# Minutes of CLOK Committee meeting 5th July 2022 7:00pm

Apologies for absence
A & A Cranke, R Simpson

Present
C Mackenzie, R Rigby, J Trigg, D Murphy, C Wright, P Archer, P Batts, J Green

1) Review of the minutes of May meeting minutes
Actions arising
CSC final accommodation booked, confirm charging method **C Mackenzie** to discuss with
Alan Cranke
Wilton and Eston woods parking location on going
C2G course spilt into two sections focusing on Runners or walkers
AGM Tuesday 18th October Wilton golf course with dusk event before and buffet in golf club

2) Previous events - any comments
Sumer series all OK, thanks to J Trigg for accommodating late changes in locations
Find your way not a great success, **C Mackenzie** and M Fleming to discuss with British
Orienteering

Future Events
NEOA - BOC 2024 - April 13th / 14th. (Standing item on Agenda)
Richmond Weekend Controller needed **C Mackenzie** to e mail Claro contact
Cod beck P Archer will require an assistant organiser, training opportunity, now
found.

3) Treasurers Update
Find your way money outstanding
HMRC request for a tax return still an issue – ongoing discussions with HMRC
Schools invoicing – several have paid although difficult to match academy trust names with
Schools, outstanding payments to be chased before end of July
15 O Land tops and two sample jackets received – more to be ordered.

4) SDO
New SDO recruited, training on processes and invoicing to be done along with hand
over all going well

5) Newcomer retention policy
Reviewed the key elements of the report, the main gap in our current processes was felt
to be that we do not have a dedicated person to the 'Can I help you' role – someone to
talk to before and after the run, this had stopped due to Covid, but felt we should be
able to easily restart this, **J Green** to draft a paragraph to be added to Tchimes.

6) Green Policy
**J Green** to ask R Simpson and M Fleming to confirm availability in July to have a meeting
dedicated to this.

7) AOB and Date of next meeting
To be arranged based on #6