



Committee Meeting Minutes Monday 27 April 2026 at 2000hrs

1	Present & Apologies Ben Bardsley, Hedley Calderbank, Neil Gostick, Kevin Parkes, Mike Bennett, Alex Soulsby, David Dixon Apologies from: Brad Smith, Hugh Wiltshire, Tom Cochrane	
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 5 March committee meeting were approved. 	
3	E-business – pending or completed	
	<ul style="list-style-type: none"> HC has migrated documents from Dropbox to One Drive. Not all access problems appear to have been resolved. Recipients of link sent by Ben should feedback the result. 	BB/All
	<ul style="list-style-type: none"> Planners Course(s) in 2026. Interest from at least 10 people of varying degrees of experience. Alex will urge responses to the proposed dates to enable one or two sessions to be planned. 	AS
4	Specific Focus	
	<ul style="list-style-type: none"> Organiser/Helper training. Shortage of volunteers for SS organiser role. Alex will write a newsletter article describing organiser and helper roles. Advice to Neil included: <ul style="list-style-type: none"> Direct approach to ex-organisers Ask several months in advance Direct approach to others with option of being assistant organiser for their first event 	AS/NG
	<ul style="list-style-type: none"> New role of Instructor. 2 people interested in the qualification. Alex will also ask a few training helpers and look at collaboration with other clubs and SEOA. Anybody hearing of an opportunity should tell Alex. 	AS/All
	<ul style="list-style-type: none"> Club training attracts approximately 20 people each month - mainly newcomers and families but depending on the area we may get a different group. Alex sees this as a good way of getting newcomers to meet people and build connections within the club. He suggests that it would be good for members of the committee (and other club members) to attend to meet newcomers (train or help) 	All
5	Publicity, Engagement & Development	
	<ul style="list-style-type: none"> Update from Brad <ul style="list-style-type: none"> Have reached out to Andrew Lewin again - no response. Shared a poster template for Chipperfield with Neil - sent to the school and council. Will do a bit of first timer promo for Chipperfield to drum up interest in the scheme. Still have a backlog of actions - will try and find time from next week to pick up. 	BS
	<ul style="list-style-type: none"> Summer 'Find Your Way' equivalent. Awaiting a BB/DD discussion. 	DD/BB
	<ul style="list-style-type: none"> Agreed actions for increasing Junior participation <ul style="list-style-type: none"> Trial planned for scouts at Fairlands on 12 May. Other Scouts / Girl Guides – Ben has some useful contacts if needed. Contact page on website. Not discussed 	AS
	<ul style="list-style-type: none"> Agreed actions for increasing Senior (especially age 16 to 40) participation. Outstanding actions are: <ul style="list-style-type: none"> Newcomer initiation courses (one or two a year) to introduce potential new members aged 16 or older and those who have only done one or two SS events. AS plans to trial one session for adults 	AS/HC/ BS/MB/ NG/All



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	<p>and one for families and juniors, probably at Highfield (late June?). Publicity is essential (e.g. at events, social media, club members' contacts). Funding was supported if room hire is needed. [AS]</p> <ul style="list-style-type: none"> ○ 'Season Card' handed out at events etc. listing Saturday Series events and training sessions (and summer Street-O?). Possibly include brief description of orienteering. No progress reported. [BS] ○ Publicising future events on maps and results. TC has composed suitable text for rear of single sided maps. Proactive contact with attendees entering as 'IND' subject to data protection rules suggested [BS/NG]. Now intended for trial at Highfield. ○ Offer informal 'taster' experiences at Saturday events (e.g. a White or Yellow course (or part course), return for feedback, then option of some other legs). No entry charge. Just turn up. No map reservation. Agreed and available at Moneyhole event onwards (simply an add-on to Meet & Greet duties). Little 'passing trade' at Moneyhole and remote from start so no takers. Banner or large notice suggested for events where 'passing trade' is likely. Hedley will draft some words for the Wiki. [HC] ○ Seek customer feedback from new members and newcomers to events to inform future ways of increasing participation and membership. See draft survey at Survey Preview Window for comments to Brad. [All] ○ Draw members (especially younger ones) closer into the club by providing organising and planning opportunities. DD approached 5 potential new Street-O planners and all agreed. MB to consider following a 'pathway'. Still in hand. [MB] 	
6	Captain	
	<ul style="list-style-type: none"> • The new club tunnel tent has been delivered. COMPLETE 	
	<ul style="list-style-type: none"> • A club social was held at the JK. COMPLETE 	
	<ul style="list-style-type: none"> • CompassSport Cup. Agenda item for next meeting to discuss how to maximise participation (including possible funding). 	TC/All
	<ul style="list-style-type: none"> • Tom has invited interest for British Sprint Relays, but needs a volunteer for on-day co-ordination since he will not be there. He has asked for a volunteer to be 'day captain'. 	TC
	<ul style="list-style-type: none"> • Club social. Tom has proposed Oaklands College in June, but will have a plan B if this is not feasible 	TC
7	Chair/Secretary	
	<ul style="list-style-type: none"> • Area permissions. Restricted or refused access to Whippendell (most significant), Heartwood, Tring Park, Hockeridge. Ben has discussed with Gracie Grant at BO Office. She has offered to help with the council on Whippendell. Discussion included evidence for lack of long term damage, avoiding sensitive times of year, avoiding sensitive control sites, permission work can be onerous for local wardens (especially if Natural England is involved). Priorities for BO support are documented evidence and national agreement with Woodland Trust. 	BB/NG
	<ul style="list-style-type: none"> • AGM date to be proposed. Item for next agenda. 	HC
	<ul style="list-style-type: none"> • Finance update. BB summarised the position prior to the end of the club's financial year. Agenda of next meeting will include consideration of SS entry fees (including R/Y/O adult fees) and recommended (to AGM) HH membership rates. Street-O close to break-even so no change required. 	BB/HW
8	Events	
	<ul style="list-style-type: none"> • Access Officer. All to consider possible club members to serve as access officer (or even some other role assisting Neil). 	All



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	<ul style="list-style-type: none"> BNC & AoH incl. final reconciliations, invoicing, etc. Not yet complete. Mike will prepare a brief 'bullet list' of lessons learned. 	MB/HW
	<ul style="list-style-type: none"> Policy on weather related event cancellation. (<i>post meeting note</i>) Mike circulated a draft for comment to BB, NG & HC. 	MB/NG/ HC/BB
	<ul style="list-style-type: none"> Urban event. Date of 25 October reserved and Adam Leaf is willing to organise, but it is not in either UK or SE urban leagues. Welwyn Garden City is mapped but Shire Park is high risk for permission, though the industrial areas to the east of the railway are possible with a map extension. Better areas would be Watford (old map exists) and Stevenage. Neil will discuss best way forward with Simon. 	NG
	<ul style="list-style-type: none"> Club Sprint proposed for 8 September, provisionally Oaklands. 	NG
	<ul style="list-style-type: none"> Highfield Park SS event moved to 30 May but still without an organiser. 	NG
	<ul style="list-style-type: none"> Croxley parking at school would involve a long walk to start. Neil is trying to secure industrial estate parking. Neil summarised subsequent planned SS locations. 	NG
9	Rotas for 'Specific Focus', 'Meet the Committee' & 'Demystifying...' . Updated	HC
10	AOB & Dates of future meetings:	
	Next dates are 28 May (NG to check possible clash), 9 July, 20 August	All



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Schedule for 'Specific Focus' slot

<u>Date</u>	<u>Subject</u>	<u>Committee member(s)</u>
Previous meetings in grey		
22 January	Publicity	Brad Smith
5 March	Low -key events (incl. Street-O & similar to Find Your Way)	David Dixon
16 April	Planner/Organiser/Helper Training	Alex Soulsby
28 May	Increasing senior participation	Hedley Calderbank
9 July	POC etc.	Emese Svab
20 August	Volunteers	Mike Bennett
1 October	Juniors	Jennie Soulsby
12 November	Area development & Mapping	Simon Errington / Neil Gostick

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 – Tom Cochrane
Feb-26	24-Jan	David Hodson	
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	Army events – Mike Bennett
Aug-26	24-Jul	Simon Errington	Overseas events – Hodsons or Rosens?
Sep-26	24-Aug	Mike Bennett	Elite training & competition – Ben Gostick?
Oct-26	24-Sep	(vacant)	South East League - ?
Nov-26	24-Oct	Jacob Sharpe	BOC (incl. relays) - Ben Bardsley
Dec-26	24-Nov	Alex Soulsby	Yvette Baker Trophy - Soulsbys
Jan-27	24-Dec		JK (incl. relays) - Simon Errington