



# Hertfordshire Orienteering Club

*informally known as Happy Herts*

## Committee Meeting Minutes Thursday 30 October 2025 at 2000hrs

1	<b>Present &amp; Apologies</b> Ben Bardsley, Hedley Calderbank, Tom Cochrane, Hugh Wiltshire, Neil Gostick, Kevin Parkes, Alex Soulsby, Jennie Soulsby, David Hodson Apologies from: Mike Bennett, David Dixon, Brad Smith	
2	<b>Matters arising and updates from previous meetings (not picked up under main agenda items)</b>	
	<ul style="list-style-type: none"><li>The minutes of the 18 September committee meeting were approved.</li></ul>	
	<ul style="list-style-type: none"><li>Newcomers area of HH website to be revised. COMPLETE (thanks given to Jennie &amp; Alice Soulsby)</li></ul>	
	<ul style="list-style-type: none"><li>NG to convene a meeting of Events Sub-committee to take forward the issues discussed at the 'Area development &amp; mapping' item at the September meeting. Also:<ul style="list-style-type: none"><li>Policy on short model course for beginners at SS events.</li><li>Volunteer to assist Events Co-ordinator.</li><li>Buddy/mentor role specification to support novice organisers.</li></ul></li><li>Neil to set a date before the next committee meeting.</li></ul>	NG
	<ul style="list-style-type: none"><li>Training of Planners &amp; First Aiders COMPLETE. Idea 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.</li></ul>	AS
	<ul style="list-style-type: none"><li>HC has published committee and AGM minutes on the website (no redactions of sensitive text on this occasion). COMPLETE. Agreed that the minutes of the last 3 committee meetings should appear.</li></ul>	
	<ul style="list-style-type: none"><li>Decided to use mapreservation for relay/CSC entries and similar. TC and HW agreed to KP's trial demo on the test site with the addition of email address. It will enable full, partial or zero fees to be collected via Stripe on the same basis as Street-O.</li></ul>	KP
3	<b>E-business – pending or completed</b>	
	<ul style="list-style-type: none"><li>HC circulated a simplified document structure for comment (see document sent with agenda). The overall approach was agreed. Any comments to HC by 13 November. HC then will migrate documents from Dropbox.</li></ul>	All/HC
	<ul style="list-style-type: none"><li>Request from Skyswood Primary School for assistance in starting orienteering. JS &amp; AS have discussed with the head teacher and plan to support a small school event using the Jersey Farm map in spring/summer. AS/JS to check release of PDF copy of map with Simon Errington and to share Neil's permission contact at the council if needed.</li></ul>	AS/JS
	<ul style="list-style-type: none"><li>Wording options for events insurance. Wording based on Option 1 was agreed. NG is concerned about where we stand with respect to landowners following this change from January 2026. He will consider further. Subsequent discussions (BB, DT, HC) led to a significant change to the Option 1 wording. This has now been implemented for BNOC and AoH events, pending agreement at the next committee meeting – see below.</li></ul>	NG/All
	<ul style="list-style-type: none"><li>Noted that purchase of a Condes licence for 5 users (in any 12 month period) for 3 years has been agreed. KP to flag with Alan Rosen any possible risk of unintentional use of one of the 5 user places given that the key has not changed.</li></ul>	KP



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4	<b>Specific Focus</b>	
	<ul style="list-style-type: none"> <li>Juniors (including reasons for declining numbers).               <ul style="list-style-type: none"> <li>Decline in numbers mostly caused by loss of schools participation, though the active core may be more stable</li> <li>Sources of junior members are schools and parents</li> <li>Suggest a clear and consistent HH offer and a single point of contact for schools to avoid duplication of effort. Jennie is willing to do this.</li> <li>Scouts might be an easier target than Schools</li> <li>Next steps were agreed as:                   <ul style="list-style-type: none"> <li>JS to link with Brad</li> <li>Contact page on HH website</li> <li>JS as contact point</li> <li>Any other ideas to JS.</li> </ul> </li> </ul> </li> <li>Jennie's presentation is in Dropbox under Committee Meetings &gt; Papers. She was thanked for her input to the discussion.</li> </ul>	JS
5	<b>Finance</b>	
	<ul style="list-style-type: none"> <li>Review of progress on spending opportunities identified at the September meeting.               <ul style="list-style-type: none"> <li>Free/discounted entry to events for adult members. Decided to hold as an option for committee decision each year when the club has delivered a large surplus and other higher priority needs have been met.</li> <li>Club tent. TC to discuss with David Hodson.</li> <li>Better tables. KP to discuss with David Hodson</li> <li>Publicity. Brad to continue to propose expenditure.</li> <li>A different or additional volunteers' incentive to replace the 'free kit' scheme in 2027 or 2028.</li> </ul> </li> </ul>	TC/KP/DH/BS
6	<b>Captain</b>	
	<ul style="list-style-type: none"> <li>Club Championships, 14 December, BKO event in Black Park. TC will send a 'save the date' email to members.</li> </ul>	TC
	<ul style="list-style-type: none"> <li>TC is publishing the 'unofficial' club urban championship based on Hertford/St.Albans results in the Newsletter.</li> </ul>	TC
	<ul style="list-style-type: none"> <li>Agreed to enter the SEOA CSC heat near Cobham.</li> </ul>	TC
7	<b>Chair</b>	
	<ul style="list-style-type: none"> <li>New BOF Events Officer, Josh Wright, has objective to increase participation amongst people aged 16–40. HC had a Teams meeting with him and will summarise the discussion as an input to the December 'Specific Focus' item on membership numbers.</li> </ul>	HC
8	<b>Events</b>	
	<ul style="list-style-type: none"> <li>BNC &amp; AoH 7/8 Feb 26. Under control. Assembly field now agreed.</li> </ul>	MB
	<ul style="list-style-type: none"> <li>SEOA events, 2027 &amp; 2028. Discuss at Events Sub-committee</li> </ul>	NG
	<ul style="list-style-type: none"> <li>NG briefed his Saturday Series forward plan, 'summarised on his 'live planner'</li> </ul>	All
	<ul style="list-style-type: none"> <li>Policy on weather related event cancellation was deferred to next committee meeting.</li> </ul>	NG/MB
	<ul style="list-style-type: none"> <li>Neil to set a date for ESC to take place before the next full committee meeting.</li> </ul>	NG
	<b>Other business</b>	
	<ul style="list-style-type: none"> <li>Need for website updating (e.g. HH Roll of Honour, National champions, members menu, juniors page). BB suggested dealing with this offline and reporting to the next committee meeting.</li> </ul>	JS/DT
	<ul style="list-style-type: none"> <li>Policy on Saturday Series flyers and discount policy was deferred to next committee meeting.</li> </ul>	BB/BS/MD

9	<b>Rotas for 'Specific Focus', 'Meet the Committee' &amp; 'Demystifying O Events'</b> Ben asked for a minor amendment to accommodate OMM.	HC
10	<b>AOB &amp; Dates of future meetings:</b>	
	Next dates are <b>16 December</b> , 22 January 2026, 5 March 2026. <b>Note the changed December date.</b> The previous date clashed with SEOA committee.	All

## Non-Member example insurance text for clubs

### Date: October 2025 v1

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.

Below are suggested examples of wording that clubs may include in their event publicity or entry information to make this clear to participants.

All clubs should use one of these statements appears on their website or event information pages.

#### Option 1

Please note: Participants who are **not members of British Orienteering** are **not covered by British Orienteering's public liability insurance**. By entering this event, you acknowledge that you are **taking part at your own risk**. For example, if you were to accidentally injure a member of the public or damage property during the event, you would not be covered.

#### Option 1 (modified for HH)

By participating in this event, you acknowledge that you do so at your own risk and are responsible for your own safety.

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**.

A full risk assessment has been carried out.

## Schedule for 'Specific Focus' slot

<u>Date</u>	<u>Subject</u>	<u>Committee member(s)</u>
<b>Previous meetings</b>		
	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	Yvette Baker Trophy - Soulsbys
Nov-25	24-Oct	David Dixon	OMM - Ben Bardsley
Dec-25	24-Nov	Tom Cochrane	JK (incl. relays) - Simon Errington
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	