



MINUTES OF THE EAST FIFE SPORTS COUNCIL

ANNUAL GENERAL MEETING

12th September 2018 at 7pm

Duffus Park Bowling Club, Carslogie Rd, Cupar

Present:

Rona McCraw	Chair
Robbie Nellies	Vice-Chair
Philip Mould	Outgoing Secretary/Treasurer
Hilary Lumsden	Incoming Secretary/Treasurer
Michael Kavanagh	Sports Development
Lynne Mackenzie	Active Fife
Stuart Robertson	Active Fife
Jo Whittet	Active Fife
Cllr Margaret Kennedy	Fife Council
George Sharp	Duffus Park Bowling Club
Andrew Arbuckle	Howe of Fife RFC
Mandy Strachan	Tayport Tennis Club
Angela Small	Anster Haddies
Bruce Bowers	Elie Bowling Club
Elspeth Wallace	Fife AC
Jim Close	Falkland Trail Runners
David Chalmers	Elie & Earlsferry Sailing Club

Rona McCraw welcomed everybody.

1. Apologies for Absence

Apologies were lodged from Chris Reekie, Gina Logan, Clara Anderson, Ian Bell, A Fitzpatrick, Richard Tough and Vanessa Rengger.

2. Minutes from Previous AGM held on 13th Sept 2017

Minutes were approved. Proposer, Bruce Bowers. Seconder, George Sharp.

3. Matters Arising

There were no matters arising.

4. Annual Report by Chair

Attached as Appendix 1.

The report was approved. Proposer, Bruce Bowers. Seconder, Mandy Strachan.

5. Annual Report by Secretary / Treasurer

Attached as Appendix 2.

The report was approved. Proposer, Angela Small. Secunder, Mandy Strachan.

6. Presentation and Approval of Accounts

Philip Mould presented the accounts for 2017/18, which were approved. Proposer, Bruce Bowers. Secunder, George Sharp.

7. Appointment of an Independent Accounts Examiner

Philip Mould 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. Approved.

8. Affiliation Fees 2019/20

It was agreed that affiliation fees would remain at £15. The number of affiliated clubs for the current year was recorded as 76.

9. Election of Executive Committee

The Chair re-iterated the need for new members to step forward to represent the Executive Committee; it was agreed in principal the Chair is prepared to stay for another year but that there needed to be a change of view as Bowling had led for the last 10-12 years. An EGM would be held before the AGM in 2019 to amend the Constitution.

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

The following individuals in attendance confirmed their willingness to be Committee Members: George Sharp, Elspeth Wallace and Mandy Strachan.

10. Any Other Business

Cllr Andrew Arbuckle outlined ongoing work by the Community Trust in Tayport, with completion expected by June 2019 - suggesting the AGM be held there next year. Money is currently being raised for a campsite project. There will be meeting rooms available for clubs to hire. The project had taken 20 years to fundraise, with slow and steady approach and there is great excitement about its completion.

Philip Mould stated the EFSC Newsletter was printed and asked clubs to make available in clubhouses.

11. Date of Next Meeting

The date of the next AGM is September 2019. Actual date and venue to be confirmed.

Close of Formal AGM.

Appendix 1
Annual Report by Chair 2018

Appendix 2
Annual Report by Secretary/Treasurer 2018

Appendix 1

Chair's Report 2017 – 2018

I would like to welcome everybody to the Sports Council's AGM. As usual it has been as busy as ever and I thank everybody for their support. To date the number of clubs affiliated to the sports council is 71. As you are aware the aim of the sports council is to promote the sporting activities of member clubs. Clubs are supported to be more sustainable so that more people can access healthy sporting activities

We continue to work in partnership with Active Fife and SALSC to look at how we can best support local clubs. This year the Sports Council is part of the Fife Sport and Physical Activities review group. In addition to this we work with SALSC and SportScotland to ensure that community based clubs remain to have a voice when critical decisions are made.

Lead to Succeed Workshops

For a number of reasons the Lead to Succeed workshop that was due to be held in the summer has been put back to September. Participants will be given the opportunity to meet Laura Baxter and find out how they could be supported in developing their club. Follow-on sessions would be available and as these would be considered Club Development Projects, clubs could apply for a Development Grant.

Quiz Night

Due to the popularity of the Quiz night, this will now be an annual event. We have been trying to persuade Philip to be our resident quiz master, so far with no success. This year the quiz will be held at the Howe of Fife Rugby Club, Cupar

Awards Ceremony

The Awards Ceremony is always a popular event with the number of nominations growing every year. Our new venue The Younger Hall, proved to be a great venue so hopefully we will be able to use it again. This year the response from the clubs was fantastic with 76 people being nominated across 22 different sports. Selecting the eventual winners was no easy task. I would like to congratulate everybody who was nominated for an award. My thanks go to Richard Brickley M.B.E. for being our Master of Ceremonies. Stuart Barton was our Keynote Speaker and gave us an interesting talk on what it is like to be the Physio for the Scottish Rugby Team

Scottish Association of Local Sports Councils (SALSC)

Once again Philip and I attended SALSC'S annual seminar and AGM which was held in Perth. These are good events giving us the opportunity to network with the other sports councils and get ideas for future events. This year SALSC made the decision to review how they worked with member sports councils, community hubs and physical activity groups. Not surprisingly one of the things that came out of the review was the fact that very few people knew what SALSC stood for. Consequently, from April 2019 our Governing Body will be known as Scottish Community Sport. (SCS) At the present time SALSC are in consultation with SportScotland to look at the possibility of developing a number of new workshops which would be available to member clubs and delivered at local level.

Community Hubs

The Community Sports Hubs in our areas are becoming well established with more clubs taking the opportunity to become part of wider support network. We look forward to a new hub being developed in Tayport.

Grants

We still have only a small number of clubs applying for grants. To remedy this, this year we reviewed the grant application form to make it easier to apply for a grant. I

would encourage clubs to work alongside their Active Schools Coordinators and the Development Officer to look for development opportunities within their club.

Secretary/Treasurer

This year Philip Mould or secretary/ treasurer has made the decision to retire. Philip has been a great asset to the sports council and will be sorely missed. I would like to take this opportunity to thank Philip for everything that he has done over the last 3 years and wish him a long and happy retirement. I am pleased to say that Hilary Lumsden is our new secretary/ treasurer and I look forward to working with her.

I would 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 2018

Secretary's Report

Good evening Everybody,

The AGM period for review from April 2017 to March 2018 has been a busy period for the East Fife Sports Council and I will highlight the significant issues and events that took place.

In May 2017 the Sports Council celebrated the achievements of affiliated Clubs with the annual Awards Ceremony that took place at the Gateway Building following a well-worn path from preceding years. The event was a success but it became clear that the venue was barely able to cope with the 150 guests in attendance. A new venue was sought – more details to follow.

The spring and summer of 2017 was dominated by an initiative to assist affiliated Clubs to grow and Sports Marketing Network delivered a presentation on the subject of 'Growing Your Club'. This was followed with close one-to-one support for 11 Clubs; each receiving individual visits and advice from Sports Marketing Network. This ongoing initiative has more recently been superseded by a programme called Lead to Exceed which is due to be launched later this month. A further workshop to assist affiliated Clubs took place later in the year covering the subject Clubhouse Management and health & Safety issues.

Also in the autumn of last year the Sports Council held the annual Sports Quiz Night which took place at the St Andrews Amateur Football Clubhouse. Numbers in attendance were down on the previous year but a good evening was had by all. Disability Sport Fife won the team event with Pittenweem Tennis Club and the Fife Croquet Clubs coming second equal.

During the year additional work was undertaken to develop a new website which is now up and running. The website still requires development, updating of policy documents and the inclusion of a direct link to affiliated Club website information. This is an ongoing task that is being completed with assistance from the website provider Alpha Tango Ltd.

The subject of General Data Protection Regulations occupied much time at the beginning of 2018 with the Sports Council producing a required Privacy Statement and supporting policy documents. Advice to affiliated Clubs was also passed on by the required deadline.

For 2018 the Executive Committee sought to bring the Awards Ceremony forward to more closely celebrate the achievements of the previous year. A new venue was secured and 200 guests attended the Awards Ceremony in the Younger Hall of St Andrews University on 25th March 2018. The event worked well and it is hoped to repeat the event at the same venue in 2019. The moving forward of this major event

has effectively resulted in 2 Award Ceremonies having taken place in one financial year which is clearly reflected in the Audit Report covering this period. Affiliation Club numbers have increased slightly over the reporting period in question. The Sports Council currently has 76 Affiliated Clubs. In 2017/18 new Clubs included Kingdom Off Road M/C Club, St Andrews Coastal Rowing Club and Lundin Ladies Golf Club. AM Soccer re-engaged after a number of years absence. Finally, although it is not a part of the reporting period in question, it is with regret that I must report that the Secretary/Treasurer is withdrawing from post with effect the close of this AGM. I have had the pleasure of being in post for three yearly cycles of Sports Council business but I have found it increasingly difficult to give the time and dedication necessary to East Fife Sports Council duties. I have a number of other business interests and a lot more golf to play. Thank you all for the support and comradeship you have all shown over the past three years.

Treasurer's Report

You all have a copy of the Sports Council Accounts Report for the period April 2017 to March 2018 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 considerable increase of spend in Events and Awards represents the two Award Ceremonies that took place in this single financial year. It is necessary to also take into account that the scale of the Awards Ceremony, with resulting additional costs, was increased by 25% in 2018.

The substantial increase in Postage, Stationery and Advertising relates to additional expense from the re-design of the Awards Ceremony Programme and the production of a Sports Council Backdrop with multiple logo design for the purpose of formal photographs for Award Winners (now held as an asset for future use).

The increase in bookkeeping and administration represents an increase in salary for the Secretary for the year of 2017/18 and substantial increase in workload with the development of the new website and enhanced Awards Ceremony. It also reflects the contrast of the relatively quiet period and reduced costs over the summer months of the preceding year.

The cost of developing a new website in this financial year was a hitherto new expense that was necessary to improve this facility and service.

Grant income for the period in question was awarded to:

Fife Olympiad £700, DPBC Juniors £145, Newburgh Sailing Club £160, Elie & Earlsferry Sailing Club £300, Shukokai Academy £240, Ladybank GC Juniors £500

Total: £2,045

During the course of the beginning of 2018 the Sports Council successfully re-negotiated a Recurring Grant from Fife Council which should secure annual funding for the next three years.

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

Thank you all.
Philip Mould