



SCOTTISH AUTO - CYCLE UNION LTD
 28 WEST MAIN STREET, UPHALL, BROXBURN WEST
 LOTHIAN, EH52 5DW
 Tel: (01506) 858354 E mail: office@sacu.co.uk

Minutes of Directors Meeting on Tuesday 9th December 2014
SACU Office, Uphall at 7.00pm

Present Chair P Carlyle I Barnes B Abel M Marshall D Paton A McNaughton S Mack
 C Mackenzie (Mins)

Conf. Phone : S Campbell (part time due to extreme weather)

	ACTIONS
1. Apologies - N Lamont J Ballantine	
Minutes of Previous Meeting –11 th November 2014.	
2. Prop – I Barnes Sec – B Abel a.	
3. Insurance provision a. The board was briefed on the three companies who had submitted tenders for 2015 and the benefits and costs of all were discussed. Towergate put forward and accepted as the best proposal. Their stability as a business was queried but it was pointed out that as a broker Towergate are not the Insurer it is the underwriter. The concern over Towergate’s financial stability were addressed and written assurances were received sufficient to provide a satisfactory level confidence. Dawn Luby having transferred to Towergate from Lochtons remains the SACU point of contact for Insurance. A note of thanks to Malcolm Marshall and Charles Mackenzie for the work done on expediting competitive tenders from the three parties and presenting their comparative analysis. Towergate to be contracted to service all of the SACU Insurance needs from 1 st January 2015 and in accordance with their proposal.	Office
4. Financial report a. Treasurers Report The monthly cash flow report with comments was issued to the Board discussed and noted.	Ongoing
5. Meeting minutes distribution. Summary minutes of all meetings to go to all Members followed by a posting to the website. Discipline committees may choose not to have them posted to the website. The procedure for issuing minutes, their review followed by the production of summary minutes (if applicable) and their subsequent distribution to be written up and presented for approval.	Office
6. Competition Licence – dates of birth paper to be produced for next meeting so as to clarify when an applicant should apply for a Youth Licence as opposed to an Adult Licence.	Office
7.	
8. Management performance review. Now scheduled for 20 th December at 11:30 at South Queensferry. Circulate Way Forward paper to all Directors.	BA
9. Concerns Policy approved. Send to all Members followed by posting on the website. Start a Concerns log to track concerns processing in accordance with the policy.	Office Office

<p>10. Financial Guidelines paper. P Carlyle explained the paper is about financial governance and seeks to get Management thinking about the need to establish a policy with respect to reserves. I Barnes interested in additional income streams. Policy on the investment of surplus discussed. Items were raised for discussion at the Management review meeting. It was suggested that Disciplines should look at budget / income planning over the year.</p>	Ongoing
<p>11. Budget planning. It was discussed that budget planning could be improved allowing for better monthly performance tracking.</p>	Treasurer
<p>12. Constitution. PC is reviewing the original document and working on updates. I Barnes requested a review of item 15 on the composition of the Board.</p>	PC Ongoing
<p>13. Flat Field MX Charging. D Paton gave a breakdown of an existing MX block charged event run at the weekend. A proposal was presented for a unified charging structure that allowed the FF and Scrambles charges to track at a level below that for full MX. The same also considered all of the other sports and looked at the margins for a wide range of entry sizes. The current MX “block” charging scheme was reviewed and issues with it could be resolved by changing to a per capita charging arrangement which would make it the same as all of the other sports. Several options for charging were reviewed.</p> <p>The proposal was based on the 2014 Insurance Premiums whereas the commitment to go with Towergate for 2015 requires all of the proposal figures to be revised. Revised proposal incorporating the Towergate charges to be prepared and issued to Directors as soon as possible.</p> <p>There was a discussion on One Event Licencing and its effect on club finances when some clubs were subsidising the One Event Licence price.</p> <p>Proposal for Youth competition licence discount all disciplines, except Trials, where Adult in same family had a full competition licence. A merited proposal but it was felt that it was too late to implement for 2015 as new application forms already issued.</p> <p>Query re SACU MX timing equipment. There is a set of SACU equipment available for use by MX clubs. Riders have their own transponders.</p>	BA
<p>14. MX Championship proposal. Stuart Flockhart submitted basic proposed for a 4 round 2015 Scottish Championship. Management are not inclined to accept other than SACU licences at SACU Permitted events. Riders have the choice to ride on a full SACU licence or take out a one event licence on the day. Response to Stuart’s proposal to be prepared and circulated to Directors for comment</p>	IB
<p>15. Permit Application Revised application form prepared and presented to the office for review</p>	Office / BA
<p>16. Safety Progress update by PC.</p>	Ongoing
<p>17. Staff Pay review to be discussed at management meeting 20th December</p>	Directors

<p>18. Pensions review. SACU staging date – July 2016. Start planning in 2015 – SSA organising meetings to assist SGB's. Respond to SSA and express an interest.</p>	Office
<p>19. SMS. PC will continue to represent SACU on SMS business if the Board wishes.</p>	
<p>20. ACU National Council Meeting report. I Barnes and S Mack attended on behalf of the SACU. I Barnes was not allowed to be a delegate as he is over 70 – and ineligible under ACU rules.</p>	

A vote of thanks to the chair.

Meeting closed at 21:45 pm

C Mackenzie

SACU Office Manager