

## **Minutes of the COBOC 25<sup>th</sup> AGM 19<sup>th</sup> October 2016 Clifton Road Youth Centre Sutton Coldfield**

**Present:** Dave Ellis (Chair/Head Coach), Ian Gamlen (Secretary/Webmaster), Mick Sadler (Treasurer), Jenny Hunter (Membership Secretary/Welfare Officer), Bob Scott (Fixtures Secretary), Barry Mc Gowan (WMOA rep), Adrian Bailey, Yvonne Feasey, Jason Copp

**Apologies:** Ruth Lockley and Dave Arnot

**Minutes of last years AGM held on 14/10/2015:** as read

**Matters arising:** none

### **Chairmans report**

Dave felt that it has been another successful year for the club. One particular achievement was achieving Clubmark – an accreditation scheme run by Sport England which demonstrates that the club is well organised and has a development plan. On behalf of the Club he thanked Ian Gamlen for his hard work in putting together a successful application.

Dave reminded us that we have managed to hold a number of successful events this year, including a WMOA league event on the Lickey Hills in January and the WMOA Schools Champs at Kingfisher Park in May and the WM Park Champs at Perry Hall Park in July. All these events have helped boost club funds. We have also run weekly club nights from March to October 2016 and held monthly COBOC 7's events throughout the year. We have also supported a number of Community Events including the Sutton Coldfield Community Games in July, the Kings Norton Playday in August and Highbury Harvest in October. The Maze O has been a very successful attraction at these events. He thanked everyone for all their hard work helping to put on these events and Ian and Mick in particular for their contribution to keeping the club going.

### **Treasurers Report**

Mick presented this year's accounts. He reminded everyone that the accounts this year are from 1<sup>st</sup> October 2015-31<sup>st</sup> July 2016 as it was agreed at last years AGM that the accounts will close on 31<sup>st</sup> July each year so that they can be inspected by an independent examiner before being presented at the AGM in October.

The income and expenditure for the period 1/10/15-31/7/16 is as follows:

Brought forward:	£1589.69
Income :	£3436.97
Expenditure:	£2457.75
Carried forward:	£2568.91

The COBOC bank balances as of 31/7/16 were:

COBOC Current Account: £1362.30

COBOC Deposit Account: £1206.91

COBOC Peter Palmer Account: £2495.07

Barry McGowan inspected the accounts and agreed that they appear to be satisfactory. He commented that some items of income and expenditure had been lumped together and that for accounting purposes it might be clearer if some of the larger items were listed separately. His comments were accepted and he was thanked for inspecting them.

Barry suggested that the Peter Palmer account could be closed and the money be transferred to the general COBOC accounts. Ian explained that the Peter Palmer account was historically kept separate because there was significant income and expenditure associated with the Peter Palmer Junior Night Relays and that it made it easier to identify any profit or loss made at this event. As we are due to be holding the Peter Palmer Junior Night Relays next year it was agreed that we would continue to maintain a separate account for this.

**Appointment of an auditor for 2016-2017** – Dave asked if Barry McGowan would be happy to inspect the COBOC Accounts 2016-2017 next year which he kindly agreed to do.

### **Membership Secretaries Report**

Jenny reported that we currently have 27 BOF members of COBOC and 5 local members. This is a slight increase in membership compared to 2015 when we had 23 BOF members and 5 local members.

### **Election of Honorary Officers**

No nominations for Chair, Secretary or Treasurer were received before the AGM so Dave invited anyone present to stand for these posts. Dave agreed to stand again as Chair, Mick agreed to stand again as Treasurer and Ian agreed to stand again as Secretary. All 3 were elected unopposed.

### **Election of Ordinary Committee Members**

No nominations for any of the ordinary committee member posts were received before the AGM. Jenny agreed to continue as membership secretary and welfare officer, Bob agreed to continue as Fixtures Secretary and Barry agreed to continue as WMOA representative.

Dave welcomed any members to come along to any of the COBOC Committee meetings if they wished. The next Committee meeting is due to be held on 9/11/16 at 8pm at Clifton Road Youth Centre.

### **Changes to the COBOC Constitution**

In September 2016 British Orienteering requested that all clubs add a clause to their constitutions stating the following:

#### 5. Safeguarding Children & At-risk Adults

1. The Club agrees to adopt the British Orienteering Safeguarding Policy & Procedures.
2. All individuals involved in orienteering through the Club at every level, including participants, Officials, Instructors/Coaches, Administrators, Club Officials or spectators (where it is feasible to manage) agree to abide by the British Orienteering Code of Ethics and Conduct ("Code") and all such individuals participating or being involved in orienteering through the Club in one of the

aforementioned roles or in a role which comes within the intended ambit of this paragraph and the British Orienteering Safeguarding Policy & Procedures generally are deemed to have assented to and as such recognise and adhere to the principles and responsibilities embodied in the Code.

3. Each and every constituent member of the Club including without limitation all clubs and disciplines, shall be responsible for the implementation of the British Orienteering Safeguarding Policy and Procedures in relation to their members.

Ian also proposed that we add the following sentence to the introduction:

The club is affiliated to British Orienteering and the West Midlands Orienteering Association and the club and its members adhere to their policies and procedures.

Both these changes were unanimously agreed by all present.

### **BOF Annual Club Return**

We are required by BOF to provide an annual club return. This includes details of next year's membership fees, information about who holds which posts within the club, and the payment of the Club affiliation fee to BOF. It is currently £46 per year. Ian agreed to submit the annual club return to BOF and asked Mick to arrange for payment of the Club affiliation fee to BOF.

### **COBOC and BOF 2017 Membership Fees**

Ian proposed that we kept the COBOC 2017 Membership fees at the 2016 levels ie

Senior (21 years or older) £5

Junior (under 21 years) £2

Family £10

This proposal was unanimously agreed by all present.

Ian reminded everyone present that BOF is holding an EGM on 29/10/16 in Birmingham to vote on proposed increases in the 2017 BOF membership fee. There are essentially 4 options:

Option 1: To increase the membership and levy fees to: Senior member – £10.00 Junior member – £3.30 Levy per senior equivalent participant – £1.50

Option 2: To increase the membership and levy fees to: Senior member – £7.50 Junior member – £2.50 Levy per senior equivalent participant – £1.70

Option 3 : Against

Option 4 : Abstain

To remain a member of BOF and COBOC in 2017 it will be necessary to pay both the BOF and COBOC membership fee.

He encouraged everyone present to go onto the BOF website to learn more about the proposal and cast their vote.

### **COBOC Awards**

The John Mansfield Most Improved Junior Trophy for 2016 was awarded to Emils Vainovskis M20

The John Mansfield Most Improved Senior Trophy for 2016 was awarded to Ben Rauffet M21

Some discussion took place regarding the criteria used to determine who should win the Toby Norris Trophy. It was agreed that this year and in the following years it would be based on the person who has scored the most points in the West Midlands League Events by the end of September each year.

The Toby Norris Club Champion for 2016 was awarded to Ian Gamlen M50

### **Any other business**

Yvonne asked if there was a simple guide to orienteering for newcomers. It was suggested that the BOF website was a good place to start looking for this kind of information. Following the meeting Ian has come across 2 useful articles on the BOF website. See attached links:

[https://www.britishorienteering.org.uk/newcomers\\_guide](https://www.britishorienteering.org.uk/newcomers_guide)

[https://www.britishorienteering.org.uk/orienteering\\_jargon](https://www.britishorienteering.org.uk/orienteering_jargon)

Mick asked if we could agree a date and venue for the COBOC Xmas meal. It was agreed that we would try Imanis on the Kings Road at 7pm on 7/12/16. All are welcome. Ian will send out an invite to all club members shortly.

Barry agreed to contact Rod Postlethwaite to arrange a date for an Open Mapping course to be held at Clifton Road Youth Centre.

Ian will contact Henry Morgan to arrange a date in March 2017 for Henry Morgan to run an Event Safety/Organisers or Planners Course at the Clifton Road Youth Centre.

**Date of the Next AGM** – 18/10/17 7.30pm