

# MINUTES OF THE EAST FIFE SPORTS COUNCIL

## ANNUAL GENERAL MEETING

13th September 2017 at 7:00 pm

Duffus Park Bowling Club, Carslogie Rd, Cupar

### Present:

Rona McCraw	Chair
Robbie Nellies	Vice-Chair
Philip Mould	Secretary/Treasurer
Michael Kavanagh	Active Fife
Cllr Tim Brett	Fife Council
Cllr Margaret Kennedy	Fife Council
Caitlyn McAleese	Active Fife
John Vaughan	Fife Olympiad
Gina Logan	Duffus Park Community Sports Hub
George Sharp	Duffus Park Bowling Club
Malcolm McTavish	Falkland Trail Runners
Mandy Strachan	Tayport Tennis Club
Angela Small	Anster Haddies
Bruce Bowers	Elie Bowling Club
Elsbeth Wallace	Fife AC

Rona McCraw welcomed everybody.

### 1. Apologies:

Apologies were lodged from Cllr Andrew Arbuckle, Gail Prince (SALSC), Pam Colburn (Fife Council), Tim MacDowell, Richard Tough, Jim Close, Liz Rogers, Graeme Russell and Vanessa Rengger.

### 2. Minutes from last AGM

Minutes were approved. Proposer, John Vaughan. Secunder, Mandy Strachan.

### 3. Matters Arising

There were no matters arising.

### 4. Chairman's Report.

Attached as appendix 1

The report was approved. Proposer, Robbie Nellies. Secunder, Bruce Bowers.

### 5. Secretary/Treasurer's Report

Attached as Appendix 2

The report was approved. Proposer, Elsbeth Wallace. Secunder, Bruce Bowers.

Philip Mould presented the accounts for 2016/17 which were approved.

## **6. Affiliation Fees**

It was agreed that affiliation fees would remain at £15. The number of affiliated clubs for the current year was recorded as 71.

## **7. Appointment of Auditors**

PM recommended that Henderson Black remain as the accountants for EFSC as they are well aware of how the Sports Council works and their charges were reasonable to-date.

## **8. Election of Executive Committee**

The Chair re-iterated the need for new members to step forward to represent the Executive Committee. The following individuals in attendance confirmed their willingness to be Committee Members:

George Sharp, Bruce Bowers, Elspeth Wallace and Mandy Strachan.

The Vice-Chair, Robbie Nellies, agreed to stay in post until a replacement was forthcoming.

## **9. Any Other Business**

The Chair confirmed a planned event for the coming autumn with a Fife Council team delivering a Health & Safety talk on the responsibility of managing Clubhouse infrastructure and facilities.

Mandy Strachan outlined ongoing work by the new Tayport Community Sports Hub build and confirmed a £1m funding bid had been successful in Mar 17. Actual building to commence later in 2017.

John Vaughan gave a brief outline of the successful Fife Olympiad competed in Boblingen, Germany in July 2017. He thanked the East Fife Sports Council for the support given and funding to assist regional athletes that had participated. He confirmed that the next Olympiad would be hosted by Fife in 2023.

## **10. Date of Next Meeting.**

**The date of the next AGM is September 2018. Actual date and venue to be confirmed.**

Appendix 1  
Chairman's report 2017

Appendix 2  
Secretary/Treasurer's Report 2017

## **Appendix 1**

### **Chair's Report 2017**

I would like to welcome everybody to the Sports Council's AGM. In my first year back as Chair I have found it to be as busy as usual and I would like to thank everybody for their support. As you are aware it is the aim of the Sport's Council to promote and encourage Sport's Clubs at all levels within the area as well as acting as an advisory body for sport. Over the last year we have been working in partnership with Active Fife and SALSC to look at how we can best support local clubs to ensure that they do have a voice when critical decisions are being made.

#### **Sports Marketing Network**

In November we held a workshop on the subject on ways to 'Grow your Club' Mr Svend Elkjaer of the Sports Marketing Network gave a presentation, based on his professional experience, on tips and initiatives that clubs could use to grow their clubs. Over 40 people attended the workshop and a further 11 clubs took the opportunity for additional one-to-one support program.

#### **Quiz Night**

This year we decided to try and resurrect the annual quiz night. It proved to be a great success with Philip proving that he is a great quiz master. Nobody can say that the quiz was too easy and the knowledge of the participants can only be admired. This year the quiz will be held at Amateur Football Club, St Andrews

#### **Themed Meetings**

Over a year ago we had a consultation event where representatives from clubs were invited to view their thoughts on how the Sports Council can best support them. From this event it was agreed that a number of themed meetings would be held across the area.

For a number of reasons we have been slow in making this happen, however, I am pleased to report that we are making some progress on this with the quiz night being held in St Andrews. At the present time we are looking to source other sports clubs that are willing to hold either a themed meeting or further workshops. Any offers would be gratefully received.

#### **Awards Ceremony**

Once again the Annual Awards Ceremony was a great success with Richard Brickley M.B.E. being the Master of Ceremonies. Austin McPhee was our guest speaker who gave us an extremely interesting presentation about his experiences as a coach. Every year the number of nominees have increased and as always, the nominations for awards are of an extremely high standard making the job of the awards committee extremely difficult. I would like to congratulate everybody who was nominated for an award. Due to the increased numbers of nominees we appear to have outgrown the Gateway Centre. At the present time we are exploring the opportunity to hold next year's award ceremony in the Younger Hall, St Andrews.

#### **SALSC**

This year Philip and I attended SALSC'S annual seminar and AGM. This year it was held in Perth. These are always good events and give us the opportunity to network with people from other sports councils, get some new ideas and to attend a number of workshops. We have identified two opportunities that would be of particular interest

to our member clubs. The first is 'SPORTED' a voluntary organization that provides 'light touch' support and mentoring from a volunteer over the phone, email, skype or in person, for a short period, on issues that may face your club.

The other is a 'Volunteer Recruitment Workshop' delivered by SportsScotland. More information on both of these will be sent out over the next few months.

### **Community Hubs**

The number of Community Sports Clubs in our areas has increased over the last few years. We now have Community Sports Hubs at Duffus Park, Waterstone Crook and the East Neuk (Anstruther). These are great in that they give clubs the opportunity to be part of a network giving support and advice to member clubs. Either Philip or I (sometimes both) attend as many of the local meetings as possible

### **Grants**

Our grant was only cut by a small amount which meant that we were still able to provide grants where appropriate. We have noticed that there is still a low number of clubs asking for development grants.

As I would like to see this increase over the next few weeks we will be reviewing the grant application forms to see if we can make applying for a grant a little easier. I would also ask clubs to work alongside their Active Schools Coordinators and the Development Officer to look for development opportunities within their club.

### **Secretary/Treasurer**

I would like to thank Philip for everything that he has done over the last year. He always rises to the challenge and nothing is too difficult.

I would also like to thank Active Fife, the Executive Committee, clubs and volunteers for their support and look forward to another successful year.

Rona McCraw  
Chair  
East Fife Sports Council

## **Appendix 2**

### **Secretary/Treasurer's Report 2017**

#### Secretary's Report

I have now had the pleasure of working for the East Fife Sports Council for over a year and seeing the complete yearly cycle of events. The commitment comes in peaks and troughs but is very manageable. As ever, the first part of this annual report was dominated by the Awards Ceremony. Numbers in attendance at the 2017 Awards Ceremony increased by over 30% and stretched the facilities of the Gateway Centre to the limit. Consequently, we are negotiating the use of the St Andrews University Graduation Hall (the Younger Hall) for next year and hope to go for Wed 21 Mar 2018. This would bring the Awards Ceremony closer to the year in which we are celebrating achievements which we believe is a positive move. It also avoids any clashes with school exams as experienced with past Awards Ceremonies conducted in early May.

Other Secretarial issues of note concern the ongoing development of a new website. This is way overdue and was planned to be in operation by this date. Regrettably illness of the Secretary over the summer and the technicalities of acquiring permissions for publishing sporting images has delayed the launch. The launch of the website is currently the Secretary's main priority. The ongoing quest to ensure Affiliation Membership is maintained and increased is ever present together with the publication of Newsletters that help to show off what the Sports Council has to offer and maintain a visual presence in Clubhouses throughout our geographical region. Finally, as mentioned in the Chair's Report, we will be holding a further Sports Quiz Night due to take place at the St Andrews United AFC Clubhouse, Langlands Rd, St Andrews on Fri 03<sup>rd</sup> November 2017. Let me ensure you that I have been tasked to make the questions easier and I can promise a very affordable and sociable evening with worthwhile prizes, complimentary refreshments and a raffle

#### Treasurer's Report

You all have a copy of the Sports Council Accounts Report for the period April 2016 to March 2017 inclusive; independently examined by the appointed Accountants, Henderson Black & Co. The accounts have been signed off by the accountants as in order.

There are some points of detail that you should be aware of to explain the presented figures as follows:

The substantial Active Fife additional income of £8,500.00 represents the Road to Rio Project which sat in the Sports Council account for most of the year and was subsequently paid out to Fife Council in respect of costs for that enterprise upon completion of said project.

The reduced Membership Subscriptions merely reflects unfinished business at the time of audit as we have received a number of subscriptions for the period in question after Mar 2017. Our Membership has actually increased from 67 to 74 Clubs.

It is noted that the Auditor has not recorded Club Expenses. 2016 recorded expenses of £376.25 and in 2017 it was £464.75. For both years these expenses relate to participating in the SALSC Summer Bowling events.

Grant income for the period in question was awarded to:

Ladybank Golf Club £500, Newburgh Sailing Club £100, Grow Your Club Project with 11 Clubs benefitting £2,400      Total: £3,000

The substantial reduction in Bookkeeping and administration is more a reflection of a quiet summer period for the new Secretary and Treasurer combined with inheriting a substantial amount of stationery other associated administration costs. These items have slowly been consumed and will reflect further expense in the current financial period.

Finally, the increased Events and Awards Costs, relate to the Awards Ceremony and reflect increased costs for use of the Gateway Centre, refreshments and some costs paid in this accounting year that relate to the Awards Ceremony of the previous period. Hopefully moving the Awards Ceremony back to within the same accounting year will eradicate or reduce such practice in the future.

The Balance Sheet page appears healthy and requires little explanation. Note the increase in Fixed Assets which represents the purchase the purchase of an I-Pad used for the Schools Filming Project at the Awards Ceremony. This item remains an asset to be used on future projects.

If you have any questions please do not hesitate to ask.

Thank you all.  
Philip Mould