership fees for 2024 (John Dalton)

- These need to be available to BOF by the end of October
- John Dalton suggested that we leave the TVOC membership fees as they are:
 - £1 for an adult
 - £0 for a junior
 - £2 for a family

b) Items to be considered at next meeting: Date for AGM and Annual Dinner (John Dalton)

Chris provided some Feedback from last year's event.

- Last year was a bit late in the year. Could it be a bit earlier?
- Could the dinner be a bit more formal?
- Could we go back to Thame Barns and go for an outdoor caterer?
- Alternatively, could we go to a pub venue?

The following was discussed

- Let's try and bring the date forward, and avoid Christmas.
- We do need accounts to be ratified before the AGM. Note that our end of financial year is end of August.

ACTION: Janusz to consider how he might prefer to have the TVOC accounts reviewed for this financial year.

c) Scottish 6 days. (Jon Wheatcroft)

Is anyone taking a TVOC banner / tent to Scotland? Jon has space. Nev is to give the TVOC banner to Jon W for him to take.

Date of next meeting:

Confirmed as 7:30pm on Tuesday 19th September 2023.

This meeting location confirmed as on-line, and not the Merry Bells. Future meetings will continue to be on-line indefinitely.





APPENDIX 1: Future Events

(Significant changes and additions since the previous meeting are shown in red)

See **Appendix 2** for a mapping plan for all TVOC areas, produced by Bob Beresford

Summary

Date	Location	Org	Planner	Controller
2023				
24 Sep 23, Level C	Abingdon N & S	Nev Baker	Tom Dobra	Paul Fox
10 Dec 23, Level B	Bradenham & Naphill Common - CC	Chris Poole	Nigel Bunn	TBC
2024				
24 Mar 24, Level B	Penn Wood, Common Wood, Penn Estate - CC	Alun Jones	Nev Baker	TBC
19 May 24, Level C	Hodgemoor	TBC	TBC	TBC
Sep 24, Level C	Thame (or Witney)	TBC	TBC	TBC
Nov/Dec 24, Level C	Shotover	TBC	TBC	TBC
2025				
23 Mar 25 or 7 Apr 25 Level B	Great Hampden - CC	TBC	TBC	TBC
Double Header on above weekends Level C&B	Nettlebed Hambleton One to be CC	John Dalton	TBC TBC	TBC TBC
Nov/Dec 25 Level C	Kingswood (or Wycombe Abbey/Deangarden)	TBC	TBC	TBC
TBA	Grove	TBC	TBC	TBC

2023

a) Abingdon North and South. (Sunday 24th September 2023, Urban Regional/Level C.)
Organiser: Neville Baker. **Planners:** Tom Dobra. **Controller:** Paul Fox, SN. **Mapper:** Bob Beresford.

Map:

Map essentially complete. Awaiting Planner to decide on Map Scale and exact area to be used.

Nev: All under control.

b) Chiltern Challenge, Bradenham and Naphill Common. (Sunday 10th December 2023, National/Level B.)

Organiser: Chris Poole. **Planners:** Nigel Bunn. **Controller:** tbc. **Mapper:** Bob Beresford and Mark Thompson.

Map:

Map completed. Awaiting any comments from Planner

Chris reported that this would be an Interland selection event.

ACTIONS: Neville is still trying to get a Controller.



2024

c) Chiltern Challenge, Penn Wood, Common Wood and Penn Estate. (March 24th 2024, National/Level B.)

Organiser: Alun Jones. **Planner:** Neville Baker. **Controller:** tbc. **Mapper:** Bob Beresford

We have still NOT asked permission for Common Wood and Penn Estate at this stage, and won't until we have clarification about access to Penn Woods.

Bob Beresford reported the following:

We have still not heard back from the Woodland Trust. So we are still in Limbo. We have only an outline permission. Full permission is not confirmed.

ACTION: Bob will continue to chase Woodland Trust for a final decision.

Update from Bob:

I am making no progress with Penn and the Woodland Trust despite sending more e-mails asking for them to reply to me – no luck yet.

Later update from Bob:

Still no response from Woodland Trust re Penn. Bob will try ringing the Head Office later this week. - they don't supply any mobile numbers just landlines.

Car parking to be in industrial estate if at all possible. Organiser, Alun Jones, is on standby waiting for Woodland Trust permission to be granted before exploring car parking etc. further.

Update from Alun Jones:

I have done NOTHING about this event, pending any news about permissions.

Chris talked about the need to line up alternative areas for this event now.

It was **AGREED** we MUST make a decision about the location of this event by the middle of August.

ACTION: Chris will discuss further with at least Neville and Bob by the 15th August.

Map:

The 3 areas (Penn Wood/Common Wood/ Penn Estate) would need a re-map.

d) Regional Event, Hodgemoor. (Sunday 19th May 2024, Regional/Level C.)

Organiser: tbc. **Planners:** tbc. **Controller:** tbc. **Mapper:** Julian Birkinshaw.

ACTION:

Nev still to find officials.

This event is waiting for clearance from Woodland Trust to use Penn.

Neville is in liaison with Julian about Julian's Perkin Elmer contact who may be able to provide their car parking again. It was noted that Perkin Elmer have given permission for their car park for the forthcoming Saturday Series event at Hodgemoor.

This event continues as a possible fall back for Chiltern Challenge?

Map:

Julian will update a few areas he has identified

e) Urban Event, preferably Thame (or if necessary Witney). (September 2024, Regional/Level C.)

Organiser: tbc. **Planners:** tbc. **Controller:** tbc. **Mapper:** tbc. Martin Ricketts or Bob Beresford if Witney. Mike Shires if Thame?

Thame would be easy as the local council is very happy to have us. This is our preferred option.



ACTION:

Nev still to find officials.

No other action has been taken

Map:

Bob has been in touch with Mike Shires. Bob has updated the map to ISSprOM 2019-2. Bob and Mike will decide scale to be used and will update the map between them.

f) Regional Event, ~~Nettlebed~~ TBC **Shotover proposed by Neville** (Late November / Early December 2024, Regional//Level C.)

Organiser: tbc. **Planners:** tbc. **Controller:** tbc. **Mapper:** tbc.

John Dalton reported that Nettlebed can NOT be used in November / December as it is a shooting event. And alternative location will need to be found for this pre-Christmas event. See 2025 for inclusion of Nettlebed in the event calendar.

A new venue for an event at this time is needed.

2025

British Orienteering do not have many events confirmed in 2025 yet.

The Chiltern Challenge would be possible on the following dates: 19JAN25, 23MAR25 or 07APR25.

If TVOC is serious about putting a double-header weekend of orienteering on a Saturday and Sunday, (perhaps using Hambleden and Nettlebed), then May would be possible as a fall-back for a weekend event? But not the last weekend in May. This would determine dates for other events in 2025.

ACTIONS:

- Neville to confirm the dates with major fixtures list...
- John Dalton will then look at seeking landowner permission.

g) Chiltern Challenge, Great Hampden (March or early April 2025 ideally, National/Level B) **OR Hambleden / Nettlebed over a weekend event?**

Organiser: tbc. **Planners:** tbc. **Controller:** tbc. **Mapper:** Mark T / Bob Beresford.

Key is to confirm parking before confirming event.

Map:

Will need updating for any future forestry work before 2025

h) Regional Event, Nettlebed (Spring 2025, Regional//Level C.)

Organiser: tbc. **Planners:** tbc. **Controller:** tbc. **Mapper:** Martin Ricketts? Robin Bishop? tbc.

John Dalton reported that, in principle, Nettlebed seemed open to an event in Spring 2025 after the shooting season. However, they are unable to provide car parking. We will either need to identify other local parking, or use bussing from somewhere like the Hambleden Estate, or possibly SAS in Medmenham.

Map:

Robin Bishop is going to have a look around Nettlebed

i) Hambleden / Nettlebed Weekend of Orienteering (Spring 2025)

Could we combine two areas together into a single weekend of orienteering? We currently have no other plans to go back to Hambleden.

We might use Hambleden for parking and as event centre for both days. And bus to Nettlebed from Hambleden.



If we use Hambleton, we should try and focus on the eastern and northern side of Hambleton sides.

It is acknowledged that a weekend of TVOC events puts a lot of strain on helpers.

ACTION: Nev to look at the Major Event calendar to see what we might propose.

j) Regional Event, Kingswood (Date tbc. **Nov./ Dec 2025 proposed by Neville. Alternative venue might be Wycombe Abbey / Deangarden / Keep Hill** Regional/Level C)

Organiser: tbc. **Planners:** tbc. **Controller:** tbc. **Mapper:** Robin Bishop.

Map:

Robin is updating map for Saturday Series in Nov 2023

A question about availability of parking at the school for Kingswood.

k) Urban Event, Grove ~~and Wantage combined~~ (Date tbc. Urban/Regional/Level C tbc.)

Organiser: tbc. **Planners:** tbc. **Controller:** tbc. **Mapper:** tbc.

Map:

Grove has been mapped before. There are a lot of new buildings. **Combination of Grove and Wantage is not possible as they are too far apart**



APPENDIX 2: Mapping Activities (Bob Beresford)

Updated 19JUL23

Date of next event	Venue	Event Category	Map Status	Mapper	Comments
Saturday Series Events					
6th May 2023	Cotteslowe Park, Oxford	Sat Series	Updated Jun 2019	Martin Ricketts	Recently used
10th June 2023	Waddesdon Manor	Sat Series	Updated for June event	Andrew Chalmers	Recently used
Postponed	Oxford Brookes - Urban	Sat Series	Needs updating - Construction work - not useable	Bob Beresford	Part of Oxford City map
8th July 2023	Oxford Uni Parks -Urban	Sat Series	Used for July Sat Series	Bob Beresford	Part of Oxford City map
Postponed	Wycombe Abbey School (WAS)	Sat Series	WAS only has been converted to ISSprOM 2019-2 - needs survey	Bob Beresford	Will survey when new date agreed with school
9th September 2023	Wendover	Sat Series	Only update if needed by planner (Heidi)	Jim Prowting	Blue Sky LiDAR used but BotP LiDAR is available
21st October 2023	Hodgemoor	Sat Series	Julian will do minor updates. Janusz planning	Julian Birkinshaw	Possible use for CC March 2024
18th November 2023	Kingswood	Sat Series	Robin is making progress with remap	Robin Bishop	LiDAR data being used
Level C and above events					
26th March 2023	Hambleden (British Relays)	Level A	Major revision completed	Mark Thompson/John Farren	Map completed and used
15th April 2023	Shotover	Level C	Updated Spring 2023	Martin Ricketts	Map completed and used
24th September 2023	Abingdon - Urban (North and South)	Level C	North and South combined on A3 using 2 sides with overlap	Bob Beresford	Combined map has been updated to ISSprOM 2019-2. Essentially complete. Awaiting decision on scale to be used
10th December 2023	Bradenham/Park Wood + Naphill?	Level C?	Mapping complete including Naphill Common, using LiDAR	Mark Thompson/Bob Beresford	Complete. Awaiting any comments from Planner
24th March 2024	Penn&Common Woods+Penn Estate	Level C	Updated Feb 2019 -Major remap required	Bob Beresford	Penn Wood - Woodland Trust permission in principle, subject to 'agreeing routes'. Awaiting further reply from WT
19th May 2024	Hodgemoor	Level C	Julian will do any further updates after Sat Series	Julian Birkinshaw	This is only a fall back if Penn isn't possible
September 2024	Thame - Urban	Level C	Discussed with Mike Shires. Bob or Mike will update	Mike Shires/Bob Beresford	Updated to ISSprOM - 2019-2 (at 1:4000 base scale) with georeferencing by Bob B.
Feb/March 2025	Nettlebed	Level C	Robin will go and have a look	Robin Bishop	Restrictions because of shooting season
TBC	Grove and Wantage - Urban	Level C	TBC	TBC	Combined map not possible - too far apart
TBC - was Feb 2023	Great Hampden	Level B	Major revision completed - update after forestry work	Mark Thompson/Bob Beresford	To be rescheduled after parking/forestry issues resolved