



Minute of AGM 20th November 2024

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

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

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

3. **Election of trustees**

Alan O'Neill – chairperson Prop Simon Sec Iain

Morven Duncan – vice chairperson Prop Cameron Sec Linda

Richard Lockwood – treasurer Prop Pete Sec Will

Iain Taylor – secretary Prop Frances Sec Paul

Linda McLaughlin – safeguarding officer Prop Frances Sec Cameron

Election of committee

Frances Keats – membership secretary Prop Alan Sec Simon

Training officer – Dave Ritchie and Pete Ritchie Prop George Sec Morven

Meets secretary – Morven Duncan and Cammy Morrison Prop Alan Sec Frances

Equipment officers – Joint management by committee

Communications website – Will Moore Prop Alan Sec Linda

Facebook/Instagram – Cammy Morrison Prop Paul Sec Frances

Ordinary members – Stephanie Gooding Prop Iain Sec Pete

- Gair Couston Prop Iain Sec Pete

Junior member - Jack Morrison Prop Dad Sec Pete

4. Treasurers Report –

a) **2024 accounts** - Alan went over accounts and balance sheets for both accounts. Some discussion regarding the usefulness of using a business tax style use of depreciation of assets as their value to club may not be reflected in this.

Documents in appendix 3.

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 £5 (for both adults and juniors) Prop Alan Sec Gair

c) **Gift Aid** – no claim submitted this year. Will probably do this at 2 or 3 year intervals. It is imperative that everyone fills in membership forms.

d) **2025 Budget** – draft was submitted which Alan explained. Paul and others queried the apparently high cost for the website.

Document in Appendix 2

e) **Independent examiner** – It was decided to keep the same person (Kerrie Spence) for next year.

5. a) **Pool sessions** – Iain reviewed progress and confirmed low numbers both in the spring and in autumn so far. Several ideas were put forward to generate more interest and this will be discussed by the committee.

b) **Coaching** – SCA are very keen to encourage individuals with coaching and leadership qualifications. Highly subsidised courses on offer. Will try to get enough interest to run a course.

c) **Outdoor Sessions** – Managed monthly trips bar one. Usually between 4 and 6 people on each trip. Improvers did not really take off due to lack of coaches and water levels restricting venues. Possible ways to organise differently were discussed – such as one month each or a few people doing all. Membership list availability was discussed and we are not sure how much information we can share. The committee will investigate some alternative methods to see if the task could be made easier.

d) **Membership** – 40 members as of this week

e) **Standards for deployment** is now a standing item for the committee due to the body of work involved. Current urgency is the safeguarding which is required for all committee and coaches by December.

6. **Equipment**

a) **Needs and wants** - We have an inventory and a wish list

b) **Inventory** – This was carried out this Autumn and missing/required items were noted.

c) **Storage** – All equipment is now at one location in Brechin Rugby Club with access as necessary through committee. Committee will discuss further how to manage equipment rental.

7. Publicity and communication

Social media – Facebook(private account) and Instagram(open access) are now being kept and updated by Cammy.

Website – Will is trying to revamp website to bring it more current.

Publicity flyers – Simon has created these with QR codes for club contact and website. Will post in various locations such as sports centres.

8. Safeguarding –

Big changes with PVG are happening but will keep up with it as it unfolds.

9. Proposals to amend constitution

None

10. AOB – The need for monthly meetings was discussed but it was decided to carry on with them at present and the committee could review this.

Meeting was then closed.

Chair's Remarks 20th November 2024

Chair's Remarks - AEM 2024

Welcome - Turnout
- Importance
- Quorate (final number).

Summarise financial footing.
Quick membership overview (from OSCR report).

"A Successful Club"

Standards for Deployment - impact

Coaches - lack of
- funding help if anyone interested?

Committee - Thanks
- Ports for anyone new?

Appendix 2 - Budget

Angus Canoe Club

19 November 2024

Unrestricted (Cash) Account Budget 2025

2024 (Actual)		2025 (Budget)
	Receipts	
£0	Bank Interest	£0
£0	Grants	£500
£0	HMRC Refund	£200
£0	Fundraising	£250
£30	Donations	£75
£0	SCA Commission	£0
	Receipts from Charitable Activities	
£50	Eqpt Hire	£50
£300	Water Safety and Taster	£300
£0	Sale of Assets	£0
£730	Membership	£650
<u>£1,110</u>		<u>£2,025</u>
	Payments	
£0	Fundraising Costs	£50
	Governance Costs	
£50	Independent Examiner	£50
£35	Data Protection Fee	£35
£0	HMRC Penalty	£0
	Cost of Charitable Activity	
£125	SCA Affiliation	£125
£100	FSC Affiliation	£100
£436	Web Hosting	£300
£85	Fleet Maintenance	£175
£0	Sundry Expenditure	£50
£0	Insurance	£250
£0	Asset Purchase	£300
£105	Secretarys Expenditure	£50
£480	Container Rent	£480
<u>£1,416</u>		<u>£1,965</u>
-£306	Balance	£60

Appendix 3 – Accounts

Angus Canoe Club

Unrestricted Account Balance Sheet as at 31-Oct-24

2023		2024
	Receipts	
0 Bank Interest		0
0 Grants		0
271 HMRC Refund		0
0 Fundraising		0
21 Donations		30
0 SCA Commission		0
	Receipts from Charitable Activities	
355 Eqpt Hire		50
375 Water Safety and Taster		300
200 Sale of Assets		0
715 Membership		730

£1,937

£1,110

Payments

0 Fundraising Costs	0
Governance Costs	
50 Independent Examiner	50
35 Data Protection Fee	35
0 HMRC Penalty	0
Cost of Charitable Activity	
190 SCA Affiliation	125
100 FSC Affiliation	100
258 Web Hosting	436
0 Fleet Maintenance	85
611 Sundry Expenditure	0
0 Insurance	0
2,285 Asset Purchase	0
130 Secretarys Expenditure	105
300 Container Rent	480

£3,959

£1,416

-£2,022

-£306

Cash in Hand and at Bank

£1,150 Unrestricted Account (General)	£844
£508 Restricted Account (Pool)	£448
£1,007 Reserve Account	£1,020

31 October 2024

		2024
Annex B	Capital Assets	
	40' Container	£1,181
	20' Container 1	£563
	20' Container 2	£375
	Junior kayaks and equipment	£28
	Adult kayaks and equipment	£25
	Dagger Codes and kit	£4,573
	Canoes and Equipment	£131
	Sea Kayaks and Equipment	£176
	River Kayak (Bruce)	£95
	River Kayak (In a Zone)	£32
	River Kayak (RPM)	£32
	WW Safety Kits (x 2)	£2
	Barclays Coaches Kit	£3
	Kayak Trailer	
	Open Canoe Trailer	£20
	Small Trailer	£169
	Sea Kayak Trailer	£80
	Adult Paddles (x 3)	£63
	Sam's Axiom	
	Storage Container 20'	
		£7,590

Annex C

		2024
	Liabilities	
	Pool Fees	£10
		£10

Angus Canoe Club

Restricted Account Balance Sheet as at 31-Oct-2024

2023		2024
£	Receipts	£
0 Bank Interest		0
795 Pool Fees		200 Note: 1
0 Donation		0
0 Pool Course		0
<hr/>		
£795		£200
	Payments	
400 Pool Bookings		260
25 Secretary's Expenditure		0
<hr/>		
£425		£260
£370		-£60

Reserves Account Balance Sheet as at 31-Oct-2024

2023		2024
£	Receipts	£
7 Bank Interest		12
<hr/>		
£7		£12
	Payments	
0		0
<hr/>		
£0		£0
£7		£12

Note 1: A single pool fee (£10) paid into General Account on 31st October 2024. Too late to be credited to correct account so has created the Liability in the General Account with the £10 due to Pool Account.