



SCOTTISH AUTOCYCLE UNION Ltd.

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Summary Minutes of Directors Meeting on Tuesday 21st February 2017 Redford Barracks, Colinton, Edinburgh at 7.00pm

Present Chair A Mack, A McNaughton, R Bryant, A Wood, D Paton, D Young, A Cameron, C Thomson (invited attendee) W Brown, S Campbell, K Pennycook.

Kevin Duke, son Aaron and David Johnstone invited Cycle Trials Attendees

Conf. Phone: Not available

	Action
<p>1. Apologies</p> <p>None Received.</p>	
<p>2. Declaration of interest.</p> <p>None received.</p>	
<p>3. Minutes of previous meeting 10th January 2016</p> <p>Proposed Donald Young Seconded Atholl Cameron Summary Minutes Redacted minutes approved for circulation</p>	Action .
<p>4. Matters arising</p> <p>No matters arising</p>	Action
<p>5. Policy Updates and Notifications</p> <p>The Communications Policy has been finalise. It is now approved for publication on website. Anti Corruption Policy ready for publication. A Guidance document for the for clubs is in production. Sportscotland are happy with the progress made across the developing policies.</p> <p>Bike Theft – there have been discussions with Police in the Aberdeen area. An initiative has been setup with Caroline Thomson and Robbie Allan (Tinto Moto Parc) to do a review and work with a small team to produce recommendations.</p> <p>A review of the constitution will be implemented over the coming year. Corporate governance is important to developing volunteers, supporting and encouraging officials to work for the sport.</p>	Action Publish Communications Policy on SACU website
<p>8. Cycle Trials.</p> <p>Kevin Duke was invited to attend and explain his sport. He explained the current costs. They are much cheaper than our baseline Trials costs. These are all non motorised events. He is looking to possibly affiliate the sport to the SACU. We will confirm our costs with our insurers and see if we can produce more cost effective permits. We are keen for a tie in to Motorcycle Sport as cycle trials riders often move up to high level motor sport in several disciplines. Kevin is also keen to demo cycle trials at events. He has been invited to do a demo at the Scottish Bike Show. It is planned to run training days and events throughout the year. At present he looking to develop the sport – this would include developing officials, events, permits and coaching. The Cycle Trials British Champ is to be held on the 11th June at the Bob Macgregor Academy. To be promoted to clubs</p>	Action Pass on contact details to Kevin (who?) Confirm reduced costs with insurer. Office to produce new insurance submission form with revised costs. Office to pass on details to Kevin and assist to develop officials courses.

<p>6. Environmental Seminars</p> <p>The current environmental seminar was reviewed by C Thomson and the relevance of the course to off road events. A lot of topics are missing. Water courses, transfer of alien species, erosion and preservation of dry stain dykes.</p> <p>Currently there is no requirement to have an environmental officer in the ACU Handbook. The duties are for the Clerk of the Course and can be delegated. The SACU has required a certified Environmental Officer – this is to be reviewed. D Paton explained that Road Race has professional experience of environmental assessment.</p> <p>The current seminar has an emphasis on noise and fixed circuits. There is a need to develop a new advice sheet for the Clerk of the Course to decide on the best course of action.</p> <p>Caroline Thomson to develop a new check sheet specific to the off road discipline . D Paton has already got Road race environmental matters documented.</p> <p>The SACU to develop a new environmental policy with guideline sheets per discipline. Clerk of the course to delegate responsibility where required.</p>	<p>Action. C Thomson to develop off road environmental check sheet. SACU to review requirement for certified environmental official.</p>
<p>7. Finance Report</p> <p>A McNaughton reviewed the previous year. There is a new comparison sheet being developed to compare year on year events . This allows the SACU to know if it is on target for each year. It also allows targets to be reviewed with Sportscotland. It will also allow disciplines to see the target required to develop each discipline. A Cameron commented that it is useful to demonstrate how the Board has made changes to develop the sport. Reducing costs for disciplines.</p> <p>AGM Accounts. The constitution requires an audit. The legal definition was changed in 2006 – there is no requirement for an audit for companies with less than £10m . The accountant for 2017 received the same papers and did the same review of our accounts as past years but is unable to call it an audit.</p> <p>The procedure is to call an EGM before the AGM to gain acceptance of the new procedure. “An independent review by an appropriate qualified person.”</p>	<p>Action Wording to be confirmed and emailed to clubs.</p>
<p>9. Office Managers Report</p> <p>A review of the year and licences to date. Circulated to Directors.</p> <p>The Office Manager will be away from the office from May for medical leave. Cover being arranged.</p> <p>Rider support from the SACU</p> <p>The SACU is looking to set up a development fund to support riders in international competition, an alternative is to setup an Academy. Riders would then apply to become a member of the Academy and support would be available.</p> <p>Rory Bryant discussed the SMS Academy – for 10 car drivers and 10 riders. To develop riders and give them the skills to progress. Not sponsorship.</p> <p>There was a discussion on sponsorship and the problems of supporting individual riders. The SACU supports events and teams but is not able to fund individual riders.</p>	<p>Action Office Manger to discuss tasks and cover. D Young to take Management minutes when required.</p> <p>Action D Young to write to F Flockhart and highlight the new academy to develop riders.</p>
<p>10. Discussion on Coaching</p> <p>There was discussion following a briefing paper summarising current coaching practice. For 2017 we are developing club assistant coaches – and how to progress to full coach and then moving on to level 2 certified coaches.</p> <p>Clubs need trained coaches who are able to do risk assessments and PVG so they can run SACU coaching days.</p> <p>Courses to train coaches in 1st Aid cover agreed and approved.</p>	<p>Action Confirm 1st aid dates with supplier.</p>
<p>11. AGM – summary of arrangements.</p> <p>The venue is booked and paperwork for the AGM has been circulated. There is only</p>	

<p>voting for 2 positions this year – and both are just for length of service. At the start of the meeting there will be a Lifetime Achievement Award presented to Malcolm Marshall and a Life Member award presented to Norrie Lamont</p>	
<p>12. Awards – Lifetime Achievement.</p> <p>A nomination for Malcolm Marshall has been received from the Lanarkshire Club and approved . The nomination for Norrie Lamont for Life Member has been received from The Stevenston Club. A nomination for Rab Paterson of the Perth Club for a Lifetime Achievement Award has been received and approved. The award will be presented at the SSDT week .</p>	
<p>13. SACU Website update</p> <p>D Young has been looking at an update to the website to make sure it is fit for purpose. Additional functionality desired and a new look and feel.</p> <p>Office Manager to review costs of update with existing supplier.</p>	
<p>14. SMS</p> <p>Papers from recent meetings were circulated to Directors. Rory Bryant reported back on Forestry land required quad training. Some funding may be available. To liase with C Thomson of ELRAT.</p>	<p>Action R Bryant to see if support available for training courses.</p>
<p>15. AOCB</p> <p>The ACU / SACU relationship. The ACU has suggested there may be an issue with possible cross claims from the SACU to the ACU. This is not an issue and has been documented previously by the insurer of the ACU and the SACU.</p> <p>Hypertrax affiliation approved – to be circulated to clubs. Any competition to be run under SACU safety regs. SACU certified Officials to run the event and SACU Track Certificate required.</p> <p>Quad Racing Champioshiop dates to be ready by the end of February.</p> <p>Classic MX are seeking to run a Classic Des Nations MX in 2019. Running the classic event this year at Drumlanrig Castle. A superb venue.</p>	<p>Action.</p>

A vote of thanks to the chair Major A Mack MBE for the kind use of the venue.

Date of Next meeting 11th April.

Meeting closed at 22:20 PM

C Mackenzie - Minutes