

Annual General Meeting  
Oxfordshire Cross-country League  
2006/7 season

AGENDA

Apologies for absence

1. Minutes of last meetings
2. Matters arising
3. Manager's report
4. Treasurer's report
5. Election of officials
6. Dates for next season
7. Timekeepers expenses
8. Divisions for next year
9. Proposals – see next page
10. Discussion on car parking
11. AOB

## Proposals

- i) Proposal to increase the number in a ladies' team to 5. - **Headington**
- 1 runner needed to secure an A team score as at present.
  - At least half of the team needed to score a B team upwards. Same as present, other than "at least half" means 3 or more (rather than "2 or more" as at present)
- ii) Proposal to safe guard our venues and league ethos by capping the number of runners in the league. - **Headington**  
The method of controlling numbers to be determined by the AGM, but to be inline with the founding values of the league, as a "local league for Oxfordshire clubs, easily accessible and with minimal regulations in order to encourage all club members to participate."
- iii) Recommendation that the date for the AGM in no sooner than 6 weeks after the last race. - **Headington**
- iv) Proposal a change to the junior distances, this would assist juniors when competing in area and Inter-County events. – **Oxford City**

	U11	U13	U15	U17
Oxford Mail	600 - 1200	1800 - 2200	1800 - 2200	4000 ?
Chiltern League	1500 - 2000	2500 - 3000	3500 - 4000	4500 - 5000
Oxon County Champs	1500	3000	4500	4500
UK Challenge - Cardiff	N/A	3000	3000	4000
Nottingham Final	N/A	3000	4000	5000
English National	N/A	3000	4000	5000
English Schools	N/A	N/A	3400	3700
Southern Counties	N/A	3000	4000	5000

- v) Proposal for runners to be given raffle tickets at the finish line in order for them to know their placing. – **White Horse**
- vi,a) Proposal that during the season all clubs who do not host a cross country race, will be allocated to a cross country meeting. Four or five clubs will be allocated to each meeting providing two marshals who will report to the race director on the day of the race. - **Witney**
- vi, b) Proposal if any club fails to provide their allocation of marshals then all of their teams will face a points deduction at that meeting. Points deduction to be decided at A.G.M. - **Witney**

Oxford Mail Oxfordshire Cross-Country League AGM 28/07/06, 7.30 pm

Present: Kit Villiers, co-ordinator, Bob Ferris (Cirencester), Pat Read (HRR), Alan Millbank (Witney), Laurie Hurman, (HRR), Geoff Smith (Banbury), Paul Jegou (White Horse Harriers), Thornton Greenland (Abingdon), Michael Search (Kidlington), Pete Chivers (Alchester), Alan Corfield, Fraser Howard, (Results service), Marie-Anne Fischer (treasurer),

Apologies: none received.

- Kit Villiers, the leaving co-ordinator of the league did a very brief review of the 2005/06 season, including many thanks to the time-keepers. After his speech, Kit left.
- MF chaired the meeting in absence of a newly elected co-ordinator.
- The recommended date for the county champs was given as 6/7Jan 07. It was suggested to move the January fixture of the league to Dec 31.
- The treasurer's report followed, the accounts accepted.
- First Aid cover: Peter Roberts will not be available for the season 2006/07. This means that the costs for First Aid cover are likely to rise considerably, as local organizations like the Red Cross or St John's Ambulance will have to be approached and they won't come cheap. It was decided that the league's funds allow for clubs to apply for reimbursement for First Aid cover.
- A long discussion followed about Kit's replacement. Several clubs asked for a precise job description. Cirencester suggested that they might take up the position for one season as a club committee. Luke McNeill who couldn't be present in person sent a letter offering to take over the job as co-ordinator.
- All agreed that filling the job was important to enable the league to continue and start the new season. It was agreed to hold an EGM on Sept 4 2006 and emailing a detailed job description before the date of the EGM.
- Five clubs are prepared to host a venue:
  - Nov: Witney
  - Dec: HRR
  - Dec 31: Abingdon in Radley provided the club committee agree to this.
  - Feb: Cirencester
  - March: Banbury
- Abingdon will let the league know the committee's decision within 3-4 weeks.
- Alan Corfield described the need for a race referee. He suggested nominating a race referee from each hosting club.
- The need for at least 4 time keepers was discussed. Three names were mentioned: Alan Corfield, Paul Thomas and Graham Pickup.
- Fraser Howard presented the idea of introducing race numbers instead of the washers/discs. The time keepers are happy with it. It was suggested to approach the Oxford Mail to sponsor the numbers.
- The meeting was closed at 9.00 pm.

**Oxford Mail Cross-Country League 2006**  
**AGM follow-up meeting held at OXSRAD on 4<sup>th</sup> September 2006**

**MINUTES**

**1. Present:**

Headington: Marie-Anne Fischer, League Treasurer  
Fraser Howard, League Results & Web manager  
Pat Read, team manager  
Cassa Messervy, volunteer  
Robert Logan, volunteer

Witney: Michael Baillie

Cirencester: Bob Ferris, team manager

Kidlington: Mike Search, team manager  
Wiz Bunce

Abingdon: Andrew Garner  
Thornton Greenland

Eynsham: Mark Creasey

Alchester: Jon Burgess, XC Representative

OCAC: Paul Kelsey

WHH: Paul Jegou, XC Secretary  
Richard Jegou

Banbury: Geoff Smith

**2. Apologies received from:**

Bicester  
OxUni Press (Andrew Garner from Abingdon acted for OUP during meeting).  
Radley  
Team Kennet  
Woodstock  
Gary Richards (Abingdon)  
Luke McNeill (Headington)

**3. Management Committee for 2006/2007**

- a. The role of *League Co-ordinator* was renamed *League Manager* to reflect the decision making aspect of the job. The League Manager is the ultimate authority within the League Management Committee.
- b. Four volunteers came forward for the required roles of League Manager and Race Referee. After brief and impressive resumes were delivered, four appointments followed:
  - i. League Manager: Luke McNeil (Headington)
  - ii. Deputy League Manager: Cassa Messervy (Headington)
  - iii. Race Referee: Ivor Hopkins (Abingdon)
  - iv. Assistant Race Referee: Robert Logan (Headington)
- c. Two current members of the Management Committee are continuing in their roles:

- i. League Treasurer: Marie-Anne Fischer (Head)
  - ii. Results & Web Manager: Fraser Howard (Headington).
- d. The six make up the League Management Committee, and the “three wise men” of recent seasons have been dispensed with.
- e. All present voted in favour of the new structure and appointments.
- f. It was noted Ivor Hopkins will probably be unavailable to attend the final two rounds of the coming season.
- g. It was noted the committee was heavy with Headington members, and an action was taken to document a policy on how to deal with any dispute involving Headington.
- h. The four new additions to the committee all asked for some guidance on their roles and the rules. Pat Read agreed to facilitate a meeting later in September for the complete management committee.
- i. Suggestion that Race Referee wears a suitably labelled bib. Thornton Greenland to check if Abingdon already have one.
- j. Thanks were expressed to Cirencester whose committee had been prepared to run the league for one season, and who had a race referee ready to act during their race.

**4. The fixture list was completed:**

- a. 5 Nov: Ascott-under-Wychwood, Witney RR
- b. 3 Dec: Culham Park, Headington RR
- c. 31 Dec: Radley College, Abingdon Amblers
- d. 4 Feb: Cirencester Park, Cirencester AC
- e. 4 Mar: Drayton School, Banbury Harriers

**5. The divisions for next season were confirmed as:**

WOMEN DIVISION 1

- 1. Cirencester
- 2. WHH
- 3. Banbury
- 4. Headington
- 5. Team Kennet
- 6. Witney
- 7. Oxford City (up from D2)
- 8. Abingdon

WOMEN DIVISION 2

- 1. Eynsham
- 2. Radley
- 3. Swindon Striders
- 4. Hook Norton
- 5. OxUni Press
- 6. Cherwell
- 7. Bicester
- 8. Woodstock

9. Alchester  
+ all other B, C, and D teams,  
including [Headington B \(down from D1\)](#).

#### MEN DIVISION 1

1. Headington
2. Witney
3. Cirencester
4. Abingdon
5. Woodstock
6. [Headington B \(up from D2\)](#)
7. WHH
8. Hook Norton

*Woodstock B did not complete the season*

#### MEN DIVISION 2

1. Cherwell
2. [Banbury \(up from D3\)](#)
3. Eynsham
4. [Witney B \(up from D3\)](#)
5. [Cirencester B \(up from D3\)](#)
6. Swindon Striders
7. Team Kennet
8. Headington C

*Woodstock C did not complete the season*

#### MEN DIVISION 3

1. [Oxford City \(down from D2\)](#)
2. Alchester
3. Highworth
4. Kidlington
5. Swindon Harriers
6. OxUni Press

+ all other B, C, and D teams, including [Woodstock B & C](#).

#### **6. Time Keepers Request:**

The Time Keepers count the number of runners before they start the race for races 1 to 5. They have requested Team Managers inform them when a runner drops out of the race. This is to enable the numbers to be reconciled for safety reasons.

This process may be changed with the introduction of a race referee, and will be clarified prior to the start of the new season.

#### **7. Race day process for disputes:**

Any dispute or issue arising on the day is to be raised by the affected athlete/parent's Team Manager with the Race Referee or League Manager. The

time keepers are not to be approached, nor are the number recorders in the finish funnel.

In most circumstances an athlete or parent directly approaching the Race Referee or League Manager with a grievance or contentious issue will be told to return with his/her team manager before being granted an audience.

This process is subject to review, and will be clarified prior to the start of the new season.

**8. Medical cover:**

Research continues, but it is possible that medical cover could be as much as £200 per venue. The league's funds are sufficient to cover these costs for this season, but this is a heads-up to a potential issue for future years.

For clarity – the costs of providing medical cover are met by the league.

**9. Oxon xc-championships:**

Paul Kelsey of Oxford City informed the meeting that his club are looking at hosting the Oxon xc championships at Horspath and Shotover during the first weekend in January. This is a provisional arrangement. Paul enlightened us to the fact he has to fill in a 136 page form from the council as part of securing the venue.

**10. Race Numbers:**

Fraser Howard presented how the new system would work. His notes are attached to the end of these minutes.

Race directors should consider providing longer funnels as athletes will need to queue longer whilst numbers are recorded in the funnel.

**11. Any other business:**

- a. Bob Ferris (Cirencester) alerted us to the possibility that car-parking at Cirencester Park may need to be raised to £2 to cover their costs. Pat Read (Headington) expressed he has been considering increasing parking fees to make his venues viable.

Meeting closed.

## New policies adopted by committee during 2006/7 season

### Disputes

Competitors with a grievance must approach the Race Referee or League Manager, not the marshals in the finish funnel or the number recorders. This approach must be made through their team manager; competitors or parents expressing a grievance in the absence of their team manager will be asked to return with said person.

### Neutrality

If an official is asked to arbitrate on a member of his or her own club, the official must find an alternative adjudicator, acceptable to both the league and the complainant.

### Car Park Charges

Host clubs will be allowed to levy charges for car parking in order to break even on their race.

### Safety

The ultimate responsibility for cancellation of a race remains with the race director. He or she can expect full support from the league.