

EXECUTIVE COMMITTEE MEETING

7.00pm 4 March 2020

Duffus Park Bowling Club, Cupar

MINUTES

Attendance Present:

Rona McCraw – Chair
Robbie Nellies – Deputy Chair
Hilary Lumsden – Secretary/Treasurer
Elspeth Wallace – Fife AC
Mandy Strachan – Tayport Tennis Club
Marianne Scott – Cycling Scotland
Margaret Kennedy – Councillor
Gary Anderson – SRUC
Hayley Smith – Active Schools Coordinator
Gillian Paton – Ladybank Golf Club
Grant Stevenson - Fife Sport & Leisure Trust

1. Welcome and Apologies

Rona welcomed the attendees. Apologies came from Jamie Moffatt, Andrew Arbuckle and Martin Turnbull.

2. Minutes from last meeting

Mandy Strachan commented the opening date for the Larick Centre (as noted in point 11 AOCB) has been changed to 16/3/20. The minutes of the last meeting on 16th January 2020 were approved; being proposed by Mandy Strachan and seconded by Robbie Nellies.

3. Matters Arising

There has been a development in the St Andrews Madras College hockey pitch issue, with Willie Rennie MSP delivering a petition to Fife Council about the decision making process. There is a lot of press on this also. Margaret Kennedy to confirm on any procedural timescales for response.

4. Secretary/Treasurer Report

The Secretary stated that there are now 74 members affiliated for 2019-20, with one clubs fees outstanding – which will be addressed at renewal this month as communication with the club is tricky. The Larick Centre has expressed interest at becoming a member, which would put them as Associate Member subject to same terms except voting rights. Most of the work carried out in January and February will be covered in the points below – with the Awards preparation taking up most of this time.

Income and Expenditure

The Treasurer presented accounts up to the most recent balance and bank statement of 14 Feb 2020 and confirmed a balance of £29,751.29. We received £300 sponsorship for the forthcoming awards, £30 in affiliations; while expenses included a funding award of £412.44 and wages.

5. Correspondence

The Larick Centre is holding an open day on Saturday/Sunday 28/29 March, where EFSC will take a space for an information stand which the Chair and Secretary will set-up and run. Cupar Bowling Club made an application for funding for green upgrades, however it did not fit EFSC criteria and so after discussion with Meg Buchanan, she will contact the club to advise on where funding could come from. Hayley Smith to request that EFSC see correspondence so that

we can use in the future should similar applications come in ie. communication with Falkland LTC regards similar work to treat court surface.

6. Sports Development Officer Report

See below.

7. Active Schools Report

Hayley Smith introduced herself to the committee. Lynne Haxton has now left Active Schools after over 10 years of service, a replacement has been found and should be in place after Easter break. Falkland LTC has delivered taster sessions around the cluster, and Sportif plan to do the same at Castlehill PS. 16 Sports Stars have attended a Nutrition workshop and the next one is Strength & Conditioning – both held at Waid Academy. There are a number of festivals over the spring (see SDO report), including a large Triathlon event on 12 May supported by Triathlon Scotland. Halyley plans to publicise club information at Bell Baxter and would welcome information from sports clubs.

8. FSLT

Grant Stevenson updated on the redesign of FSLT services across Fife and plans to engage with stakeholders about facilities to try to make a difference and ensure that what is being delivered is fit for purpose. Research will be undertaken at Cupar Sports Centre using surveys to establish what people want to get out of the centre, the results of the surveys will be used to form a set of models – to be shown in an independent location with the help of EFSC – so that people can comment on which they think would work best. This would need to include the current model. Grant stressed that they need to hear from all users and not just those who shout loudest and that individuals, clubs and staff will all be asked to participate. There is no other example of this type of engagement and so it is hoped it can be used as a template going forward. There have already been discussions with CADSC and EFSC about the club's use of the facility. The surveys should launch at the end of March and run for 6 weeks. Margaret Kennedy asked that communication work on Facebook for ease of sharing and transfer.

9. Young Persons Panel

The Chair read points by Jamie Moffatt regards the need for PVG/Disclosure Checks. She then explained there had been a misunderstanding of the remit of the proposed new panel, which had come to light through communication between Jamie Moffatt and Stephen Adamson from FVA. There followed discussion around PVG/Disclosure Checks relating to this panel.

The Chair clarified the aims and vision of the new panel:

1. The members of the panel should represent EFSC member clubs, from a variety of backgrounds (school and beyond), with an age range of 15-21.
2. The aim of this panel is to give YP a voice into the sports council about their experience of sport – whether from an elite level or even from a non-participation level so that we can look at all the barriers and issues they face – with minimal direction.
3. The vision for this panel is to give the YP the opportunity to grow and develop in the role – learning from their experience of running their own panel and communicating to EFSC – with minimal direction.
4. Any direction from EFSC executive committee members is simply to offer guidance on governance issues ie. how to run a meeting or 'administrative duties', not coaching or mentoring; if the latter is recognised as being needed then an external tutor will be contractually engaged.

The committee will resist the formation of a Young Persons Panel without the adult members who will interact with the YP being PVG checked. However, as there are rules relating to the necessity of Disclosure Checks this means:

1. As PVGs cover the organisation and not the individual, and as this new panel is part of EFSC – and not Fife Council or the sports clubs that volunteers are a member of – the checks need to be made by EFSC, we therefore need to be registered by Volunteer Scotland, which they have confirmed can be done at no charge.
2. In order for EFSC to become registered and complete Disclosure Checks the volunteers' remit will need to fit the criteria of Volunteer Scotland's view of what regulated work constitutes, requiring the adult(s) to lead the meeting, with the YP (individually or

collectively) seen to be in the care of the adult(s) as mentor or coach. This therefore negates the aim and vision of the panel, as outlined above.

Agreed to discuss further with Stephen Adamson from Fife Voluntary Action and Volunteer Scotland to establish the best way forward.

10. Awards Ceremony 2020

Plans for the event are coming together well, the giveaway cooler bag has been delivered as have the trophies. Hayley Smith confirmed she will be able to attend and will confirm with Stuart Robertson if he is able to be there too. Gillian Paton will be in charge of the presentation on the night. Agreed, no need for music. Mandy Strachan and Elspeth Wallace to be on door from around 6pm as guests arrive from 6.30pm. Elspeth Wallace to help with set-up from 2.30pm on the day. Gary Anderson to confirm re water jugs from Elmwood.

11. Spring events

EFSC Volunteer Training Day for Child Wellbeing and Protection and First Aid to be held on Sat 2 May subject to venue. Gary Anderson to confirm Elmwood availability.

12. Club of the month

Discussion re how to best run this without monetary incentive, which is difficult to account for, including points sent by Jamie Moffatt read by the Chair. We need to ensure regular communication with the member clubs about the available funding and how to apply for it, suggestions of adding a short video or an example form to the website. Stories about clubs that have received funding are on the website and are circulated on Facebook, clubs are sent information at affiliation renewal time and we have flyers highlighting this, which will be used at the Awards. Suggested to add enquiry option on website to contact Secretary before a club make an application to try and minimise time spent applying and then being disappointed when criteria fails.

13. AOCB

There was no AOCB.

12. Date of Next Meeting

Tuesday 28th April 2020 (please note this has changed) at 6.30pm for the grants committee (as required) and **7.00pm** for the full committee. Venue – Duffus Park Bowling Club.

Dates for 2020

23 July - CHANGED

1 Oct

10 Dec

AGM 17 Sept

Quiz Night 6 Nov

East Fife Sports Council Meeting – Wednesday 4th March

Sports Development Report

- **Duffus Park Community Sport Hub**
 - Date of next meeting on 16th March
 - At the meeting we will confirm the logistics and operational leads for the Junior Hub Membership
 - Proposed launch date of week commencing Monday 11th May (for 5 weeks) for the project

- Lease agreement contracts now sitting with 'Community Investments' team, which have the ability to become negotiable with Fife Council if clubs meet minimum requirements through Club Fife accreditation etc.
- **East Neuk Community Sport Hub**
 - Easter Camp running in the first week of the holidays (Monday 6th to Thursday 9th April) which is already fully booked with 60 participants – the camp is a combination of Club and Active Schools volunteer led
 - The hub has drafted an action plan to become a signatory to the SAMH Charter for Sport, as all clubs have a passion for using sport and physical activity as a tool to improve the mental wellbeing of the community.
- **Waterstone Crook Community Sport Hub**
 - Fife Sport & Leisure Trust are now an active partner in the hub which is well received and fully appreciated by all member clubs
- **Active Fife Report**
 - Multi Sports Activity Holiday Camp at Bell Baxter High School – Monday 13th to Friday 17th April (morning only)
 - SportSTARS sessions at Bell Baxter HS on Wednesday's – Netball, Handball & Try Sport
 - SportSTARS sessions at Waid Academy on Friday's – Try Sport
 - Next Child Wellbeing in Sport Course on Thursday 2nd April @ Madras College