



Note of Meeting Moravian Committee Meeting

Registered Charity: SC043563



Wednesday 18 Nov 2020 at 7.00pm by video conference

Attendees

Andrew Campbell – Chair	Ade Chapman	Ian Welsh
Carole Chapman – Secretary	Ian Addis	Lesley Coutts
Karen Fraser – Finance	Margaret Dearman	Liz Campbell
Alan Halliday – Club & Membership	Morag McLuckie	Fran Britain
Nikki Howard – Events & Fixtures	David Ritchie	Pippa Weir

Apologies

Elizabeth Furness – Coaching	Eddie Harwood	Kaisa Oikonen
Lil Kenyon	Paul Furness	Roo Hornby

1. Welcome (Andrew)

The Chair welcomed and thanked all everyone for attending by Zoom.

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

Matters arising from 26 Mar 2020

3. Chair and Development. a. SOA Award Scheme. **Update:** Silver Award application is not yet completed, as our focus has been on Covid. **Action:** Once new website is available, MOR Committee to complete the application.

5.b. Fixtures. Some forest maps to be updated, some in preparation for S6D in 2023, is there any finance available for the updates? **Action:** Karen to investigate avenues of funding. Action closed and transferred as routine business as required for action by the Mapping Team (Nikki/Dave R).

Matters arising from 8 Jul 2020

4. Accounts. Update of account signatories due to change of Chair, plus an independent audit required. **Action:** Karen and Andrew to have discuss accounts/ budgets offline and arrange for an independent audit. Karen to publish accounts for AGM. All actions completed.

7. Coaching. Elizabeth to explore the idea of twinning with either a Swedish or Norwegian club as an aid to junior development. **Action:** Elizabeth to explore twinning idea further. Action on hold until a time that travel was allowed.

8. AOB 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. Post Meeting Note. Action completed. Vodaphone or O2 considered most appropriate. See Excel Spreadsheet distributed to Committee with Minutes.

Matters arising from 6 Sep 2020 (Interim) - No actions arising.

Matters arising from 29 Sep 2020 (Interim)

2. Darnaway Event Observations. The SI list of competitors did not include volunteers, so after discussion it was agreed that volunteers would also be captured for Test and Protect. **Action:** Nikki to ensure that information was captured on volunteers for Test and Protect. Action completed.

4. SOA Request S6D. The SOA had requested S6D support from clubs regarding planners, controllers, and organisers. **Action:** Andrew to update the SOA when volunteers had been confirmed with INVOC. Action completed. Andrew updated the SOA on 18 Oct 20.

5. AOB. MOR events require First Aiders and some members needed to renew their qualification. **Action:** Karen to identify course and provide course details to volunteers. Action complete. Karen was thanked for organising the course held on 15 Nov which was enjoyed by those who attended.

3. Chair & Development update (Andrew)

a. SOA COVID Guidelines Update. Andrew updated the Committee on COVID from an SOA perspective and outlined the current guidance. Of note, orienteering and coaching of up to 200 people could continue currently subject to meeting the current guidelines.

b. New MOR Club Website Update. Paul was doing a great job of undertaking this task, with Nikki and Ian W providing support. The new website should be available for review before year end and switch over early next year.

c. Scottish 6 Days Update. Nikki (Asst Day Org), Roo (Asst Controller) and Eddie (Planner) had volunteered for key roles at the 2021 S6Ds. INVOC was unable to fill the Day Organiser role currently. Any MOR volunteers for this role were invited to contact the Chair as soon as possible. **Action All.**

4. Accounts (Karen)

a. Overall Status. Karen gave an overall update on the accounts with no concerns or issues. The Balance Sheet can be found at [Annex A](#). Income was also been generated through the sale of hand knitted hats to support the juniors.

b. Profit/Loss Darnaway and Roseisle Events – Karen updated the Committee that both these events had gone well and had both made profits, see [Annex B](#).

5. Events/Fixtures (Nikki)

a. Upcoming Events – Nikki highlighted upcoming events including Oakenhead and the night orienteering events in Nov/Dec 20 and Quarrelwood and Altyre in 2021. She confirmed that all events continue to be organised and planned within COVID guidelines. Nikki requested volunteers as organisers and planners

to support next year's events and advised that Event Safety Workshops could be arranged (a prerequisite). **Action All to consider volunteering as organisers and planners for future events and contact Nikki.**

- b. Mapping Update – David provided an update at [Annex C](#) and discussed the need to expand areas to provide variety. Some areas had been found unsuitable, and Steve had done a lot of work on a great new area (Altyre). Work was required to update base maps/OCAD files to bring them up to date to the right standard which was agreed. **Action. Nikki to consider with Dave how best to take forward, including maintaining future configuration control.** There was an opportunity to use Lidar on Lossie Forest but likely future felling may render this work as not good value for money. The Chair requested a prioritised plan of mapping activity be developed. **Action. Nikki/Dave to develop a prioritised mapping plan and to brief/update the Committee on proposals.**

6. Club & Membership (Alan)

Alan highlighted the inability to hold social and interclub activities due to COVID. However, Elizabeth and Paul had offered a Christmas (socially distanced) social. It was too early to identify how MOR was doing with regard to membership numbers, but membership had fallen over recent years and it was likely that COVID would cause further impact. Four new members had joined already for 2021. Non-members would need to be reminded of the need for them to join a Club after three 'taster' events to ensure that they remained insured. **Action. Nikki to ensure suitable comment regarding insurance is highlighted in future event final details.**

7. Coaching (Elizabeth/Andrew)

Elizabeth had provided an update at [Annex D](#). Andrew thanked Elizabeth and Ian for the coaching sessions and noted how warmly they were received by members. New TD4/5 coaching was being planned from Feb 21 and new TD2/3 coaching was being considered for 2021.

8. Any Other Business (Andrew)

- a. A Club Development Officer (CDO) was discussed by Andrew and how ECHO had been successful in funding a CDO with an aim to increase its Club membership over the next 4 years. MOR Club membership had declined in recent years which could be exacerbated further by COVID. It was felt that a CDO should be used to support both child and adult development. **Action. Andrew agreed to propose some options (for discussion by the Committee) as to how MOR could utilise a CDO, including possible funding routes, with the aim of arresting decline in its Club membership.**
- b. There had been a request for MOR to host a SOUL event from the SOUL Coordinator (Pat Squires). It was felt that MOR could put on an event towards the end of 2021 at Lossiemouth. **Action. Nikki to respond.**
- c. Ade and Carole were moving away from Scotland, so were thanked for all their support and hard work over the years. They were wished all the very best for the future.
- d. Margaret requested the latest list of SOA members. **Action. Fran (in her SOA role) agreed to provide Margaret with a link to MOR's SOA membership.**
- e. Morag enquired about volunteering for the Secretary role given Carole was leaving. **Action. Carole to discuss the role further with Morag.**
- f. Karen requested confirmation as to whether the Schools League was still being maintained and, if so, who was coordinating it. Carole agreed to distribute the current Committee Structure to the Committee and requested all Committee Members review their roles and to update the new Secretary of any changes. **Action. Carole to send out Committee Structure and All Committee Members to review and advise the new Secretary (Morag) of any changes.**

9. Next Committee Meeting (Carole)

Carole identified that the next meeting would be for the Executive in February. With the next meeting in May, AGM in August and a full committee meeting next November.

Annex A - Balance Sheet

Balance Sheet April 20-November 20

Current Account			
Income	£	Expenditure	£
Event Income	564.99	Map printing	113.09
Map Sales etc	0.00	Mapping	200.00
Kit Sales	120.00	Levies	172.50
Coaching	40.00	Equipment & Kit purchase	740.85
Grants	0.00	Event Expenses	0.00
Miscellaneous	0.00	Publicity	0.00
	<u>724.99</u>	RDO	0.00
		Coaching Expenses	0.00
		Relay entries and JST	28.50
		CPD	0.00
Opening balance as at 1 April 2020	12,302.14	BOF payments	70.00
Surplus/Deficit for the year	-1,577.67	Miscellaneous	577.72
Closing Balance as at 17 Nov 2020	<u>10,724.47</u>	Inter A/C transfer	400.00
			<u>2,302.66</u>

Project Account			
	£	Assets at 17 Nov 2020	£
Opening balance 1 April 2020	5,010.17	Current Account	10,724.47
Transfers from Current A/C	400.00	Project Account	5,410.17
Interest	0.00	Cash	100.00
Grants received	0.00		<u>16,234.64</u>
	<u>5,410.17</u>		
Expenditure			
Closing balance 17 Nov 2020	<u>5,410.17</u>		

Annex B - Profit/Loss Darnaway and Roseisle Events

	Income	Expenses			Profit/Loss
		Maps	Levies	Total	
Darnaway 19 Sep	167.00	28.91	52.50	81.41	85.59
Roseisle 31 Oct	397.99	64.68	120.00	184.68	213.31

Miscellaneous expenditure

Margaret Dearman - Google Photos storage	19.08
Donation to Orienteering Foundation(SOL 1)	200.00
Donation to Highland Hospice (SOL 1)	100.00
New Moravian Domain Name	41.99
Existing Moravian Domain Name	19.19
Donation to Nairn AAC	50.00
Account verification	50.00
Webhosting for new website A2 hosting	97.46
TOTAL	577.72

Annex C – Mapping Update

MORAVIAN MAPPING PROJECTS

Quick update:

ALTYRE: Big map area suitable for loads of events levels. Can be sliced up and overlapped to give several areas which would be mostly new to each event. Suitable assemblies at Glasgow School of Art; Dallas Dhu Distillery; East end near Newtyle entrance etc. Includes Phorp and all the way down to Logie

LOSSIE LIDAR: A discussion needs to be had about the value of revising from LIDAR. We have orienteered there successfully for decades and the cost/value ratio of updating is the issue

DEER PARK FOCHBERS: I have asked Hannah Kingham to have a wee recce of this area to assess its suitability. My feeling from wandering around there aimlessly was that it would be a good Saturday (plus) area with more vegetation navigation than contour style if that makes sense. A definite contrast to Culbin or Lossie but maybe no bad thing in itself.

HILL OF THE BUINACH, KELLAS: Young Ade Chapman had a squint at this from the north side but found it less than inviting. Nikki Howard was going to see if she could look from the south east. Jury is out

BIN OF CULLEN: Had a quick word with Neil Maclean and his comment was that “it is boring” but that is as far as the project has gone.

UPDATING MAPS TO CURRENT SYMBOL SET ETC: Discussion to be had. No progress as such

Annex D – Coaching Report

Coaching report for MORAVIAN Committee Meeting 18 Nov 2020

We were part way through a planned programme of TD4/5 Coaching when everything shut down in mid-March. We were experimenting with holding these sessions on a Friday afternoon after high schools had finished at lunch time. This proved popular with a regular take-up of 8 or 9 people and one or two coaches.

Thanks to the efforts of SOA and SportsScotland we were able to resume club coaching quite quickly after the end of lockdown and a new programme of 6 sessions was promoted through the Newsletter. I had decided not to put the whole programme on the website – tempting fate! The post-lockdown effect on orienteers was such that we now have 18-20 participants plus 3 or 4 coaches at each session.

Each session has a focus with exercises planned to enable practice of the particular technique and even sometimes allow for experimentation, for example with a different compass. There have certainly been ‘light bulb’ moments for some participants and as coaches we have learnt what works and what people want more of.

Many thanks to Ian Addis, Fiona Newcombe, Jane Halliday and Donald Grassie for coaching input and to Fiona, Morag and Paul Furness for control hanging/collecting (which needs a degree of logistical planning to keep within Covid safety guidelines).

We have our penultimate session of this series this Friday and a final Covid-safe fun session on Dec 11th.

I will outline another TD4/5 series to begin mid February 2021, which will go on the website.

As for TD1-3 coaching within the Club: a 2 hour session on a Saturday/Sunday or even an hour before an event has been offered without much, or indeed any, take-up. In the past Jane, Pippa and I have offered and successfully run “fun O day” for juniors based in a village hall adjacent to an area where we had indoor games based on TD2-3 skills interspersed with time out on the map in terrain. This would not be appropriate to offer currently but could be in the (hopefully not too distant) future.

Ian is doing voluntary work on behalf of the club in a few local schools which may encourage some to start on the orienteering pathway.