**EXECUTIVE COMMITTEE MEETING**

**7.00pm 07 December 2021**

Zoom

**MINUTES**

**Attendance Present:**

Martin Turnbull – Chair

Hilary Lumsden – Secretary/Treasurer

Margaret Kennedy – Councillor

Rona McCraw – DPBC

Sharon Hedley – Step Rock ASC

Robert Winter – DPBC

Gillian Paton – Ladybank Golf Club

Hayley Smith – Active Schools Coordinator

Grant Stevenson – FSLT

Jamie Moffatt – Sports Development Officer

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

Martin welcomed the attendees. Apologies came from Gary Anderson, Anna Hedley, Elspeth Wallace.

**2. Minutes from last meeting**

The minutes of the last meeting on 5th October 2021 were approved with amend to apologies to include Rona McCraw; being proposed by Sharon Hedley and seconded by Martin Turnbull.

1. **Matters Arising**

The response from Wendy Chamberlain’s office about the correspondence with Active Scotland was disappointing as they feel they have done as much as they can.

Discussions with the Army Reserves continue, though contact awaits commitment from line manager to the proposal to support clubs. Contact supplied for running First Aid course but quote is significantly more than charge from Fife Council, as are quotes from Red Cross/St Johns. Agreed to await dates from Fife Council, with proposal of running a course for up to 12 at Elmwood.

Update about AM Soccer’s access document for FSLT – confirmed by J Moffatt (see below).

**4. Secretary/Treasurer Report**

EFSC Membership renewal 2021-22: to date 73 of 77 clubs have paid, 1 is due; 3 have made no contact.

Ceres & District Community Council, thanked the committee for the kind offer to share the Zoom licence, but has now decided to arrange its own licence.

We have been planning the Awards event for 2022 and met with Anna and Charlotte to discuss this. The criteria for the Awards was circulated prior to the meeting. See also Agenda points 9 and 10.

In October we surveyed our members, with 30 response, which showed:

* 57% are back to pre-covid activity
* 34% have same access to facilities as pre-covid
* 44% have returned to competition
* 40% have seen membership fall
* 50% have the same volunteers, 33% have less
* 70% are interested in support from young people through Active Schools
* 37% are interested in support for events from the Army Reserves

It was great to get our clubs back together again for the annual EFSC Quiz Night on Friday 5 November at Duffus Park Bowling Club. The winners were East Fife Triathlon’s ‘PAUL’ team, with Disability Sport Fife’s team a very close second. The trophy has now been engraved.

Rona, Martin and I met with ClubSport Borders on 10 November, to discuss how its 4 sports councils work together and with the local authority and sports & leisure trust, in particular around ensuring access to facilities for members. Being fairly rural too, it was incredibly helpful to hear about the collaborative work they do, with ClubSport Borders acting as an umbrella organisation for the 4 sports councils, which takes part in any decision making on sport and PA in the Borders, including the fantastic provision planned for the new high school in Galashiels to include a 25m pool, 6 court hall, gym suite, tennis centre and they hope an extra 4 court games hall. They have a sport & PA strategy and a separate facilities strategy. Martin and I will now undertake a SWOT analysis to look at the challenges our area faces and what the best way forward will be. ClubSport Borders stressed the importance of political support and of raising the profile and importance of sport & PA.

I met with Jane Ann Liston to discuss East Sands Sports Centre and she told me some of the history of sports facilities in St Andrews and also mentioned that Cllr Donald Lothian is a good contact on this too. Martin and I also met with Scott Urquhart and Grant Stevenson to catch up on where FSLT were since restrictions eased further.

Martin and I met with Cllr Kennedy, Emma Walker and Scott Urquhart (FSLT), Andy MacLellan and Paul Vaughan (Fife Council) and Alan Reed (Scottish Swimming) on 23 November. The meeting was extremely positive and this was a great opportunity to talk openly about the challenges we are all facing currently in trying to deliver sport and physical activity to our communities. Martin asked how we can audit where the extra funding to Sportscotland will go as it feeds down through the local authority and hopefully to help support FSLT, which is struggling financially to recover from the pandemic. As mentioned previously, SportScotland and Maree Todd (SNP) detailed extra funding at the Scottish Club Sport conference but frustratingly this looks like it is a manifesto line being refreshed, as COSLA (which Paul V attends) has not been made aware of any extra funding to date. We hope that this may come when the Scottish Govt announces its budget in December. FSLT are listening to the concerns of EFSC regards the opening hours of East Sands and Cupar Sports Centre so that decisions are not simply made on use, which unfairly disadvantages less populated areas like ours. EFSC stance is that community facilities should be open for all, as currently someone living in central Fife has 3 times the choice of using a facility than someone living in East Fife. Alan R commended FSLT on its opening all centres and return to swimming, its engagement with clubs and its drive to increase Learn to Swim numbers. FSLT commented that use in Cupar is strong and the Health Plan is very successful. Cllr Kennedy asked if more work could be done on public awareness surrounding the challenges FSLT (and all Trusts) are facing so the public can understand the opening decisions; also that the provision for Kilmaron School be reviewed as travel to Leven pool is simply not acceptable, FLST agreed to review. FSLT are also working on a new customer feedback system, which can categorise comments. It was agreed that as FSLT have only had 2 months of working without restriction that we meet again in March 2022.

Our fifth CWPS training since Nov 2020 was held by Zoom on 6 Dec with Anna Tizzard as tutor, qualifying another 17 members. There were also 7 members booked onto Active Fife’s CWPO course on 2 December. The course dates for 2022-23 are 2 May, 22 August, 7 Nov 2022.

The swim project with Bell Baxter High School started after the October break with 2 sessions running each week, led by the school and Cupar & District Swimming Club. This is going well and we await news of the funding application, which has been delayed awaiting a decision by the Scottish Government.

It was agreed to run a Scams Awareness session for members with Fife Council Trading Standards, which will be held online; 7 clubs responded regards interest in attending. This will be arranged in the new year.

Fife Council have sent the Recurring Grant form for completion by mid-December. Martin and I are working on this currently.

Proposal to offer clubs further funding, as we have a healthy bank balance due to 2 years without holding an Awards event. J Moffatt mentioned A Stokes plans to arrange meeting between sports councils, when we can discuss this. Discussion around supporting coaching training, but Fife Council already offer this, perhaps look at funding training for tutors to deliver coaching training more locally. Also funding individual athletes, again Fife Council already offer this and criteria needs to be very strict as in past this resulted in a number of questionable applications. S Hedley stressed that funding needs to be fair and may be best to offer smaller amounts to more clubs.

**Income and Expenditure**

I confirm a bank statement balance of £35227, dated 02 November 2021. Balance in account on 01 December 2021 is £35242. Transactions include income from the recurring grant and 2 affiliations, and expenditure on wages, CWPS tutor fee and web hosting.

**5. Correspondence**

Invitation from A Stokes on behalf of Fife Council to join the Physical Activity & Sport Strategy Leadership Group, to meet quarterly starting January 2022. There will also be a PASS Delivery Group that meets monthly. This group will be accountable for the overall leadership and governance of the strategy, and to deliver our vision of ‘*an Active Fife where everyone has opportunities to be more active, with better health & wellbeing*’, supported with the four main ambitions:

1. Reduce inequalities in physical activity and sport across Fife
2. Increase and sustain physical activity, physical confidence and sport participation
3. Build resilient communities that are physically active and participate in sport
4. Invest in facilities and infrastructure for physical activity and sport

The group will report into the Community & Wellbeing Partnership Board, where an annual update will be provided. J Moffatt, S Urquhart (FSLT) and P Colburn (Active Schools) will also join the group.

**6. Sports Development & Hub Officers Report**

**Sports Development – Jamie Moffatt**

**2022 Training:** Meg, Ross, Lauren, and I are pulling together resources for a training month next year, highly likely to be February. We will aim to offer a series of workshops throughout the month, as well as showcasing offerings throughout the remainder of the year, with the month culminating in a full-day training conference. Location still be confirmed, but we are provisionally looking at the final Sunday of the month. Lauren is leading on this project.

**East Neuk Junior Golf Development Group:** Stuart and I will be meeting with the group on the 16th December to look at the practicalities of delivering indoor golf sessions over the winter. This will be supported by the PGA Professionals in the area but delivered by club volunteers and Young Ambassadors. Delivery is likely to be twofold; initially supporting the FRAPPY Youth Club at Waid on a Friday, and then latterly setting up a community participation session for new junior golfers to grow interest in the lead into the season starting.

**Social Prescribing:** we are in the process of building relationships with the newly appointed ‘community connectors’ within the NHS (each locality having one connector). The connectors job is working alongside GP practices and take mental health referred patients (aged 18+), who do not require a medical intervention, and offer them a menu of social prescription options in their community. The Active Fife team are keen to use our Bums Off Seats, Walking Football, and Community Sports Club partners to facilitate this.

**Club Updates:**

* Seiken Ryu Karate (St. Andrews) - awarded Club Fife Activity Provider
* Falkland Cricket Club – planned future work with Robbie and the rest of the committee on the club facility development proposal, awaiting costings from suppliers and architect.
* Balmullo Bowling Club/Duffus Park Bowling Club – will be working with both clubs in partnership with Stuart Bell (Bowls Scotland) to aid development. Achieving Club Fife status will be first on the agenda
* AM Soccer – club have produced a business plan for a preferential lease agreement of the Duffus Park 3G pitch to present to FSLT. Currently awaiting sign off by the board

R McCraw asked about Sporting Memories linking with social prescribing plan, J Moffatt to confirm about this and comments Duffus Park Bowling Club would be a great venue for one of these groups.

**Hubs - Ross Taylor**

I am pleased to share with you all the November edition of our Community Sport hub Newsletter, where our theme is "Community Champions". In line with the sportscotland communications themes, I encourage you to highlight or profile your community champions too, and the ways you can do this are listed in our newsletter below. As ever, please do share with your schools, networks, members and partners to further strengthen the profile our community sport hubs across Fife.

Finally, next month's communication theme is all about "Thanks to sport". 2021 has seen so many clubs and projects return to action and - consequentially - positively impact their local communities. For me, I would like to make December the most jam-packed newsletter yet as we celebrate all the amazing people, projects, clubs and successes in Fife during 2021. To do this, I encourage as many of you as possible to share your stories or pictures by completing the [clubstory submission form her](https://forms.office.com/r/m9dtXugyvX)e or emailing your content to [ross.taylor@fife.gov.uk](mailto:ross.taylor@fife.gov.uk).

November newsletter - <https://sway.office.com/zAvE2w9Pr4Hs4Azs?ref=Link>

**7. Active Schools Officer Report**

**Report from Hayley Smith**

External partners are now allowed to deliver activities outside, but are still not allowed inside, it is hoped this will change soon. Multi school competition has resumed but outside only, while competition within one school activities can take place inside and outside. Most High Schools are back to normal activity but primaries have to be more cautious due to a bigger impact if a teacher becomes absent; around 50% of the cluster are delivering activites. All activities delivered at schools will continue to be free of charge to the participants/families, in line with SG’s "Cost of the School Day" policy, which will result in external funding becoming more important to ensure clubs are able to continue to deliver activities. Question re sourcing funding for pupils to take football coaching training; J Moffatt to confirm from Fife Council and EFSC to help support as with swimming project. Discussion again around informing parents of national schools competition, as private schools dominate these events and it can be a postcode lottery which schools take part/pass on information to parents. In many sports it is left to clubs to manage this. The logistics of this inside the school is challenging depending on the sport due to staffing pressures and not being able to attend events, and also having time/being able to identify suitable candidates. H Smith commented that volunteers and funding again will be key in providing more opportunities.

**8. FSLT**

G Stevenson updated from the July meeting as he was unable to attend the previous meeting. Activities and operations now back at pre-covid levels with no restrictions remaining and only a little guidance in place still. Feedback has been positive, and meetings with AM Soccer re a preferential lease agreement of the Duffus Park 3G pitch going well. Lots of local projects eg. Bell Baxter swim project and plans with St Andrews University using different venues, as well as a joint project with a local charity Wave Project using surf therapy for children with complex needs, based at East Sands the charity uses East Sands changing area and the meeting room upstairs. An inflatable session was offered to Cupar & District Swimming Club and Cupar Sports Centre ran an NPLQ course qualifying 9 young people, applications are now open for available positions. Use is strong and at Cupar in October this was 85% of 2019-20 levels, whereas in May this had only been c.40%. The new partnership with Community Use has helped a recruitment drive for casual staff, x15 new staff at Cupar, and plans are in place now for contractual positions. Discussion around the festive opening, and why Glenrothes, Kirkcaldy and Dunfermline are open but no site in E Fife, with reference to the newspaper article. Kirkcaldy Cllrs fought for it to stay open over festive time. Cllr Kennedy had acknowledged the hard work of G Stevenson at her meeting with Emma Walker, but asked for clarity on boundaries – would staffing in E Fife area allow festive opening? G Stevenson confirmed it should be; she will help with discussions on this, S Hedley also offered to help.

**9. Young Person’s Panel**

Sadly Charlotte has stepped down from her role, as she has found that her studying and sporting commitments currently mean she is not able to commit enough time to this role, we thank Charlotte for her help over the last few months. Anna is keen to continue and has been asked to send a report to the committee about her thoughts on what she might like to look at more – if there is a specific project she would like to push forward.

S Hedley asked if the age could be reduced as young people of 18+ tend to be very busy. Disclosure/PVG is the main issue as once the {organisation)/adult(s) are PVG’d they must demonstrate how they are ‘leading/coaching’ the young people – they are not simply permitted to sit in on meetings of the young people. EFSC wanted to give its young people a voice without influence; also the PVG route is far more involved and complex so it becomes more demanding for the committee. The Chair commented that we can set-up a meeting with young people from another sports council to discuss eg. host of SCS conference.

**10. Awards 2022**

Criteria agreed as circulated before the meeting, with one correction to the nomination form wording. Also agreed to work with sponsors again, but as there are fewer categories we will double up support per category and ask sponsors to share the trophy cost. Cupar Corn Exchange recommended 150 guests maximum, agreed. Also we need to qualify a Covid officer (tbc) for the event; Cllr Kennedy can help support this person.

**11. AOCB**

Secretary/treasurer role and wage was discussed by the committee, it was agreed to raise the hourly rate by £1.50, and retroactively to April 2021.

Cllr Kennedy confirmed that Ben Kinnear has taken lead on the Duffus skatepark project, that had received funding and worked on redevelopment in 2014. A public meeting is planned and plans exist. EFSC can help guide with funding information, Cllr Kennedy to put in contact.

**Grants Sub-committee** authorised funding to Duffus Park Bowling Club green repairs £500.00

The Chair thanked everyone for attending.

**12. Date of Next Meeting**

18 January 2022 on Zoom

**Dates for 2022**

8 Mar Zoom

10 May In Person

12 July IP

4 Oct IP/Zoom

6 Dec Zoom

AGM 13 September

Quiz 11 November