**CARNEGIE HARRIERS ANNUAL GENERAL MEETING**

**Tuesday 8th May 2018**

**Pitreavie Sport & Soccer Centre, Dunfermline**

**In attendance**:

Steve Adam, Neil Anderson, Gordon Barrie, Gail Beveridge, Ronnie Hunter-Blair, Allan Brannigan, Charlotte Briggs, Isobel Burnett, Clive Cable, Barry Davie, Kevin Davie, Stephen Greer, Joy Gudgin, Lesley Halstead, Steven Honeyman, John Hynd, Paul Kieran, Steven King, Allan Macaulay, Val Macaulay, Jane Macleod, Gillian McCracken, Neil Mclure, Jonathan Millar, Brian Miller, Robyn Morrocco, Aileen Morton, Gail Murdoch, John O’Connor, Fiona Rennie, Colin Reynolds, Willie Scott, Michelle Smart, Jennifer Smith, Phil Smithard, Chris Stephenson, Ken Walker, Pauline Walker, Sue Walker, Graeme Wilson

(40 members)

**1. Welcome and Introductions**

Club President, Steven Honeyman, opened the meeting by welcoming everyone and thanking them for their attendance before introducing the top table: Val Macaulay, Club Secretary and Jonathan Millar, Club Treasurer.

**2. Apologies:**

Michael Bisset, Elizabeth Booth, Zuleika Brett, David Cox, Karen Forsyth, Sam Laird, Egle Laurinaityte, Sarah Marshall, Kieran Morgan, Alan Murray, Gordon Somerville, Calum Vallance, Karl Zaczek,

(13 members)

**3. Minute of the previous AGM held on Thursday 11th May 2017**

Steven advised that the minute of the meeting had been circulated for comment shortly after the AGM last year, whilst the proceedings were still fresh in attendees’ memories and any necessary changes made at that time.

As no further changes were forthcoming, the minute of the meeting of Thursday 11th May 2017 was accepted as a true record. Proposed by Neil Anderson, seconded by Kevin Davie.

**5. President’s report**

**Introduction**

Following the election at last year’s AGM of what had previously been a co-opted committee, we were given a clear mandate to push on with some of the bigger changes we had planned, as well as continuing to fine-tune the smaller elements of the club experience for the benefit of members.

The election of Alan Murray enabled us to progress with the development of a new, modern and functional website. That this was not a straightforward process, but due to Alan’s efforts, and the help of several others, this was completed in time for the Devilla races in February. The further development and updating of the website will be ongoing, and we ask members to be patient whilst we continue to get to grips with what is required. Steven thanked Alan and the other members involved for their time and effort in the successful implementation of the website, and the continued administration of it going forward.

In addition to the website, several other issues needing addressing with regards our online presence. One of the main tasks was to strip back our Facebook and Strava groups to club members only, and to correspondingly strengthen the security and privacy settings. Steven thanked the previous Strava administrator, Iain Taylor of PH Racing, for his help in making this as easy and straightforward as possible.

A main focus of the previous 12 months revolved around learning how to function as an effective, democratic and (most importantly) happy committee, especially bearing in mind that a many members of the committee were inexperienced with regards what was actually required. Steven then thanked the membership for their support, input and patience as we continue to drive these changes through and push the club forward into the future.

**Membership and Training**

Following last year's AGM, there was a slight drop in membership numbers. This was not unexpected, and the good news was that it was not as serious as feared. Since then we have witnessed a steady and consistent stream of new members join the club, as well as several previous members re-joining based on the changes that have been made in the last 12 months. We have also continued to attract members from neighbouring clubs who may be looking for a change in training or running aspirations, and it has been satisfying to see the demographic of the membership shift to give a more representative picture of the running community, particularly with regards age and gender.

Committee member Paul Kieran has continued to take responsibility for the club’s training schedules, supported by a training sub-group consisting of a representative cross-section of the club. Paul has focussed his knowledge and experience on the main Tuesday and Thursday sessions, continuing to introduce new sessions and venues in addition to the well-proven favourites, and participation and feedback levels have remained extremely positive.

It has also been good to see the influence of the sub-group come through by way of our alternative Thursday off-road runs, and weekend social runs. These have been a reasonably new development but it has been great to see these additional sessions prove popular so far. Paul and the training group will continue to monitor the attendance levels and feedback and adjust or develop the schedules accordingly. Steven thanked Paul and the rest of the group for their good work in delivering these schedules on a monthly basis.

**Performance**

With too many people to mention individually, it has been excellent to see our runners perform across a wide range of distances and disciplines, with members continuing to gain personal bests at everything from 1 mile up to ultra-distance, as well as securing several high profile wins and podium positions. One of the most pleasing aspects has been the continued improvement of several of our newer members, especially those who attend training on a regular basis, and it has been good to see the positivity and optimism generated by such examples.

One of our main concerns following last year's AGM was lack of participation levels in our various Grand Prix series, so the opportunity was taken to review and adapt these competitions in order to better reflect the evolving nature of the club. The increase in participation would suggest this was successful, although the numbers will still down in comparison to previous years. With the recent launch of the 2018/19 competitions, numbers are currently looking extremely healthy by comparison, and we will continue to monitor participation and feedback as we move into the new membership year.

**Races**

Another great year for the club, with all 3 of our club organised events proving to be hugely successful.

The first race of the membership year was the Graham Clark Memorial at Knockhill, and for the first time in the events history, this was a sell-out in advance of the evening. Conditions were great for an excellent race, and the positive feedback would suggest that the competitors thoroughly enjoyed the experience.

Our main events of the year, the Devilla Trail Races, were yet another triumph and an excellent day from start to finish. Great to see these races continue to be as popular as ever, and with the 15k selling out in less than an hour, there was a massive online buzz in the running community around the opening of entries to these events.

By far the most pleasing aspect of Knockhill and Devilla was witnessing the entire club come together to volunteer and marshal at these events. The overriding message from the huge amount of feedback is just how friendly and smoothly run both those events were. With that in mind, Steven gave a huge thanks to everyone who helped out, and a particular thanks to race directors Val and Allan Macaulay.

December's Festive Forest Race was an unfortunate victim of the inclement weather, but thanks to the work of race director Barry Davie, this was quickly and successfully rescheduled to February and a great day was had by all those in attendance, whether racing or volunteering. Great to witness over 30 members make the start line, and good to see the staggered start time continue to prove popular. Thanks again to Barry for his work in organising this race.

Finally Steven thanked Steve Adam, who continued to sacrifice his own running at these events to turn up and take photos at all three races. Event photography continues to be an important element of races nowadays, and has been great to have Steve's high-quality shots available for use, with the positive feedback confirming they are well appreciated by the running community.

**Social**

Another change following last year's AGM has been an increase in the number of social events, and it has been a great 12 months with our club members coming together for several successful nights out.

First up was our 25th anniversary evening which was a great success. It was good to see so many members come along to this, and also nice to see a few ex-members make an appearance as well, and thanks were due to Kristin Lownie for her work in organising this.

The Christmas night out was also an excellent night with a huge turnout at Grill 48, filling their mezzanine level to capacity. Thanks to Karen Forsyth and Gillian McCracken for organising this.

Finally we had several unofficial and well received additional nights out during the year, including a visit to the Dunfermline Beer Festival and a night out following the rescheduled Festive Forest Race.

This is definitely something Steven would like to see continue as the social element of the club is definitely one of our strengths, and he feels one social event a year is nowhere near enough for what effectively constitutes a group of friends. With this in mind, has been good to see other suggestions be put forward on a regular basis, an example being the upcoming Donkey Brae race and post-event pub crawl.

**Conclusion**

As we approach what we hope will be another successful 12 months for the club, Steven stated that those present would shortly be asked to vote on the new committee by way of a confidential ballot.

The majority of the existing committee has agreed to stay on for another 12 months, however after 3 years in his role, Kevin Davie has taken the decision to step down as Hill Captain. Steven thanked Kevin for his hard work and dedication in this role over what has been a difficult period, and also his support to the wider committee in general.

Steven also thanked the other committee members for their support over what has been a busy year.

Looking into the next 12 months, Steven was pleased to see 4 potential new committee members putting their names forward for nomination, and hoped to be welcoming Steve Adam, Neil Anderson, Colin Reynolds and Sue Walker on to the committee following the ballot. If successful, this will give us a full strength committee of 12 individuals as we move into the next membership year.

There were no questions.

**6. Treasurer’s report and annual accounts**

During the year to 31 March 2018 there was a deficit of £1,228 compared to a deficit of £1,961 in the previous financial year. There was a one-off cost of £1,800 for the design and development of the new club website. In August 2017 the club held a 25th anniversary party at East End Park with the club contributing £590 towards the cost of the event.

The profit from the Devilla races decreased in 2018. There were donations to charity of £2,000, of which the £1,000 donation to the Police Benevolent fund relates to the race held in 2017. The second donation of £1,000 to the Ochil Mountain Rescue Team was made in recognition for them providing free first aid cover for the event. In previous races the cost of the timing chips was £750 for chips which were attached to runners shoes, however this year the committee opted to go for the more expensive timing chips which were attached to the race numbers. This was to speed up, and ease congestion at, registration and to avoid the need for volunteers to remove the chips from runners’ shoes at the finish.

The Graham Clark Memorial Race proved to be a success this year making £950, all of which was donated to charity. Club members were asked to nominate names of local charities they would like to see receive a donation and the three charities chosen were Calaiswood School receiving £500, Love Oliver receiving £250 and Its Good2Give receiving £200.

The cost of the changing facilities and use of Pitreavie was £150 up on last year. There was a slight increase in the monthly fee for the use of changing rooms and showers. In addition to this when the club holds summer training at Pitreavie it incurs a cost of £11 per night for the use of a pitch.

There has also been a significant drop in cash prizes and trophies this year which reflects the overall drop in members completing the club grand prix. One area that is very noticeable is with the hill grand prix with only one completer.

The value of the clothing stock at the year-end was £ £1,670 and the club had £12,075 in the bank.

Forecast to 31 March 2019

Looking ahead to the next financial year we expect membership numbers to remain at a similar level to the past year. Membership number currently stands at 103.

There will be the usual Affiliation fees to Scottish Athletics (£7 per member) and the hire of the Pitreavie facilities. As well as the monthly cost we are required to pay for the hire of a pitch for the summer speed sessions. There will also be a £36 monthly charge for the website maintenance.

Tax

Last year I advised about the possibility of the club being liable for corporation tax on. I have looked in to this and as far as I am concerned because the club is making money from non-members from the Devilla race then there should be corporation tax on the taxable profit. I have contacted HMRC and they have been of little help, with those I have spoken to appearing to have limited knowledge of the tax for unincorporated associations. I have written to HMRC on three separate occasions over the course of the year explaining the club circumstances but never had a response. I had a discussion with a representative of Scottish Athletics last June and they hinted the HMRC may not have that much interest in clubs given the amounts involved.

It may be that the club will need to look further at its legal status and consider options such as becoming a Limited Company by Guarantee, charity, CASC or SCIO in order to protect its income. There were discussions held about the various options last year.

Ronnie Hunter-Blair noted the bank account had only earned £2.50 in interest and asked if the club had considered other investment options to increase the rate of return. Steven Honeyman acknowledged this was an avenue of enquiry going forward but we would need to consider the implications of tying up funds and assess the risk to the club, and would need to seek professional advice.

Brian Miller asked if the club had considered looking at becoming a charity to avoid liability for tax to which Jonathan replied that it was worth looking at, although there could be other implications for the club by going down that route. Phil Smithard pointed out that charitable status would remove liabilities on committee members. Steven confirmed the matter would be further investigated in the year ahead.

Phil Smithard asked if the club had sought to negotiate a reduction in the monthly fee for the use of the facilities at Pitreavie due to the showers not working (Steven King pointed out that the lockers had also been out of action for about a year). Again Steven Honeyman undertook that the committee would pursue the matter.

Michelle Smart asked if the club had always paid for the use of the grass at Pitreavie. Val Macaulay advised this was introduced last year and the fee secured the exclusive use of a pitch for training, otherwise we could be confined to the perimeter, which would not necessarily suit.

There being no further questions, Steven sought agreement to the accounts – proposed by Phil Smithard, seconded by Barry Davie.

Val Macaulay thanked Jonathan Millar for all his hard work in finalising the accounts and ensuring they had been audited in advance of the AGM.

**7. Setting of Fees**

Jonathan Millar proposed to maintain fees at the same levels as last year. The proposal was agreed unanimously, there being no votes against.

**8. Election of officers to the Management Committee**

With the list of nominees having been previously circulated, votes were cast using ballot papers. There were counted by Val Macaulay, and verified Charlotte Briggs.

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| --- | --- | --- | --- | --- | --- | --- |
| **POSITION** | **NOMINEE** | **PROPOSER** | **SECONDER** | **VOTES FOR** | **VOTES AGAINST** | **ABSTAINED** |
| **President** | Steven Honeyman | Neil Anderson | Chris Stephenson | 40 | 0 | 0 |
| **Secretary** | Val Macaulay | Gillian McCracken  | Steven Honeyman | 40 | 0 | 0 |
| **Treasurer** | Jonathan Millar | Derek Fish | David Cox | 40 | 0 | 0 |
| **Ladies Captain** | Karen Forsyth | Pauline Walker | Elizabeth Booth | 40 | 0 | 0 |
| **Men’s Captain** | Barry Davie | John O’Connor | William Scott | 40 | 0 | 0 |
| **Hill Captain** | Colin Reynolds | Gordon Somerville | Kevin Davie | 40 | 0 | 0 |
| **Welfare Officer** | Sue Walker | Val Macaulay | Ken Walker | 40 | 0 | 0 |
| **Member** | Steve Adam | Alan Murray | Willie Scott | 40 | 0 | 0 |
| **Member** | Neil Anderson | Kevin Davie | Steven Honeyman | 40 | 0 | 0 |
| **Member** | Paul Kieran | Kristin Lownie | Neil Mclure | 40 | 0 | 0 |
| **Member** | Gillian McCracken | Fiona Rennie | Pauline Walker | 40 | 0 | 0 |
| **Member** | Alan Murray | Val Macaulay | Kevin Davie | 40 | 0 | 0 |

There were no abstentions and all committee members were elected unanimously. Steven welcomed the new members to the committee, namely Steve Adam and Neil Anderson as ordinary members, Sue Walker as Welfare Officer and Colin Reynolds as Hill Captain.

**9. Any Other Competent Business**

There being no business raised from the floor, Steven Honeyman summarised an email which had been received voicing concern at the lack of a range of clothing for members to purchase. He explained that clothing had been the responsibility of Barry Davie, whose priorities had been in his role as Men’s Captain and recent fatherhood. There had been a few enquiries about the provision of club hoodies, and whilst the matter had been discussed at committee meetings, other matters such as the development of the new website, updating of social media sites etc. had been more pressing.

Steven acknowledged we needed to move forward on this over the coming year and with Barry Davie stepping down, we would need to find someone else to take on this responsibility. Chris Stephenson asked if we would be looking for a supplier who would provide to order (as opposed to minimum purchase levels). This was confirmed, with Barry Davie confirming that we would still need to order vests from RonHill as they were the only company who could provide the club colours. Allan Macaulay asked if we would be planning to provide better quality jackets.

Val Macaulay stated there was a need to establish a club “brand” (e.g. colours, designs etc.) and agree the range of clothing to be made available and we would be looking to involve ordinary club members to assist with this and produce recommendations.

Isobel Burnett proposed a special vote of thanks to Karen Forsyth and Barry Davie for all their hard work during the cross country season, especially in setting up the tent, organising entries and number etc.

There being no further business the meeting closed at 20.53.