



Minutes of Moravian Committee Meeting at Taigh Fiodha Thursday, 7th March 2024 at 1.00 pm

Present: Andrew Campbell – Chair & Acting Fixtures Morag McLuckie - Coach
Rob Parkinson – Club & Acting Secretary Karen Fraser – Finance

Apologies: Emma Tunnard - Permissions

1. Welcome

Andrew welcomed the committee to the meeting

2. Matters arising/outstanding from previous minutes

16th February 2022

9. Any other business

b. It was agreed that that the club would not take out additional insurance for club equipment. Action closed.

27th June 2022

10. Any other business

EOD at Events. Karen reported the Sum Up machine was now working again post Six Days. Karen would investigate the purchase of a tablet with mobile capability. Action Karen.

8th December 2022

5. Fixtures

c. Mentor Role. An updated list of club event officials, including mentors and first aid trained members would be posted on the club webpages. Action Karen/Andrew - on-going

11. **Date and time of next committee meeting.** Rob reported that details of Committee matters' items were now included in the newsletter. Action closed.

16th March 2023

3. Chair

a. Silver Award. Andrew reported that the application was resubmitted in Dec 23, and a decision on the outcome was awaiting from the SOA. Action closed.

5th July 2023

4. Club & Membership

b. Permanent Courses Update (Andrew/Rob). Andrew would carry out a final check on the posts, and then Rob would plan courses and organise information to advertise on the Club website, as well as the BOF's Go Orienteering pages. Action Andrew/Rob

c. Club Development Officer update (Rob/Karen). A review meeting was held in January, and Will agreed to continue in post for the Spring and Summer 2024, with a programme of schools and other activities. Action Rob

d. Club Equipment Shed. The Club's new equipment shed would be near Rafford Village Hall. Maintenance work to convert the shed had begun and would re-start in the Spring. Action Rob/Paul - on-going.

5. Fixtures and Permissions

c. Gordonstoun. Andrew has informed Gordonstoun regarding access to Quarry Wood maps. Action closed.

29th November 2023

3. Chair's report

a. Club Development Plan/Constitution Review. The Committee met in January 2024 to discuss these items. The Club Development Plan would be updated, and minor amendments to the Club Constitution would be put to members at the AGM in August. Action Andrew/Rob.

4. Club & Membership

a. Membership update. The Club would continue to trial the Bring One; Get One FFree (BOGOFF) initiative at local events. Action Rob & Andrew.

6. Accounts

The Altyre Room AGM hire charge was moved from Event expenses to Miscellaneous. The Burgie NNC event donation would be made to landowner. Action Karen

7. Coaching update

All carried forward - items covered under 3. below

8. Any Other Business

a. Arrangements for the Club Annual Awards evening. The Club Awards evening and 50th celebrations in January were a great success. Andrew and Liz were thanked for organising the event. The junior McLuckies were thanked for organising the quiz. It was agreed to consider SOA type medals in future for prize-winners and to approach the SOA in the winter to investigate provision. Action Chair.

3. Coaching update (Morag)

Morag summarised the recent coaching activities, and the plans for later in 2024. Her full report is at Annex A below. It was noted that the Club would hold a coaching day on Sunday 23rd June at Culbin, facilitated by Hilary Quick (Action Morag to ask Emma to add to Permissions request); that Morag's lead coach training was progressing; that Peter and Kate McLuckie were taking a coaching foundation course; that North area coaching needs to be reviewed; that Peter and Andrew recently supported a SCOTJOS training weekend in Moray, which was very successful; and that the Club still needs to reflect on how to bridge between Schools introduction events and Club pre-event coaching sessions (Action Morag to discuss with Will).

4. Accounts update (Karen)

Karen presented a clear summary of accounts (see Annex B). She reported that profit from events varied depending on the number of runners and expenses. It was particularly gratifying to note the profit generated by the Darnaway Regional event in September. Karen reported that the BOF levy for events had increased by 85p per senior non-BOF runner (i.e. SOA only members) with effect from 1st Jan 2024. As a consequence, and following discussions, it was agreed to set senior local event entry fees at £5 BOF, £6 SOA, £7 non-member. Junior fees would remain unchanged. *Post-meeting discussion: it was proposed to leave entry fees at current levels until approved by members at the AGM.* **Action Karen.** Karen also reported that a levy would be paid on MapRun activities, if MapRun results were posted on the Club webpages. Finally, the Committee agreed that the Club remained in a healthy financial position, thanks in due part to grants received, including the Orienteering Foundation for our CDO, and from the Scottish Six Days company.

5. Fixtures and Permissions report (Andrew)

a. Fixtures Programme update for 2024. Andrew updated the committee on the programme of events for 2024, which he, Emma and David had arranged (see Annex C). He reported that it was a struggle to find event official volunteers, particularly organisers and mentors, and gaps remained for events in 2024. He noted that there were no issues with event permissions, and Emma had good engagement with landowners who had been supportive of Moravian events. It was agreed that the schools' league be re-established and that the local events at Aberlour, Gordon Castle, Burgie and Brodie would be league events. Karen reported that she had discussed the schools league with Active Schools who were supportive and would assist in any publicity and advertising. Karen offered to discuss publicity with Active Schools and with Will for his school sessions. **Action Karen.** It was noted that the Culbin local event would now be held on Saturday 22nd June to de-conflict with the JST. Morag raised a question about the technical difficulty of the Burghead area for the September SOUL event, which Andrew would investigate. **Action Andrew.** Andrew highlighted the exciting programme of five urban events (MOR x 2, INVOC x 2, BASOC x 1) scheduled for the summer, generously sponsored by David Ritchie (YourOMaps) and known as the Northern Orienteering Urban League. He reported that the 3 July event would host the Sapper Games with some 80-90 Army sappers likely to attend. Finally, he reported that Fran Britain had informed him that Forres Scouts were interested in attending a future local event.

b. Event feedback. Since the last meeting, two events had been held, with one observation from the Lossie Forest event – namely, newcomers completing the EOD form had not left an email address in the space provided. As a result, the Club was unable to follow-up and let them know about future events. It was agreed that the event registration team should ask newcomers whether they would be content to leave an email address in the space provided, if they had not done so when completing the form. Andrew agreed to update the Organiser's Handbook. **Action Andrew.**

6. Club & Membership report (Rob)

a. Membership update. Rob reported that membership as of 6th March stood at 92, comprising BOF 61 (42S, 19J) and SOA 31 (18S, 13J). These numbers were down 25 on last year's final total (20 BOF, 5 SOA). Lapsed members would be contacted by email by the end of March. **Action Rob.** Rob reported that BOF would also contact lapsed members at the end of March.

b. Club Development Officer update (Rob/Karen). Further to Item 2 above, Matters Arising 5th July, Will and Alice would generate publicity material for the Aberlour local event. *Subsequent to the meeting, the Club newsletter contained a detailed report from Will about his recent schools' outreach activities.*

7. Chair's report (Andrew)

a. Core committee succession strategy. The Committee agreed that there was a need to raise the awareness of the membership to current and pending committee vacancies. It was noted that Rob had recently added a notice to the newsletter, and should that not result in any volunteers coming forward, Andrew offered to write an open letter to Club members regarding the situation and to ask for nominations before the AGM in August. **Action Andrew.**

8. Any Other Business (Andrew/Rob)

a. Grant Park 100th Anniversary Event, Saturday 24 August. Rob highlighted that there was to be a 100th Anniversary event in Grant Park. He agreed to liaise with Will to ask him to investigate whether orienteering could be represented and whether Will would be available to host. **Action Rob.**

b. SOA Volunteer Day 2 June, Glenmore Lodge. Rob highlighted that the SOA would be holding a Volunteer Day on 2 June at Glenmore Lodge and that two members per club could attend. Rob agreed to advertise in the newsletter. **Action Rob.**

c. Moray Sports Inclusivity Survey. Rob highlighted that Moray Sports were surveying about inclusivity in Sport. He asked the Committee for feedback on the Club's approach to inclusivity to enable him to respond on behalf of the Club. **Action Rob.** *Completed 13th March.*

d. Saturday League Name. Morag proposed that the Saturday League should be renamed as the Local league as local events were now taking place on Saturdays and Sundays. The Committee agreed. The Fixtures secretary would ensure the correct naming convention going forward. **Action Andrew.**

e. Achievement Badges. Morag summarised the structure of the badge awards schemes currently in place. Following discussion, it was agreed that the Club needed to clarify the local and colour standard badge awards system with the SOA. **Action Morag.** Morag asked to hand over the responsibility for co-ordinating the awarding of achievement badges and offered to approach members to seek a new volunteer. **Action Morag.**

f. JK Relay Entries. Morag reported that the Club had yet to enter the JK relays and noted that the closing date was in three-days' time. The Committee agreed that Morag would ensure that the Club entries were submitted for the 10 March deadline. **Action Morag.**

9. DTNM

Wider committee meeting after Local Event at Culbin on 22nd June. **Action Rob** to send out agenda when confirmed in May 2024.

Annex A. Coaching Report for Committee Meeting on 7th March 2024

2024 Coaching Plan Objective

A coaching programme, to continue to introduce Basic Techniques for Orienteering to our novice and/or younger junior orienteers. Carol McNeil's Technical Difficulty Summary will form the basis of all sessions.

Implementation

To build on the coaching programme in 2023, concentrating on TD2 & TD3. To be offered at as many Saturday League events as possible. Morag to lead with assistance from Karen.

Outcomes for participants:

To review TD1 where required:

- ✓ *Understand map colours and commonly used symbols*
- ✓ *Orient the map using compass and terrain*
- ✓ *Orienteer along tracks and paths*
- ✓ *Make decisions at 'Decision Points' identified by a control site*

TD2:

- ✓ Orienteer along obvious line features (handrails)
- ✓ Make decisions at a 'Decision Point' without the assistance of a control to identify it as such.
- ✓ Leave a line feature to go to a visible control site near to it; return to that line feature:

TD3:

- ✓ Basic use of compass to allow shortcuts through the terrain between two-line features.
- ✓ Corner Cutting
- ✓ Navigate a short leg on a rough compass bearing to a control on or in front of a collecting feature.
- ✓ Simplification of legs with several Decision Points
- ✓ Make simple route choice decisions.

Date	Session	Location
Saturday 13 th January 2024 Participants: 10	Coaching to review basic techniques: <ul style="list-style-type: none"> • Map symbols recognition – in particular in the Urban part of the map • Control description symbol recognition • Basic compass work – setting the map Introduce taking a bearing Possibility to introduce “aiming off” Star Relay – organised and led by <i>Peter & Kate</i> L1 Coaches = Morag McLuckie & Karen Fraser YCA's = Finlay McLuckie Helpers = Peter McLuckie, Kate McLuckie & Louisa Ross	Lossiemouth, Oakenhead
Sunday 25 th February 2024 Participants: 6	Pre-event coaching session: <i>Planned by Karen.</i> Compass techniques: <ul style="list-style-type: none"> • Cones exercise – using compass to set map • Taking a bearing to a point - “Cardinal Compass Cones” exercise. • Using a rough compass bearing to cut corners. L1 Coaches = Morag McLuckie & Karen Fraser YCA's = Finlay McLuckie Helpers = Kate McLuckie	Lossie Forest
Saturday 9 th March 2024 Participants: 10	Pre-event coaching session: <i>Morag to lead.</i> Review the two Compass Cones exercises from Lossie Forest. SI timed Maze. L1 Coaches = Morag McLuckie & Karen Fraser YCA's = Finlay McLuckie Helpers = Peter McLuckie, Kate McLuckie	Aberlour
Sunday 28 th April 2024	Pre-event coaching session: <i>Morag to lead.</i> L1 Coaches = Morag McLuckie YCA's = Finlay McLuckie Helpers = Peter McLuckie, Kate McLuckie	Gordon Castle
Saturday 11 th May 2024	Pre-event coaching session: Karen to lead? L1 Coaches = Morag McLuckie & Karen Fraser YCA's = Finlay McLuckie Helpers = Peter McLuckie, Kate McLuckie	Burgie Arboretum
Sunday 23 rd June 2024	Moravian Coaching Day: <i>Hilary Quick to Plan and Lead</i> with assistance from Moravian Coaches.	Culbin

Annex B. Financial Summary as at 7th March 2024

Event expenditure 2023-24

	Income	Expenses			Total	Profit/Loss
		Maps	Levies	Expenses		
Dufftown 15/04/23	296.92	99.12	87.00	50.00	236.12	60.80
Findhorn 20/05/23	277.12	103.40	79.50	-	182.90	94.22
Northern Urban League Event 1	154.44	-	46.50	-	46.50	107.94
Oakenhead	194.00	96.88	61.50	31.50	189.88	4.12
Northern urban League Event 4	158.40	-	55.50		55.50	102.90
Altyre RetrO Aug 23	111.90	32.00	46.50		78.50	33.40
Darnaway regional Event Sep 23	1507.64	164.03	268.20	458.50	890.73	616.91
Roseisle North Oct 2	304.50	66.16	61.50	48.95	176.61	127.89
Culbin Nov 23	342.48	95.38	112.50		207.88	134.60
NNC2 Burgie	273.73	61.54	39.90		101.44	172.29
NNC5 Carsehill	143.93	24.15	38.00		62.15	81.78
Lossie East beach	346.50	122.41	143.10	29.00	294.51	51.99

Balance sheet as at 7th March 2024

Balance Sheet April 2023-March 2024

Current Account		Expenditure	
Income	£		£
Event Income	5,067.33	SI Entries Charges	530.71
Map Sales etc	0.00	Map printing	911.23
Kit Sales	711.50	Mapping	1,600.00
Coaching	145.50	Levies	1,039.70
Grants	5,275.00	Equipment & Kit purchase	1,431.11
Junior Funds	676.10	Publicity	0.00
Miscellaneous	2,556.00	Event Expenses	745.45
	14,431.43	RDO	30.80
		Coaching Expenses	90.14
Opening balance as at 1st April 2023	4,008.94	Relay entries and JST	1,104.38
Surplus/Deficit for the year	2,875.97	Junior Grants	900.00
Closing Balance as at 7th March 2024	6,884.91	CPD	125.00
		BOF payments	80.00
		Miscellaneous	673.94
		Inter A/C transfer	2,293.00
			11,555.46

Project Account		Assets at 24th March 2024	
	£		£
Opening balance 1 April 2023	8,310.17	Current Account	6,884.91
Transfers from Current A/C	2,293.00	Project Account	9,612.68
Grants received	3,150.00	Cash	100.00
	5,443.00		16,597.59
CDO	3,975.74		
Expenditure	164.75		
	4,140.49		
Surplus/Deficit for the year	1,302.51		
Closing balance as at 7th March 2024	9,612.68		