



Minutes of the 55th Annual General Meeting of the Leicestershire Orienteering Club held on Monday 28th October 2024 at Glenfield Parish Rooms, Stamford St., Glenfield, LE3 8DL

Present:

Chris Phillips, Roger Phillips, Ursula Williamson, Steve Edgar, Simon Ford, Wendy West, Alan West, Kevin Gallagher, Steve Chafer, David Cladingboel, Sue Bicknell, Roger Edwards, Matt White, Alastair Paterson, Andy Nicholls, Simon Starkey, Peter Leake, Ernie Williams.

The Chairman welcomed everyone to the meeting

1. Apologies for absence.

- Jane Dring-Morris, Derek Herd, Iain Phillips.

2. Declaration of membership numbers.

- Junior: 15, Young Adults: 5, Senior: 87, Correspondent: 5 (non-voting).
Total voting membership 107.

3. Approval of the minutes of the AGM held on Monday 23rd October 2023

- These were agreed to be a true record.

4. Matters arising from the minutes.

- None.

5. Chairman's Report on the past year.

- The Chairman highlighted sections of his report.
- see attached report "ANNUAL REPORT AND ACCOUNTS 2023/24".

6. Matters arising from the Chairman's report.

- None.

7. Treasurer's report and Budget for coming year.

- The Treasurer reported that the club have a surplus of £4,666.
- The Treasurer reported that we have spent around £9,000 on replacing equipment in the last 12 months.
- The Treasurer noted that we are still to receive the club share of the JK profits.
- The Treasurer reported that the monies from gift aid was our largest ever.

8. Matters arising from the Treasurer's report.

- Andy Nicholls asked about the size of club donations in the club accounts.
- The Treasurer reported this was due to the club's travel grants.

9. Independent Financial Examiner's report.

- The accounts have been approved by the Independent Financial Examiner, Ian Chafer.

10. Approval of accounts.

- Approved by majority vote.

11. Report of any amendments to the Club Standing Orders.

- The Chairman noted that there were no amendments in 2024.

12. Club membership fees for 2026 and Correspondent membership fees for 2025.

- The Treasurer proposed no change to the current membership fee. Approved by majority vote.
- Fees for 2024: Correspondent - £0.00.
- Fees for 2025: Senior - £0.00, Young Adult - £0.00, Junior - £0.00 (*Note BOF fees are set before the club AGM*).

13. President's remarks and election of Chairman.

- see attached report "President's Remarks 2024".
- Steve Chafer elected as Chair.

14. Chairman's outline of the coming year.

- see attached report "Chairman's View for 2025".

15. Election of Principal Officers (Vice Chair, Secretary, Treasurer).

- Vice Chair: Jane Dring-Morris, approved by majority vote.
- Secretary: Roger Phillips, approved by majority vote.
- Treasurer: Simon Ford, approved by majority vote.

16. Election of executive committee.

- David Cladingboel, Steve Edgar, Roger Edwards, Alison Hardy, Derek Herd, Chris Phillips, Iain Phillips, Alastair Paterson, Ursula Williamson. Approved by majority vote.

17. Appointment of Independent Financial Examiner for the 2024/25 financial year.

- Ian Chafer is to be asked to continue. Approved by majority vote.

18. Election of President and Honorary Members.

- President Ernie Williams proposed by Steve Chafer, approved by majority vote.
- Proposed honorary member: Zoe Sewter (National Forest) proposed by Steve Chafer, approved by majority vote.
- Proposed honorary member: Roy Denney proposed by Steve Chafer, approved by majority vote.

Formal meeting closed at 8:29pm

Open Forum:

- Steve Chafer asked members their views on Club Night training, MapRuns and whether choice of locations is a factor for those attending evenings.
- David Cladingboel noted that the location of any training is a factor.
- Roger Edwards noted that for some members, training sessions are disliked.
- Steve Edgar suggested that specific training might get a better response with members.
- Roger Edwards suggested that training could be delivered in cooperation with our neighbouring clubs.
- Steve Chafer asked members their views on the use of the new locks.
- Steve Edgar asked if it was really necessary to lock the controls.
- Roger Edwards suggested it was partly custom and practice and partly for insurance purposes.
- Simon Ford noted that if controls were left out overnight, we need to advise our insurance provider.
- Sue Bicknell asked about issues surrounding urban events and permissions. She was aware of three recent events that had landowner issues or safety issues.
- Steve Chafer noted that relevant permissions for all events were obtained where possible. He did note that urban events could create issues with local residents if control sites are not suitable.
- Chris Phillips reported that a recent urban event accident, with a member of the public is now being dealt with by BOF.
- Steve Edgar noted that club championships made a large loss.
- Chris Phillips suggested that this was to cover the cost of the buffet.
- Matt White asked about the 2025 Compass Sport Trophy and if all the juniors were approached to ensure they were free for that date.
- David Cladingboel noted that the club top juniors were already aware of the CST date and he was in regular contact with them.
- Matt White asked about pre CST training for members.
- Ursula Williamson noted that the club already put on training with Club Night.

Meeting closed at 9:20pm.

ANNUAL REPORT AND ACCOUNTS 2023/24

I am pleased to provide the Chair's annual report 2023/24 of Leicestershire Orienteering Club.

As agreed and in line with the constitution I will continue with the formal structure to the report. Which will require a formal noting of the review on the night. But as is tradition I will aim to be brief and focus on the main points.

ANNUAL REPORT AND ACCOUNTS 2023/24 of the Leicestershire Orienteering Club Registered Community Amateur Sports Club

1. Overview of

The Leicestershire Orienteering Club was established in 1970; it is affiliated to the East Midlands Orienteering Association and the British Orienteering Federation. Nearly all our members live in Leicestershire but a couple of members live in Northamptonshire and a couple of members in Rutland.

LEI is a Registered Community Amateur Sports Club

The club's objectives and aims are:

- provide facilities for and promote participation of the whole community in the sport of Orienteering.
- to further the development of orienteering within Leicestershire, Rutland and Northamptonshire and to represent the interests of orienteers based within these areas, supporting their activities and encouraging participation within the sport.

2. Committee Structure and Members, and in-year Changes

In terms of the day to day running of the club there have been regular meetings of the club committee and sub committees. The Committee met four times during the year. The Officers at the year-end are Chairman: Stephen Chafer, Vice Chairman and Minor events coordinator Jane Dring-Morris, Treasurer Simon Ford, Secretary and Membership Secretary Roger Phillips.

The Committee is supported by two Sub- Committees: Events Committee led by the Events Co-ordinator Iain Phillips with other areas managed by the Development Committee led by Roger Edwards as Development Co-ordinator.

Most committee meetings are on zoom, which helps to keep travel costs and room hire rent down.

I would like to thank Roger Phillips for his continued excellent work as secretary, for the continued timely distribution of committee and AGM related minutes and other items. I would also like to thank other member of the executive board and wider committees for their work this year.

3. Overview of Year

Membership

Membership slipped to a total of 107, down 9 from last year. To enable people to benefit from our club we have continued with a zero-club membership fee, and this year included correspondence members. Recruitment of new members continues to be challenging.

Event Programme

As with every year we carried on with a very active and varied event programme and had eight Winter League events. There were 16 summer league events, plus the Score Cup and presentation at Queen Elizabeth Diamond Jubilee Woods, an Autumn club championship in Tunnel Woods followed by the presentations. There were two urban level C events and four forest Level C events. We have continued to use Startkite for pre-entry. We were of course lead on day 1 of the JK at Loughborough University, hosting the Sprint Event. This was a massive effort by the club and resulted in a highly successful and enjoyable event. A massive thank you to all those involved in the JK and all events in the past 12 months

Club performances

The club competed in the final of the Compass Sport Trophy at Beechenhurst in the Forest of Dean. The club were 8th out of 12. Andy Simpson was our highest scorer with a maximum 100 points.

We fielded 2 relay teams in the JK Short Men's Relay, Esther Revell and Ursula Williamson joining the men's teams.

We fielded 3 teams mixed teams in the British Sprint Relays 2 in the Super Vets and 1 in the Ad Hoc

Individual performances

There were a number of significant individual performances. At the British Middle Distance Champs Don Moir was 1st in M90 and Andy Simpson 2nd in M50.

At the JK Sue Bicknell was 3rd in the W80 sprint at Loughborough and Eoin Sipson was 3rd in the Middle distance event.

In the Midland Championships at Sandringham we had four winners Andy Simpson M50, Toni O Donovan W40, Don Moir M90 and Peter Leake M85

At the East Midlands Championships at Chambers Woods we had seven winners, Hugh Chester, Eoin Simpson, Peter Chick, Don Moir, Ellie Simpson, Toni O Donovan and Sue Bicknell.

There was also success for members in the East Midlands League in 2023, with wins for Sindy Chafer, John Marriott, Daniel Stothard, Karen Ives-Smith and Matt White

Congratulation to all for some excellent individual performances in the last year.

International representation

Iain Phillips was again selected for GB TrailO at the European Champs taking part in the both relay and the tempo.

Eoin and Ellie Simpson were both selected for Ireland for the Junior Home Internationals and Andy Simpson for England in the Veterans competition. Many congratulations to Ellie Simpson on being recently selected for the GB talent squad for 2025,

Club Dinner and Awards Evening

I am very pleased that we were able to hold our annual club dinner and presentation evening once again at Longcliffe Golf club. A very enjoyable evening was held despite the efforts of the Mayor and his party. Congratulations to our main club award winners. Roger Edwards, Derek Herd and the Tiger Trophy award winner Peter Leake.

Coaching

No new coaches. We have 3 Level 2 licenced coaches and 1 Level 1. Just a reminder to all the coaches to complete all the various safeguarding and first aid certificates needed. Matt White has expressed an interest in training and a coach

Club Nights

We ran a successful Maprun programme in the Autumn Term and Winter term club nights. Thanks to Derek and other coaches for the club nights and everyone who has contributed to the Mapruns. I would like to spend a little time in the forum section following the AGM to ask the view of the members on their ideas moving forward.

Permanent Courses

We had 2400 download from the BOF site with 500 for Maprun maps. Including 17 club members

Mappers/Mapping

New maps. Ibstock, Coalville, Sense Valley.

Updated maps Martinshaw/Ratby, Cademan, Western Park, Melton Park, Beacon Hill, Bagworth, Fosse Meadows.

A number of maps had minor tweaks.

We need more mappers as these numbers are too small

Schools

We mapped Schools - Crown Hills (1)

We continued to Support the NW Leicestershire Schools Primary Competition and Melton & Belvoir Schools with 2 events in March.

4. Governance

The Committees typically meet every month in rotation; most Committee members attended every meeting.

We made no changes to the constitution and only minor changes to the standing orders, covering the new BOF membership categories, as reported at last year's AGM.

5. Overview of Finance

The club has reserves of just over £12,000 at the 2024 year-end with a deficit in the year of £8,200. Note that this does not include any share of the profits from JK 2024 which will be shown in the 2024/25 accounts.

We have continued to invest in the club's kit and equipment, we have invested in new printer and replaced a number of SI boxes. We have provided free of charge buffets at both summer league and club championship events.

6. Accounts for the year ending 31st July 2023

INCOME (£000)	23/24	22/23	21/22	EXPENDITURE (£000)	23/24	22/23	21/22
Events	14.8	15.0	16.6	Events direct	10.2	9.7	10.0
				Events indirect	16.2	4.4	5.2
Other activities	9.0	8.7	5.2	Running costs	5.8	4.6	5.0
Donations	16.9	11.2	9.0	Travel support	16.8	12.1	9.5
TOTAL	40.7	35.0	30.8	TOTAL	49.0	30.9	29.7
SURPLUS /DEFECIT	- 8.200	4,423	1,109				

Grants

The club made grants supporting juniors attending the JROS tour

General overview

When I look back at what we have achieved again as a club in the last 12 months, despite our shrinking numbers and ageing membership, we should be really proud of the effort and excellent level of events that we continue to provide. Putting on a day of the JK is no small task, as anyone who was involved this year or in previous years will agree. It was really fantastic to see the effort and commitment put in by everyone in the run up to the event and on the day itself. I personally never want to see another bit of signage again. As I was told there is never enough!!

Being involved in both the course planning and event organisation was a real eye opener. Thank you to everyone who helped and especially Iain as day organiser, Steve as planner and Peter as mapper.

As we all know the club functions solely on the back of volunteers and all the time and effort that is put in to the club on so many levels. I thank you all for your continued support throughout the year.

I am pleased to say that even with the change in editorship the club newsletter has continued to be produced to an excellent level and contributions continue to be very welcome. I would like to thank Maureen for her work on the permissions, she has now stepped down from the role, with me now taking on the role and having the task unpicking the complexities of the land ownership of some of our mapped areas. Cademan for yesterday's event has 7 separate land owners.

As I mentioned last year's report, we are reaching a critical position with respect to how the club continues to function and hopefully continues to put on the existing high level of activities. If you have some time to help the club in any capacity please come and find me or other members of the committee.

Ladies and Gentlemen that concludes my report.

Stephen Chafer
Chairman

Simon Ford
Treasurer

28 October 2024

President's Remarks 2024

Good Evening – and thank you for attending this important annual meeting when the Officers and Committee have the opportunity to look back over the past successful 12 months and then indicate the range of Events and activities, aided by finances and the work of willing volunteers, that can be looked forward to in the next 12 months and beyond.

What I am about to say may seem like going off at a tangent but bear with me – I promise that all should get, eventually, to the point!

Elderly, and showing it, I definitely come from the generation when BBC Radio, the local Library, and ownership of a bicycle quite literally opened up the world. In recent years aided, oddly enough by some health problems, I have become an even more avid listener to BBC Sounds, and the extensive range of programmes and podcasts that are broadcast daily worldwide.

Nearly a decade ago, (as the BBC has to say programmes from other broadcasters are available) 'Electioncast' begat 'Brexitcast', as the Good Book would have it, which then begat 'Newscast', and then, 'Americast', and also the 'Today' podcast, and recently the latter had two regular presenters, Nick Robinson and Amul Rajan, discussing how the programmes are made, using 'in-house shorthand', a posh way of saying 'jargon'.

"Sen Ed and Dep Ed, prod squad, lead and heads, ambuls and pambuls, obs, on the phones" and suchlike came and went to be concluded with a quizzical, or even philosophical, "WDIAM", whereupon I thought, "Hang on, that's Orienteering"!

"How so" you might be thinking? Well, how about being asked at the recent OD Stratford Urban by a curious lady whilst climbing the steps up to the walkway across the River Avon, and by a gentleman whilst trying to get down the steps on the other side, just what was actually going on, and then to see Maureen at a road junction talking to an interested couple explaining the joys and delights of our Sport, and then later down an even steeper flight of stairs having a pair of dog walkers again seeking clarification – well 'WDIAM' just about covers it, as the initials stand for "What Does It All Mean?".

After all, we too have our 'jargon' – SIACs and an SI card, which isn't actually a card as others would know it, CDs which definitely do not play music or are talking books, maps that have lawns and other green grass coloured a bright yellow, measurements shown in Kms and Ms – I well remember a gentleman new to O-Sport who found our descriptions a bit weird when what he thought was a four foot high rock turned out to be a 12 foot plus crag face – and a lady who queried why we had different ways of describing a hole in the ground, and another who queried why, when parts of woodland or forest are shown in shades of green the "nice woodland" is white? Quite a lot of us must have had the experience of explaining what, in the forest, is the 'Sig Tree' to be found amongst very many other trees, and the straight blue south to north lines that they thought were streams but are showing a compass bearing whilst holding the map is being held upside down! 'WDIAM' indeed!!

To start to conclude, I have one small but significant worry when using our regular and probably unchangeable terminology. and that is 'Controller' and 'controlling', particularly the latter, as nowadays these words and what they mean and signify to those unfamiliar with our sport may give cause for concern, particularly when well-known presenters and personalities

are being taken off air and, in a very recent case, has one being told that he faces a court case in the middle of next year because of serious accusations of being a ‘controller’ and ‘being controlling’, which is so very different to what the words mean to us as orienteers.

It is a real pleasure, on behalf of all the membership, to be able to say a very real heartfelt “Thank You” to Steve as our Chair, to Jane as the Vice Chair, to Simon as our Treasurer, and to Roger as the Club’s Secretary – they have all done an excellent job day in and day out over the past twelve months on our behalf, aided by the continuing work of the members of the Committee who volunteer to take on specific responsibilities, particularly with Chris and Ursula taking over the mantle of ‘Editors’ of our excellent award winning Newsletter from Alan and Wendy, and to those who offer to be an Event Official or ‘helper’ at Events, all of which ensures that we can continue to enjoy, to strive, and to get - as I always try to sum it up - “Our fresh air and fun – with the fresh air well nigh guaranteed, and the fun being what we make of it”!

For being such good and loyal members, and to partly echo the words of British Orienteering’s Chief Executive at the end of the 2024 AGM, it can be said to you all that “If we all continue to work together, we can and will be even stronger in the future”, so a “Thank You” to everyone.

Now it is my pleasure, once again, to ask you to support and vote for Steve to continue as our esteemed Chair for the forthcoming year 2024 into 2025.

Ernie Williams, 28th October 2024.

Chairman's View for 2025

I am pleased to say that at least up until this moment the committee will stay the same as last year.

It is going to be another busy year, hopefully not quite as hectic as last year but we still plan to put on the same number of events in the coming year.

The club championship is just around the corner on the 9th of November. This year being run at Donisthorpe, with buffet and presentations at Moira Village Hall. We have introduced a Very Short Green course for our W75+ this year and I will be more than happy to discuss other potential changes afterwards. Given the age of our competitors I think the addition of the Very Short Green to the East Midlands league for 2025 is the right way forward.

We are then almost straight into the Winter League with the first event being Narborough Urban on Wednesday 13th followed a week later with a night event at Oakham on the 19th.

The 2025 Level C programme in the words of the Event Coordinator "is coming together". We have a varied program with events through out the year. If you are able to help, especially in the capacity of Planner, organiser or controller please let Iain know.

We are hosting the East Midland Champs this year at Martinshaw and Ratby, with myself and Iain Phillips as co planners. The event is in February, so I had better get on with it.

As many of you will now know we have our heat of the Compass sport trophy at Clumber Park in March. A really nice area to run in so I expect a good turnout.

Again, we plan to hold a full summer League again this year. I really think the summer League is the jewel in the LEI crown and should be cherished. We again attracted over 90 competitors who competed in 2 or more events this year.

As mentioned earlier this evening we continue to struggle to attract new people to the sport. It is the club's intention to try and put something together around the summer league in 2025, probably based around Leicester parks for new competitors. I hope that everyone will support the efforts put in.

We aim to hold the annual club dinner and presentation again this year in March/April. (29th March) We are looking for a change of location for 2025 given the issues we had last year. We will try to avoid any clashes with the mayor. Its always good to have a change.

Which leads me on nicely to the fact that I will be standing down as Chair at the AGM next year. Having by then completed 6 years in the post, I think it is time to pass the baton on to some one new at least for a while.

I took over as Chair in the Autumn of 2019. My first year started well when the Club qualified for the first time for the Compass Sport Trophy final, however by the following week, we had started the first lock down for Covid19. I am still amazed that we managed to put on a summer league that year. It may have had only seven events, but the fact that we put on anything at all was a major feat in its self. Covid unfortunately did put a bit of a dampener on our 50th Anniversary celebrations. Maybe we need to have a 55th Anniversary event next year!

Unfortunately, I am not in the position at the moment to let you know who our new Chair will be, but if you fancy the role, come and see me. Maybe a rejig of the current exec team? I do intend to remain on the committee and continue as permissions secretary.

Ladies and Gentlemen that concludes my view for the coming year.

Stephen Chafer

Constitutional Amendments 2023

THE LEICESTERSHIRE ORIENTEERING CLUB – CONSTITUTION

1. TITLE

The club shall be called the Leicestershire Orienteering Club (LEI).

2. OBJECTIVES and AFFILIATION

2.1 The object of the club is to provide facilities for and promote participation of the whole community in the sport of Orienteering.

2.2 The aim of the club shall be to further the development of orienteering within Leicestershire, Rutland and Northamptonshire and to represent the interests of orienteers based within these areas, supporting their activities and encouraging participation within the sport.

2.3 The club will affiliate to the East Midlands Orienteering Association (EMOA) and the British Orienteering Federation (BOF).

3. CHANGES TO THE CONSTITUTION

3.1 No rule in the constitution of the club shall be made, altered or rescinded other than at an annual or extraordinary general meeting.

3.2 It shall be the duty of the Club Committee to decide upon matters not covered by the constitution.

4. MEMBERSHIP

4.1 Membership shall be open to all without discrimination. Membership fees shall be agreed at the annual general meeting and the Treasurer shall produce his recommendations for such fees. Members shall be enrolled within one of five categories: Junior, Senior, Family, Group or Correspondent member, as defined in Standing orders. Organisations may affiliate to the club as a Group and any new group must be approved by the Club Committee. The membership of any member not having paid his / her fees by the end of March will be deemed to have lapsed. Every member, **except for Correspondent Members**, shall be entitled to vote at a general meeting. The Club may refuse membership only for good and sufficient cause, such as conduct or character likely to bring the Club or sport into disrepute. Appeal against such a decision may be made to the Club's appeals sub-committee and decided by a majority vote.

4.2 Any member behaving in a manner contrary to the rules of the club, the East Midlands Orienteering Association or the British Orienteering Federation or in a way likely to bring the club into disrepute may be summoned to appear before a sub-

committee convened for that purpose and may be suspended either for a limited period or indefinitely from taking part in any or all of the club activities. In such circumstances the member in question has the right of appeal to an Appeals Sub Committee which shall be chaired by the Club Chairperson and shall not include any of the members of the initial sub-committee. The Club will advise the East Midlands Orienteering Association of any suspension or suspensions withdrawn.

4.3 The Club is intent that children and vulnerable adults will find orienteering a safe environment in which to have fun, learn and develop by adopting and promoting the British Orienteering Federation Policy on Protecting Young and Vulnerable People. All members agree to abide by the British Orienteering Safeguarding Policy and Procedures. All individual members are deemed to have read, understood and assented to the British Orienteering Code of ethics and Conduct (“Code”) and as such recognise and adhere to the principles and responsibilities embodied in the Code.

4.4 The members at an annual general meeting are authorised to elect an honorary president as an appreciation of service rendered. The Honorary President is an ex-officio member of the Committee, with full voting powers. The members may also grant honorary membership for services to or support of the club although it is not intended that this should include active orienteers. Any honorary member shall have full voting rights and may participate in any activities of the club on the same terms as any member of the Club and shall receive the club newsletter and all notices. The Honorary membership shall have no membership of EMOA or BOF by virtue of this position.

4.5 A copy of the constitution shall be provided to any member on request.

5. THE CLUB COMMITTEE

5.1 The affairs of the club shall be administered by a Club Committee composed of four officers and such other members as are elected at a general meeting - to be eligible for election members must have expressed a willingness to serve and to have been nominated by not less than two other members.

5.2 The officers will comprise a Chairperson, Vice Chairperson, Secretary and Treasurer who will be elected at the annual general meeting each year but may be replaced at a properly constituted extraordinary general meeting.

5.3 The Club Committee shall meet as necessary but at least four times a year. All ~~Committee~~ members will be advised of such meetings at least 14 days in advance. A quorum at such a meeting shall be not less than 6 or 50% of the total membership of the Committee, whichever is the lower number, and must include at least two officers. **Meetings may be face to face or held virtually as decided by the Committee.**

5.4 All members are entitled to attend Club Committee meetings and, at the discretion of the meeting Chairperson, may be permitted to speak but are not entitled to vote.

5.5 The Club Committee is empowered to co-opt further members to the Committee for all or part of the year provided that the number of co-opted members does not exceed 20 % of the elected Committee.

5.6 The Club Committee has the power to fill any vacancy among the officers of the club occurring during the year.

5.7 The Club Committee may delegate its powers to other Committees or sub-committees formed to agree fixtures, organise specific events or any other aspect of the clubs affairs the Club Committee deems appropriate. A quorum at a meeting other than the Club Committee shall be 3 or 50% of the membership of that Committee or sub-committee, whichever is the lower number.

6. CLUB COMMITTEE FUNCTIONS

6.1 The Club Committee will promote activities for the benefit of its members and to aid recruitment of members. It will seek approval from BOF and EMOA to promote events and competitions within BOF Rules and at all levels, and encourage the members to participate in the sport.

6.2 The Club Committee shall be empowered to purchase, rent, hire, lease and/or insure, let out or loan any property or equipment for the benefit of the club or its members and take out public liability insurance to protect its members at /or arranging events and activities.

6.3 The Club Committee shall nominate delegates to other bodies who shall exercise any voting rights on those bodies on behalf of the Club.

6.4 Any member of the Club Committee may act as spokesperson for the club but only nominated representatives may exercise any voting rights on behalf of the club.

6.5 The day-to-day operation of the club shall be governed by a set of standing orders which the Club Committee may amend, delete or add to as it sees fit. Any changes must be advised to members at the AGM each year.

7. GENERAL MEETINGS

7.1 The annual general meeting (AGM) shall normally take place after that of the East Midlands Orienteering Association whilst that Association continues to exist. It shall be held after the end of the club's financial year but before the end of the calendar year and the date must be advised to the membership not less than 42 days in advance.

7.2 All proposed amendments to the constitution must be received by the Secretary not less than 35 days prior to the date of the AGM, as should any nominations for honorary membership or officers. These proposals must be advised to the membership with the notice convening the meeting which must be forwarded not less than 21 days and not more than 35 days prior to the meeting. Amendments may

be accepted at the AGM provided that they directly relate to the matters contained in the formal proposal of which members have been notified.

7.3 Formal notice will be deemed to have been given to members when posted or emailed to the last address advised to the Membership Secretary. **Notification to BOF shall be deemed as being received by the Membership Secretary.** The publication of supporting papers on the club web site is deemed to give all members access to such papers.

7.4 When convening a general meeting the Secretary will include in the notice the current number of voting members in the club and the quorum.

7.5 The members at the AGM shall vote to note the annual report from the **Chairperson**. They will also vote to accept or reject the Income & Expenditure Accounts and Balance Sheet of the Club for the previous year, bearing in mind the report of the Independent Financial Examiner. They will also decide future membership fees having been provided, as guidance, with a budget proposal for the current financial year.

7.6 An extraordinary **general meeting (EGM)** of the members of the club must be called if so requested by at least 5 members of the club. The Secretary must call such a meeting within 14 days with the meeting then to be held between 28 and 42 days later. A quorum at and the conduct of such a meeting shall be the same as for an Annual General Meeting. In the event that the membership of the club falls below 12 a quorum at a general meeting will be 80 % of the membership rounded down.

7.7 A simple majority of members present and entitled to vote at any general meeting (GM) shall be sufficient to elect to office or to the Committee those nominated in advance and advised to the membership with the notice convening the meeting - nomination after this time is permitted but election must be supported by at least 10 members present and a majority of those voting.

7.8 A quorum at such a GM meeting shall be 10 members entitled to vote or 8% of the membership entitled to vote, whichever is the greater number.

7.9 The meeting shall be chaired by the Club Chairperson or if not present by the Club Vice- Chairperson or if neither is present by any member elected for the purpose by a majority of members present. The Chairperson of any meeting shall if required, be allowed a casting vote in addition to any vote cast in a personal capacity.

7.10 No proxy votes will be allowed.

7.11 **The AGM or EGM should be held face to face but meetings may be held virtually if required by the officers.**

8. FINANCE

8.1 The club's financial year will be from August 1st to July 31st but the membership year will conform to that of The British Orienteering Federation.

8.2 The club shall maintain an account or accounts in either a bank or building society and withdrawals must be authorised by two officers acting together excepting only items under £500 or transfers between bank accounts of the club which may be signed by an officer acting alone. An Income and Expenditure Account and Balance Sheet shall be prepared each year that fairly represents the financial transactions of the Club for the year and the balances held at the end of the financial year. The accounts and financial records shall be seen by the Independent Financial Examiner who should express an opinion in writing as to whether they are in accordance with the records maintained by the Treasurer and are representative of the affairs of the Club. The Treasurer shall be responsible for retaining the accounting records to meet statutory requirements and those of outside funding sources.

8.3 The Independent Financial Examiner shall be appointed at an annual, or extraordinary, General meeting although the Committee shall be able to fill any vacancy that arises during the course of the year. He or she shall be a person with experience in financial matters and shall not be a member of the Club Committee. The Independent Financial Examiner shall not be involved in or associated with any significant financial transactions with the Club or the Treasurer.

8.4 None of the funds or property of the club may be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to any member of the club or third parties and all surplus income or profits are to be reinvested in the club. This does not prevent a member receiving reasonable expenses or proper remuneration for any goods or services supplied to the club as specified in the Standing Orders.

9. DISSOLUTION

The assets of the club remain the property of the members as a whole. In the event that the club cannot raise a Committee of at least 4 members the assets will first be used to redeem any liabilities of the club and then be passed to the British Orienteering Federation or their successors, for use by them in community related sports. Any resolution to dissolve the club at a properly constituted general meeting where the motion has been previously advised to the members must achieve a 75 % majority of those present and if four or more members oppose the motion it fails