



DUNBAR UNITED COLTS F.C.
Minutes of meeting of 26 August 2020, 7.45-8.45pm
by video call

1. Introductions/ present

The following committee members were present:

- Nick Hall, Chair
- David Gray, Vice-Chair
- Barry Ross, Treasurer
- Kirsty Gourlay, CPO
- Jamie Chapman, GDO
- Glenn Preston, Secretary

2. Minutes of the meetings of 1 and 29 July 2020

2.1 There was a short discussion about the actions from the meetings of the 1 and 29 July. GP committed to circulating the KPIs suggested by Warren Hawke for the GDO role for final sign off. The Chair would make contact with W&P Stickers to ask for the money that had been raised through sticker book sales, offering a formal handover at a later date. The Chair would also speak to John Cleisham at MyClubHub to get a date in the diary for a virtual showcase of the platform.

3. Chair's update

3.1 The Chair noted there had been no further discussions about exploring alternative governance arrangements for the Club (specifically whether a Board of Trustees might sit over the Executive Committee and focus on the strategic management of DUCFC); there were however a small number of individuals who continued to be interested in such a role. This was part of an ongoing conversation as to whether the Club should move away from being a CASC (DN – this would require dissolution of the current Club) and become a SCIO.

3.2 During the discussion the committee agreed any additional help was welcome, although it remained unclear how a new structure would work in practice and what it would entail to dissolve the CASC and create a SCIO. The Chair noted Steve Anderson was happy to provide a steer from the experience of creating the Dunbar Harbour Trust. GP offered to draw up a first draft of what an alternative governance structure might look like, exploring if this could be done as the Club is currently constituted (as a CASC) but also preparing the ground for any future change to a SCIO.

3.3 The Chair noted Dunbar United had also approached him and were very keen to explore formal or informal links as part of their SFA licence application. The Chair would attend a further meeting on the 7 September to discuss this, which it was understood would

be attended by a representative of Club Development Scotland (who could provide paid for advice on any transition to a SCIO).

3.4 The committee then returned to the issue of fees. It was **agreed to ask for membership fees (covering Halhill costs) of £30 as a one-off payment for this year. A communication and an updated membership form would be put out; this would be clear it would not be possible to participate at the Club without the fee and form being paid and returned**

3.5 **The committee also agreed that from next year membership fees should be rolled into monthly fees.** The monthly fees would also require to be revisited at some stage (alongside drawing together the main Club and individual year group funds), once a decision had been made about any move to the MyClubHub platform. While the fees remained considerably lower than any comparable Club, it would be necessary to set these at a level that allowed for sustainability while also not being a barrier to participation.

3.6 BR suggested there would be value in a separate meeting on Club funding issues and **GP agreed to set this up for after the showcase of MyClubHub** (DN – this is currently due to take place on the 3 September).

4. Treasurer's report

4.1 BR noted there was currently c£35k in the Club account with some small outgoings since the previous meeting. The GDO invoice was expected on Friday 28 August.

4.2 BR went on to note that Warren Hawke had been in touch as part of the finalisation of his report to ask for the Club's financials. BR had shared the end of May figure but also made the point about individual year groups having individual accounts meaning the total Club funds would be considerably higher. In discussion **the Committee agreed it was unsatisfactory that the accounts being produced included only around half of the assets and that, as a minimum, the Treasurer should have oversight of all the bank accounts.** These issues would be revisited at the meeting to be arranged on Club finances. The GDO noted he had raised the MyClubHub possibility at age group Zoom calls and most were supportive in principle.

5. Growth and development update

5.1 The GDO noted that at their first session on Saturday morning the 2015s had 30 players, which was a very positive start. The 2014s were also averaging around 22/23.

5.2 The GDO had also met with the Dunbar Grammar School Active Schools Coordinator who was keen to set up some kind of school football initiative. The intention was to use 1st years as guinea pigs to see what is possible in terms of partnerships (girls and boys; girls already have a High School team – some playing for both Colts and the HS). This would allow the GDO to continue to fill up weekly hours. There were similar ambitions from the Active Schools Coordinator at Dunbar Primary School.

5.3 The GDO went on to note seniors at the High School do a CSLA volunteering course and need to do a minimum number of hours to complete this. This had the potential to be a route to coaching qualifications that the Club could benefit from. **The Committee agreed to support this process but noted they would like individuals to complete the Child Wellbeing course.**

5.4 With new Scottish Government and SFA guidance also available (older teams could start playing friendlies after the 11 September, with twice weekly and longer training

sessions also possible), the GDO was also starting to work up a new training rota. This would need to address the request from Halhill that year groups stopped using the grass after the September weekend. There would be challenges with 3G use given the size of some year groups (e.g. GP noted 2010s numbers were such that they would require two 3G pitches even with increased numbers able to play together). The GDO also shared the rota plans up until the 15 September.

6. CPO update

6.1 The Committee noted there were currently 5 PVGs to do and it was possible more would be in the pipeline with the GDO seeking volunteers at training sessions. There had been a problem with one application being declined, but on the basis the documentation was incorrect. This would need to be redone.

7. Halhill update

7.1 GP noted there had been no further meetings of the Halhill Board. **The Committee agreed with GP's wish to stand down from the Board** given the personal reputational risks. GP noted he would be happy to engage with any process looking at Halhill governance going forward and would consider being the Colts representative again in the future.

7.2 The Chair noted the Halhill manager had asked for a 3G rota (see para 5.4), ideally with no Friday bookings. The Chair had pushed back on this given it is a ELC facility that is supposed to be available to the community and because the Colts numbers were such it was likely we would require Friday training. GP noted this was something the 2010s were considering. **The GDO agreed to speak to the Halhill manager about 3G use and specifically what the intention was with private bookings as these were now possible.**

8. AGM

8.1 **The Committee agreed the AGM would take place on the 23 September and the proposed agenda.** GP committed to sharing a version of the agenda to be posted on social media platforms. During discussion it was also agreed the AGM could act as a lightning rod for encouraging more involvement in the Club (the Chair noted Cameron Ritchie was the East Lothian Courier reporter who covered these issues).

8.2 The Committee also discussed the election of Office Bearers with DG, BR, KG and GP saying they would be content to stay in their roles (DG preferred to do so on an interim basis until a new Vice-Chair could be found). With the Chair due to stand down, there was **agreement that a number of individuals would be sounded out over the next couple of weeks to see if they would be interested in becoming Chair.**

8.3 **The Committee went on to agree that the AGM should consider a change to the Club Constitution to remove the Club Growth and Development Officer role from the list of Office Bearers.** This reflected the successful pilot that had been run since autumn 2019 to enter into an agreement for paid for growth and development services. In line with the Constitution, no Office Bearer was entitled to any personal financial gain from the activities of the Club or Member Teams. It was therefore appropriate to formally remove this role from the list of Office Bearers.

9. AOB

9.1 The Chair reiterated that he would publish membership material, including updating the relevant pack.

10. DATE OF NEXT MEETING: AGM by video call on 23 SEPTEMBER, 19.30.