



Note of Meeting Moravian Committee Meeting

Registered Charity: SC043563



Wednesday 8 July 2020 at 7.30pm by video conference due to Covid19

Attendees

Roo Hornby – Chair
Andrew Campbell – Incoming Chair
Carole Chapman – Secretary
Karen Fraser – Finance

Alan Halliday – Club & Membership
Nikki Howard – Events & Fixtures
Elizabeth Furness – Coaching

1. Welcome (Roo)

The Chair thanked all everyone for attending by Zoom. Roo introduced Andrew Campbell to the meeting and identified that Andrew had volunteered to take the post of Chair. Club members were sad to hear the news that Heather Walsh had died suddenly; all our thoughts and condolences were being sent to the family. **Action: Carole to send a card. Action: Karen to arrange a £50 donation to each of the two nominated charities. Post meeting - action complete. Item Closed.**

2. Items arising/outstanding from previous minutes (Roo/Carole)

Matters arising from 20 Nov 19

7. Any Other Business

- A First Aiders list could be held on our new website. **Action: Carole to liaise with Ian.** The pros and cons of publishing a list were discussed. Elizabeth as a coach had access to the SOA list of first aiders. It was therefore decided that Nikki would liaise with Elizabeth where necessary, and provide suggestions of first aiders to event organisers. **Item Closed.**
- Events with entries on the day spreadsheet for entries. **Action: Lesley to liaise with Ian to design the pre-entry spreadsheet.** Update: This item overtaken by likely Covid requirement for all 'online' entry.
- New type of orienteering mini event – AWPR (3 events in one day with a social at the end). **Action: Nikki to scope out.** Update: AWPR would be considered for future event planning or where there is the opportunity. **Item Closed.**

Matters arising from 26 Mar 2020

3. Chair & Development Update (Roo)

- SOA Award Scheme. **Action: Carole to investigate the actions required to achieve the Silver Award.** Update: Carole had obtained, requested input and updated the Silver Award application with the comments she had received, but had yet to complete the Development Plan. **Action: Carole to complete the actions outstanding and provide documents to Roo and Andrew for consideration.**

4. Accounts

- Items to be purchased. **Action: Paul and Ade to clarify what Si Equipment needs bought and inform Roo, Alan and Karen for final approval and purchase.** Update: Alan identified that everyone was content with list of purchases. **Action: Roo to follow up and confirm purchased. Post meeting - action complete. Item Closed.**

5. Fixtures

- Forest maps to be updated in preparation for S6D in 2023, would SOA to finance the updates? **Action: Karen to contact Colin regarding available grants.** Update: Karen has spoken to Colin and the SOA do not provide grants as S6D mapping goes out to tender because up to date maps are required. **Action: Karen to investigate whether there are other avenues.**

3. Chair & Development update (Roo)

a. Post of Chair

The committee were sad to hear that Roo was stepping down after nearly 4 years, due to the pressure of work, and thanked him for his support. The post of Chair had been emailed out to club members and been advertised on Facebook. Andrew was the only volunteer to step forward. Roo highlighted that he was very happy to mentor Andrew and continue to help out with events. The nomination of Chair would be put forward at the AGM.

b. Development

Communication. Roo has been the only Facebook active administrator during lockdown, sharing and publishing material. As he hands over as Chair, he will be reducing his output and will encourage other members of the team to pick up.

The new Development Plan required for the SOA Silver Award is taking shape, providing comprehensive information which would demonstrate that MOR are SOA Silver Award standard. Due to Covid 19 orienteering is only allowable for MOR club members in our area, guidance is being provided by the SOA. We have some training/MAD courses in place thanks to Nikki, Alan and David, and Route Gadget is available thanks to Margaret.

Roo has been working to provide a Lossie Map Run to coincide with Windswept's, a local brewery promotion. The activities will take place the weekend 14/15/16 Aug and are more aimed at adults, although experienced juniors are welcome to run the course noting safety matters relating to urban O. A risk assessment and guidance are still being explored.

The RDO has highlighted that there will be school interest across the region in the autumn.

Finally, Colin Matheson had moved to St Andrews to be closer to his family. Colin will be a loss to the club, but we hope all goes well with the move.

4. Accounts (Karen)

Karen identified that income had recently come in from Fabian 4 (Moray Mix in February). The Orienteering Foundation and Highland Hospice donations had been made together for funding for the MOR domain names. The financial summary can be found at [Annex A](#).

Roo highlighted that Andrew would need to be added as a signatory, and his name removed. An independent audit was also required. Generally, MOR is financially healthy. **Actions: Karen and Andrew to have discuss accounts offline and arrange for an independent audit. Budgets to be discussed and agreed. Karen to publish accounts for AGM.**

5. Events/Fixtures (Nikki)

a. Events

Nikki highlighted she was waiting for Government and SOA update on the planning of O fixtures. BOF guidelines were coming out shortly. Currently MOR had three MAD activities, Quarrel wood, Culbin and Altyre.

The AGM event was discussed and Darnaway came out top as there was parking and few people. It was agreed that the event would be held on Saturday 29 August, followed by the AGM and picnic in the walled garden.

MOR has been approached about offering training areas for the British Senior Squad from 15-23 Aug. They have been given map files and we look forward to hosting them. MOR had been approached about potentially hosting the British Talent Squad Selection races for JWOC and EYOC at the end of Aug. These selection races will now take place in Central Belt Scotland (and JWOC is cancelled).

Currently we are aiming for up to 3 events by the end of 2020 (possibly AGM, November and Night Cup), once orienteering can be undertaken. In 2021 we would be planning a Saturday league monthly, to get children involved, including those participating in Active Schools (currently only Forres), as well as monthly events. Nikki will start looking for SOLS similar to this year. The committee discussed a MOR Development Officer similar to ECKO, to lead the development of a training, coaching and activity programme. The SOA's RDO Sarah Dunn may provide support or we could group together with other local clubs. This is something we can expand in our Development Plan.

Regarding the S6D Lochaber 2021, Day 3 at Arisaig has been allocated to us, so we will need to find as many volunteers as possible, together with event officials. Please talk to Nikki or Andrew if anyone would like to be involved. Ade had already offered to help.

b. Event Review and Learning (new)

This is a new item on the Agenda following the Silver Award suggestion. The Night Urban collision incident at Findhorn SOUL was discussed and it had been reviewed by BOF. We have had no other events recently.

6. Club & Membership (Alan)

Alan highlighted that he had a zero return, due to Covid. Currently we cannot commit to any interclub competitions.

Post Meeting – BOF are not offering 'extended membership' for the following year for any new joiners between now and the end of the year.

7. Coaching (Elizabeth)

Elizabeth highlighted that Covid had prevented any recent coaching. Elizabeth would like to explore the idea of twinning with either a Swedish or Norwegian club as an aid to the development of juniors, after hearing about the possibility from Grace Malloy. This was supported by the Committee. **Action: Elizabeth to explore twinning idea further.**

Elizabeth highlighted the rules in relation to MAD courses, and the need to register them as semi-permanent courses, with generic risk assessments and activity numbers registered.

8. Any Other Business (Roo)

- a. Ian Welsh discussed under Welcome.
- b. S6D discussed under Events/Fixtures.
- c. Development Plan discussed under Development and Events/Fixtures.
- d. Carole had attended the Event Safety Workshop (Carole) by Zoom and the SOA had identified that their aspiration was that workshop would be provided online and undertaken every 5 years.
- e. New Website Update – Roo was going to speak to Iain and Paul about the development of the website, however the current site seems more stable since the new changes. Due to Covid we do need to find a way to accept payments on-line and ideally events would be cashless. Karen highlighted that she had attended a workshop on payment options, and many clubs had set up their own payment methods, that also managed numbers and maps. Paypal was an option, but had a cost associated with it; alternatively, a credit system (tab); website payment; or credit card reader to pay on the day, however some mobile signals in this area are poor. A dedicated mobile was suggested for a card reader as this could also be used for safety. It was felt that if MOR went cashless it would be more attractive to members. **Action: Committee members to test signal if various forests. Carole to take forward.**

9. Next Committee Meeting (Carole)

Carole identified that the next meeting would be the AGM on 29 August (AGM). With the next meeting in November (full). In 2021 Core Meetings to be held in February and May, AGM in August and a full committee meeting in November.

Annex A

Balance Sheet 1st April 2020 to 8 July 2020

Current Account Income	£	Expenditure	£
Event Income	0.00	Map printing	0.00
Map Sales etc	0.00	Mapping	0.00
Kit Sales	0.00	Levies	0.00
Coaching	0.00	Equipment & Kit purchase	0.00
Grants	0.00	Event Expenses	0.00
Miscellaneous	0.00	Publicity	0.00
	0.00	RDO	0.00
		Coaching Expenses	0.00
Opening balance as at 1st April 2020	12,302.14	Relay entries and JST	0.00
Surplus/Deficit for the year	-561.07	CPD	0.00
	11,741.07	BOF payments	0.00
		Miscellaneous	361.07
		Inter A/C transfer	200.00
			561.07
Project Account	£	Assets at 8th July 2020	£
Opening balance	5,010.17	Current Account	11,741.07
Transfers from Current A/C	200.00	Project Account	5,210.17
Interest	0.00	Cash	100.00
Grants received	0.00		17,051.24
	5,210.17		
Expenditure			
Closing balance 8 Jul 2020	5,210.17		