

Annual General Meeting
7.30 pm, Thursday 18th November 2010
Caledonian Hotel, Brechin



Minute of 2010 AGM

- 1 Minutes of last AGM inc Matters Arising were read and approved. **Prop:** Brian C.
Sec: Pete R.
- 2 Chairman – opening remarks are attached at Appendix 1 to this Minute. A. O'Neill
- 3 Treasurer's Report –
 - a) 2010 Accounts P. Clark
 - b) 2011 Fees and Charges A. O'Neill
 - c) 2011 Budget P. Clark

*The Treasurers Report was presented by Paul C. The accounts show a healthy financial position for the club, with some transactions still to be made this year. This includes an outstanding liability for pool fees amounting to £406. The old open canoe trailer has been sold as has the WWR. A new open canoe trailer and a kayak trailer have been purchased. It was **Proposed** by Gair C. and **Seconded** by Steve S. that the accounts be accepted. A copy of the accounts are at Appendix 2. A vote of thanks to Paul were expressed by those present.*

Fees for the coming year were discussed and it was felt unanimously by the committee that the membership fees should remain unchanged at Full £12, Junior £9, Family £20.

An outline of the budget was discussed, in particular the main liabilities of Equipment Insurance and SCA Affiliation. Alan agreed to review the Equipment Insurance when the new proposal is due in January to incorporate equipment changes over the year. With regard to SCA Affiliation, the position is still unclear and would need to be discussed by the committee once the SCA make the new Affiliation fees known.

- 4 Activities -
 - a) Review of outdoor and pool sessions A. O'Neill and G. Couston

A summary of pool activities was presented by Gair C. Highlights included the achievement of various Paddlepower certificates by members at the pool sessions. It is hoped to continue this over the coming year. The Chairman expressed thanks to Gair C, Iain T. and their helpers for the work and commitment

shown to the pool sessions.

Steve S. summarised the many outdoor events and trips that had taken place this year – notably the FSRT course at Monikie Country Park. Also, the club were represented by members in the Highland Marathon Series this year.

5 Coaching Qualifications –

S.Scott

- a) Present situation
- b) Future plans and needs
- c) Access cards for helpers/coaches

*Steve S, reviewed the current situation with regard to qualifications. From a coaching point of view, 3 club coaches had renewed various aspects of their qualifications (**note: an SCA requirement every 3 years**), other members have attained Level 1 UKCC coach status and BCU Level 3 Open Canoe this year. These awards were helped by the Commander Collins Bursary. An FSRT Course took place towards the end of the summer and it is hoped that more of these courses can be held.*

*Looking forward, it is hoped that more FSRT courses will be held to the benefit of members – this will require a coach from the club (already identified) to become an FSRT Assessor. A number of UKCC Level 1 Coach courses are in the pipeline across the country, and some dates of these have been put into the planner on the web site for members to see (**note: these are not club run / organised events, but members are very welcome to attend**). Additionally, some 4 Star Leader courses are also to be made available to members.*

Alan reiterated how beneficial local authority ACCESS cards can be for coaches / helpers in terms of courses attended eg. A club coach / helper can claim a %age of fees back from the local authority for any courses attended, and the card can also be presented at the pool sessions. More details can be found on the local authority web site or just ask at any Angus Council Leisure Facility.

6 Equipment – a) Needs and wants
b) Loan procedures
c) Equipment inventory

A. O'Neill
S. Houston
S. Houston

Following the recent open canoe acquisition, it was felt that a number of wooden open canoe paddles should be purchased. The reasoning being that it would provide members with a wider experience of open canoe paddling than plastic paddles can.

Prop: Paul C. **Sec:** Alan O.

The committee undertook to continue to press for adherence to the club loan procedures. This has a number of benefits such as the hire fees being offset against Equipment Insurance, and also the amount of use equipment has which can then be looked at when the annual inventory check takes place. This inventory check is a mandatory requirement which the club committee takes very seriously, and usually takes place soon after the AGM each year when the “new” committee has settled in. Club member Iain McN. Undertook to provide examples of records that can be used for equipment.

- 7 Publicity - a) Website – review and plans A. O’Neill
b) Newsletter – review and plans

*Much discussion followed about the club web site and improvements that can be made. One comment centred upon the way in which members are made aware of trips and activities. A suggestion was made that the club investigate a presence on Facebook. After some deliberations it was **Proposed** by Iain S, **Seconded** by Alan O. that club member **Marcus C.** investigate the concept following a discussion with the club’s Data Controller. Alan also undertook to keep up the Planner and to make the downloadable planner more obvious.*

Generally, it was felt that the club Newsletter was a good thing and should be kept up. Alan asked all present to submit articles for inclusion.

- 8 Child Protection issues - a) Current situation G. Couston
b) Future needs

The clubs Child Protection Officer is currently in the throes of renewing / updating the Disclosures of the coaches and helpers.

A question was asked regarding access to the club for people with disabilities. Alan pointed out that the club does not prevent anyone with a disability from

joining or taking part in paddlesport. At the same time, the club has never been approached by anyone with a disability with a view to taking part in the activities. If anyone knows of someone with a disability who wishes to take part in paddlesport then they should make this known to a member of the committee.

Two courses relating to Child Protection are due shortly, anyone wishing to attend or renew their Child Protection status should get in touch with the clubs Child Protection Officer.

9 Appointment of Office Bearers (incumbent) -

Chairman (Alan O'Neill)
Vice Chair (Brian Crowe)
Secretary (Iain Taylor)
Treasurer (Paul Clark)
Meets Secretary (Vacant)
Training Officer (Steve Scott)
Equipment Officer (Sandy Houstoun)
Child Protection Officer (Gair Couston)
Junior Rep (Hannah O'Neill)
Ordinary Members (Ian Cochrane | Colin Hall)

A. O'Neill
Designate
Alan O'Neill
Brian Crowe
Iain Taylor
Paul Clark
Pete Ritchie
Steve Scott
Sandy Houstoun
Gair Couston
Hannah O'Neill
Ian Cochrane, Ian
Stuart, Colin H.

10 AOB

Appendix 1

Chairman's Remarks 2010

Welcome (9th AGM) everyone to meeting and declare open – **please address comments through the chair!**

Thank committee and members alike for their support as my 4 year tenure draws to a close ...

- Pool Sessions – successful round of pool sessions thanks to Gair and Iain T. plus their many helpers
- Transition to outdoors less successful
- Back to pool sessions and winter paddling along with fee's increase!

Looking back over the last year I see some quite major achievements that we can all be proud of ...

- Give It A Go – 9 youngsters have embarked upon D of E Bronze kayak, thanks to Angus Canoe Club, helpers please?
- Glasgow – Edinburgh Challenge didn't take place for us again this year, but did enter the Highland Marathon (3 events) and the Tay Descent
- Sale of old canoe trailer following return of on loan open canoes to Angus Council, and purchase of a new open canoe trailer and a kayak trailer
- Successful lottery application for 4 open canoe expedition kits
- FSRT Course – first of many?

There are still many challenges ahead – Personal skills, coaching and UKCC changes to the structure we've all become familiar with. The role of the club's committee and Training Officer continue to be at the forefront of the impact this will have across Angus Canoe Club.

Funding is available – at an individual level from a variety of sources, get in touch!

Angus Canoe Club remains readily visible online at YouTube, YoungScotWOW, Encyclopaedia.com, AngusAhead, ChillCheater, Angus Council and Angus Sports Council.

Talked too long already, let's have the Treasurer's Report.

Agenda Item 7a – Web Site: Angus Canoe Club readily accessible via Google – various search terms including words like Angus Kayak Canoe Scotland return 106,000 hits in 0.15 secs **and we are still on first page albeit not at the top!**

Appendix 2

Club Accounts

Angus Canoe Club

<i>Balance Sheet as at</i>		<i>31 October 2010</i>
2009		2010
	Income	
477	Membership Subs	497
774	Pool Fees	832
2	Bank Interest	3
0	Give It A Go	586
20	Club Fleeces	0
0	River Trips etc.	190
20	Sundry Income	35 <i>see note 1</i>
76	Equipment Hire	72
500	Commander Collins Bursary	0
2,650	Sale of trailer	100
0	Awards for All	4,831
£4,519		£7,146
	Expenditure	
15	Angus Sports Council	0
50	SCA	50
0	Secretary Expenses	0
68	Web Hosting	70
0	Courses	475
58	River Trips	70
68	Club Assets	6,483 <i>see note 2</i>
0	Give It A Go	141
35	Data Protection	35
892	Pool Bookings	1,048
236	Equipment Insurance	261 <i>see note 3</i>
127	Sundry Expenditure	76
0	Outstanding Pool Bookings	475
0	Accountant's Fees	41
£1,549		£9,224
£2,970		-£2,078

Cash in Hand**£83***Note 1* Sale of whitewater racer*Note 2* Purchase of new open canoes and open canoe kit, open canoe trailer, kayak trailer, and replacement of missing items from safety kit.*Note 3* Includes £63.66 balancing adjustment to cash account

Capital Assets	Depreciation rate				25%
	2007	2008	2009	2010	2011
Canoe Trailer	3,150	2,363	1,772	sold	sold
Junior kayaks and equipment	3,720	2,790	2,093	1,569	1,177
Adult kayaks and equipment	3,000	2,250	1,688	1,334	1,068
WW Safety kits	225	169	127	95	97 <i>see note A</i>
Open Canoes	900	675	506	380	Returned to Angus Council
WW Racer	75	56	42	32	sold
Barclays Coaches kit	375	281	211	158	119
Open Canoe Trailer	175	131	98	74	sold
New open canoe trailer					853
New kayak trailer					764
New open canoes and kit					4,840
	11,620	8,715	6,536	3,641	8,918

Liabilities

	2007	2008	2009	2010
TTT Award	£0	£0	£0	£0
Pool Fees Nov 06	£193	£0	£0	£0
Pool Fees Jan 07	£213	£0	£0	£0
Give It A Go				£445
Commander Collins Bursary	£0	£0	£500	£0
	£406	£0	£500	£445

2011 Budget Foundation**Estimated (Fixed) Expenditure (£)**

Equipment Insurance	275	January
Scottish Canoe Association Affiliation	50	June <i>see note B</i>
Web Hosting	75	October
Data Protection Registration	35	October
Accountant's Fees	40	December
	475	

Liabilities	445
--------------------	------------

Bank Balance 31 October 2010	2,490
---	--------------

Note A Includes replacement safety kit purchased 2010

Note B Future SCA affiliation costs are uncertain, and may increase significantly in the future