



**Perth & Kinross sports Council
Executive Meeting**

22nd November 2018

Bell's Sports Centre Tayview Room 6pm

Present: David Taylor (DT), Billy Folan (BF), Bruce Gibb (BG), Mark Lewis (ML),
Jim Masson (JM), Caroline Ness (CN), Logan McConachie (LM)
Cllr R Watters (RW), A Harkness (AH) Minute Taker

Apologies: Ray Taylor (RT)

| Item | | |
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| 1 | Welcome and Introductions David (DT) welcomed the committee and thanked them for their kind wishes | |
| 2 | Apologies As noted above | |
| 3 | Declaration of Interest Non-given | |
| 4 | Minutes of the previous meeting Minutes from the 11 th October 2018 approved as a true record by (BG) (ML) | All |
| 5 | Matters Arising Discuss Caroline's Business Model Canvas under A.O.C.B. | |
| 6 | Financial Report Circulated | All |
| 7 | Grant Applications Six Grant applications where discusses and the following awarded Club Grants Perth Shotokan Karate £400.00 | |

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| | <p>Midland Badminton Group £400.00 P&K Cricket Development Group £400.00</p> <p>Individual Grants Junior Pony Club £150.00 2 Junior Water Polo £100.00</p> <ul style="list-style-type: none"> • Affiliation and Grant forms to be updated before the start of the next affiliation period. • AH to email all clubs and members with details of grants available from P&KSC • Grant recipients must attend presentation to collect cheques. • Coaching Fee's to be taken off the grant forms • (AH) to contact Stuart Cowper of the Evening Telegraph for photograph link of cheque presentations to be forwarded to (CN) to be put on Facebook page. | |
| 8 | <p>Freedom of Information Nothing to report</p> | |
| 9 | <p>Data Protection Caroline, Annemarie and Carol Forbes met with Diane Gaffney to discuss going forward with Data Protection. (DG) will type up a draft of arrangement between LAL and P&KSC Affiliation forms and grant forms to be kept in a locked cupboard at LAL for 2yrs then destroyed. Financial information will be kept for 7yrs then destroyed. (CN) Happy with the security of P&KSC documentation at LAL (DG) Recommends that we purchase a lockable briefcase for the transporting of documents from LAL to Committee members. (BG) to purchase briefcase Logan McConachie to email (AH) data protection wording for all P&KSC forms.</p> | |
| 10 | <p>Website AH to contact website designer to discuss updating website and making it more user friendly. (LMcC) to email Paces update to be uploaded onto website</p> | |
| 11 | <p>SPOTY Laura Munro has requested numbers for SPOTY event in March 2019 (LMcC) to email (AH) a hard copy of the SPOTY awards form.</p> | |
| 12 | <p>A.O.C.B Caroline gave a brief discussion of her Business Model Canvas. Extra time to be allocated at next meeting 10th of January to discuss this matter in more detail. Committee members were asked to take the time to look over proposal and to bring their ideas and suggestion to the table. (AH) to send a reminder email to Committee in January. Cllr Watters to email (AH) a list of the Cllrs names who are on the P&KSC committee. (AH) to email all members to let them know P&KSC have a Facebook page.</p> | |

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| | Shotokan Karate workshop weekend was a great success, Mark thanked P&KSC for the grant awarded to the club. | |
| 13 | George Mortimer Bursary A huge thank you to Jim for his cash donation of £300.00 this will allow the GMB to continue for another year. | |
| 14 | Date of next meeting | |



AGENDA
PERTH AND KINROSS SPORTS COUNCIL
EXECUTIVE COMMITTEE
10th January 2019

- Welcome and Introductions
- Apologies
- Minutes of the previous meeting
- SPOTY
- Business model canvas
- Declaration of interest
- Matters arising
- Financial position
- Grant applications
- Website
- Facebook
- Affiliations
- A.O.C.B
- Date of next meeting