



SACU 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 10th March 2015
ARMY HQ , Craighall at 7.00pm

Present Chair; Sandy Mack I Barnes M Marshall A McNaughton A Cameron D Paton B MacGregor W Annandale C MacKenzie
 B Abel (Mins)

Conf. Phone:	Action
1. Apologies – S Campbell I Neill	
2. Minutes of Previous Meeting –10th February 2015 Prop – B Abel Sec – M Marshall	
3. Insurance provision 2015 policy papers received and to be reviewed. Payment schedule proposed by Towergate to be reviewed.	Office / MM Office / MM
4. Financial Report February accounts presented. Budget participation figures presented. Well-developed but some refining still anticipated. The figures are based on the 2014 participation data with some uplift where increases are anticipated. The Enduro Chairman has access to some historical participation records for Enduro. These to be advise the A McN as soon as possible. The 2015 Financial Budget as present last month is loosely based on the 2014 figures and experience. To be developed further in consideration of budget participation figures and as required. Actual participation figures will be monitored against the budget as deviations will be an early indicator of any issues. On this basis Members are to be reminded of the importance of getting event Insurance Submissions and payments in quickly so that we know the participation numbers as soon as possible.	A McN / Disciplines AC MM / A McN. Office
5. Meeting Minutes Distribution Process to be reviewed with the target being to get minutes to Directors inside 1 wee and comments processed and the summary minutes out to Members within 2 weeks. It was accepted that RR summary minutes are to go to all Members but are not to be posted to the website forthwith. It was agreed that any Discipline could elect to only have their summary minutes sent to members and not the website. The constitutional requirement is that minutes need to be sent to Members. Management Meeting Minutes will continue to be sent to Members and posted on the website a few days later.	BA

<p>6. Competition Licence (Adult or Youth Licence?)</p> <p>It was agreed that Member Secretaries should not need to decide between whether an Adult or Youth Licence is applicable to an application. Any applicant who is confused by what Licence to apply should be asked to check the relevant sporting regulations (ACU and SACU) and be directed to the relevant Discipline Committee for advice. Member Secretaries to be advised accordingly.</p>	<p>Office</p>
<p>7. Management Performance Review</p> <p>Summary notes received from PC and 2009 Corporate Governance Paper circulated to directors last month. The information to be compiled into a more focused summary. The summary to incorporate the latest Auditor's comments.</p>	<p>BA</p>
<p>8. Policies - General</p> <p>Equality Policy. It was noted that the SACU should have an Equality Policy. A "go-by" document to be presented to Directors for review.</p> <p>Child Protection. It was noted that this should be presented for all current Directors to review.</p>	<p>SM</p> <p>Office</p>
<p>9. Projects</p> <p>Possible Income Streams</p> <p>Website. Development of Banner space / sponsorship sales ongoing.</p> <p>Social Membership. Proposal discussed. The idea to be re-considered and development for further consideration.</p> <p>Website An offer to review and comment on the website for free to be put in motion.</p> <p>Qualifying Officials (Ticketing) Current practice to written out for the record. Practice can then be compared across the Disciplines and changes considered and managed accordingly.</p>	<p>IB / A McN</p> <p>BA</p> <p>SM</p> <p>Disciplines</p>
<p>10. Practice Events</p> <p>Paper presented and discussed. Focus needs to be on what the SACU Charge their Members. There is no need to consider what Members charge individuals to participate in a Practice event.</p> <p>All current Insurance Submission forms show the per capita Insurance charge which must be paid to the SACU. The forms to be sent to BA so that he has the figures and can summarise Practice Charges along with any other charges applicable for riders who don't have an SACU / ACU Licence. Summary to be prepared and circulated to Directors as soon as possible.</p> <p>A Practice Day Regulations summary was presented but not reviewed. The previous months action was that all Disciplines should consider developing Practice day Regulations.</p>	<p>Office</p> <p>BA</p> <p>Disciplines</p>
<p>11. Motorsport Safety Review</p> <p>The Safety Review Committee sent a communication to the Office asking what the SACU were doing in light of the recently issued Report. Communication to be circulated to Directors for comment.</p>	<p>Office</p>

<p>12. Constitution</p> <p>Stage 2 per the letter to the AGM to be progressed.</p>	<p>BA</p>
<p>13. MX Charging</p> <p>Bulletin 2015/2 was issued with information on the subject. The correctness of the information to be checked along with the review of Charges for Practice Events (Item 10 of this meeting).</p>	<p>All</p>
<p>14. SSDT programme Advert</p> <p>Advert design complete (MM) and ready to action</p>	<p>SM</p>
<p>15. Permit application form</p> <p>Revised form with the Office for review</p>	<p>Office</p>
<p>16. Staff Pension Provision</p> <p>The SSA has developed a collaborative pension scheme which was formally accepted by the SACU. Implementation was discussed and it was felt that the introduction should follow the Government guidelines of increase in Employer and Employee contributions over the period to 2018. Management to be kept apprised of the progress.</p>	<p>Office Manager / MM</p>
<p>17. SMS.</p> <p>Office record of resources used presented updated with the with the hardware expenses. Office to maintain the record.</p>	<p>Office</p>
<p>18. ACU</p> <p>Office Manager and A Mack attend the Chairman and Sec Meet 21/2/15. A meeting with ACU officials prior to this was productive and the subjects discussed written up and circulated to Directors.</p> <p>It was agreed that the Payment for the 100 handbooks should be paid and that the addition amount requested by the ACU should be paid as soon as possible and noted as being paid "in good faith".</p> <p>Further discussion will look to rationalise the financial and working relationship between our two bodies.</p>	<p>Office / SM</p>
<p>19. Director Qualification</p> <p>Further to review of the fully drafted proposal presented to the meeting the following proposals were carried.</p> <p>Proposal A</p> <ol style="list-style-type: none"> 1. Discipline Directors not qualifying under R&R 15 b) vi) and / or 15 c) as a Director of the SACU to be named and appointed under AoA Clause 22 for the duration of the operating year 2015 / 2016 or until such time as there is a Constitutional change. 2. Steward Campbell and Ian Neill proposed and accepted, as was their right to one vote at Management Meetings. It was further approved that their Discipline meetings be recognised if attended by at least four elected members from any Committee or the SACU Board of Directors. 	

<p>Proposal B for the appointment of an honorary Treasurer.</p> <p>1. Malcolm Marshall proposed and accepted to post of Treasurer. It was further accepted that the position be as a Director with the right to one vote at Management Meetings.</p> <p>Proposal C to confirm the appointment of an honorary (Company) Secretary.</p> <p>1. It was confirmed that Brian Abel elected to position of Company Secretary in 2013 as Secretary in confirmed in the position for a further year. The position carries one vote at Management Meetings. It the event that the appointed Secretary is a Director by any other qualification (Vice –President in this case) then the individual shall onlyhave one vote at Management Meetings.</p> <p>Proposal D for the appointment of a Director or Directors for the purpose of filling a “casual” vacancy or vacancies.</p> <p>1. 7. The appointment of Bill McGregor as a Director for the period up to the next AGM was proposed and accepted. The position carries one vote at Management Meetings.</p>	
<p>20. AOCB</p> <p>It was proposed that the SACU waive any charge for a “Parade” Licence for applicants 70 years of age or over. This will help alleviate the cost to what is a very small number of people given that they have to for a medical to confirm their fitness to ride. This policy to be reviewed should the number of applicants in any one year exceed 10.</p>	<p>Office</p>

A vote of thanks to the chair and for the kind use of the venue.

Meeting closed at 10.30pm

B Abel