

**Oxford University Caving Club**  
**Hilary AGM - 29<sup>th</sup> February 2012**  
***Provision Minutes***

**Present:**

Simon Goddard - SG, Steve Roberts - SR, Vicky Lim - VL, Ben Hudson - BH, Jeremy Welch - JW, Rosa Clements - RC, Olaf Kahler - OK, Thomas Leung - TL, Juan Mendoza Arenas - JMA, Fleur Loveridge - FL, Pete Talling - PT

**Apologies for absences**

Jamie Jordan (Chairman)  
Andrew Mawer (Meets Sec)  
Tim Guildford

**Matters Arising from the TGM**

- Half Blue status for caving - Proposal presented to the Men's Blue's Committee by Chairman JJ and accepted. Women's Blue's Committee to meet in 7<sup>th</sup> week to decide.
- SR a bit sad that it is being awarded on competitive standards rather than more real life caving criteria but accepts that is the nature of Blues
- Ropes in the hut - Were fettled at the end of last term by the Gear Officer BH and co. New tape and shrink-wrap was bought and more fettling will doubtless take place before expedition.

**Committee members' reports:**

**President (SR)**

- This brief report covers the year since the last AGM. The main activity has been sorting out the public liability insurance situation. We have now agreed with the University that the club should take out the BCA public liability insurance for all its members, and put this into action. Since the BCA scheme allows a moderate amount of "tryout time" for novice members, we find we can now actually operate within the scheme. It does mean, however, that we have to be careful about the insured status "alumni" members on club trips, and especially any who might be leading trips; and doubly careful about the insurance situation of anyone on novice trips. An operational consequence of taking on board the BCA insurance is that the maintenance of the membership list, which must now include the insurance status of all members, has passed from the Pres's hands to those of the club secretary and club treasurer. Everyone in the club who has been caving in more than two weeks must now be insured through the BCA scheme: either by personal insurance through individual membership of the BCA, membership of the BCA insurance scheme through OUCC, or membership of the BCA scheme through another club.
- In other news, we had a successful presidency invited to in October 2011, though the timing was such that the undergraduate representation at the meeting was rather limited; in fact zero. Unfortunately (or otherwise?) the old Schoolhouse is only available around that time in 2012 the equivalent weekend at the beginning of term. So old-lag-ness may once again prevail.
- Despite my relatively low level of activity underground this year, I'm willing to continue as Club President if the club is willing to have me.
- SG would like to see more from SR - SR says he will try harder

**Chairman (JJ)**

**Nothing to report**

### **Secretary (VL)**

- It has been noted that the Eagle and Child is a fine establishment worthy of more of our caver-ly attentions so if no one objects we may settle there next term (unless it proves consistently too busy in which case we may migrate).
- Socials this term have been fun and hopefully the trip to the indoor cave will go off without a hitch! Any other suggestions or criticisms are obviously welcomed.
- Slightly concerned that some of the people signed up for expedition haven't been caving much this term so would like to get them to come to more socials and weekends but how to go about doing this is up to BH.
- SG says now that we are required to keep insured members up to date and put it on the AGM minutes.
- Total membership lists will be circulated at the end of this term pending a meeting between VL and JW and retrospectively added to these minutes.

### **Meets Sec (AM)**

#### **Nothing to report**

- SG would like Andrew to have reported all the Meets that have happened in the last year.
- To be included in a later update

### **Treasurer (JW)**

- Balances are looking good
- Jeremy's figures and breakdown of the accounts will be added and circulated alongside the updated membership list
- Liabilities and things going out
- Jeremy is baffled by the positive figures but is happy
- We put up trip costs in Michaelmas to cover surplus expenses and this worked well
- Trips were also more tightly monitored and thriftily done
- Jeremy is a bit concerned about trip accounts (likes SG's) and would like stricter control kept over those
- Asks people to use the trip expenses forms in future
- Asks people to be more clear when paying subscriptions
- Membership lists - maybe we should consider Data Protection Act and we should ask permission of people who have been on the books a while to check they are alright for us to still store it.
- SG - would like old members who want out or who don't reply, to be put on record to say they were members (minimal details).
- Membership lists show where liability is being covered and how BCA coverage is
- BCA cards are on their way
- JW will write and pass on the information of who is covered
- There is a disconnect sometimes between who is actually caving and who is on the list. It needs to be kept up to date and accessible for those running trips
- SG notes the importance of up to date insurance records
- JW says that updating the BCA is fine and they are helpful, as long as we don't abuse the system
- SG suggests putting the list on the hut door to ensure everyone is checked against it before they cave
- JW is positive about the state of accounts to be submitted at the end of Trinity term

BH on helmets:

- Would be nice to have 5 or so new helmets for freshers since the current ones are a bit old.
- Take this as the first step to replacing them all eventually as they get too old.
- Tony was consulted and advised that we should begin to cycle them out
- SG says the only thing that's likely to be charged later is hire cars but otherwise the accounts should remain similar and therefore healthy to buy helmets
- BH claims that although lights are usually fine, but it may be better to get the lights and helmets together
- BH doesn't know about the other alternatives for helmets which may last better
- VL wants to sell on her helmet towards the club
- SR is worried about replacing helmets just because they look old. He says they're very strong (for scientific reasons) and thinks that they're fine. He says unless they're obviously damaged they should be fine. Lights should be considered more worrisome.
- BH says it would be useful to get a few more soonish because of the gear order
- FL notes that we should be conscious about health and safety of older helmets
- SG notes that in his last grant application it included a bid for new helmets
- VL suggests that about five should be replaced together for the sake of lights and helmets and legality together
- **Club authorises £350 to BH to buy new helmets**

#### **Gear Officer (BH)**

Rope: Some of it is unmeasured, unshrinkwrapped, unyoung or unusable. In the vacation I'd like to have a fettling half-day just to work through the box of not very good rope by the door, and make sure ropes are on the right hooks. I don't propose buying new rope yet because there will be a lot of new-ish rope coming back from expedition assuming we kill Xitu.

- Box on the left as you go into the hut which is a little dodgy. Don't use it, it will be fixed.
- No point getting more rope yet because of Xitu
- SG wants to try new rope (wants the old new rope to be put into circulation) in the club use
- It's in the hut and it would be good to use it more rather than the 11mm
- SR says any old rope can be used to the sailing club which would be useful
- FL - also take some to Spain for the pastors
- SG says the rope should be sorted and then lengths should be reassessed and the new ropes used to replace old ropes (particularly the 11mm).
- BH agrees to do this before expo

Helmets: I need to talk to the treasurer about the possibility of getting new blues money from Sportsfed for maybe 5 new helmets.

- See above

Hut in general: Needs a bit of a sort out; also in the vacation I'll be inventorying stuff for expedition and can do it then.

- SG notes that we should assess the wellies
- SG notes that the wellies are accurately labelled
- BH says he will sort out the slagheap of wellies
- Tread and things should be assessed for safety
- BH will organise a gear fest at some point after the end of this term and before expedition
- SR suggested making holes at the top of wellies to denote their size long term

Nothing much else to report, except that I think Thomas still has my hut key.

### **Librarian / Archivist (SR):**

Steady accumulation of journals and some books and DVDs for the library. The catalogue available from the website is intermittently updated. Currently the materials in the library are kept in my attic, on the shelves in my house, or in some cases on shelves in my room in St Edmund Hall. The eventual plan is to have all most of the “open shelf” material in St Edmund Hall, but transferring stuff from Wolvercote to college has been rather slow process.

- SG has not had people deposit log books and things lately and would like old things
- FL thinks Gavin and people may have old ones
- SG suggests sending an email for retrieval

### **Webman (SR):**

Nothing much to report: the website continues to slowly build the amount of archive material available (most notably recently full PDF copies of some OUCC proceedings) and keeps the programme of current events up to date. Happy to continue in this role.

- Very useful and handy
- BH notes it was good to have Proc10 online
- SR says he would like to be updated when things are wrong
- Would like an account of who recently won the awards

### **Points of discussion**

- TT 2012 weekends
  - Lots of SRT trips
  - There could also be Devon weekend - Otter's Hole permit would be good but probably too late by now
  - SG wants to do Robinson's hole
  - Wales trip would be good to redo DyrO
  - BH says there will be a rescue weekend this weekend and there will be one in the vacation
  - BH says it is not as vital for freshers as the future ones
  - BH says there will be more novice friendly trips next term
  - SG wants Freshers to show more enthusiasm if they have signed up for expo
  - VL notes that Freshers should be encouraged to do more
  - SR suggests a compulsory first aid course to weed out the uncommitted
- TT 2012 socials
  - SG would like there to be lots of pubs
  - Punting
  - BBQ
  - SR would like the fellow of Teddy Hall, fellow in Geology, to talk about caving in the Middle East

## **Committee Members' Elections**

President (and other positions held by SR)

- No objections, 10 in favour

Chairman

- JJ to stay on - 3 in favour
- VL to take over, under the proviso she may be less involved, just for TT12, 6 in favour

Secretary - VL standing down

- VL nominates TL
- BH seconds
- SG agrees
- TL agrees
- All vote in favour

Meets Secretary - AM standing down: Standing, OK

- VL nominates
- SG seconds
- OK voted in unanimously

Treasurer

- None in opposition to JW staying on

Gear Officer

- BH would rather stand down but will stay on if required (on the condition he isn't expected to do too much while expedition planning is required)

Women's Officer - Rosa happy to stay on

- RC happy to stay on temporarily

Safety Officer

- JJ happy to stay on

Team Captains for Varsity Matches

- To be decided upon when required.

## **2012 Expedition update from Ben**

- Gear will be fettled and sorted
- Permits are going fine - insurance needed which is pending as of the end of this term
- Need a permit for Culiembro for the divers which is being sorted
- Grants are being granted
- People are signed up and recruitment is on track
- Dates are 16<sup>th</sup> June to 28<sup>th</sup> July and ARE FINALISED except according to ferry times but those dates still indicate the spiritual start the expedition

## **Any other business**

- Issues with Fresher's dropping out (Rosa) - It's not uncommon for first time cavers to sign up for a caving weekend then drop out at the last minute or not show up at all. This is annoying because we buy food for them and book more transport for them that we don't need. The food tends to let kept for a subsequent weekend or used by people who do show up, but we do lose money on transport. Would it be fair to charge people who cancel, say less than 24 hours before the start of a weekend, a proportion of the cost? If so how much? Or would that just discourage new people from signing up in the first place? That would be the opposite of what we want.
  - SG wants to charge them a deposit
  - RC worries it will put people off

- SG counters that it can be refundable up to a reasonable point (the point at which the club would lose out)
- SR - how to implement?
- SR suggests that Pod and Jeremy look at Cambridge Uni Yacht System which asks people to pay online via PayPal, in order to put down deposits and things
- JW says we should try to implement the Oxford Uni system for payment within the club, if it's available to clubs
- SG notes that gross drop outs was a one off but that it may be as well to put in things
- RC says we should put a time limit on when people can cancel
- Trial the system of an online sign up and see how that goes

**Date of next meeting**

- 5<sup>th</sup> or 6<sup>th</sup> week next term.
- To be determined by TL, the new Secretary