

BASOC AGM 2023 MINUTES

Saturday 9th December 2023, 12pm, Boat of Garten Village Hall



Present: Suzanne Anderson, Jo Cumming, Ian Hall, Laura Holland, Clare Kemsley, Gemma Karatay, Mehmet Karatay, Marion MacCormick, Jeanette Macleod, Ray Morris, Pat Morris, Hilary Quick, Callum Scott, Hilary Scott, Emma Swann, Stuart Swann.

Apologies: David Machin, Val Machin, Jane Chisholm; Nick Anderson

Item	Title	Detail	Comments
1	Apologies	Apologies for absence were recorded.	
2	Chairperson's Opening Remarks	The Chairperson welcomed all to the meeting, in particular Mehmet Karatay who joined via Zoom from overseas.	
3	Minutes of the BASOC AGM 2022	There were no matters arising. The minutes of the previous AGM were accepted.	Proposed: Marion McCormick Second: Callum Scott
4	Amendments to the Constitution	The Chairperson presented a proposal to adopt a change to membership categories and fees which was approved. Changes in membership price will be applied from November 2024. The proposal is attached for reference.	Proposed: Lynne Walker Second: Hilary Quick
5	Chairperson's Report	The Chairperson presented a report reviewing events activities during the year as well as a forecast of events and activities	

		for the coming year. The report is attached.	
6	Treasurer's Report	<p>The Treasurer presented the annual report and accounts which were accepted.</p> <p>The report and accounts are attached.</p>	<p>Proposed: Gemma Karatay</p> <p>Seconded: Laura Holland</p>
7	Election of Office Bearers	<p>a. The following Board members were elected for 2024.</p> <p>Chairperson: Janette Macleod</p> <p>Secretary: Suzanne Anderson (Note: Suzanne Anderson is not a BOF member and so another Board member will act as POC for BOF)</p> <p>Treasurer: Mehmet Karatay</p> <p>Board Members: Clare Kemsley</p> <p>Jane Chisholm</p> <p>Jo Cumming;</p> <p>Callum Scott</p>	<p>Proposed: Hilary Quick Second: Jo Cumming</p> <p>Proposed: Hilary Quick Second: Lynne Walker</p> <p>Proposed: Marion MacCormick Second: Hilary Quick</p> <p>Proposed: Marion MacCormick Second: Lynne Walker</p> <p>Proposed: Lynne Walker Second: Gemma Karatay</p> <p>Proposed: Janette Macleod Second: Hilary Scott</p> <p>Proposed: Ian Hall Second: Gemma Karatay</p>

		<p>Stuart Swann</p> <p>b. Non-Board volunteer roles were confirmed. These are listed on the separate sheet, attached.</p>	<p>Proposed: Hilary Quick Second: Laura Holland</p>
8	AOB	<p>Pat Morris offered a vote of thanks to the Club for making newcomers feel so welcome.</p> <p>Marion MacCormick offered a vote of thanks from the members to the outgoing Board for all the work that had been put in this year.</p>	

List of Attachments:

Changes to Membership Proposal

Chair's Report

Annual Accounts and Treasurer's Report

Board Members and Other Officials (BASOC Tasks)

Changes to membership

Both British Orienteering and Scottish Orienteering have adopted the following changes to membership:

1. Revised membership categories have been agreed as follows:

Senior (26 years +)
Young adult for 21-25 year old (**new category**)
Junior 20 years and under
Family membership (**new category**)

2. Part year membership fees for seniors have been agreed as follows (new)

Part year membership fees for new Senior Members who have not been members of British/Scottish Orienteering in any of the previous four calendar years. The following tiered pricing structure will apply:

- New Senior Members joining between 1st January and 30th April will pay the full annual membership fee for that year
- New Senior Members joining between 1st May and 31st August will pay 2/3rds of the annual membership fee
- New Senior Members joining between 1st September and 31st December will pay 1/3rd of the annual membership fee

As before BASOC members have two choices.

1. Membership of BASOC + Scottish Orienteering (suitable for those who compete locally only)
2. Membership of BASOC + Scottish Orienteering and British Orienteering (suitable for those who compete more widely and participate in British age group rankings)

Taking on board the new categories the following BASOC fees are proposed:

1. membership of BASOC + Scottish Orienteering (SOA):

Senior : £17 (club fee £5, SOA fee £12)
Young adult (21-25) : £5 (club fee £3, SOA fee £2)
Junior (20 and under) : £2 (club fee £0, SOA fee £2)
Family (2 adults + all kids) : £36 (club fee £10, SOA fee £26)

2. membership of BASOC + Scottish Orienteering (SOA)+ British Orienteering (BOF):

Senior : £32 (club fee £5, SOA fee £12, BOF fee £15)
Young adult (21-25) : £12 (club fee £3, SOA fee £2, BOF fee £7)
Junior (20 and under) : £7 (club fee £0, SOA fee £2, BOF fee £5)
Family (2 adults + all kids) : £71 (club fee £10, SOA fee £26, BOF fee £35)

(NB the SOA fees and BOF fees are set by Scottish Orienteering and British Orienteering respectively. BASOC sets the club fees.)

Chair's report

This report looks back over the past year at BASOC and reviews our events, socials and activities as a club.

Tuesday nights (Tuesday O)

Lynne has been co-ordinating the Tuesday evening session over the past year and has committed to continuing in this role until October 2024. We continue to be extremely fortunate as a club to have sessions on most Tuesday evenings during the year. We had some very successful indoor fitness session last winter lead by Mehmet & Jane before getting outdoors again in March. The sessions in May organised by Callum and ending in a informal social evening have become an annual highlight.

BASOC events review

As per previous winters we put on 2 Northern Night Cup events: Nethybridge planned by Alice and Heathfield planned by Laura. Both events were well attended, contributing to the overall success of the 2022/2023 Northern Night Cup League.

In May Jo and Ian organised a "come and try" event in Grantown as part of the Cairngorms Big Weekend.

The local event planned by Sue Leadbetter at Mullardoch in June was converted into a less formal timed training session, as pre-entries were low, but it still attracted visitors from further afield.

Jane Ch organised a "come and try" mountain bike event at Nethybridge in July, - with quite a range of abilities taking part in the Nethy woods..

Our local event in Nethybridge at the end of September was extremely busy with many local families taking part in orienteering for the first time. Orienteers coming up to compete the following day at Loch Vaa also contributed to a large turnout. Thanks to Laura for planning, Hilary for computing and Jo for organising this event – particularly in advertising it so well locally.

The club championships at Loch Vaa took place 9th Dec and we were joined by FVO members for the event and social afterwards. Rounding off the year Lynne is planning an informal festive event at Carrbridge.

Overall we had slightly fewer BASOC events this year than normal - partly due to it being a "6 days" year and partly looking forward to organising the larger SOL event in 2024. Thanks to Hilary for acting as events co-ordinator and also to all organisers, planners, mentors and volunteers who have helped during the year. We are increasingly stretched when putting on events - especially in computing expertise. With a small membership we rely on entries from visiting orienteers from other clubs to ensure events are both worthwhile and financially viable, and it is clear timing of the event and advertising need to be carefully considered.

BASOC Maps

We are very fortunate as a club to be based amid such splendid orienteering areas, and we have many many requests for our maps to be used by other clubs. Every year our areas are used by senior and junior Scottish

squads, and senior and junior GB squads including the annual junior camp based at Lagganlia, Clubs such as FVO, Interlopers and EUOC come up club training, and Interlopers used Loch Vaa map for the recent SOL. Thanks to Lynne who has been working away keeping our maps in order and coordinating with those who borrow our maps. Thanks to Jo for organising access and building up relationships with local landowners.

Also, thanks to Andy Llewelyn who has organised 2 permanent orienteering courses at Creag Meagaidh.

Attendance and success at other events

At the Scottish Night Championships at Balmoral - Lynne won bronze in WUV and Clare silver in WSV. Northern Night Cup League – Gemma 1st Women long, Clare 2nd woman short.

In March our Club Captain Jane organised 13 BASOC team members to go down to Pitlochry for the Compass Sport Trophy. BASOC finished a very creditable 6th place out of 15 clubs with Alice, Hilary Q, Gemma, Lynne and Marion all scoring very highly in their respective age groups.

Alice and Clare went down to the JK in the Lakes District. Alice won bronze in W18 sprint and her other results were good enough to gain selection to represent GB W18 team in European Youth Championships in Bulgaria in June. Alice was also selected for various GB squad training camps - including one in Sweden and one in the Czech Republic.

For the Scottish Championships quite a number from BASOC travelled over to Argyll and there were podium places for Jane Ch. Janetter, and Gemma. Thanks to Jane for organising us into relay teams for the event.

In August the Scottish 6 days was back to normal length - though actually only 5 days + sprint. We had just under 20 BASOC members competing. Thanks to Jo for co-ordinating the BASOC car parking helpers on Day 5 and to Callum for persisting with the club tent and banner.

At Scottish Score Championships in September there were medals for Gemma, Marion and Jo.

Gemma was selected to represent Scotland in the Veteran Home Internationals in October and Alice for the Junior Home Internationals.

We're keeping a close eye on our most improved orienteer – Rebecca, who is a late starter in the W40 class, but improving at every event.

As well as Rebecca we welcome new members Pat, Ray, Stuart, Emma, Irwin and Julie.

Looking forward to 2024

Lynne is continuing to co-ordinate Tuesday nights and will be looking for volunteers to take on some of the monthly slots. We are collaborating with INVOC and Moravian and again putting on 2 events for the 2023/24 Northern Night Cup League and 1 event at the Northern Urban League which runs May/June. A significant undertaking will be putting on the SOL in October which Hilary is acting as planner with Steve assisting - but we will be needing many other helpers and volunteers.

SO if you need to upskill - Lynne is running an Event safety & Welfare Workshop and Event Organiser workshop in January.

I am standing down as chair - so thanks to the committee/board for their support over the last 2 years, with special mentions to Jo, Lynne and Hilary who continue to do so much work for the club.

Clare Kemsley

Chair 2023

BASOC
Accounts for the Year to 30 September 2023

	Note	Year to 30-Sep-23	Old + SCIO 1-Oct-21 to 30-Sep-22	SCIO 1-Feb-22 to 30-Sep-22
Income				
	1			
Membership		135.00	235.00	85.00
Tuesday=O coaching		411.90	196.00	169.00
Small events & coaching		1,311.50	1,472.37	854.37
Large events	2	5,585.24	525.75	525.75
Junior fund		0.00	0.00	0.00
Clothing		54.00	232.00	50.00
Map hire		100.00	140.00	140.00
Equipment hire		0.00	0.00	0.00
General		510.75	16.00	16.00
Grants	3	1,697.50	0.00	0.00
Scottish 6 Day		0.00	0.00	0.00
		9,805.89	2,817.12	1,840.12
Expenditure				
Membership		367.25	178.00	178.00
Tuesday=O coaching		0.00	188.80	174.00
Small events & coaching		593.65	491.42	192.72
Large events	2	3,721.92	0.00	0.00
Junior fund		0.00	0.00	0.00
Clothing	4	0.00	801.50	296.23
General		468.53	438.40	360.00
		5,151.35	2,098.12	1,200.95
Profit before equipment costs		4,654.54	719.00	639.17
Event Equipment	5	1,073.98	1,274.18	1,274.18
Grants spent	3	960.25	467.50	467.50
Mapping	6	11.70	90.00	90.00
		2,045.93	1,831.68	1,831.68
Profit/Loss before donations/LochOC fund transfer		2,608.61	-1,112.68	-1,192.51
Donations	7	82.00	1,610.00	1,610.00
LochOC fund transfer to SOA	8	--	-925.38	-925.38
Profit/Loss for the Year		2,690.61	-428.06	-507.89

Balance Sheet 30 September 2023

		30-Sep-23	31-Jan-22	
Assets				
Bank account		2,889.62	7,811.41	7,811.41
Savings account	10	8,019.00	--	--
Cash	11	50.00	452.60	452.60
Debtors & Accruals		0.00	46.00	46.00
		10,958.62	8,310.01	8,310.01
Liabilities				
Accruals				
Creditors	12	18.00	60.00	60.00
		18.00	60.00	60.00
Net assets		10,940.62	8,250.01	8,250.01
Represented by				
Reserve - year opening	13	8,250.01	8,678.07	8,757.90
Net Profit/Loss for the Year		2,690.61	-428.06	-507.89
		10,940.62	8,250.01	8,250.01

BASOC
Accounts for the Year to 30 September 2023

It's been a good year for the club financially, mostly due to the large SOL/JHI event in October 2022 and many of our expenses being paid for by grants. We also had a surprising popular small event at Nethy Bridge in September which made a profit of £850. This nicely covered the five-year £740 SI Timing licence that we had to buy around the same time, meaning we didn't have to dip into the equipment reserves.

The club made a reasonable profit of almost £2,700. We have some large mapping expenses coming up so the bulk of the profit has been allocated to this.

As a charity we are not registered for Gift Aid yet but this will be the treasurer's focus over the coming months. Past donations since 1 Feb 2022 can be retrospectively declared as Gift Aid, but unfortunately joining the club and paying for events do not count as donations according to Scottish Charity Regulator.

The club has pool of development and junior money that we should spend if we find the right thing to do with it. Please make suggestions to the Board.

Notes

1 Previous Years

'SCIO' column, far right, is the official accounts for our charity. The charity incorporated on 1 Feb 2022. 'Old + SCIO' shows accounts over a full calendar year for comparison only; it has no legal meaning.

2 Large events - SOL/JHI Creag Dubh 9 Oct 2022

We took approximately £2,000 entry fees on behalf of Interlopers at SOL 2022. Bulk of expense is passing this on.

3 Grants

Received grants for: Club Development Officer for previous year, mapping & Alice Kemsley's training.

The CDO grant covered £237 spent in the previous year as we had to spend then reclaim.

We had £500 unspent grant money for Alice Klemsey on 30 Sep 2023; this has now been paid.

4 Clothing

We hold £1475 worth of clothing stock: O tops, jackets, t-shirts, hoodies, headbands, buffs, socks, etc.

5 Equipment Costs

SI Timing 5-year license (£740), SI equipment maintenance and 2 new check units (£330)

6 Mapping

Map updates paid for by grant of £487; topped up by £12 by us.

7 Donations

Donations can be Gift Aided, which tops them up by 25%.

We are still sorting this out, but we can claim Gift Aid retrospectively.

8 Lochoc

Funds transferred to Scottish Orienteering previous financial year. This line will disappear next year.

9 Profit/Loss

We made a good profit this year because of the SOL and Tuesdays. This may not be case on non-SOL years.

Last year we made profit of £497, but the LochOC fund transfer 'hides' this. (£925 - £428 = £497)

10 Savings account

New instant access savings account. Interest recorded under 'General Income'. £19 interest this year.

11 Cash

£50 float for events.

12 Debtors/Creditors

All money we owed at the end of the accountancy year has been paid.

13 Financial Reserves

The allocation of club reserves is as follows:

	30-Sep-23	30-Sep-22	Change
Total reserves:	£10,941	£8,250	£2,691
of which committed:			
For running the club	2,000	2,000	0
Grants - funds remaining - <i>see note 3</i>	500	-237	737
Club development	1,800	1,600	200
Replacement of equipment - <i>major mapping expenses soon</i>	4,300	2,600	1,700
Juniors	300	250	50
Uncommitted reserves	£2,040	£2,037	£3

BASOC tasks – who is doing what - last updated 9 Dec 23

Person > as from AGM Dec 2023	Janette Macleod	Clare Kemsley	Suzanne Anderson	Mehmet Karatay	Hilary Quick	Jo Cumming	Lynne Walker	Jane Chisholm	Paul Frost	Alice Kemsley	Gemma Karatay	Callum Scott	Stuart Swann
Role													
Chair	✓												
Secretary (Executive)			✓										
Secretary (BOF)		TBC											
Treasurer				✓									
Tuesday Co-ord.							✓						
Child Wellbeing/Prot.		✓											
Club Captain								✓					
Club Clothing								✓					
Club equipment					✓								
Coaching Co-ord.							✓						
Comm. Sport Hubs			✓										
Computing/SI											✓		
Data Protection				✓									
Events Co-ord.					✓								
Events Admin					✓								
Junior Contact										✓			
Mapping							✓						
Access						✓							
Membership												✓	
Area Juniors		✓											
PR/Comms. team		✓			✓	✓	✓	✓					
Volunteer Co-ord.			✓										
Website (tech.)									✓				
Content Manager													
Board Member	✓	✓	✓	✓		✓		✓				✓	✓