



SCOTTISH AUTO - CYCLE UNION LTD
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Minutes of Directors Meeting on Tuesday 13th January 2015
SACU Office, Uphall at 7.00pm

Present Chair P Carlyle I Barnes B Abel M Marshall A McNaughton S Mack J Ballantine S Campbell
 C Mackenzie (Mins)

Conf. Phone : D Paton (Part Time for MX Licence cost and event charging)

ACTIONS

1. Apologies - I Neill N Lamont	
Minutes of Previous Meeting –9th December 2014.	
2. Prop – A Mack Sec – I Barnes Correction defining paper on the processing of minutes accepted	
3. Insurance provision. Insurance is now in place with Towergate. Key Facts to be circulated to Directors. A meeting is arranged with them for the 26 th of January. Location and time to be confirmed. Items for discussion to be sent to the Office so as to form an agenda. Directors wanting to attend should advise the Office.	Office Office All Directors
4. Financial report Treasurers Report and the monthly cash flow report with comments presented and reviewed. The final 2014 income / expenditure figures may vary slightly as there is a one month delay on reporting figures. 2015 budget figures to be developed for next meeting. Annual accounts in draft form to be progressed as far as possible for next meeting.	 MM Office
5. Meeting minutes Paper to be produced to reflect timescale for issuing, approving and circulation of Management and Discipline minutes. For use by any member of Office staff.	Office
6. Competition Licence – dates of birth paper. A paper was circulated in advance of the meeting and comments received. Comments to be added and paper re-circulated. The start and class ages should be clear and specified in the Discipline supplementary Regulations for different sports. Reference should be made to the ACU Handbook as necessary. Once complete the information is to be issued to Members accompanied by a covering letter explaining reason for issue the information. This to be followed by posting to the website.	Office Discipline Committees Office
7. Management Performance Review Held on 20 th December 2014. Minutes to be issued.	PC
8. Concerns Policy The Policy Document has been sent to Members and added to the SACU website. Office to develop the concerns log and add notes on Concerns received to the Office Managers Monthly Report.	Office

<p>9. Financial Guidelines Paper The paper proposes an approach to defining “reserves” for use as a tool to help with budgeting. It was noted that some consideration should be given to Investment. Further thoughts and discussion to be carried to the March meeting.</p> <p>Ideas were discussed for other income streams. The following to be developed and presented back to the Board. Options for advertising on email communications and website sidebar. SACU Individual Membership which may magazine subscription and other benefits.</p>	<p>All</p> <p>IB / AMcN BA</p>
<p>10. Safety P Carlyle explained about the release of the safety review report. The report is limited to multi stage road based rallies. Opportunities for closed roads racing developing.</p> <p>The Report mentioned the importance of Marshall Training. Further to discussion it was suggested that all members of the Scottish Government Safety Review panel be invited to attend at a Road Race Marshalls Training day and see how this works. These are scheduled for Knockhill 1st March, East Fortune 15th March.</p>	<p>PC</p>
<p>11. Constitution. AGM Nomination received and discussed with various actions. Motions (2) received and discussed. Constitution status discussed and Member issue to be ratified. Note re proxy voting arrangements is required. Awards at AGM to be agreed. Awards to be arranged. Draft paperwork package presented for Director review and comment. Comments to be sent to the Office by 23rd Jan so that they can be finalised and incorporated for issue to Members latest 30th January.</p>	<p>PC</p> <p>Office</p> <p>ALL Office</p>
<p>12. MX Charging. Proposal presented asking for the Licence charge for those riding MX to be reduced. This was discussed at length and tied in with the agreement that the SACU should not accept other Licences at SACU events.</p> <p>The importance of having events for riders to compete in was pointed out as having an importance over the cost of a Licence given that no one will buy an SACU Licence if there are no events in the calendar.</p> <p>Chairman to discuss event dates with specified parties currently interested in running events and report back as a matter of urgency.</p> <p>It was note that the same Licence is applicable to all offroad speed events so any change in the price would need to cover all disciplines – MX, Quads, Enduro. Any such change would be a one off action the results of which would be monitored. It was noted that the option could be considered as a step to rationalising all licence costs to a standard price across all sports for 2016</p> <p>Paul Carlyle left the Meeting at 9:15 – I Barnes assumed the meeting Chair.</p>	<p>PC</p>
<p>13. Insurance Charging proposal Per capita charging proposal with charging caps presented reflecting the new Towergate premiums and other conditions. The proposal was as circulated to Directors mid-December. Revised Charging proposal discussed and approved. Proposal paper to be sent to the Office for recording. Issue revised charges schedule to members with a covering note to explain that these different from those advised in 2014 before the change of Insurance provider.</p>	<p>BA</p> <p>Office</p>

14. MX Championship proposal. A response to Stuart Flockhart's proposal to be prepared and circulated to Directors	IB
15. Staff Resources Overtime approved for Office staff at Office manager's discretion relative to the workload. Max 2 X 2 Hrs per week for S Clusker and 1 day a week extra for Y Kelly.	
16. AOB J Ballantine and Office Manager to attend Forestry meeting at Penrith in February. Respond to an approach to put an advert in the SSDT programme.	JB / CMcK MM
The meeting closed at 10:15 pm due to the severe winter weather. Items below carried over from last months meeting	
17. Permit application form. Revised form with the Office for review	Office
18. Safety Brief update from P Carlyle. – Ongoing	
19. Staff Pay review To be discussed at management meeting	
20. Pensions review.	
21. SMS	
22. ACU	

A vote of thanks to the chair.

C Mackenzie
SACU Office Manager