

## East Midlands Orienteering Association Executive Committee Meeting – 27 January 2025

Item No	Description	Action
<b>Present:</b> Trudy Crosby (LOG), Ann-Marie Duckworth (DVO), Mike Gardner (DVO), John Hurley (DVO), Andy Nicholls (LEI), David Olivant (NOC), Pauline Olivant (NOC), Hilary Palmer (NOC), Iain Phillips (LEI), Ursula Williamson (LEI), and John Woodall (NOC)		
	Meeting held via Zoom.	
1.	<b>Apologies for Absence:</b> There were no apologies.	
2.	<b>Approval of Minutes of Meeting on 4<sup>th</sup> November 2024</b> – A number of dates have changed for events but the minutes were correct as written. The minutes of the November meeting were approved unanimously by all attendees.  Proposed: Ann-Marie Duckworth; Seconded: John Hurley	
3.	<b>Website version of minutes</b> – It was agreed the minutes as published did not need modifying.	<b>Mike Gardner</b> to inform webmaster to publish minutes.
4.	<b>Actions Outstanding from previous minutes (not covered elsewhere)</b> <ul style="list-style-type: none"> <li>a) <b>Item 3 – Mike Gardner</b> to inform webmaster – done and uploaded to site - <a href="http://www.emoa.org.uk/members/minutesexec240701.pdf">http://www.emoa.org.uk/members/minutesexec240701.pdf</a></li> <li>b) <b>Item 4 – Club Reps</b> to ask around to see if we can find a new Vice-Chair. No names have so far been forthcoming. We need to continue to strive to get a new volunteer.</li> <li>c) <b>Item 4 - Trudy Crosby</b> will discuss with Craig Lucas this Thursday around LOG website update.</li> <li>d) <b>Item 4 - Trudy Crosby</b> will cover EMOA Trophies under AOB.</li> <li>e) <b>Item 5 – Mike Gardner</b> had ensured minutes contained appropriate wording and sent a signed copy to Andy Nicholls.</li> <li>f) <b>Item 5 - Andy Nicholls</b> had sent minutes and signed forms to HSBC and the access has now been set up and is working for the requested signatories.</li> <li>g) <b>Item 5 - Hilary Palmer</b> contacted Andy Yeates (JK Co-ordinator from WMOA) as to the approach they expected to take regarding JK Profits. Andy confirmed WMOA expected to use their profit share solely for WMOA and EMOA would use their profit share for EMOA clubs.</li> <li>h) <b>Item 5 - Trudy Crosby and Pauline Olivant</b> provided numbers of helpers at JK for LOG / NOC. <b>Iain Phillips</b> also identified helpers from outside LEI on day 1.</li> <li>i) <b>Item 5 - Mike Gardner</b> added item to agenda for next meeting for final decision on distribution of JK profits (See below).</li> <li>j) <b>Item 6 – Club Reps</b> to provide any development information to John Hurley so he can disseminate among other clubs. Hilary pointed out that items in her coaching also constitute development activity.</li> </ul>	<p><b>Club Reps</b> to ask around to see if we can find a new Vice-Chair. <b>Trudy Crosby</b> to chase up Craig Lucas on what is required for LOG website update</p> <p><b>Club Reps</b> to provide any development information to John Hurley so he can disseminate among other clubs.</p>

	<p>k) <b>Item 6 - Club Reps</b> to go back to the clubs and ask for any topics they would like to see raised at the Officials conference (see Development)</p> <p>l) <b>Item 6 - Hilary Palmer</b> provided an excellent article for EMEWS on Very Short Green course planning.</p> <p>m) <b>Item 10 – Iain Phillips and John Hurley</b> have started work on a questionnaire for members on EMOA Champs course / class combinations, but priority is completing the planning for the event first.</p> <p>n) <b>Item 10 - LEI</b> have moved Hamilton event to Saturday 6<sup>th</sup> Sept 2025 (see Fixtures below)</p> <p>o) <b>Item 10 - Club reps</b> reported no interest in hosting any of major events highlighted in red in Ursula's major event planner</p> <p>p) <b>Item 14 – Ann-Marie Duckworth</b> had talked to Ranald Macdonald about whether EMOA controllers showing up correctly on BO Database. There were a few that now need to be removed. Ann-Marie will continue work to ensure this happens.</p> <p>q) <b>Item 14 - Club Reps</b> reported no interest in anyone acting as Independent Financial Examiner. Therefore we need to change the Standing Orders to allow the IFE to be from the same club as the Financial Secretary. <b>Mike Gardner</b> to propose change in wording to the Standing Order which can then be taken to the AGM.</p> <p>r) <b>Item 14 - Club reps</b> each identified how they paid for MapRun usage.</p> <p>s) <b>Item 15 – Ursula Williamson</b> / Iain Phillips arranged for the LEI Zoom to be available to support the meeting.</p>	<p><b>Iain Phillips and John Hurley</b> would work together on a questionnaire for members on EMOA Champs course / class combinations</p> <p><b>Ann-Marie Duckworth</b> to talk to Ranald Macdonald about whether EMOA controllers showing up correctly on BO Database.</p> <p><b>Mike Gardner</b> to propose change in wording to the Standing Order which can then be taken to the AGM.</p>
5.	<p><b>JK Profit Distribution</b></p> <p>Based on the fact that we had approximately 13 helpers from LOG and 15 helpers from NOC, plus DVO and LEI each hosted a day, it was decided the simplest way to distribute the JK profits was to allocate £40 per helper to LOG and NOC. Therefore, LOG would get 13 x £40 = £520. NOC would get 15 x £40 = £600. This totals to £1,120. As the figure in total was £7,120.35, this leaves £6,000.35 between DVO and LEI. At a 50:50 split this means each club gets just over £3,000 (not sure how we divide the remaining 35p!).</p> <p><b>Andy Nicholls</b> was actioned with distributing this money to the clubs (may need to send the money transfers in multiple steps as there is a limit on how much can be authorised in one go).</p>	<p><b>Andy Nicholls</b> to contact all the club treasurers (copy in club reps) to get the account details to transfer the money into.</p>
6.	<p><b>Financial Secretary's Report</b></p> <p>A summary of the transactions in the last period are set out below.</p> <p><b>Income</b> Levy receipts from Shirebrook and Outwoods EML events, cake/drinks sales income of over £200 from EMJOS at Shirebrook and receipts from EMJOS participants for the Outwoods training.</p> <p><b>Expenses</b> EMJOS New Forest trip payments - £51 to WMJOS (as they booked/paid for many shared items) and £350 for minibus hire and related items for that trip. EMUL prizes (choccies) £58. Talent support provided to Ben Squire to part fund his costs for attending JWOC and JEC. (Note: Ben may be getting some additional funding from NOC which may impact this figure).</p> <p><b>Items still to come:</b></p>	

	<ul style="list-style-type: none"> <li>membership income slow in coming from BOF (still owed £624 mainly from Nov/Dec renewals for 2025 memberships but also includes £6 from July)</li> <li>levies from Walesby (NOC) and Derby City (DVO) have just been received</li> <li>hire of pace room costs (Andy still waiting for invoice for hire of Pace Room – John Woodall will chase up)</li> <li>Ursula provided trophies for EML and has now been paid.</li> <li>JK surplus to distribute</li> </ul> <p><b>Other matters</b></p> <ul style="list-style-type: none"> <li>Online banking changes implemented successfully:</li> <li>address changed to my personal address so that I receive any correspondence</li> <li>bank mandate changed to be any 2 of myself, Ann-Marie D, John H or Mike G to approve payments/changes to mandate</li> <li>online banking access for same 4 people with payments requiring any 2 of us (one to create, another to approve)</li> <li>Thanks to Paul Young, Ranald Macdonald, Robert Parkinson and Mark Webster with their assistance in making these changes and Ann-Marie, John and Mike getting to grips with HSBC's online banking facility quickly. Thanks to Andy for getting all of the on-line banking set up and working.</li> </ul>	<b>John Woodall</b> will chase up invoice for hire of PACE room
7.	<p><b>Development</b></p> <p><b><u>Development Projects</u></b></p> <p><b><u>Firm applications for EMOA funding</u></b></p> <ul style="list-style-type: none"> <li>None currently in progress.</li> </ul> <p><b><u>Preliminary expressions of interest</u></b></p> <ul style="list-style-type: none"> <li>LOG/24/1 Club website update – awaiting further information from LOG.</li> </ul> <p><b><u>Club-funded development projects</u></b></p> <ul style="list-style-type: none"> <li>DVO/24/3 MapRuns 2024/25/26. DVO have been awarded a Sport England grant of £5,050 which will fund most of the costs of 36 MapRun events over the next two years, which are to be co-ordinated by the Club Development Officer with the aim of attracting new participants from running and other sporting clubs. The DVO Club Development Officer is winding down role (as has new opportunity elsewhere). The club are still deciding whether to replace him going forward.</li> <li>DVO/24/4 MapActive courses and level D events 2024/25. DVO have been awarded a grant from the Orienteering Foundation of £3000, delivered in 2 tranches, the second conditional on demonstrating delivery of phase 1. This grant covers : <ul style="list-style-type: none"> <li>2 MapActive courses</li> <li>a Level D programme of 10 events, aiming to provide a stepping stone from MapRun to traditional orienteering</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>• a Navigation festival for newcomers at Hardwick on 5/7/2025 in partnership with the National Trust, combined with a relaunch of the permanent course.</li> <li>• NOC/24/1 MapActive. NOC's 5<sup>th</sup> MapActive course for newcomers finished at the Walesby event. 5 people (2 adults and 3 juniors) did Stages 1 and 2, and 4 adults joined them for Stage 2. All but two of the group of nine are now NOC members and 2 of the juniors went to the EMJOS Training in January.</li> <li>• NOC/24/2 Club Coaching. Training for 20 NOC members on 18<sup>th</sup> January. (Joined by 7 from DVO).</li> <li>• LEI no information supplied</li> <li>• LOG no information supplied</li> </ul> <p><b>Officials Conference 2025</b></p> <ul style="list-style-type: none"> <li>• Officials Conference Autumn 2025 covering updates to Rules, safety procedures, safeguarding etc. Also a development session.</li> <li>• To be discussed :</li> <li>• Suggestions for topics and presenters: <ul style="list-style-type: none"> <li>• Very Short Green course – overview of how going so far</li> <li>• All rule changes since 2023</li> <li>• Any additional topics to be suggested by club reps</li> </ul> </li> <li>• Date – John Hurley will liaise with Ursula Williamson on possible date for conference in the autumn.</li> <li>• Venue – It was suggested that Rushcliffe Country Park may be a good venue. Hilary has code for reducing booking for clubs.</li> </ul> <p><b>BOF Development Conference</b> – Details of sessions for BOF Development Conference 2025:</p> <ul style="list-style-type: none"> <li>• <b>9/1</b> – What it takes to become an elite orienteer</li> <li>• <b>13/1</b> - Building the future of your club using innovative marketing techniques</li> <li>• <b>16/1</b> - Environmental Risk Assessments - Workshop</li> <li>• <b>21/1</b> - The impact of Come &amp; Try It Events on your local community (including good practice)</li> <li>• <b>23/1</b> - OCAD - Current app development and possible work steps before exporting print PDF's</li> <li>• <b>27/1</b> - Soft skills for effective coaches</li> <li>• <b>28/1</b> - Find Your Way – Project Review</li> <li>• <b>30/1</b> - British Orienteering Insurance Policy</li> <li>• <b>TBC</b> - 2025 Safeguarding Update – NSPCC</li> <li>• <b>4/2</b> - Foundations for Success - British Orienteering Main Focuses 2025</li> <li>• <b>7/2</b> - Menopause – Embracing Life's Transitions Your Way" (by Revive Active)</li> </ul>	<p><b>Club Reps</b> to go back to the clubs and ask for any topics they would like to see raised at the Officials conference next year and let John Hurley know what topics need covering</p> <p><b>John Hurley</b> will liaise with Ursula Williamson on possible date for conference in the autumn. The look to liaise with Hilary Palmer to get discount code for booking Rushcliffe venue.</p>
8.	<p><b>Coaching</b></p> <p><b>New Coaches:</b></p> <ul style="list-style-type: none"> <li>• Andy Simpson (LEI &amp; EMJOS) will be doing his final assessment on 1<sup>st</sup> February</li> </ul>	

	<ul style="list-style-type: none"> <li>• Matt White (LEI) will start coach training in February.</li> </ul> <p><b>Coaching for club members:</b></p> <ul style="list-style-type: none"> <li>• I organised club training for 20 NOC members on 18<sup>th</sup> January and, as there were some spare places, 7 DVO members joined us. We used the fenced enclosures to the N and NW of the Major Oak which were ideal for practising cutting across the woodland (aiming off) and accurate compass work from an attack point.</li> <li>• There is a demand for these sorts of training/coaching sessions from club members. Interestingly many of NOC's new members who have come through the recent MapActive courses for beginners came along.</li> </ul> <p><b>MapActive courses:</b></p> <ul style="list-style-type: none"> <li>• NOC's 5<sup>th</sup> MapActive course for newcomers finished at the Walesby event. 5 people (2 adults and 3 juniors) did Stages 1 and 2 and 4 adults joined them for Stage 2. All but two of the group of nine are now NOC members and 2 of the juniors went to the EMJOS Training in January.</li> </ul> <p>Hilary reiterated that clubs do not always recognise that members like to be given tips / advice / coaching on how to improve. Many new members would like to see regular training provided so they can improve. She encouraged clubs to consider putting on regular training (not events with results) activities to encourage members to improve their skillset.</p>	
9.	<p><b>EMJOS</b></p> <p>Ann-Marie reiterated Hilary's last point and said that many of the juniors enjoyed regular training sessions.</p> <p><b><u>EMJOS Nov 2024 to Jan 2025</u></b>  <b><u>Training, events and JROS Camps</u></b>  <b><u>Hawkshead JROS 24<sup>th</sup> Nov 2024</u></b></p> <p>Ellie participated at the JROS weekend training in the Lakes for 15/16 year olds. Andy Simpson (coach) and Ellie joined the Northern Ireland squad for the rotation around the 3/4 technical areas (Colonel's Drive, Tarn Howes). However, the snowy conditions over night Friday meant that the first Saturday morning session was cancelled, and instead indoor training exercises and navigational games were quickly assembled by the coaches.</p> <p><b><u>Cake Stall at Shirebrook NOC event 17<sup>th</sup> Nov 2024</u></b></p> <p>Amazing variety of beautiful cakes brought by the juniors and very generous donations given by hungry orienteers - £213 (equivalent to covering most of the minibus hire for a weekend trip).</p> <p><b><u>Outwoods 15<sup>th</sup> December 2024</u></b></p> <p>In partnership with the LEI EML event (access and control sites), EMJOS and West Midlands squads used the area to practice the planning and visualisation techniques to navigate through the rougher EM terrain. Planned by Andy Simpson practice for his coaching qualification. The controls for the event were also used for the training loops. 8 juniors from the East Midlands and about 15 from WMJS joined after the session for hot chocolate and cake to celebrate the festive year end.</p> <p><b><u>Sherwood Forest 18<sup>th</sup> January 2025</u></b></p>	

	<p>The access to the wood was coordinated by Hilary Palmer (NOC) for a MapActive session, which was extended to a limited number of juniors from East and West Midlands squads having a full day session in the same enclosures using the same kites (controls kindly set out by Hilary the day before).</p> <p>The morning session was focused on bearings and distance, planned by Andy Simpson for his coaching qualification. The area was clear of undergrowth so was perfect to practice the setting of accurate bearings again (New Forest 2024 weekend trip combined squads) or for the first time. The afternoon session was led by Alistair Powell – again developing the techniques practice over the last 3 squad sessions.</p> <p><b><u>Future training and events</u></b></p> <p>1<sup>st</sup> Feb Beacon Hill – final coaching qualification session for Andy Simpson.  16<sup>th</sup> Feb Cake Stall at East Midland Championships Martinshaw and Ratby Woods.  8<sup>th</sup> March 2025 Stanton Moor – combined squads training (EMJOS, WMJS and YHJS)</p> <p>EMJOS are now actively taking juniors from the region's clubs who are at Orange level or better, in an attempt to coach them and give them the junior focused experience of training. We had 2 juniors join EMJOS at Outwoods (LEI juniors) and 2 new NOC juniors at the Sherwood Forest session who had come through from the Map Active sessions. All four were visibly engaged with the session and enjoying the challenges and company.  Keep sign posting the squad for good junior club navigators!</p> <p>Ann-Marie Duckworth EMJOS coach and coordinator Andy Simpson</p>	
<b>10.</b>	<p><b>Correspondence</b></p> <p>Mike Gardner had received the following emails (only those not covered elsewhere in the minutes are shown):</p> <ul style="list-style-type: none"> <li>• <b>6/11 – BOF</b> - October's club and association returns are to be paid into EMOA bank account over the next day or so.</li> <li>• <b>12/11 – Peter Brooke</b> – Provided a message regarding MTBO events in the lead up to the world MTBO Championships in Scotland in 2026. Volunteers are required. It was suggested that <b>Mike Gardner</b> includes something in EMEWS to this effect to see if any helpers can be drummed up to assist.</li> <li>• <b>12/12 – Peter Brooke</b> – BOF Insurance Letter – All club secretaries should have had notice of renewal of BOF Insurance.</li> <li>• <b>13/12 – Jane Dring-Morris</b> – First Aid Course - I need to renew my First Aid certificate before May, but am unable to attend the LEI training in January. None of the EMOA clubs are planning to put on a First Aid course in first half of 2025. Mike Gardner to let Jane know.</li> <li>• <b>16/12</b> – Orienteering in Portugal – Info sent about events between 21 Feb and 9 Mar</li> </ul> <p>Ann-Marie stated she had been pulled in to do interviews for the new CEO of BOF. The initial list had been narrowed down to 5, which were all interviewed via Zoom. They were reduced to three who will be attending face-to-face interviews later this week.</p>	<p><b>Mike Gardner</b> to include something in EMEWS about MTBO world champs in Scotland in 2026.</p> <p><b>Mike Gardner</b> to let Jane Dring-Morris know that there are no planned First Aid courses in first part of 2025.</p>
<b>11.</b>	<b>Fixtures</b>	

	<p>a. EMOA League 2024 – prizegiving to take place at Lincoln South Common event at 10:00am on 9<sup>th</sup> February. Thanks to Ann-Marie for volunteering to do prizegiving.</p> <p>b. EMOA League 2025 – events still to take place:</p> <ul style="list-style-type: none"> <li>9<sup>th</sup> February – LOG – South Common</li> <li>1<sup>st</sup> March – DVO – Birchen Edge and BUCS Individual</li> <li>23<sup>rd</sup> March – NOC – Silverhill Woods (also proposed as the YBT Heat)</li> <li>13<sup>th</sup> April – NOC – Ollerton Pit West</li> <li>1<sup>st</sup> June – DVO – Carsington Pastures</li> <li>8<sup>th</sup> June – LEI – Irchester</li> <li>19<sup>th</sup> October – LEI – Burbage Common</li> <li>16<sup>th</sup> November – NOC – Wellow</li> <li>23<sup>rd</sup> November – DVO – Cromford Moor</li> <li>30<sup>th</sup> November – LEI – Beacon Hill</li> <li>21<sup>st</sup> December – NOC – Strawberry Hill</li> <li>28<sup>th</sup> December – LEI – Martinshaw</li> <li>13 scoring events with best 7 to count</li> </ul> <p>c. EMOA Urban League 2024 – prizegiving took place at Derby City Event on 1<sup>st</sup> January 2025.</p> <p>d. EMOA Urban League 2025 – events still to take place</p> <ul style="list-style-type: none"> <li>29<sup>th</sup> June – DVO - Wirksworth</li> <li>12<sup>th</sup> July – NOC – The Meadows (EuroCity weekend)</li> <li>13<sup>th</sup> July – LOG – Lincoln (Eurocity race)</li> <li>10<sup>th</sup> August – LEI – Lutterworth</li> <li>6<sup>th</sup> September – LEI – Hamilton</li> <li>28<sup>th</sup> September – NOC – Retford</li> <li>12<sup>th</sup> October – LOG – TBA</li> <li>8 scoring events with best 4 to count</li> </ul> <p>e. Future Major Events in EMOA -</p> <ul style="list-style-type: none"> <li>i. <b>16 Feb 2025 – East Midland Champs</b> – LEI – Ratby and Martinshaw</li> <li>ii. <b>23 Feb 2025 – Compass Sport Cup Heat</b> – NOC – Clumber</li> <li>iii. <b>12 Jul 2025 – EuroCity Day 1</b> – NOC - Meadows Area</li> <li>iv. <b>13 Jul 2025 – EuroCity Day 2</b> – LOG</li> <li>v. <b>7 Sep 2025 – Midland Champs</b> – DVO - Chinley Churn</li> <li>vi. <b>15 Feb 2026 – East Midland Champs</b> – DVO - Longshaw/Chatsworth (changed from 8<sup>th</sup>)</li> <li>vii. <b>5 Feb 2028 – British Night Champs</b> - LEI</li> </ul> <p>f. Future Possible Events</p> <ul style="list-style-type: none"> <li>i. CompassSport Cup Heat – 2027 – DVO volunteered.</li> <li>ii. EMOA Champs 2027 (NOC scheduled to host)</li> </ul>	
--	--	--

	<ul style="list-style-type: none"> <li>iii. EMOA Champs 2028 (LOG scheduled to host)</li> <li>iv. Midland Champs 2028 (LEI?) – possibly alongside British Night Champs</li> <li>v. VHI 2028 - Ant Squire is looking at how this can be achieved. DVO may be able to support.</li> <li>vi. EMOA Champs 2029 (DVO scheduled to host)</li> <li>vii. CompassSport Cup heat 2029 (LEI or LOG scheduled to host)</li> <li>viii. JIRCS 2030</li> <li>ix. EMOA Champs 2030 (LEI scheduled to host)</li> <li>x. Midland Champs 2031 (EMOA scheduled to host)</li> </ul> <p>2. Other Fixtures Items</p> <ul style="list-style-type: none"> <li>a. Ursula asked if NOC did need the scheduled date in 2026 for their Robin Hood Trophy event. If not, she would release it. Pauline to ask NOC committee to confirm to Ursula later this week.</li> <li>b. If clubs want any level B events in last part of 2026, or major events in first part of 2027 then please let Ursula know in time for the March Fixture committee meeting.</li> </ul>	<p><b>Pauline Olivant</b> to ask NOC committee to confirm if date for 2026 Robin Hood Trophy could be released and let Ursula know.</p> <p><b>Club Reps</b> to confirm to Ursula if any dates required for major events in 2026/2027.</p>
12.	<p><b>Reports</b></p> <p>There were no additional reports this time.</p>	
13.	<p><b>Sharing Best Practice</b></p> <p>1) None shared.</p>	
14.	<p><b>EMEWS:</b></p> <p>Mike hopes to get the next edition out in early February (copy date 30<sup>th</sup> January).</p>	
15.	<p><b>Any Other Business:</b></p> <ul style="list-style-type: none"> <li>1) Pauline Olivant asked if any clubs had SIAC dibbers available if NOC required more for the CompassSport Cup event. Mike Gardner confirmed he had 18 of DVOs that NOC could borrow if required.</li> <li>2) Trudy Crosby is trying to collect all the EMOA trophies back in for the EMOA Champs in February. She had a list of names still to contact and shared them with the club reps. There may be a need for a W14 Trophy as this seems to have gone missing. <b>Mike Gardner</b> to put out request in EMEWS to see if can identify who has it. If not, we may need to purchase a new trophy. In addition, we may need to get a W85 trophy. It was agreed that we may wait to purchase W85 trophy as not yet aware of anyone running the course.</li> </ul>	<p><b>Mike Gardner</b> to put out request in EMEWS to see if can identify who has W14 EMOA Trophy</p> <p><b>Trudy Crosby</b> to share list of names of trophy holders she needs to collect with the club reps.</p>
16.	<p><b>Dates and venues for future meetings:</b></p> <p>The next meeting will be via zoom and it was agreed it would be on 28th April 2025. Ursula to look at getting the LEI Zoom available to support the meeting.</p>	<p><b>Ursula Williamson / Iain Phillips</b> to look at getting the LEI Zoom available to support the meeting.</p>

Meeting closed at 8:57pm