



TVOC Club Meeting Minutes: Tuesday 19th September 2023

Held online at 7:30pm.

Present: Chris Poole, Bob Beresford (kindly taking Minutes), Neville Baker, Janusz Holender, Jon Wheatcroft, Pattie Beresford, Paul Taylor, Heidi Lloyd

Apologies for absence: John Dalton (Secretary)

1) Matters Arising from previous Club Meeting

a) Clothing (Heidi Lloyd)

Heidi had ordered new tops but was having to pay extra duty (in Estonia and the UK) before they would be delivered by the courier. They would hopefully have arrived for the Abingdon event.

b) TVOC Membership fees for 2024 (available to BOF by end October)

- It was agreed that we leave the TVOC membership fees as they are:
 - £1 for an adult
 - £0 for a junior
 - £2 for a family
- It was agreed to leave entry fees at £2 extra for non-British Orienteering members, despite having to pay BO extra levy for them – members levy had also increased.

c) Date for AGM and Annual Dinner

- Janusz had finalised the accounts for 2022/23 and they had been audited so the AGM could go ahead any time.
- Various options were discussed for having the AGM, presenting the accounts and having the annual dinner.
 - The favoured option was NOT to have a dinner this year but have one in summer 2024 at a suitable pub with a separate room (eg in Thame), which would be easier to organise.
 - The annual prize giving could be done at a future TVOC event.
 - The AGM would be held separately possibly before a normal meeting.

ACTION: Neville would consider options with Chris and decide on dates/venues.

2) Recent Club Successes

There were none highlighted.

3) Juniors Update (Paul Taylor)

Paul highlighted:

- The Peter Palmer Relays were at Stowe. The night/day relay had proved a new experience for the Juniors which they had enjoyed. They were up against tough experienced opposition.
- The British Sprint Relays were at Brunel University. The juniors had 3 teams entered.
- Across the 2 events they had 15 Juniors entered.
- In the Junior League in the Saturday series over 90 Juniors from various clubs have taken part.
- No one else had come forward to help with more Junior Coaching.

4) Past Events

The Wendover Saturday Series event on September 9th had been successful. Heidi had unfortunately caught COVID, but other TVOC members had rallied round to make it a good event.



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

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	Cuttesslowe Park	Ben Green	COMPLETE
10 th June 2023	Waddesdon Manor	Mike Shires	COMPLETE
8 th July 2023	University Parks, Oxford	Ben Green	COMPLETE
9 th September 2023	Wendover Woods	Heidi Lloyd	COMPLETE
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

The Saturday Series plan for 2024 is being developed by Mark T.

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

Chris had to leave the meeting, so no report was available, but the series was now completed.

8) Mapping Topics (Bob Beresford)

a) Deangarden and Keep Hill POC

- The broken post had been replaced and missing control number replaced by John D. The updated map had been completed by Bob, and Heidi had put it on the POC website. This action was now complete.

b) Mapping status table (See Appendix 2).

9) Treasurer's Report (Janusz Holender)

a) Janusz had completed the accounts and had them approved by M Sleeman FCMA. The accounts and a set of summary slides and are attached in Appendix 3



- b) Proposed TVOC Grants and Awards Policy

Chris has sent the revised policy document to Janusz.

10) Other Officers' Reports

- a) Chairman: None
- b) Secretary: None
- c) Captain: None

11) SCOA Report (Jon Wheatcroft)

Jon reported that he had put all the SCOA information in the previous e-News and had nothing extra to add.

However, he re-emphasised that SCOA were in desperate need of a Treasurer (which was not an onerous job) and hoped we could get someone to come forward and do the job.

ACTION: Everyone to consider if they could think of a volunteer!

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. 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. Are there any offers or suggestions to take over at the AGM as Chair? Please let Chris know if anyone has further suggestions.

13) Any Other Business

- a) Feedback on TVOC's visible presence at the Scottish 6 Day event (Jenny Thompson)
Jenny would have welcomed more frequent presence of the TVOC banner at the event, so that club members could have congregated together more during each day of the event. This was discussed and although the banner was there on day 1, a bigger problem was carrying a large tent to distant assembly areas such as at the Scottish 6 day. It was agreed we would source a smaller pop-up tent to erect with the TVOC banner and ensure it was visible for members at large events.
ACTION: Neville would investigate the tent options
- b) Bucks Big 'O' Cub and Scout orienteering competition at Wendover– 7th October (John Dalton)
John had asked for help as he was not able to be at the event. No offers of help had been received.
ACTION: Neville would ask Mark T if he could help.
Post meeting note: John D says he has found a volunteer who has been briefed and is ready to go.

Date of next meeting:

To be confirmed as **7:30pm** on Tuesday 21st November 2023.

This meeting location confirmed as on-line, and not the Merry Bells. Future meetings will continue to be on-line indefinitely. Login problems with the Teams link had proved problematical.



APPENDIX 1: Future Events

(Significant changes and additions since the previous meeting have been incorporated in the table)

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

Summary

Date	Location	Org	Planner	Controller	Mapper
2023					
24 Sep 23, Level C	Abingdon N & S	Nev Baker	Tom Dobra	Paul Fox	Bob Beresford
10 Dec 23, Level B	Bradenham & Naphill Common - CC	Chris Poole	Nigel Bunn	Mark Foxwell	Mark Thompson / Bob Beresford
2024					
24 Mar 24, Level B	CONFIRMED: Penn Wood, Common Wood, Penn Estate - CC	Alun Jones	Nev Baker	TBC	Bob Beresford
21 Apr 24, Level C	CONFIRMED: Hodgemoor	TBC	TBC	Mike Bennett, HH	Julian Birkinshaw
22 Sep 24 tbc, Level C UKUL	CONFIRMED: Thame Urban	TBC	TBC	TBC	Mike Shires / Bob Beresford
22 Dec 24, Level C	PROPOSED: Wycombe Abbey / Keep Hill / Deangarden	TBC	TBC	TBC	Julian Birkinshaw
2025					
?? April 25 Level B?	PROPOSED: Hambleton East?? (Note: Weekend events on Sat and Sun not progressing and Nettlebed event removed)	John Dalton	TBC	TBC	Mark Thompson / John Farren
Early May (4 th ???) Level C	PROPOSED: Great Hampden	TBC	TBC	TBC	Mark Thompson / Bob Beresford
XX Sep 25 Level C UKUL	PROPOSED: Grove Urban	TBC	TBC	TBC	TBC
End Dec 25 Level C	PROPOSED: Kingswood	TBC	TBC	TBC	Robin Bishop
2026					

2023

a) Abingdon North and South. (Sunday 24th September 2023, Urban Regional/Level C.)

Map:

Map complete and Planner comments incorporated. Nev indicated all was ready for this Sunday 24th September. Course 6 would have marshalled road crossings with start times limited from 11:00-11:30

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

Map:

Map completed and Planner comments incorporated.
This would be an Interland selection event.
Neville had found a Controller (Mark Foxwell).



2024

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

Verbal permission from Woodland Trust, written approval for Penn Estate and Common Wood provided to Bob Beresford.

Alun has progressed car parking in the industrial estate.

Map:

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

- d) **CONFIRMED:** Regional Event, Hodgemoor. (Sunday 21st April 2024, Regional/Level C.)

- Nev has found a Controller (Mike Bennett HH).
- The event date has been moved to 21st April so we can park in the farmers field before the meadow flowers bloom.
- John Dalton has talked to Mark Thompson about obtaining permission from the FC for an event on this date.

Map:

Julian will update a few areas he has identified.

- e) **CONFIRMED** Urban Event, Thame (Sunday 22nd September 2024, Regional/Level C.)

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

ACTIONS:

- Nev still to find officials.
- Nev to seek permission from the Thame Council

Map:

Bob has been in touch with Mike Shires. Bob has updated the map to ISSprOM 2019-2 at 1:4000 scale. Bob and Mike will update the map between them and possibly extend slightly south and east.

- f) **PROPOSED:** Wycombe Abbey / Keep Hill / Deangarden (Sunday 22nd December 2024, Regional//Level C.)

ACTION: Neville to contact Sue Jones to see if this date might be possible. Shotover as fall-back.

2025

- g) **PROVISIONAL?** The proposed weekend of orienteering at Hambleden East/ Nettlebed was not thought to be a sensible option as it was between the British and JK multiday events.
Possibly one event: Hambleden East (Sunday 6th April 2025, National/Level B?).

ACTION: John Dalton to explore landowner permission if only one event?

- h) **PROVISIONAL?** Great Hampden (Sunday 4th May ?? Regional/Level C)

Key is to confirm parking before confirming event.

Map: Will need updating for any future forestry work before 2025

- i) **CONFIRMED LOCATION:** Grove Urban (28 Sep 2025. Urban/Regional/UKUL/ Level C tbc.)

Map: Grove has been mapped before. There are a lot of new buildings.



j) Kingswood (Proposed: End Dec 2025, Regional/Level C)

Map:

Robin is updating map for Saturday Series in Nov 2023
A question about availability of parking at the school for Kingswood.

ACTION: Chris to talk to Alun Jones about possible parking options

2026 – no events in the plan yet

APPENDIX 2: Mapping Activities (Bob Beresford)

Updated 21 Sept 23

Date of next event	Venue	Event Category	Map Status	Mapper	Comments
Saturday Series Events					
25th Feb 2023	Brill	Sat Series	Updated summer 2022 Further updating with EA LiDAR to be done	Mark Thompson	Updates can be delayed as event completed
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	Map used and event completed	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	Map OK for Sat series event
18th November 2023	Kingswood	Sat Series	Robin is making progress with remap	Robin Bishop	LiDAR data being used
10th Feb 2024	TBC	Sat Series			
13th July 2024	TBC	Sat Series			
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	Combined map has been updated to ISSPrOM 2019-2. Complete - to be used at 1:4000 on A3 double sided	Bob Beresford	Smaller map done on A4 for course 7. Minor adjustments recently made
10th December 2023	Bradenham/Park Wood + Naphill?	Level C?	Mapping complete including Naphill Common, using LiDAR	Mark Thompson/Bob Beresford	Complete. Minor adjustments made after September planner visit
24th March 2024	Penn&Common Woods+Penn Estate	Level B	Updated Feb 2019 -Major remap required	Bob Beresford	Penn Wood - Verbal agreement from Woodland Trust. Penn Estate and Common Wood have written agreement
21st April 2024	Hodgemoor	Level C	Julian will do any further updates after Sat Series	Julian Birkinshaw	Now confirmed as Level C. Parking in farm field
22nd September 2024	Thame - Urban	Level C	Bob or Mike will check map with possible extension to East/South	Mike Shires/Bob Beresford	Updated to ISSPrOM - 2019-2 (at 1:4000 base scale) with georeferencing by Bob B.
22nd December 2024	Wycombe Abbey/Keep Hill/Deangarden	Level C	WAS only has been converted to ISSPrOM 2019-2 - needs survey	Julian Birkinshaw (full map) / Bob Beresford (for WS only)	Confirm if Short courses in WAS only can use sprint map
6th April 2025??	Hambleden (east)	Level B	May need minor updates?	Mark Thompson/John Farren	Event to be confirmed as Weekend double events not progressing
4th May 2025??	Great Hampden	Level C	Completed 2023, but will need check	Mark Thompson/Bob Beresford	Parking to be confirmed early on
28th Sep 2025	Grove Urban	Level C	TBC	TBC	Martin Ricketts mapped previously
Areas not belonging to TVOC but mapped by TVOC					
19th Nov 2023	Black Park	Level C	Map updated to help BKO - further updates made after filming done	Andrew Chalmers	Belongs to BKO



APPENDIX 3: Accounts (Janusz Holender)

a) TVOC 2022/23 Accounts

Thames Valley Orienteering Club Income and Expenditure for the year ending 31st August 2023					
Description	Income		Description	Expenditure	
	2022-23	2021-22		2022-23	2021-22
Membership:					
Renewals / direct	£211.00	£214.00			
Equipment:			Club affil. BO & SCOA	£70.00	£450.00
			General	125.53	£33.99
			SI items,computers	£2,318.14	£464.11
			Internet	£258.99	£104.52
			Software licenses		£1,067.99
			Courses, coaching, training	£103.00	£62.30
Club General:			Meetings, Officers' exp	£0.75	£0.00
Club kit	£155.00	£987.50	Club kit	£401.97	£1,572.52
Club Dinner	£123.20	£118.10	Trophies, 50th commem.	£79.47	£1,426.97
CSC & Relays	£880.40	£1,002.33	AGM, Club Dinner	£183.20	£221.00
Kit hire	£838.00	£248.00	Insurance [4]	£379.72	£93.38
Donation	£12.00	£100.00	CSC & Relays	£1,082.00	£1,165.50
			Y-Baker Trophy entries	£647.50	£96.00
			Kit hire		
			Donations		
			Mapping	£79.80	
Events:					
Summer series, net of exp.	£318.40	£377.95	Summer series, levy	£185.70	£228.00
Saturday series					
Penn Wood		£814.00	Penn Wood		£642.25
Bradenham		£821.00	Bradenham		£721.25
Brill		£906.50	Brill		£577.55
Wittenham		£571.50	Wittenham		£431.70
Ox Uni Parks		£438.00	Ox Uni Parks		£428.20
Witney / Penn		£1,300.00	Witney / Penn		£960.49
Shotover / Bradenham		£3,925.00	Shotover / Bradenham		£2,512.35
Hodgemoor		£3,938.00	Hodgemoor		£2,764.35
Chiltern Challenge 2022	£4,639.00			£4,012.52	
Chiltern Challenge 2023				£163.90	
Wycombe Abbey Dec 22	£3,166.00			£1,839.27	
Shotover April 15 [1]	£2,744.38			£2,111.25	
Hambleden March 24 [2]	£1,016.80			£776.80	
Saturday Series					
Coombe Hill 1st October	£435.00			£633.92	
Chesham Bois 19th Noveml	£733.00			£570.88	
Brill Feb 25th	£825.00			£476.86	
Cuttleslowe 6 May	£574.33			£346.77	
Waddeston - June	£687.84			£296.54	
Oxford - July	£563.08			£314.66	
Wendover - Sept	£8.10			£120.00	
Abingdon - Sept 23	£106.50			£212.80	
Hodgemore - Oct 23				£4.68	
Events total	£15,817.43	£13,091.95	Events total	£12,066.55	£9,266.14
Total Income	£18,037.03	£15,761.88	Total Expenditure	£17,796.62	£16,024.42
Surplus / deficit	£240.41	-£262.54			

Notes

- 1) SCOA levies not paid - no info
- 2) £240 to be refunded

M.H.
18/9/23

M. H. SLEEMAN F.C.M.A.



b) Financial Summary Slides

TVOC financial summary Sept 2023

Janusz Holender

2022/23 year summary

The end of year report produced and signed by an accountant

We almost broke even:

Income:

- £3721 surplus generated from events
- £838 from equipment hire

Expenditure (main items):

- New laptops and SIAC batteries - £2300
- Juniors support - £650
- Insurance - £380
- Internet - £260

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	380	257	3.13
TOTAL					3721	

Current status

- Cash (as of 19th Sept):
 - Current account - £2968
 - Deposit account - £12552
- Good financial position
 - Broke even for the last year
- Cash - £15k. Reserves required to cover:
 - Hardware and software purchases
 - On-going expenses
 - Unexpected expenditure – e.g., broken or stolen equipment, cancelled event, etc.
 - Up-front spend for large events

Budget for the next year and beyond

	23/24	24/25	25/26
Expenditure:			
Software			
OCAD (exp 30/6/24) x 5	1100		
SI Timing (exp June 2024)	700		
Hardware			
laptop		500	
other h/w	100	100	100
SIAC batteries replacement			1600
Insurance	400	400	400
Internet	200	220	240
Junior fees	700	700	700
training, etc,	100	100	100
other expenses, not event related	200	200	200
mapping	500	500	500
marketing	500	500	500
BO affiliation	70	70	70
SCOA affiliation	420	420	420
Grants	800	800	800
TOTAL exp	5790	4510	5630