**EXECUTIVE COMMITTEE MEETING**

**7.00pm 17th May 2018**

Duffus Park Bowling Club, Cupar.

 **MINUTES**

**Attendance Present:**

Rona McCraw – Chair

Philip Mould - Secretary/Treasurer

Michael Kavanagh – Sports Development Officer

Ian Bell – Falkland Tennis Club

George Sharp – DPBC

Elspeth Wallace – Fife Athletics

1. **Welcome and** **Apologies**

Rona welcomed the attendees. Apologies came from Councillors Andrew Arbuckle, Margaret Kennedy, Robbie Nellies, Graeme Duncan, Chris Reekie and Mandy Strachan.

**2. Minutes from last meeting**

The minutes of the last meeting on 7th March 2018 were approved; being proposed by Elspeth Wallace and seconded by George Sharp.

1. **Matters Arising**

It was confirmed that the POC for Auchtermuchty BC was Jon Graham contactable by telephone on 07805549818.

**4. Secretary/Treasurers report**

The Secretary explained that he had been particularly busy over the preceeding period with other business commitments and was finding great difficulty in allocating sufficient time to devot to necessary Sports Council duties. Under these circumstances he felt it necessary to tender his resignation due to conflicting commitments elsewhere.

He offered to remain in post until the forthcoming AGM in Sep 18. He proposed that the post be advertised in June/July with a view to an Interview Panel confirming a replacement by early August 2018. He would then undertake a comprehensive handover prior and up to the AGM date of Wed 12 Sep 18.

**5. Correspondence**

The only correspondence of note was the annual insurance renewal to be actioned by the Secretary.

**6. Sports Development Officer Report**

Michael Kavanagh spoke of the ongoing Try-Sport Programme and 8 different participation classes that were so popular that Waiting Lists were in place. He also made mention of the successful Falkland Tennis Festival and the production of regional Club films recording sporting achievements. Finally, mention was made of IT re-structuring within Fife Council and possible short-term disruption with E-Mail contact.

**7. Active Schools Report**

The Active Schools representatives were absent due to pressure of work and the current state of staff shortages. Mike Kavanagh briefly explained the ongoing programme of school activities and planned summer camps.

**8. Fife Council SLA**

The Secretary confirmed that a new 3 year SLA was in place. Mike Kavanagh explained that the 3 year plan needed to be reviewed and Fife Council were due to receive any amendments by 5th June 18. It was confirmed that there were no significant changes anticipated.

**9. Lead to Exceed**

The plan to deliver a Summer Workshop was confirmed with a presentation to take place at the Howe of Fife RFC on Wed 20th June 2018. The venue had been booked and invitations would be despatched along with a promotional video from Laura Baxter.

A sub-Committee had determined that individual Club support would follow on from the initial presentation and a financial subsidy would accrue from the Sports Council as an incentive for Clubs to participate in this initiative.

The Secretary agreed to speak with Laura Baxter to secure the promotional video and initiate the invitation to Clubs.

**10. Fife Sports Grants**

The streamlining of grants through Fife Council was explained by Mike Kavanagh and it was confirmed that this evolving policy would make access for future funding sources much easier.

**11. GDPR Update**

It was confirmed that the subject of GDPR had been subsequently addressed by SALSC and many sports governing bodies and all parties were on top of this requirement. It was deemed unnecessary to pursue assistance from FVA to provide GDPR training for affiliated clubs.

**12. AOCB**

The Secretary spoke of the good work being achieved at the Community Sports Hub Centres and how pleasing it was to see constructive Active Fife leadership through Jamie Moffatt.

It was confirmed that the Active Schools Awards Ceremony was due to take place on 30th May in Rothes Hall.

The Chair confirmed that Pat Clark and Isa Findlay would lead respective teams in the forthcoming SALSC Ladies Bowls Competition. More details to follow in due course.

The Secretary confirmed that the Sports Council now had two new affiliated Clubs – Lundin Ladies Golf Club and St Andrews Angling Club.

Following the announcement of the Secretary’s resignation it was confirmed that the Chair would instigate the advertising of the post with a view to discussing an Interview Panel at the next Executive Meeting.

**13. Date of Next meeting**

**Wednesday 11th July 2018 at 6.30pm** for the grants committee (if required) and **7.00pm** for the full committee. Venue – Duffus Park Bowling Club.