



# Forth Valley Orienteers

Orienteering at the Heart of Scotland

## FORTH VALLEY ORIENTEERS

### Minutes of the Annual General Meeting

Held on Saturday 29<sup>th</sup> January 2022 at 17:30, on Zoom

**Present:** Jon Cross (Chair), Alice McDaid, Paul Timms, Louise Longhurst, Gary Longhurst, Lindsey Hensman, Geoffrey Hensman, Dawn Goddard, Cathy Tilbrook, Paul Hammond, Vernon Gayle, Will Hensman, Rachel Kirkland, John Heaton, Simon Hunt, Kate Kilpatrick, Jen Leonard, Rona Molloy, Jonathan Molloy, Andy Llewellyn, Trevor Hoey, Graham Gristwood, Dave Coustick, Chris Wood, Kieran Watts, Heather Fellbaum, Clare Martin, Marie-Claire Shankland, Neil Polwart, Laura Polwart, Grace Polwart, David Nicol, Brian Bullen, Steve Scott, Kieran Watts

#### 1. Apologies for Absence

Apologies were received from: Brian Porteous, Gillian Godfree, Brad Connor, Jan and Gareth Bryan-Jones, Chris Smithard, Jenny Hammond, Janine and Jason Inman, Donald and Lucile MacLeod.

#### 2. Approval of Minutes of the 2021 AGM

Jen Leonard proposed that the minutes of the 2021 AGM were a true representation of the meeting. This was seconded by Neil Polwart.

#### 3. President's Report

Jon presented his report of the year, the full text of which is appended to these minutes. FVO has staged lots of events at all levels during 2021, including at least one brand-new event – the Stirling City Race which is expected to become an annual fixture. Jon congratulated not only all medal-winners within FVO, but also those members who helped to stage events. In terms of the Club Development Officer role, Jon thanked Chris Smithard for his continuing support on the Committee and reported that Kieran Watts has made a great start in the role, with much to look forward to in 2022. Jon also thanked Roger Goddard for preparing the Strategic Plan progress report, which will act as a great guide going forward and has already highlighted a few areas for improvement.

Cathy Tilbrook thanked Jon and the Committee for a clear report, and these thanks were echoed by Brian Bullen and Jen Leonard. Jen also asked Jon what he saw as the biggest challenge; Jon thought this was communication to members at all levels – communication has been a bit last-minute recently, but this should settle down in 2022. Jen also noted that it was hard to keep up with bigger, non-FVO events that members may be interested in; Jon suggested we need to find a way to make sure everyone knows where to look for the appropriate information.

In closing, Jon commented that 2022 will be full and busy, more like a 'normal' year. There will be lots of opportunities to run for and help FVO – please sign up!



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## 4. Treasurer's Report

Andy presented the Treasurer's report for the year, which is appended to these minutes. 2021 was a tricky year for financial planning and we stumbled through without the ability to plan ahead given the changing Covid landscape. End-of-year surplus was approximately £2,000, driven from local events, plus a gap in CDO funding. Income has roughly doubled from 2020 to 2021 – approximately £2,000 due to an accounting change, but mainly due to organising lots of events. Expenditure also doubled due to the increased number of events. CDO expenditure was less than in 2020 but expected to be approx. £10k going forward, with a lot of this covered by grants. Club net assets, after excluding allocated funds, stand at approx. £12k. Grants received during 2021 total approx. £16k – thanks largely to the efforts of Chris Smithard and Graham Gristwood in obtaining these. Andy also offered his thanks to the various funding bodies and to Simon Hunt for his advice and examination of the accounts.

Rona Molloy asked about athlete support; Andy replied that no support had been requested so none had been given. Neil Polwart asked if the event income was net of the credit card fees that are charged when using the online booking system; Andy responded that they were – which was good for comparison with previous years. Simon Hunt commented that the accounts were well maintained and easy to review, and congratulated both Andy and Dawn Goddard before him. Will Hensman asked if the 2022 spending for equipment and SI had been committed yet; Andy responded that the budget for 2022 was not yet decided but that he expected to be spending on SI kit. Cathy Tilbrook commented that assets of £12k represent a healthy balance, but is it so large that it can jeopardise future grant applications. Andy responded that assets have historically been in excess of £5k but that £10k is more appropriate now that we have more members. He noted we do need to ensure we are drawing down funds quickly enough to avoid creating problems, but that expenditure on mapping has been problematic during lockdown. Simon also added that £12k is roughly 6 months expenditure for FVO and we should be aiming to keep assets of 3-6 months, which is normal practice in the charity sector.

## 5. Election of Committee

The election of office bearers proceeded as follows:

<b>Post</b>	<b>Nominee</b>	<b>Proposer</b>	<b>Seconder</b>
<b>President</b>	Jon Cross	Roger Goddard	Cathy Tilbrook
<b>Secretary</b>	Paul Hammond	Jon Cross	Jonathan Molloy
<b>Treasurer</b>	Andy Llewellyn	Dawn Goddard	Marie-Claire Shankland
<b>General Member</b>	Steve Scott	Jon Cross	Geoffrey Hensman
<b>General Member</b>	Roger Goddard	Jon Cross	Geoffrey Hensman
<b>General Member</b>	Neil Polwart	Jon Cross	Geoffrey Hensman
<b>General Member</b>	Chris Smithard	Jon Cross	Geoffrey Hensman
<b>General Member</b>	John Heaton		



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No other nominations were received “from the floor”, so the above mentioned were confirmed in their posts. Jon explained that John Heaton would shadow Roger for the first few committee meetings then take his place once established. He also reflected on another all-male committee line-up, despite having tried to recruit female members; hopefully this is something we can address at the next AGM.

## 6. Confirmation of Non-committee Post Holders

<b>Position</b>	<b>Post Holder</b>
Team Captain	Jon Cross
Membership Secretary	Neil Polwart
Coaching Coordinator	Roger Goddard
Fixtures Coordinator	Chris Smithard
Volunteer Coordinator	Jen Leonard
Mapping Officer	Graham Gristwood
Permissions	Ben + Josie Stansfield
WEE Series Coordinator	Steve Scott
Night Event Series Coordinator	Lewis Taylor
Sprint Series Coordinator	<b>TBC*</b>
Safeguarding Officer	Hazel Dean
Press Officer	Steve Scott
Web Master	David Nicol
Electronic Equipment Holder	Will Hensman
Equipment Manager	Ben Stansfield
Club Trophies	Lindsey Hensman
Risk Assessment/Lead Covid Officer	Trevor Hoey
Map printing	Geoffrey Hensman
Club Kit	Paul Hammond
Social Secretary	Marianne Eik Gillian Godfree Vicky Thornton Heather Fellbaum

\* Post-meeting note: Cathy Tilbrook appointed as Sprint Series Coordinator.

## 9. Presentation of Friend of FVO and Jim Heardman Trophies

The Friend of FVO trophy is a relatively new award given to someone who is not a club member but has gone out of their way to help the club. Jon announced that this year the trophy would be awarded to Cornelia (Connie) Mueller who came over from Switzerland (at her own expense) to run coaching sessions for the juniors and a CSC Final preparation session for all members at Bantaskine. Jon also commented that Connie was delighted to be presented with an FVO shirt!



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Jim Heardman was an FVO member in the 1970s and 80s, and gifted the club a lovely trophy featuring trees made from different woods. This year the Jim Heardman trophy was presented to Dawn Goddard who has looked after us during lockdown by running her weekly Pilates sessions on Zoom, but also got the club accounts into great shape before handing the reins over to Andy.

## 10. AOB

Jon detailed the events that are coming up next. First is an Explore activity tomorrow in Callendar thanks to Nicola, Kieran, Vicky and Heather. There is also an activity coming in mid-February in West Lothian; Jon thanked everyone who is working with Kieran to get this going.

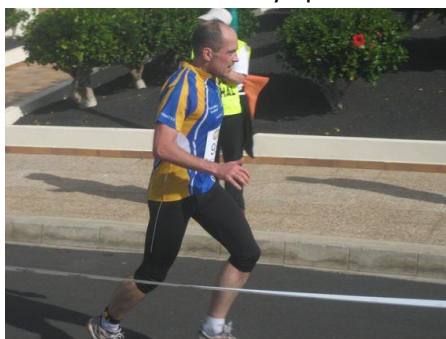
# Forth Valley Orienteers, 2021 Annual Report and Accounts

## 1. Presidents Report

### 1.1. 2021 – Still not a ‘normal’ year!

Last year’s President’s report by Jen Leonard began with the words *“it’s been an ‘interesting’ year to become president, but Forth Valley Orienteers shone through as an outstanding club yet again”*.

Those words seem very apt this time too as I report on my first year as President!



We have had a full and busy year, despite the challenges of Covid that meant we were unable to hold our first event of 2021 until 28 March. We were in fact one of the first clubs in the UK to re-start orienteering in 2021, and we were quickly into the swing of weekly events. Many other clubs were much slower to get going, and in fact British Orienteering contacted me to thank us for the example we were setting in terms of showing what was possible! It has been great to see so many people at our events, as well as so many of you getting involved in staging events or helping the club in other ways. Thank you all!

Your new committee took on the new Strategic Plan as agreed at the AGM, and this has been a great help for us in keeping track of goals and progress through the year. Thanks also to Jen who stayed involved to with an in-flight aspect of the Plan, and ensured that in May we were successful in our application for Scottish Orienteering Silver accreditation status.

You can see a summary in Appendix 5 which show the agreed targets under the Strategic Plan, and the progress against them. Given we were unable to stage events during the first quarter of the year, and continued to experience various challenges and restrictions (for instance with permissions), I am really pleased with how this year has gone. We are understandably short of some of the targets associated with total events and total participation, but nonetheless it is fantastic to have seen significant growth in club membership (to c250 members, see Appendix 4 for more detail). I think this is a great credit to the programme of local events and coaching, and many thanks to all of you who have been instrumental in putting those on and in being friendly faces offering support and encouragement to newcomers! Particular mention to Dawn Goddard for leading the weekly stretching and circuits class (ably assisted by circuits guru Roger) – it won’t be long before this has been operating for two years as a weekly online training session!

We also agreed at last year’s AGM to continue with a Development Officer role, and to extend that role to be 2 days/week. We were really pleased to be able to recruit Kieran Watts into this role to start in September, and he has wasted no time in getting involved. Kieran is already working to bring in new members as well as to provide support suitable for existing club members and volunteers of all ages and standards. His role is important to the success of the Strategic Plan and it is very positive to have him in place and already so active as we head into 2022. We were also very

fortunate in October 2021 to benefit from a full training week in FVO-land, with sessions from GB Team Lead Coach (and FVO member) Mark Nixon, and guest expertise from Swiss coach Coni Mueller who was on a sabbatical from work and generously offered a week of her time to coach us.

The growth in club membership - and the large number of events we now stage – are both only possible because of the number of club members who contribute their time, energy, and expertise. In Appendices 2 and 3 you can get some idea of the range of people who have helped with events and/or hold particular posts within the club. There are of course other contributions not fully recognised there – thanks so much to each of you for the role you play in making the club so active and so vibrant.

It was also very pleasing to be able to hold our Awards Evening as an in-person event this year. I recognise that not everyone was yet ready to come to an indoor event of that size, and I am sure we all very much hope that the 2022 evening will be able to go ahead without those concerns being such a factor. As ever with FVO, there was much individual and team success to recognise at the Awards Evening, for achievements at all of local, national and international level. Some of the headline successes are reflected in Appendix 1 but in many ways this just scratches the surface – well done all! From a team perspective the highlights were at the Compass Sport Cup Final and at the British and Scottish Relay Championships that we staged in Loch Ard Forest. We put up a very strong defence of our Compass Sport Cup title, narrowly beaten by the host club South Yorkshire but with the second highest score ever by a losing team, a great effort! In the Relay Championships, we took the British and Scottish Men’s Open title (the Scottish one for the first time that I can remember!), as well as the Scottish junior (MW44-) title.



As well as all of our local and newcomer events, we (as above) hosted the British and Scottish Relays, with the inaugural Stirling City Race the next day. And this year’s Scottish 6-Day event saw a different format of 3 days per competitor, but we as usual staged a day, this time at Creag Dubh near Newtonmore. We had the usual huge attendance from FVO members at the 6-Day, and the usual fun run-in competition! (Congratulations to Jamie Goddard who won that and then went on to win the Golden Boot at the Compass Sport Cup Final too).

Apart from the restrictions that have applied at various times during the year, our main problem for organising orienteering events through the pandemic has been getting permission from landowners. When we have got permission, it has often been at very short notice due to the regular changes in Covid guidance. I realise this has meant some events (and some online entry) have only been advertised at short notice too – thanks for bearing with it!

## 1.2. Looking Forward

The year ahead looks exciting, with the British and Scottish calendar looking much more normal, with a full calendar of championship (and other favourite) events. And as you would expect, FVO has many plans too! We intend to field teams at all the major relays, with high hopes for many of our teams. And of course we have a Compass Sport Cup to try and win back!

And talking of the Compass Sport Cup...we are hosting the final, in October at Tulliallan and Devilla near Kincardine. This is our most major event of the year (as well as being a great chance to field a strong team), so please put it in your diaries to come along and help. It will be a double-header weekend, with the second Stirling City Race the day before.

We are also delighted to be making strides with our 'Callander Hub' activities, using the new maps that we received grant funding to produce. This also means we have a brand new map of Callander Crag, mapped for orienteering for the first time. We are using that for the Scottish qualifier round of the Compass Sport Cup in March, again as part of a double-header weekend, with a middle race at Falkirk Wheel the next day.



Our other major event scheduled for 2022 is the Harvester Relay, the only night-day relay on the UK calendar. We have been trying to stage this since 2020 and it remains a challenge, not least as our planned location (Drumlanrig Castle) has been heavily affected by Storm Arwen. We continue to work on it, with a planned date of 13-14 August.

All this – and of course our normal full programme of training, club activities and a range of local events alongside our night, sprint, and Wednesday evening series! We will continue to focus on offering suitable opportunities for all club members, as well as continuing to pursue the key goals and aspects of the Strategic Plan. And of course we want to encourage everyone to enjoy their sport, to represent our club when they can, and to be inspired by the performances of our top athletes as they seek international success!

*Jon Cross, FVO President*



## 2 Treasurers Report

### 2.1. Overview



2021 was a transitional year financially for the club, with a significant increase in club activities leading to much higher income and expenses. Despite the club not being able to stage any events for part of the year and major events for most of the year, the club recorded a surplus of c£1.9k. This surplus was driven by healthy attendance at local events and a period during the summer when costs were not incurred for the Development Officer position.

The club has been successfully awarded £8.6k of grants over 2021, which will go towards expanding our mapping programme and expanding the development officer position to two days a week.

The club's bank balance stands at c£29k as of 31 December 2021. Approximately £16k of this balance is ring fenced as "Deferred Grants" which will be drawn down over the next few years as we fulfil the plans outlined in each grant application. This leaves "net assets" of c£12k (c£29k less c£16k) at 31 December 2021. Having a solid balance sheet stands the club in good stead for the short term as the Club Development Officer role has now expanded to 2 days a week to form a larger portion of fixed costs, and the club looks to put on, and partake in, major competitions.

### 2.2. Income

The table below shows the income for the period to 31 December 2021. Commentary follows the table and more detailed notes referenced in the last column are included in the later sub-section "Notes to the Accounts".

Income	2021	2020	Note
	£		
Memberships and Affiliations	1,695	1,989	1
Grants and Sponsorship	6,349	2,424	
Event Income - WEE Series	2,923	-	3
Event Income - Night Series	890	438	
Event Income - CAT and Newcomers Series	2,078	191	
Event Income - Club Only	1,390	1,228	
Event Income - Sprint Series	2,169	-	
Event Income - Larger Events	3,004	-	
Scottish Six Days Income	-	2,570	4
Socials Income	1,197	-	5
Sale of Orienteering Clothing to FVO Members	2,229	-	6
Other Income	170	-	
DCI Funding for Development officer	-	2,500	7
<b>Total Income</b>	<b>24,094</b>	<b>11,340</b>	

The significant increase in income in 2021 compared to 2020 is driven by a combination of increased club activities as Covid restrictions eased and a change in accounting approach. The 2021 accounts have now been refined to segregate the event income (i.e. entry fees) from the event expenses (levies, printing costs etc); in 2020 these items were netted and presented as a single line "net income" line. In 2020 the equivalent total event income was £4,035 vs £12,454 in 2021.

Covid restrictions limited the ability of the club in 2021 to put on larger events which typically generate a significant surplus to fund our development objectives. Nonetheless, it was great to see the club host the British Open Relays and Stirling City Race, which was a financial success (as well as



a logistical and athletic success). Attendance at local events was significantly higher in 2021, driven by more events and more people at each event.

The Club Development Officer (“CDO”) position was expanded to 2 days a week in 2021. The Direct Club Investment (“DCI”) funding finished at the end of 2020, and the cost of the CDO is now borne by FVO, supported by a number of successful grant applications.

### 2.3. Expenditure

The table below shows the expenditure for the period to 31 December 2021.

Expenditure	2021	2020	Note
Development Role	3,600	5,000	7
Mapping Costs	6,874	4,150	8
Event Costs - WEE Series	1,100	0	3
Event Costs - Night Series	368	0	
Event Costs - CAT and Newcomers Series	845	0	
Event Costs - ClubOnly	588	0	
Event Costs - Sprint Series	930	0	
Event Costs - Major Events	1,647	0	
Relays, CSC, Harvester and JS Trophy Costs	1,213	861	9
Purchase O Tops and Jackets	2,709	16	6
Equipment Costs	818	1,315	10
Trophies and Engraving	120	90	5
Socials Cost	1,023	101	
Club Events - AGM and Training	300	291	
Athlete Support	0	0	
Donations	0	0	
Stationery, Postage, Printing and Bank Charges	0	0	
Subscriptions - Affiliation Fees	70	70	11
<b>Total Expenditure</b>	<b>22,205</b>	<b>11,894</b>	

Expenses were c£10k higher in 2021 than 2020. Again, the significant increase is due to an increase in club activities across the board and the accounting change to segregate event expenses as shown above.

Our largest expense going forward will likely be the Development Officer who is now working c2 days per week. The Development Officer expenses are lower in 2021 as Kieran started the role in the last third of 2021.

Mapping costs continue to be a large area of spend as the club invests in expanding the suite of mapping into new areas, whilst ensuring the catalogue of maps are well maintained. Where possible grant funding is sought to cover these costs. Budgets are set and reviewed at each Committee meeting when appropriate.

An order of club kit was placed over the year and involved a lot of learning about post-Brexit EU import rules (well done to the Hammonds)! FVO has subsidised c15% of the total cost on average.

The reduced number of competitions meant that lower subsidies were paid to members compared to Pre-Covid years.

The main equipment purchases in 2021 related to a new battery back allowing our local events to support live results processing.

## 2.4. Income Less Expenditure

Overall, a net surplus of c£1.9k arose in 2021, compared to a c£0.6k deficit in 2020. A small surplus in 2021 is considered a positive outcome in the context of the year and positions the club well for 2022 when the expenses associated with the Development Officer position will ramp up.

Income Less Expenditure	2021	2020
<b>Total Income</b>	24,094	11,340
<b>Total Expenditure</b>	22,205	11,894
<b>Net Income less Expenditure</b>	<b>1,889</b>	<b>(554)</b>

## 2.5. Net Assets and Cash Movement

The net assets of the club were £11,992 at 31 December 2021, as shown below:

	£	Note
<b>Current Assets</b>		
Bank Account: Business Current Account	29,119	
FVO Kit Stock	1,013	6
Printer Paper Stock	417	
Monies due to FVO from Members	69	
	<b>30,618</b>	
<b>less Current Liabilities</b>		
SWAT Monies held by FVO	536	
Deferred Grants	16,243	
Membership Fees Paid in Advance	755	
Other Creditors	1,093	12
	<b>18,627</b>	
<b>Total Net Assets:</b>	<b>11,992</b>	

The club may appear to have substantial cash reserves, but the majority of the funds are ring fenced for specific purposes as outlined in our grant applications.

In addition to the recognised assets and liabilities mentioned above, FVO also has the following non-capitalised assets:

Equipment (SI and Other) – which has been expensed through the Income and Expenditure Account as this equipment was purchased. The SI equipment is expensive to replace and is difficult to insure. Other equipment was recently valued at c£15k replacement cost.

## 2.6. Grants

The club has been highly successful at securing grants over 2021, with a total of £8.6k grants being awarded:

- £6,000 from the National Lottery Awards for all to support expansion of mapping and the expansion of the development officer role.
- £2,000 from the Orienteering Foundation to support the increase in the Development Officer position to 2 days per week (further funding in future years is expected based on satisfactory progress).
- £600 from Dunblane Development Trust to establish new permanent orienteering courses.

Many thanks are due to all those grantors who have provided funds and Graham Gristwood (mapping officer) and Chris Smithard (outgoing Development Officer) for co-ordinating and completing many of the applications.

The table below shows a detailed breakdown. Grants are recognised as income only when the underlying costs associated with that grant are expended. Many of the grants will therefore be recognised gradually in the income of the club over next 1-2 years. This approach avoids large unrepresentative swings of surplus and deficit in the accounts when grants are initially awarded. “Deferred grants” represent grants awarded where the underlying expenses are still to be incurred.



Grantor	Deferred Grant Balance on 1st Jan 2021	Amount Awarded over year	Grant drawn down in year	Used for in 2021	Amount Recognised in Deferred Grants on 31 December 2021	Current Remaining funds likely to be used for:
Falk Renewables Earlsburn Community Fund (Cambusbarron) administered by Foundation Scotland	750	-	750	Polmaise and Cambusbarron Mapping	-	N/A
Callander Community Hydro Fund	5,000	-	3,804	Callander Mapping (Coilhallen, Callander Craggs, Callander Town)	1,196	Development Officer support for Callander project, permanent courses.
SOA Development Fund (for Callander)	1,000	-	1,000	Callander Hub Project (Callander Craggs map)	-	N/A
Clackmannanshire Council Development Grant	250	-	-	N/A	250	Mapping - Gartmorn Dam (partial)
Awards for All (National Lottery Community Fund)	-	6,000	222	Development Officer Funding	5,778	Development Officer funding, Mapping for Compass Sport Cup, Gartmorn Dam.
Dunblane Development Trust (Braes of Doune Windfarm)	-	600	-	N/A	600	Permanent Orienteering courses in Laigh Hills
Orienteering Foundation	-	2,000	500	Development Officer Funding	1,500	
N/A - prior balance accumulated under previous Development Officer arrangement from 2016 - 2021.	6,919	-	-	N/A	6,919	Development Officer expansion to 2 days per week.
	<b>13,919</b>	<b>8,600</b>			<b>16,243</b>	



## 2.7. Attestation of FVO Treasurer

I have prepared the accounts for Forth Valley Orienteers at 31 December 2021 in my personal capacity as FVO Treasurer. This document is not considered Technical Actuarial Work and therefore the requirements of Technical Actuarial Standard 100, as set out by the Financial Reporting Council, do not apply.

*Andy Llewellyn, FVO Treasurer, 20 January 2022*

## 2.8. Independent Examiner's Report to the members of Forth Valley Orienteers

I report on the accounts of the club for the year ended 31 December 2021 which are set out in the Treasurer's Report.

### **Respective responsibilities of members and examiner**

The members of the club are jointly responsible for the finances of the club, in accordance with clause 8 of the constitution. It is my responsibility to examine the Accounts as required under clause 6 of the constitution and to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination is carried out in accordance with OSCR guidance on independent examinations. An examination includes a review of the accounting records kept by the club and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the Accounts, and seeks explanations from the Committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the Accounts.

### **Independent examiner's statement**

In the course of my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records and to prepare accounts which accord with the accounting records have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Name:** Simon Hunt

**Relevant Professional qualification/professional body:** ICAEW

**Address:** Kinbuck Hall, Kinbuck

**Date:** 19 January 2022

## 2.9. Accounting Policies

The Accounts have been prepared on an accruals basis, so income and costs are included in the Income and Expenditure Account in the year to which they relate.

Unsold kit stock, unused grants, and other balances due to and from external parties, are included as Assets and Liabilities of the Club.

## 2.10. Notes to the Accounts

### Note 1: Membership

A refinement has been made in 2021 to account for membership fees on an accruals basis (as opposed to cash basis). This has been done approximately using the date of payment of membership to determine whether that membership relates to the current calendar year or the next one. This change in approach has led to a slight step down in the disclosed 2021 Membership income. Membership renewals for calendar year 2022 received in November & December 2021 have now been deferred to next years 2022 accounts, whereas previously they would have been recorded in the 2021 year.

Note 2: This has intentionally been left blank

### Note 3: Event Income

Breakdown of the event income and expenses is shown below. Despite some Covid restrictions in 2021, the events generated a healthy amount of surplus.

Events	Income	Expenses					Net Surplus	2020
		Map printing	Levies to British Orienteering	Levies to Scottish Orienteering Association	Access Costs	Other		
WEE Series	2,923	326	762	0	0	13	1,823	0
Night Series	890	126	242	0	0	0	522	438
CATs and Newcomers series	2,078	247	489	0	0	0	1,342	191
Club Only Events	1,390	146	428	0	48	0	768	1,228
Sprint Series	2,169	360	570	0	0	0	1,239	0
British/Scottish Open Relays and Stirling City	3,004	379	312	108	85	819	1,301	0
	12,454	1,584	2,802	108	133	832	6,996	1,857

Some figures in the above table differ slightly to the summarised total expenses due to difficulties of allocating the costs between events.

### Note 4: Scottish Six Days Income

Historically, a proportion of the income generated from the Scottish Six Days in 2019 is allocated to the various Scottish orienteering clubs based on the roles that club members fulfil. No distributions to Scottish Clubs were made following the Scottish Six Days in 2021 given the more challenging financial conditions. FVO does not budget for this income as a matter of course.

### Note 5: Socials

Socials are expected to be broadly cost neutral. A small surplus for Kincaig is largely due to a £250 deposit for the weekend being recognised in a prior year.

Net Costs on Socials	Income	Expenses	Net	2020
Annual Awards	639	656	(17)	0
Kincaig Training Weekend	558	367	191	0
Thank you gifts and lockdown prizes	0	0	0	(101)
	1,197	1,023	174	(101)

### Note 6: Net cost (surplus) on Sale of FVO Clothing

The Club sells purchased stock to members at around a 15% discount. For 2021 and going forwards, the cost of the club subsidy is recognised as soon as the kit has been purchased and placed into the FVO kit stock. Subsequent sales of remaining items from the FVO kit stock to FVO members will therefore result in no net cost to FVO, until a new order is placed with the supplier.

Sale of FVO Clothing	Income	Expenses	Net	2020
Sale of FVO branded O tops and jackets	2,229	0	2,229	76
Cost of FVO tops sold (valued at full purchase price)	0	2,709	(2,709)	(102)
Sale of second hand kit	0	0	0	10
	2,229	2,709	(480)	(16)

### Note 7: Development Officer

Over the year Kieran Watts was appointed as our part Club Development Officer (CDO), who works on a self-employed basis around 2 days per week.

In 2021, the club received c£7k that was held by SOA in relation to the historical operation of the CDO position from 2015 – 2020. FVO had paid a fixed amount to cover the salary, expenses, pension amounts for the CDO, plus an administration charge. This fixed sum was approximate and slightly prudent which led to a surplus balance at SOA, which has now been returned to FVO, where it will be deployed for development purposes.

#### Note 8: Mapping Costs

Table below shows a breakdown of the c£7k mapping spend. The majority of total expenditure was matched with grants during the year.

Mapping Costs	Cost	Grant Received in 2021	Grantor
Callander Town (Sprint)	700	700	Callander Community Hydro Fund
Callander Crag	2,144	2,144	Callander Community Hydro Fund, Scottish Orienteering Association Development Fund
Coilhallen North	750	750	Callander Community Hydro Fund
Coilhallen South (Partial)	1,460	1,260	Callander Community Hydro Fund, Scottish Orienteering Association Development Fund
Polmaise and Cambusbarron	300	750	Falck Renewables Earlsburn Community Fund (Cambusbarron) [Note £450 covered expenses already incurred in 2020]
Bonnyfields	700	0	
Bannockburn (purchase from Masterplan adventure)	450	0	
Dumyat and Pendreich	200	0	
Minor updates	170	0	
	<b>6,874</b>	<b>5,604</b>	

#### Note 9: Relays, CSC, Harvester and JS Trophy Costs

Higher costs were observed in 2021 than 2020 as more major events happened, but these subsidies were still lower than pre-Covid levels.

Relays, CSC, Harvester and JS Trophy Costs	Income - from members	Expenses		Net 2021	2020
		Entries	Travel & Accommod		
JK, British, British Sprints, and Scottish (ent)	527	878	0	(351)	(24)
JS Trophy (fully subsidised entries)	0	0	0	0	0
CSC (entries fully paid)	0	863	0	(863)	(837)
	527	1,741	0	(1,214)	(862)

#### Note 10: Equipment Costs

Equipment Costs	Expenses	2020
SPORTident equipment (incl. maintenance /	91	579
IT Equipment	89	0
Kites / Markers etc	12	78
Stakes / Gripples etc	0	90
Zoom Subscription	133	0
Covid related kit (Zoom subscription, card re	0	255
GPS Tracking (met by SOA grant awarded i	0	313
Portable Battery Pack	400	0
Other	93	0
	<b>818</b>	<b>1,315</b>

#### Note 11: Subscriptions - Affiliation Fees

The charges for the Clubsport Stirling and Clackmannanshire Council affiliations were not levied in 2021 (and 2020) due the Covid pandemic, which was greatly appreciated.

Subscriptions - Affiliation Fees	Expenses	2020
British Orienteering Annual Affiliation Fee	70	70
Clubsport Stirling Affiliation Fee	0	0
Clackmannanshire Council - Affiliation Fee	0	0
	<b>70</b>	<b>70</b>

## Appendix 1 - FVO team achievements, national selections and championship medals

### 1.1 FVO Team successes 2021

#### Compass Sport Cup (UK interclub team competition):

FVO were 2<sup>nd</sup> in the final held at Tankersley near Sheffield, beaten by the local club South Yorkshire Orienteers. A great team effort, the FVO score was the second highest ever by a non-winning club!

#### British Mixed Sprint Relay Championship:

GOLD Veteran (40+) (Roger Goddard, Beccy Osborn, Will Hensman)

BRONZE Junior (U16) (Jamie Connor, Lucy Hensman, James Hammond)

#### British and Scottish Relay Championships:

GOLD Mens Open (Chris Smithard, Graham Gristwood, Alasdair McLeod)

BRONZE Womens Open (Bryony McLeod, Vicky Thornton, Laura Hindle)

#### Scottish Relay Championships:

GOLD Junior U44 (Esme Kelly, Rebecca Hammond, Sam Hunt)

SILVER Junior U36 (Hannah Inman, Matthew Inman, Scarlett Kelly)

### 1.2 National and international selections 2021

**GB Senior Squad:** Kris Jones, Chris Smithard, Grace Molloy.

**World Championships and World Cups:** Chris Smithard and Grace Molloy represented GB at both.

**GB Talent Squad:** Peter Molloy, Lizzie Stansfield

**Junior World Championships:** Peter Molloy (unfortunately GB were unable to send a team)

**European Youth Championships:** James Hammond (unfortunately GB were unable to send a team).

**Scottish Junior Orienteering Squad:** Jamie Goddard, James Hammond, Sam Hunt, Jamie Connor.

Rebecca Hammond, Scarlett Kelly

### 1.3 Individual performance at major events in the UK and national events in Scotland

*Top class in each age category (E/A/L)*

Event	Gold	Silver	Bronze
Jan Kjellstrom International Orienteering Festival - not held	-	-	-
British Long Championships	2	2	1
British Middle Championships	6	2	3
British Sprint Championships	2	2	4
British Night Championships	0	2	0
TOTAL BRITISH CHAMPIONSHIPS	10	8	8
Scottish Championships	9	7	6
Scottish Sprint Championships	7	6	2
(Scottish Middle and Scottish Night Championships not held)	-	-	-
TOTAL SCOTTISH CHAMPIONSHIPS	16	13	8
Scottish Orienteering League	6	10	10
Scottish Urban Orienteering League	4	5	5
Scottish Junior Cup	2	4	2
TOTAL SCOTTISH LEAGUES & CUPS	12	19	17
<b>Total number of club members winning at least one British or Scottish medal</b>			<b>32</b>

## Appendix 2 – Events, training, and activities organised by FVO in 2021 (number of participants)

Date	Event Location Or Name	Planner/Organiser	Level	Total
Weekly	Terrain Run - Tuesday evenings	MC Shankland / Jon Cross	Activity	Free
Weekly	Pilates / Circuits via Zoom	Dawn & Roger Goddard	Activity	Free
28-Mar-21	Abbey Craig	Chris Smithard	Club Only	60
04-Apr-21	South Achray	Jon Cross	Club Only	43
10-Apr-21	Beecraigs	Rona Molloy	Club Only	27
11-Apr-21	Plean	Ross McLennan	Club Only	56
18-Apr-21	Polmaise	Rhys Stanwix	Club Only	63
24-Apr-21	Witch Craig	Neil Polwart	Club Only	28
25-Apr-21	Pendreich	Simon Hunt	Club Only	61
28-Apr-21	Mine Woods	Jamie Connor	WEE	60
05-May-21	Bonnyfield	Steve Scott	WEE	58
12-May-21	South Achray	John Heaton	WEE	57
19-May-21	Laigh Hills	Rhys Stanwix	WEE	65
23-May-21	Coilhallen	Will Hensman	Local	68
26-May-21	Callander Park	Steve Scott	WEE	55
02-Jun-21	Fallin	Jason Inman	WEE	58
10-Jun-21	Beecraigs	Pierre Lardet	WEE	63
16-Jun-21	Sheriffmuir	Mark Holliday	WEE	54
19-Jun-21	Muiravonside	Stan Flint	Local	62
23-Jun-21	Abbotshaugh	Neil Polwart	WEE	55
30-Jun-21	Doone Ponds	Heather Fellbaum	WEE	56
18-Jul-21	Hermitage Woods	Jamie Goddard	Local	78
06-Aug-21	Creag Dhubh	Dave Coustick & Terry O'Brien	Scottish 6-Day	n/a
11-Aug-21	Linlithgow East	Grace & Rona Molloy	Sprint	61
18-Aug-21	Doone	Lewis Taylor	Sprint	42
25-Aug-21	Stirling Braehead	John Heaton	Sprint	57
01-Sep-21	Cambusbarron	Alasdair McLeod	Sprint	65
08-Sep-21	Helix and Kelpies	Ben Polwart	Sprint	69
12-Sep-21	Bantaskine	Steve Scott	Local	51
15-Sep-21	Callander Town	Heather Fellbaum	Sprint	62
19-Sep-21	Kincraig Weekend Training (Inshirach / Culbin / Ro	Jason Inman	Activity	n/a
22-Sep-21	Linlithgow Peel	James Hammond	Sprint	58
26-Sep-21	Stirling University	Kieran Watts	Local	35
29-Sep-21	Bridge of Allan	Simon Hunt	Sprint	57
09-Oct-21	Abbey Craig	Kieran Watts	Local	43
10-Oct-21	Birnam	Ben Stansfield	Activity	n/a
11-Oct-21	Plean	Nicola Melville	Activity	n/a
12-Oct-21	Beecraigs	Jen Leonard	Local	62
13-Oct-21	Plean	Nicola Melville	Activity	n/a
13-Oct-21	Bantaskine	Jon Cross	Activity	n/a
27-Oct-21	Plean	Lewis Taylor	Night	48
30-Oct-21	Polmaise	Kieran Watts	Local	33
10-Nov-21	Muiravonside	Kieran Watts	Night	54
13-Nov-21	Open British and Scottish Relay Championships	Angela Mudge/Jon Cross	Major	142
14-Nov-21	Stirling City Race (Bannockburn)	Jon Cross/Ross McLennan	Regional	113
20-Nov-21	Duncraggen	Andy Llewellyn	Club Only	72
20-Nov-21	FVO Annual Awards (and Dinner Dance)	Social Committee (Gillian Godfree, Heather Fellbaum, Vicky Thornton, Marianne Eik)	Social	n/a
24-Nov-21	Laigh Hills	Roger Goddard	Night	50
04-Dec-21	Kings Park	Kieran Watts	Local	28
08-Dec-21	Bantaskine	Steve Scott	Night	44
18-Dec-21	Fallin	Neil Polwart	Local	55
<b>Total participants at chargeable orienteering events</b>				<b>2,428</b>





## Appendix 3 - Club Officials

### A3.1 Event Officials

Event Official role	Number of club members
Organisers (with Event Safety Workshop training)	81
Grade A Controllers	6
Grade B Controllers	2
Grade C Controllers	4
Coaches - current Licence to Coach	6
Coaches - Licence to Coach (currently expired)	8
First aiders	12

### A3.2 Club roles

#### Elected committee roles:

President - Jon Cross

Secretary - Paul Hammond

Treasurer - Andy Llewellyn

General members - Roger Goddard, Neil Polwart, Steve Scott, Chris Smithard

#### Appointed roles:

Club kit - Paul Hammond

Club trophies - Lindsay Hensman

Covid Officer - Trevor Hoey

Electronic equipment holder - Will Hensman

Equipment - Ben Stansfield

Local weekend events/newcomers coordinator - Chris Smithard

Mapping officer - Graham Gristwood

Membership secretary - Neil Polwart

Night series event coordinator - Lewis Taylor

Permanent Orienteering Course coordinator - Jason Inman

Permissions - Josie Stansfield

Press officer/Media - Steve Scott

Risk Assessment - Trevor Hoey

Safeguarding officer - Hazel Dean

Sprint series event coordinator - Graham Gristwood

Team captain - Jon Cross

Webmaster - David Nicol

Wednesday Evening Event (WEE) series coordinator - Steve Scott



## Appendix 4 – Membership Report

### 1. Membership position as at 31st December 2021:

Total membership was 250 (177 adults and 73 juniors) plus 3 second club members.

See Tables 1 and 2 for the breakdown into age categories and comparison with previous years. (NB This does not include Stirling University Orienteering club members who are automatically second club members of FVO).

### 2. New members joined in 2020

We recruited 44 new members into FVO in 2021 (cf 27, 32 & 39 new members in 2020, 2019 and 2018 respectively). A number of second claim members became first claim members during the year or when renewing their membership.

Note that no welcome packs have been distributed to new members in 2020 or 2021 due to Covid restrictions.

### 3. SOA/BO members

At the end of 2021, we had 82 members in FVO who are Scottish Orienteering-only members (i.e. not in British Orienteering). (compares with 64, 71 and 42 in 2020, 2019 and 2018 respectively).

**Neil Polwart, FVO membership secretary, January 2022**

*Table 1 - Breakdown of FVO membership December 2021*

		Female	Male	Total
V. Young Juniors	M/W10	14	9	23
Younger Juniors	M/W12/14	14	11	25
Older Juniors	M/W16/18	6	19	25
Seniors	M/W20/21/35	22	18	40
Veterans	M/W40+	40	42	82
Supervets	M/W55+	11	23	34
Ultravets	M/W65+	9	12	21
<b>Total</b>		<b>116</b>	<b>134</b>	<b>250</b>



*Table 2 - FVO membership data over past 8 years*

<b>Year</b>	<b>Seniors</b>	<b>Juniors</b>	<b>Total</b>	<b>Second club</b>
2013	83	46	<b>129</b>	6
2014	90	45	<b>135</b>	3
2015	100	48	<b>148</b>	3
2016	122	53	<b>175</b>	3
2017	132	68	<b>200</b>	4
2018	146	70	<b>216</b>	3
2019	151	73	<b>224</b>	2
2020	138	63	<b>201</b>	4
2021	177	73	<b>250</b>	2

*Table 3 – Local Authority Area of current membership*

<b>Local Authority</b>	<b>No of members 2021</b>	<b>No of members 2020</b>
Stirling	117	96
West Lothian	50	52
Falkirk	13	14
Clackmannan	18	12
Perth & Kinross	13	8
Fife	3	3
Edinburgh	4	2
Borders	2	2
Dundee	2	2
Glasgow	0	1
East Dunbartonshire	10	1
South Lanarkshire	2	0
North Lanarkshire	1	0
Outside Scotland	15	8
	<b>250</b>	<b>201</b>



## Appendix 5 – FVO Strategic Plan: progress report

FVO Vision: FVO is a top quality orienteering club which warmly welcomes and caters for all ages and abilities

