

Board of Directors

Minutes

Monday 20th April 202 18:30-20:25



Online meeting via Teams

Board attendees: Rob Woods, Alison Howe, Justine Albert, Duncan Birtwhistle, Peter Brooke, Zac Randell, Andy Robinson, David Rosen, Pauline Tryner, Keith Willdig.

Apologies: None

Minute taker: Peter Brooke

1. Meeting Administration

- The Chair welcomed everyone to the meeting.
- The CEO outlined that the purpose of this meeting was to discuss the initial proposals for the 2026 AGM and to allow time for any changes or suggestions to be considered. There were a small number of important updates to consider in addition to the AGM discussions.
- The meeting agreed to be recorded; the recording will be stored on Peter Brooke's personal drive and deleted once minutes are approved.
- The Chair reminded directors that safety, environmental and welfare considerations need to be at the forefront of our decision making.

Any other business/ Declarations of Interest

- No items for any other business or declarations of interest were raised.

2. Minutes of Last Meeting

The minutes of the 9th February 2026 meeting of the Board were approved without any changes.

The CEO outlined that an update on previous actions will be provided in the May Board meeting.

3. Matters of Significance

3.1 Passing of a member at an event

The Board placed on record their condolences to the family and friends of a British Orienteering member who passed away during an event earlier this year.

The CEO referred to a paper which outlined the steps taken during and after the event.

The Board discussed how these situations can be handled and communicated in the future, including earlier notification to all Board members in these cases.

3.2 JK 2026

The CEO informed the Board that JK 2026 experienced significantly lower entries than both 2025 and initial expectations. Participation across all four days was down by 1,527 runs, resulting in a substantial shortfall in income. Although entries were ahead of 2025 at the point of the price increase, the usual late surge in registrations did not materialise.

Organisers made efforts to reduce expenditure where possible, however, the largest cost areas related to event-critical services, leaving limited scope for meaningful reductions.

Final invoices are currently being processed, and a report on costs and overall impact will be presented to the Board once available.

The Board acknowledged the challenges faced by the organisers, particularly due to adverse weather conditions, and expressed their thanks to the organising team and volunteers for ensuring the event proceeded successfully.

The CEO also noted that a major events survey will be distributed to all members. This will provide valuable insight into members' perceptions of major events, including their motivations for attending and reasons for non-attendance. The findings will help inform future planning and strategic direction.

3.3 JK 2028

The CEO reported that two sub-group meetings had taken place to discuss JK 2028, involving representatives from SWOA, BOF and the Board.

Following an initially positive response, Forestry England has declined permission to use the Forest of Dean over Easter due to environmental concerns (specifically nesting birds), although alternative times of year may be possible.

Preliminary enquiries have also been made regarding hosting the event in Wales.

It was noted that 2028 presents several additional challenges and factors that require careful consideration:

- A highly congested spring calendar, with three major championships (BOC, Sprints and JK) scheduled within a five-week period, followed by the Middles four weeks later. This is likely to impact members' ability to attend all events due to both cost and timing.
- 2028 is a Croeso (6 day event) year. Hosting the JK in Wales would place additional pressure on clubs, volunteers and available areas within the region.

The Board was asked to consider supporting a move away from the traditional Easter timing for JK 2028, in light of the challenges outlined, particularly those affecting the South West.

The Board agreed that a broader discussion about the purpose and future of the JK is essential. The CEO noted that the major events survey referenced in section 3.2 will provide valuable insight into members' views and help inform the Board's strategic direction.

A further discussion will take place at the May meeting before any decision is made regarding a move from Easter.

The Board discussion summary:

Concerns

- Moving the JK from Easter presents a risk, particularly in terms of member sentiment.
- Rising costs and entry fees are reaching a level where individuals and families may be unable to attend the full event.
- The JK's traditional Easter slot raises questions about whether alternative dates can support the current format.

Observations

- The event can be challenging for newcomers and less experienced participants.
- The JK is not currently positioned as a newcomer-focused or those at only TD3 skill level event.
- The scale of infrastructure required may need to be reviewed, but does reducing this remove the major event experience aspect?
- The four-day bank holiday format works well operationally.
- Participation levels are broadly stable but not growing.
- Volunteer capacity and rising costs continue to be highlighted by organisers as key challenges.

Opportunities

- 2028 could provide an opportunity to trial a revised format on a one-year basis.
- Potential to develop a more festival-style event, building on concepts such as the Quid Games.
- Moving away from Easter could alleviate some environmental constraints.
- Format changes may encourage broader participation.
- Opportunities may exist to link with other sporting events to share infrastructure, reduce costs and expand reach.

The Chair emphasised the importance of strengthening the JK's appeal to attract more members, while retaining its core identity and existing participant base. Any changes should aim to provide a platform for sustainable growth.

Board members PT and JA will continue on the sub-group, with KW joining. The sub-group will review the available information and provide recommendations to the Board on next steps.

At the May meeting, the Board will revisit the discussion with the aim of considering a range of options for JK 2028.

Actions:

- All directors to reflect on the discussion and feedback to the CEO.
- The CEO is to follow up with the subgroup and Wales to understand their viewpoint and plans for Croeso 2028.

4 Governance

4.1 Sport Ni Funding

The CEO was pleased to note that Sport Ni had confirmed their funding for the period 2026-27. Funding of £56,650 was received which included a 3% inflationary increase.

4.2 Code of Governance

The CEO informed the Board that a submission of the outstanding requirements had been made to Sport England. We are awaiting feedback and will hope to provide an update in May.

The Board wished to wait to approve the updated People plan until the May Board meeting to allow more time to review the plan. GP discussed how we need to ensure that there is accountability in the plan with clear intent to deliver its objectives.

5 AGM 2026

5.1 Articles of Association

Following up from the discussion in February, the Board discussed the updated Articles of Association. There are no substantial changes, the changes made ensure that the language used is gender neutral and timelines for future AGMs have been reduced slightly.

The Board thanked David Rosen for his extensive work in updating the articles.

The directors are to review the final version ahead of confirming these as a proposal for the AGM. The changes made are to be highlighted in the AGM pack for members to see.

Action: The updated articles of association are to be shared with the Board for approval in May.

5.2 Review the draft 2027 budget

The Board reviewed the proposed budget for 2027.

The CEO outlined a number of factors which may influence the budget and may require it to be updated at a later date.

The key considerations are:

- There has been a planned budget deficit in recent years. This needs to return to a breakeven/surplus budget.
- Membership and levy fees have not risen with inflation since 2020.
- Funding is currently unknown from Sport England from April 2027.
- There has been significant investment in the website and database from the reserves, we need to continue to maintain and grow this.
- Most budget lines have not seen growth in the last few years other than the likes of external services such as IT.

It was reported that once Sport England have provided an indicative funding award figure, there may be a requirement to reconsider the budget. The Board will be updated when more information is known.

5.3 Proposed Membership, Levy and Club affiliation fees

The Board considered the proposed 2027 fees based on the draft 2027 budget and considerations highlighted in 5.2. A paper outlining the fees since 2014 was considered.

This section was not to confirm the fees at this stage but to allow the Board time to reflect and consider any other suggestions prior to confirming the proposals for the AGM.

Proposed membership fees

	2026 fee	2027 proposed fee
Seniors	£17	£20
Young Adults	£11	£12
Juniors	£5	£6
Family offer	£39	£46

The Board were satisfied that the member fee continued to remain low in comparison to other sports and would help support moving to a breakeven budget.

Affiliation fees

	2026 fee	2027 proposed fee
Clubs	£95	£120
University Clubs	£25	£30

Having considered the costs in other sports and the central services provided, the Board were happy with the rise in club affiliation fees to the proposed amount. However, it was requested to consider if there could be a sliding option based on the size of the club.

Action: The CEO is to create a model based on the size of a club for consideration in May.

The Board felt that at this stage a rise in the University fee was not required.

Event levies

	2026 fee	2027 proposed fee
Seniors (members)	£1.85	£2.00
Seniors (non-members)	£2.80	£3.00
Juniors	£0.60	£0.65

The Board were satisfied that the proposed rise in fees are appropriate considering a previously sustained period of fixed levies.

5.4 AGM date

The CEO reported that due to changes in venues and days for the British Sprint Championships, and the cost for room hire on the Sunday, it was no longer possible to hold the AGM on the planned date of Saturday 27 June 2026.

The decision was confirmed to hold the AGM online to ensure the meeting was accessible to as many members as possible.

The CEO and Andy Robinson are to confirm the date at the end of the Board meeting.

**Post meeting note: The CEO and Andy Robinson met after the Board meeting and confirmed Monday 29th June 2026 at 18:30 for the AGM.*

6. Any Other Business

No other business was raised.

7. Future meetings (11:00 to 16:00 unless stated)

Key Dates	Venue
Monday, 11 May 2026	Birmingham, the Studio
Monday 29 June 2026 - AGM	Online @ 18:30
Monday 13 July 2026	Birmingham, the Studio TBC
Saturday 12 September 2026	Online (9:00 – 12:00)
Monday 7 December 2026	London Bird & Bird TBC

Further Conference calls to be organised as required.

Meeting finished at 20:25.