2026 Annual General Meeting

Venue: On-line meeting

Date: 7pm Monday, 2nd November 2026

MINUTES

PRESENT:

James Clemence	Chairman SWOC	Mark Saunders	SWOC
Alice Bedwell	Secretary SWOC	Rob Woods	SBOC
Jean Lochhead	Treasurer BOF	Jill Manning	SWOC
Anne May	Membership Secretary SWOC	Chris Virgo	DEVON
Kerina Lake	Fixtures Secretary SBOC	Adrian Moir	SWOC
Duncan Innes	Safeguarding Officer, SWOC	Megan Mitchell	SBOC
Jim Wood	Coaching Officer, ERYRI		

1. Apologies

Apologies were received from:

Niall Reynolds SBOC, Margaret Reynolds SBOC, Dave Alcock (CLARO)

2. Minutes of 2025 WOA AGM (September 2025)

The minutes were agreed as an accurate record of the meeting.

3. Matters arising from minutes of 2025 WOA AGM

a. Croeso 2024 – two commoners associations have not received their donation for land use for Croeso 2024 as we do not have a contact for them. This has not been put into the Croeso account as a reserve

b. British Championships – James C thanked SBOC and SWOC and all the volunteers for putting on a well received British Championships weekend in February 2026, acknowledging the amount of work that was involved for two small clubs

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4. Reports of Officers for 2025/6 (*see WOA Annual Report 2025/6*):

a. Chair (James Clemence)

After 5 years James C is resigning as Chair and from his role as one of the Director's of Croeso Festivals of Orienteering. Clem outlined the role of WOA over the last 5 years and thanked everyone for the huge efforts and commitments of so many volunteers within WOA and Clubs who keep the sport successfully operating in Wales. The meeting thanked him for the work he has done over this time.

Report accepted

b. Treasurer (Jean Lochhead)

The Income and Expenditure Accounts for the year up to March 2026 are included in the WOA Annual report.

Jean L noted that the Croeso Festivals of Orienteering account has a balance of £19,282.54.

WOA had a surplus of £3,850.55 for the year, but this was mainly due to receiving £6000 from Croeso.

Report and accounts accepted

c. Secretary report (Alice Bedwell)

Report accepted

d. Coaching Officer (Jim Wood)

Points discussed in the meeting concerned the number of licensed coaches in WOA.

- Kerina will be licensed once her first aid certificate is added to the system by British Orienteering.
- Mark S and Alice B are licensed but recorded under SWOA.
- Tim Higginbottom is doing his coaching qualification at the moment but will be registered with NWOA.
- WOA will fund any coaches who are qualified but need to renew first aid or safeguarding qualifications if they are going to be actively coaching in Wales

Action: Jim W to inform athletes of their responsibilities for clean sport by the end of the year

Report accepted

e. Membership Secretary (Anne May)

Overall membership numbers have increased to over 350.

Caerphilly scouts who attend the summer park series regularly have joined SWOC causing a jump in junior men numbers

Points discussed in the meeting were:

- Lack of university clubs in Wales and therefore low numbers of young adults. Rob Woods talked about Gracie Grant, British Orienteering's University and Access Officer, who could help with this
- (Air Commodore) Rob Woods is also working with the cadet forces in Wales to encourage their participation in orienteering
- (British Orienteering Chair) Rob Woods talked about the Data Dashboard on the British Orienteering web-site which presents membership statistics for clubs and regions Report accepted.
- Duncan Innes talked about SWOC commitment to developing a series of events in the local areas around Cardiff, whilst acknowledging that this was very much a work in progress.

Report accepted

f. Fixtures Secretary (Kerina Lake)

Kerina will be standing down from this post next year.

Points discussed in the meeting were:

- SWOC's summer park series and map run series have been very popular but the club are struggling to put on more "traditional" orienteering (as discussed above)
- SBOC have put on a large number of activities but will struggle to maintain this due to volunteer effort required. They are surveying their members as to what they want from their club . They could share the questionnaire with other clubs.

Report accepted

g. Safeguarding Officer (Duncan Innes)

Report accepted

5. Reports of Advisors for 2025 (*see WOA Annual Report 2025/6*):

a. Senior Squad Manager (Megan Mitchell/Ben Mitchell)

Megan is standing down from this role. The meeting thanked her for all the work she has done over the past 5 or 6 years.

b. Junior Squad Manager (Alice Bedwell)
c. Veteran Squad Manager (James Clemence).

Clem is standing down from this role.

d. Welsh League Co-ordinator (Megan Mitchell)

6. Election of Officers

James Clemence is standing down as Chair. All other officers were available for re-election.

a. Chair – Vacant
b. Treasurer – Jean Lochhead
c. Secretary -Alice Bedwell,
d. Membership Secretary – Anne May
e. Fixtures Secretary - Kerina Lake
f. Coaching Officer – Jim Wood
g. Mapping Officer – Ben Mitchell
h. Safeguarding Officer – Duncan Innes

All officers were re-elected unanimously other than the Chair and this post is currently vacant

Action: James C and Alice B to write a job description for the Chair and to advertise the post to the WOA membership.

7. Appointment of Advisors

Tim Higginbottom (DEE) is taking over from James Clemence as the veteran squad manager

Megan Mitchell is standing down as senior squad manager and will contact Will Lake to confirm that he will take over this role

Alice Bedwell and Mark Saunders remain as junior squad managers.

Megan Mitchell remains as the Welsh League results co-ordinator

Action – Megan M to contact Will Lake to confirm that he will be the Senior Squad manager

8. Appointment of Auditor

Currently no auditor has been appointed. Some suggestions were made: Nigel Ferrand, John Butler or asking Andy Robinson (British Orienteering Treasurer) for ideas.

Action – Jean L to follow up these suggestions to find an auditor

9. Budget 2026-27

a. WOA levies and fees

The current WOA levies are £0.70 per adult and £0.70 per 3 juniors

Proposal: That the fees for existing membership categories and the levies for 2027 remain the same as 2026

The proposal was accepted unanimously

10. Funding the Home International Teams

Dave Alcock had asked for the split of funding for the Home International teams to be discussed particularly asking whether the balance of the subsidies should be shifted towards the juniors. The SportWales partnership grant is used in part to fund the teams with WOA providing the remainder of the subsidy (see I&E account in the Annual Report).

Currently the budget for these events is flexible, as the location of the event has a large impact on costs and therefore reducing the amount spent on the Veteran's team does not necessarily mean an increase in the amount available for the Juniors.

Action – Alice B to follow this up with Dave A and, if he has more specific points, to take this up at the next committee meeting.

11. Any Other Business

a. The Reserve Forces and Cadets Association across Wales are looking to make more use of their buildings and parking areas by making these available to other community groups and would be interested in a mutual partnership with orienteering.

Action – Rob W to pass on contact details to Alice B

b. Incorporation of WOA . Rob Woods is meeting with Joanne Nicholas SportWales tomorrow (3rd November 2026) and will discuss the Incorporation of WOA and the British Orienteering involvement in this.

Action –Alice B to provide Rob W with details of progress on this project

c. Direct of Croeso Festivals of Orienteering

Action – WOA to appoint a replacement director for Croeso Festivals of Orienteering

12. Date of 2027 AGM – date to be confirmed.

The intention is to hold the meeting in May/June 2027, after the accounts have been closed. The meeting will be held on-line.

The meeting was closed at 8.50pm