



MINUTES OF MEETING OF THE DIRECTORS OF SCDA

HELD ON THURSDAY 12TH NOVEMBER 2020 at 7.30pm by ZOOM

Present: Chairman Colin Smith, Secretary Erica Mancini, Treasurer Louise McCutcheon, Jane Isaac, Eileen Cornish, Jamie March, Ian Bertram, Susan Donn, Sanchia May

Apologies: Sheila McNeill, Dave Russell

Minutes of the previous meeting were proposed by LM and 2nd by JM as accurate. There were no matters arising.

4. SCDA Dates for 2021 have been circulated in draft form, updates include

- Seacliff Club event confirmed as 3 & 4 July 2021
- Young Driver Clinics x3 to be arranged for early season, 1 or 2nd July and late season at Seacliff, please share this information to any young drivers & contact Jamie March. Confirmed dates to be passed to SM for Facebook and LM for website for publication.
- Fountain confirmed as 7th & 21st March 2021
- Coxhill confirmed as 14th March
- Document will be updated

Action JM/JI

5. SCDA Calendar to be shared with BC, agreed.

Action EM & JI

6. Report from BC Affiliated Clubs Meeting

(Items 9,10,11,12,13,14,15 on Agenda)

- Howdens provide an on-line Incident/Accident Reporting system – check that this can be used to alert Event Organisers about potential safety issues without infringing GDPR protocols

Action JI

- Insurance rebate to clubs coming from BC, amount to be announced shortly
- GDPR – Directors to use their SCDA email addresses, MMcC to be asked for help with this. Do Clubs have to appoint a GDPR Officer? JM/JI to check with BC.

Action LMcc, JI, JM

- Privacy policy – needs to be put in place – look at BC policy

Action EM

- Covid policy – needs updated, check with BC who will be providing updated information for clubs.

Covid Officer – Erica has taken this on, Sportscotland offering on-line training. In the event of cover required, all Directors have been asked to also do the on-line training.

Action EM

- Affiliated Clubs – intention to improve communication between them with quarterly on-line meetings, update shortly from BC, SCDA representative still to be identified. Put on next Agenda

Action EM

7. Photo Competition/Calendar

Proposed plan for calendar has been cancelled due to lack of interest and quality of photographs. Andy Campbell and Jane MacInnes will still be asked to select a winner and runner up from the submitted pictures (checks will be made on copyright). Eileen will convey thanks to the judges.

Action EC

8. Buddy System

Proposed that Chairman or a Director will always contact a new member to welcome them, informed by Secretary. Currently one member in Ayrshire looking for a buddy, Sheila, Ian G and Mary suggested, Colin will discuss.

Action CS, EM

16. Hopetoun

Information given to directors about proposal to run Hopetoun FEI/National as a paperless event, LM is currently working on scoring systems.

Hopetoun Regional to run in July instead of Raehills Regional due of lack of personnel and the state of the Raehills obstacles. Separate financially from Hopetoun FEI/National. Initial ground rent of £1K as a Club, now likely to rise as need 5 days on site. Ian B speaking to Estate. Schedule will state event field opens 12 noon Friday unless by prior arrangement to cut down expense for organiser.

17. Retirements & the AGM

Ewan MacInnes has retired as Hopetoun Treasurer and Jane MacInnes has retired as a BC Judge. Dave Russell retires as an SCDA Director at the AGM. It is hoped that SCDA will be able to hold an AGM in the spring when we will be able to publicly thank them for their support and work on behalf of SCDA.

AOCB

Raehills Bank Account - £2418 – Directors discussed plans for this money. JM proposed keeping this money in reserve until firstly Raehills site has been cleared and it has been established that there are no hidden costs involved in closing down the event, and secondly until Hopetoun Regional has run once in case there are unforeseen expenses incurred in the event's first year. This was seconded by EC and agreed unanimously. The funds will be transferred to the SCDA Deposit account.

Action LMCC

Raehills Driving Trials – the site needs cleared, Colin is discussing plans for this with the Estate and at least 2 days work is foreseen to remove rails which could be re-used and lift and dispose of posts and retrieve

the water pipe. Volunteers needed, dates to be announced when weather improves. Gordon Watson may still run an event there but will be using portable obstacles.

Requests for financial help for events – for transparency, the Chairman asked if all requests could go through the Secretary who can then ensure all Directors have seen the information.

It was also agreed that “any event wishing to apply for help with funding will be required to produce an account of income/expenditure for the event”

Financial report – LMCC reported that a loss of £1.600 in 2019/2020 was balanced out by Gift Aid of £3,000 meaning a profit showing of £1,900. A discussion was held about Membership Fees for 2021. Anticipating that some members may expect a reduction given that many events did not run this year figures were submitted to the directors for consideration. Contributory factors to the previous year’s loss were training, the cost of the AGM, insurance on equipment, stationary, travelling costs and paramedic charges at events. Some of these costs will not have been incurred during this year, but the SCDA will not have received levies from the usual number of events. In the face of ongoing costs and the loss in 2019/2020 the Directors agreed not to reduce Membership fees for 2021. A full set of accounts will be published for the AGM.

Gift Aid was approx. £3500.00.

Omnibus & Membership Card – These will not be printed this year for a 1 year trial, instead event schedules will be published on the SCDA website and members will receive notification of their membership number by email; assistance will be found to ensure anyone without internet access can still see the information. Proposed JM, Seconded LMCC.

Event Schedules – EO’s to submit to the Secretary by the end of November. JM thanked IB for his assistance in finding a date for Seacliff to run.

Action EM/ MMCC

Paramedics – Erica to liaise with EC about arrangements for 2021.

Action EM/EC

SCDA Emails

Mike has sent each Director their options for email. He is sorting out (on Eileen’s request – and a good idea), how Directors can send emails, so they appear to come from their SCDA address.

The Chairman then thanked everyone for attending and the meeting concluded at 9.10pm.