



Hertfordshire Orienteering Club

informally known as Happy Herts

Committee Meeting Minutes

Tuesday 16 December 2025 at 2000hrs

1	Present & Apologies Ben Bardsley, Hedley Calderbank, Tom Cochrane, Hugh Wiltshire, Neil Gostick, Kevin Parkes, Mike Bennett, Brad Smith Apologies from: David Dixon, David Hodson, Emese Svab	
2	Matters arising and updates from previous meetings (not picked up under main agenda items) <ul style="list-style-type: none">The minutes of the 30 October committee meeting were approved.HC has published committee and AGM minutes on the website. COMPLETE (& ongoing)Agreed actions for increasing Junior participation: HC to request an update by the next meeting.Need for website updating (e.g. HH Roll of Honour, National champions, members menu, juniors page). HC to request an outcome or update by the next meeting.	JS/BS/ HC
3	E-business – pending or completed <ul style="list-style-type: none">HC has duplicated documents from Dropbox into One Drive following the agreed simplified structure. BB will complete setting up after which HC will issue guidance on use to committee members. In the meantime, continue to use Dropbox. BNOC will continue to use Dropbox and will not be migrated.Request from Skyswood Primary School for assistance in starting orienteering. In hand for spring/summer school event.Wording options for events insurance. Committee endorsed the current HH version of the wording with one sentence moved to a better position (see below). 2026 Insurance letter sent to committee members for information. COMPLETEIdea of a club day or similar which would include exposing event helpers to organisational and planning issues. AS will set out some options under e-business, provisionally for springtime. HC to follow up.	AS/JS MB/NG AS/HC
4	Specific Focus <ul style="list-style-type: none">Membership turnover, retention & expansion. Membership numbers were reviewed and discussed. Accepted that a limited number of initiatives should be taken forward to increase both new membership and retention of existing members. See item 7 for initiatives to increase participation and thus membership.	BB/HC
5	Finance <ul style="list-style-type: none">Spending opportunities identified at the September meeting<ul style="list-style-type: none">Event tables. Purchase of 2 folding tables suggested by KP were approvedClub tent. TC to discuss with David Hodson.	TC/DH
6	Captain <ul style="list-style-type: none">Club Championships, These took place on 14 December. Completion of results awaited. Agreed that only those competing on the specified course were eligible for a trophy.CSC Heat, Because of too many clubs competing at Cobham, we will compete with WAOC in the EA heat at Thetford Forest. TC to confirm that KP's Mapres development meets the requirements. If so it will be used to take entries and payments from individuals online from early January.	TC TC/KP



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7	Chair	<ul style="list-style-type: none">Focus on attracting and engaging more people aged 16–40. HC circulated a summary of his meeting with Josh Wright from National Office. It was agreed to pursue the following initiatives to increase participation:<ul style="list-style-type: none">Mentors for newcomers (entries admin, event procedures, techniques, encouragement). Publicity should include an invitation to contact captain@herts-orienteering.club who can either mentor directly or allocate to a suitable (local?) club member. All present agreed to be mentors when required. [TC]Newcomer initiation courses (one or two a year) to introduce potential new members aged 16 or older. Noted some differences in best approaches for children and over 16s. These could be run in lieu of an occasional training session or in parallel. [HC/AS]'Season Card' handed out at events etc. listing Saturday Series events and training sessions (and summer Street-O?). Possibly include brief description of orienteering. [BS]Offer newcomer courses at monthly events (e.g. a White course or a few White/Yellow controls on a score basis, return for feedback, then some Orange legs). No entry charge. Just turn up. No map reservation. [HC/NG]Seek customer feedback from new members and newcomers to events to inform future ways of increasing participation and membership. [BB/BS]Condensed version of how to enter on the day. KP has discussed with Alice & Jenny. [HC/JS]Draw members (especially younger ones) closer into the club by providing organising and planning opportunities. Follow a 'pathway'? [MB/DD]	HC/BB/ TC/AS/ BS/NG/ JS/DD
8	Events	<ul style="list-style-type: none">Feedback from Events Sub-committee (1 December). NG circulated minutes of the meeting. NG intends to submit articles in successive newsletters covering the vacancy for an assistant Events Officer and the opportunities for novice organisers. It was agreed that HH should aim to organise one urban event each year and this may be a priority over JoH in the event of overload (e.g. organising a major championship in that year). Increasing the variety of locations for Saturday Series events was supported.BNC & AoH 7/8 Feb 2026. Currently short of responses to the request for helpers. Personal approaches will be needed.	NG
		<ul style="list-style-type: none">Policy on weather related event cancellation. Both risk during the event (e.g. high winds, lightning) and risk in travelling are relevant. A policy is desirable, but needs careful thought. We need to forecast the likely average number of cancellations before accepting the criteria for cancellation. There is a Scottish example of a decision grid used for club coaching sessions. NG & MB agreed to draft a policy.	MB
		<ul style="list-style-type: none">Policy on Saturday Series flyers and discount policy. BS to arrange printing of Saturday Series flyers (= 'Season Card' in item 7). MB circulated a TVOC information card which gave a concise explanation of orienteering. It was agreed that the 'first event free' promotion should be continued and publicised. The current risk of abuse is small and acceptable.	NG/MB
		<ul style="list-style-type: none">BB has instructed reimbursement of parking fees for Sherrardspark Wood event for principal officials who need to incur a particularly high parking charge because of the need to park for a long period.	BB



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	This should apply to all future events where there is a similar issue and this is already in the club expenses policy.	
9	Rotas for 'Specific Focus', 'Meet the Committee' & 'Demystifying Events' Adjustments agreed to the rotas. See below. Subjects for 'Specific Focus' in 2026 to be agreed at the next committee meeting.	HC
10	AOB & Dates of future meetings: Next dates are 22 January, 5 March, 16 April.	All

Non-Member insurance text.

Following consultation with clubs in 2025 and as agreed by the British Orienteering Board, from 1st January 2026, public liability insurance will no longer be provided to non-members of British Orienteering at events / competitions.

HH version currently being used in BNOC & AoH, with amendment to sentence order for use by future events (agreed at 16 December committee meeting).

By participating in this event, you acknowledge that you do so at your own risk and are responsible for your own safety. A full risk assessment has been carried out. Members of British Orienteering—which includes those who have joined an affiliated club such as HH—are covered by the organisation's public liability insurance. Please note: If you are **not a BOF member**, if you accidentally injure someone or damage property during the event, you are **not covered by this insurance**.



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Schedule for 'Specific Focus' slot

<u>Date</u>	<u>Subject</u>	<u>Committee member(s)</u>
Previous meetings		
	Publicity	Brad Smith
	Find Your Way /Street-O	David Dixon
	Planner/Organiser/Helper Training	Alex Soulsby
	POC etc.	Emese Svab
	Volunteers	Mike Bennett
18 September	Spending opportunities	Ben Bardsley / Hugh Wiltshire
	Area development & Mapping	Simon Errington / Neil Gostick
30 October	Juniors	Jennie Soulsby
11 December	Membership turnover, retention & expansion	Ben Bardsley / Hedley Calderbank / Susan Marsden
22 January	Publicity	Brad Smith

Rota for HH Newsletter Articles

<u>Newsletter month</u>	<u>Approx. deadline</u>	<u>Meet the Committee'</u>	<u>Demystifying O Events'</u>
Sep-25	24-Aug	Hedley Calderbank	
Oct-25	24-Sep	Ben Bardsley	
Nov-25	24-Oct	David Dixon	OMM - Ben Bardsley
Dec-25	24-Nov	Tom Cochrane	
Jan-26	24-Dec	Hugh Wiltshire	Compass Sport Cup - Mike Bennett
Feb-26	24-Jan	David Hodson	BOC (incl. relays) - Ben Bardsley
Mar-26	24-Feb	Neil Gostick	SEOUL/Urban leagues - David Dixon
Apr-26	24-Mar	Emese Svab	Jukola - Tom Cochrane
May-26	24-Apr	Kevin Parkes	Peter Palmer relays - Emese Svab
Jun-26	24-May	Brad Smith	
Jul-26	24-Jun	Jennie Soulsby	
Aug-26	24-Jul	Simon Errington	
Sep-26	24-Aug	Mike Bennett	
Oct-26	24-Sep	(vacant)	
Nov-26	24-Oct	Jacob Sharpe	
Dec-26	24-Nov	Alex Soulsby	Yvette Baker Trophy - Soulsbys
Jan-27	24-Dec		JK (incl. relays) - Simon Errington