



## Minute of AGM 27<sup>th</sup> November 2019

Angus Canoe Club is a charity registered in Scotland (SCO 046888)

1. **Minute** of previous AGM read and approved. Prop Pete Sec Linda

Alan took this opportunity to address two issues – email addresses open to all members. The permission for this is included on the membership forms. Also the confusion of being a CASC and a charity has been resolved with the CASC membership no longer valid and refund of penalty money has been received.

2. **Chairpersons opening remarks** – see appendix 1

3. **Election of trustees**

Alan O'Neill – Chairperson (core OSCR work and Chair only) Prop Gair Sec Iain

Morven Duncan – Vice Chairperson Prop Alan Sec Gair

Richard Lockwood – Treasurer Prop Morven Sec Gair

Peter Ritchie – Secretary Prop Morven Sec Gair

Gair Couston – Child Protection Officer Prop Alan Sec Simon

### **Election of committee**

Brian McLaughlin – Membership Secretary Prop Gair Sec Linda

(new post to assist Chair)

Training Officer – Dave Ritchie Prop Pete Sec Morven

Meets Secretary – Morven Duncan Prop Alan Sec Gair

Equipment Officers – Iain Taylor and Pete Ritchie Prop Alan Sec Brian

Sailing Club Liaison – Colin Tannock Prop Alan Sec Gair  
Ordinary Members – Linda McLaughlin Prop Alan Sec Iain  
- Lily Russell Prop Alan Sec Pete  
Junior Member - Calum McLaughlin Prop Linda McL Sec BMcL

#### **4. Treasurers Report –**

a) Alan O'Neill – report to OSCR was explained and several questions addressed. The meeting unanimously agreed to submit this as the verified accounts for 2019. Once approved by OSCR a link would be placed on the club web site. A Balance Sheet was also made available to those present at the meeting. A Balance Sheet is not required by OSCR and is not included with the main Trustees Report.

(See attached appendix)

b) Membership charges and pool charges – after a short discussion it was agreed they should remain the same as last year

Memberships - £30 Family; £15 Individual; - £10 Junior

Pool sessions - Adult - £5; Junior £4 Prop Alan Sec Gair

c) Budget – based on previous years expenditure – will tweak later as required.

Notional at present.

d) It was proposed that we keep Mrs Kerr as our Independent Examiner.

Prop Alan Sec Gair

5. a) Pool sessions – reviewed progress given our problems with lack of numbers last year. New format with a 6 week course running has helped make the sessions viable. This has been supplemented by club members and some Tayside Sea Kayak club members who have helped increase the revenue. It was suggested that we use a sign-in book at reception in order to keep track of numbers at pool.

b) Coaching – little progress so far with younger members. Need to encourage people to try for the new coaching qualifications which are easier to get than before. Morven has done her “Leader” training but no others as yet.

c) Outdoor Sessions –excellent year with monthly trips – 13 day trips with 94 participants mostly on rivers but encompassing all disciplines. Need to broaden type of trips to include sea and flat-water trips, perhaps multiday.

Improvers – every Thursday. 14 nights with 113 participants. Lots of new members both novice and experienced.

Other involvement – scouts; open water swim, triathlon and Discovery Mile safety cover; Scottish Invasive Species Initiative.

d) Scottish Invasive Species Initiative (Pete Ritchie explained) – this area is run from Brechin and is mainly for the control of non-native species on riverbanks e.g giant hogweed and Himalayan balsam. Canoe club involved in helping access difficult locations and Pete Ritchie has completed a 2 day spraying course which should be available to others in the spring. Some members involved in an information video and a group day (with BBQ) is being planned.

## 6. **Equipment**

a) The club inventory is now in three different locations making logistics of trips difficult. Alan asked all those present to intimate to committee any needs and wants and also to be aware of any grant opportunities which could be accessed by the club.

b) Inventory – we now have lots of equipment available with 2 extra kayaks added this year. A question was asked regarding valuation of equipment and insurance. Alan assured them that this year we would be looking at insurance.

c) Storage – Alan appealed to all present to try to keep a lookout for a suitable home for all the equipment, preferably next to water. Our container is still at

Justinhaugh and it seems OK at present. A suggestion from club member Paul C. was perhaps Craigo Mill might be suitable?

**7. Publicity and communication**

At present we have Twitter, Facebook and website. Lily volunteered to start to take over the updating of the website from Alan.

**8. Child Protection –**

a) All coaches are PVG'd. Safety is paramount and all issues should be referred to the Child Protection Sub-committee of Alan and Gair.

b) NTR

c) Need to keep up to date with PVG – renewal period was discussed.

**9. Proposals to amend constitution**

None

**10. AOB – none**

**Meeting was then closed.**

### **Chair's Remarks 27 Nov 2019**

Welcome everyone to Angus Canoe Club's 16<sup>th</sup> AGM and the end of year 3 / start of year 4 as a SCIO. It doesn't seem like any time at all since the end of year administration for 2018 got underway as will that associated with end of year 2019 following this Annual General Meeting, itself closely followed by the reporting to OSCR and HMRC.









Financially, our General Account is sound, the Pool Account less so. Both accounts form part of the Treasurer's Report later.

Investment in the club inventory continues with the purchase of accessories to keep the kayak fleet afloat, and a considerable investment into the trailers and their roadworthiness. To the members who actually did the work on both those, thank you.

Coaching / coaches remain a continual challenge although the use of "leaders" has helped with some activities.

Storage of the club inventory hasn't gone away and if anyone has any idea's how we can bring all our inventory together, under one roof, and close to some (moving) water then please shout up!

Web Site Analytics over the last 30 days –

-  The last month has seen 511 visitors to our web site.
-  Our most frequently visited page is the Home Page.
-  67% of visitors came directly to the home page
-  4.5% came via a search engine
-  38% of visitors used Chrome
-  5% used Safari
-  2% used IE
-  19% used Firefox

My thanks as ever – to the committee for their support over the last year. Also to the coaches, leaders, helpers, volunteers and paddlers without whom none of this can happen.

Angus Canoe Club remains in a healthy place. Regular enquiries regarding membership continue. The ever-present challenges of storage and coaching remain. But enough for now...

Appendix 2 - Budget

**Angus Canoe Club**

<b>Balance Sheet as at</b>		<b>31 Oct 2019</b>
<b>2018</b>		<b>2019</b>
	<b>Receipts</b>	
0	Bank Interest	0
0	Grants	0
100	HMRC Refund	0
0	Fundraising	0
766	Donations	460
0	SCA Commission	0
	<b>Receipts from Charitable Activities</b>	
90	Eqpt Hire	185
0	Water Safety and Taster	110
0	Sale of Assets	0
615	Membership	540
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<b>£1,571</b>		<b>£1,295</b>
	<b>Payments</b>	
0	Fundraising Costs	0
	<b>Governance Costs</b>	
50	Independent Examiner	50
35	Data Protection Fee	35
100	HMRC Penalty	0
	<b>Cost of Charitable Activity</b>	
200	SCA Affiliation	160
100	FSC Affiliation	100
173	Web Hosting	86
215	Fleet Maintenance	561
103	Sundry Expenditure	0
0	Insurance	0
450	Asset Purchase	220
0	Secretarys Expenditure	0
0	River Trips	0
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<b>£1,426</b>		<b>£1,213</b>
<b>£145</b>		<b>£82</b>

## Appendix 3 – Accounts

See club web site once approval received from OSCR.