

## EXECUTIVE COMMITTEE MEETING

7.00pm 16 May 2019

Duffus Park Bowling Club, Cupar

### MINUTES

#### Attendance Present:

Rona McCraw – Chair

Hilary Lumsden - Secretary/Treasurer

Mandy Strachan – Tayport Tennis Club

Jo Whittet – Active Schools

Margaret Kennedy – Councillor

#### 1. Welcome and Apologies

Rona welcomed the attendees. Apologies came from A Arbuckle, I Bell, R Nellies, G Sharp, R Duncan.

#### 2. Minutes from last meeting

The minutes of the last meeting on 11<sup>th</sup> Mar 2019 were approved; being proposed by M Starchan and seconded by R McCraw.

#### 3. Matters Arising

Rose Duncan sent sincere apologies that due to other commitments, she is not able to join EFSC committee as planned.

Flowers and sympathy card were sent to E Hann to arrive the day after Chris's funeral.

#### 4. Secretary/Treasurers report

The Secretary stated specific matters covered by later items on the Agenda. The new affiliation year, 1 Apr 2019 to 31 Mar 2020 was launched with the online facility, which has been received well and the majority of memberships being made this way. To date there are 37 of 76 members paid, 8 applied and still to pay and 31 due. The latter have received personal emails about this stating affiliations are due by the end of Mat (as per our constitution).

A grant submitted by St Andrews Sailing Club for assistance in purchasing wetsuits and buoyancy aids was approved; totalling £250, providing they send proof of their club's bank account.

Fife Council Physical Activity & Sport Development Plan is underway with a senior committee taking this forward, which all 3 sports councils are part of. This brings together different local authority departments as well as Sport Scotland. It uses the Plan for Fife's 10 year vision to plan how Physical Activity & Sport will contribute to this over the next 4 years. The key challenges currently faced include engagement with NHS and the Transport department. There are six expected changes/outcomes that form the delivery plan. The next meeting is 5 June 2019.

Child Protection training has changed from previous Safeguarding & Protecting Children (SPC, valid for 3 years from date of passing course) to Child Wellbeing & Protection in Sport (CWPS) - Active Fife are currently running the new course in Fife. AF also running training for anyone acting/about to act as a club Child Protection Officer (CPO). All our members have been emailed details of these courses.

EFSC is proposing to run the following courses and have asked for feedback from clubs:

- CWPS course and/or an In Safe Hands course at a location in East Fife (this could become an annual/biannual course)
- First Aid and/or FA Afloat (water safety)
- Club governance
- Marketing & promotion, incorporating social media
- Training volunteers and pathways for younger volunteers into coaching/volunteering

- Lifeguarding training, especially younger members (16yo+).

## **Income and Expenditure**

The Treasurer presented accounts for 2018-19 with a final balance to be carried of £22,595; and accounts up to the most recent balance taken on 16 May 19, and confirmed a balance of £24,447.03. Most activity in the latter accounts has been affiliations and Fife Council's first grant payment coming in, awards expenses, a grant to AM Soccer 35+, Zurich Insurance and the secretary's wages. It was noted that the Awards financial breakdown showed a profit of over £500 when expenditure was taken from sponsorship, wine refund + SLA agreed contribution.

## **5. Correspondence**

Nothing to report.

## **6. Sports Development Officer Report**

See attached report from Jamie Moffat.

## **7. Active Schools Report**

Jo Whittet outlined the workshops delivered to the NEF Sports Stars (see previous minutes) and reported these children will now take the skills gained back into Primary Schools to pass on their experience, acting as role models and running sport taster sessions. A nutrition workshop is planned next. Boards are now displayed in all 3 cluster schools, see attached picture from Waid A. The cluster Primary Schools Triathlon event was held at Cupar Sports Centre this week, with 20 schools and 500 pupils taking part. It was extremely successful and inclusive to all - run by FSLT, Elise Methven, the governing body and sponsor Fife Properties. Fife Sport & Leisure Trust aim to start a new primary age tri club soon. A High School age event is being discussed, plus Kilmarnock was invited to take part but had another commitment.

Now planning the tennis engagement with each cluster working with local clubs to put forward teams to the NE Fife finals to be held at St Andrews.

A booklet is being put together to show holiday club provision over the summer break.

The Community Development Team are planning Family Fun days again this summer, with sport club tasters, as per last year. These will be held in Cupar (x2), Auchtermuchty (x2), Newburgh (x1), Springfield (x1). Dates to be confirmed. The other cluster areas are planning similar events.

## **8. Constitution - proposed changes**

The Chair outlined the proposal to review the constitution and put forward proposed changes to the next ECM in July with a view to making the changes at the AGM in September. This is because it has not been reviewed for a number of years and will mirror the other Fife sports councils that are also reviewing their own. Kirkcaldy & Central SC has passed us their revisions, put together by Fife Voluntary Action, and so the Chair and Secretary will meet before July to discuss and prepare what the proposed changes should be to our constitution. This was agreed.

## **9. Awards Ceremony – proposed changes and sponsorship**

The 2019 Awards made a profit, with the SLA amount, sponsorship and wine returns covering the expenditure by more than £500.

More than half the sponsors have confirmed they want to continue sponsorship in 2020, with one new sponsor added too. It was agreed to keep sponsorship to £100 for all sponsors and that the category allocation would be looked at later in the year, as some sponsors had asked how much it would be to secure a specific category.

It was agreed to add a new category to the 2020 Awards, Club of the Year: 'This will be awarded to the club who has made a significant impact to the development of their sport.'

It was also agreed to change the wording for the Coach category to 'This award goes to the coach who has committed to providing the highest standard of coaching, whether it's with individuals or teams and at any participation level.' The Achiever and Master categories will also be reviewed due to there being low nominations in each.

It was agreed to hold the 2020 Awards at the same venue and with the same caterer as 2019, the Secretary to confirm with the Corn Exchange team about 18 and 25 March, the former preferably. It was noted by the Chair that so far we have been unable to identify the NE Fife Bowling organisation that complains about our date clashing with its AGM.

It was noted Fife Council put forward a question to the Fife sports councils about combining the Awards into one large event. This was rejected by Margaret Kennedy who stated that this would disengage the NE Fife area and nominations would fall when our clubs were up against much bigger clubs from central and west. The Chair and Margaret to discuss.

## **10. Olympiad Grant**

The Olympiad has approached the Fife sports councils for funding for the 2020 event to be held in Pontoise. It was unanimously agreed that we would support this if all 3 councils would put forward the same amount towards this. It was felt that the previous Olympiad funding had been unfair as EFSC and K&CSC had funded but D&WSC had not, yet this area was where the majority of the athletes were coming from.

## **11. SALSC Update**

The Chair outlined the forthcoming proposed changes, including the new name of the organisation as 'Scottish ClubSport'. There will be an EGM in Edinburgh on 11/6/19, with notification due on 21/5/19 to all members – to make changes to the constitution, including name and also adding in 'partners' (hubs/local authorities/sports dev. Teams/FSLT/Student sports clubs/governing bodies) and the revision of the committee being opened up to these new partners.

The Guide to Sports Councils is being collated currently and a new vacancies in sports councils facility will become live soon.

## **12. Summer Activities**

The Secretary proposed we organise a Child Protection course in the NE Fife area for our clubs after receiving a lot of response regards the revised course – now Child Wellbeing and Protection in Sport. The In Safe Hands course for CPOs stays the same. A workshop day was discussed, as an email was sent out to clubs to gauge interest for the CWPS and CPO courses, as well as the possibility of combining others such as club governance, training volunteers and pathways for younger volunteers into coaching/volunteering, marketing and promotion, incorporating social media, first aid and/or FA Afloat (water safety), lifeguarding training.

It was agreed to look at a day of workshops, and to ask Anna Tizzard about giving the Child Protection courses. Also speak to SportScotland about tutors, plus Fife Voluntary Action, Henderson Black, Laura Baxter, St Andrews Uni (K-Pod). Jo Whittet to look into the possibility of using Bell Baxter as a venue, if on a weekend or a holiday and send possible dates. Agreed to keep charge to a minimum and not include lunch.

## **12. AOCB**

Mandy Strachan reported the Tayport Hub progressing very well, with a manager now in place and a cafe manager to be recruited. It is expected the opening will be in the autumn.

## **13. Date of Next Meeting**

**Thursday 25 July 2019 at 6.30pm** for the grants committee (as required) and **7.00pm** for the full committee. Venue – Duffus Park Bowling Club.

### **Dates for 2019**

3 Oct

5 Dec

AGM 11 Sept

Quiz Night 15 Nov