

Moray Road Runners

Minutes of the Annual General Meeting

Held in Moray Sports Centre

Wednesday 31st October 2019 at 7:30pm

Members Present: There were 30 members in attendance

1. Apologies: 15 apologies were received

2/3. Minutes of Previous AGM/Matters Arising

Previous Minutes were agreed. -

Proposed: Barbara Bowie

Seconded: Karen Norvell

4. Chairman's Report

Gareth gave his report for the year (copy attached). Bernard asked about a drop of income from the juniors of around £500. There was a discussion around the amount of clubs there are at the moment out there. There is a poster doing the rounds advertising the club but maybe the members should actively publicise the club more.

5. Treasurer's Report

David had tendered his apologies but the accounts had been on the website for all members to access prior to the meeting

Gareth went over our accounts and discussed our contingency fund. A question from the floor was, could we access this fund if something went wrong with one of our races, it was confirmed that this money would be available for just that situation

A vote of thanks was proposed to Mary Bain for auditing our accounts. David will arrange flowers and a thank you

6. Proposal for Members to Vote

Appendix 1

Propose that members pay their own membership. Gareth explained the proposal, a discussion ensued and the decision was agreed

Proposed: Francis Wardhaugh

Seconded: Gareth Jenkins

7. Election of Office Bearers

Chair (Gareth Jenkins), Treasurer (David Ingelby), Mens Captain (Colin Green), Ladies Captain (Michelle Donaldson-Slater) intimated that they were happy to remain in post.

Robert is standing down as Secretary Gareth thanked Robert for his duties over the previous years.

Bernard Salmon has asked to take over the role as Secretary

Proposed: Gareth Jenkins
Seconded: Ally Campbell

8. Election of Committee Members

All committee members are happy to remain in post,

Proposed: Bernard Salmon
Seconded: Barbara Bowie

Simon MacDonald asked to join the committee.

Proposed: Elspeth Jenkins
Seconded: Dave Mathers

8. Election of Web-master

Robert Bruce is happy to remain in post.

9. Handover to New Committee

10. Subscription

It was decided to leave the subscriptions as they are for next year, but they will be monitored

Proposed: Gareth Jenkins
Seconded: Justine Blaszk

11. Constitution

No Amendments

12. Election of Auditor

Mary has not made any mention of not continuing, we are grateful to Mary for her work with the books. Flowers will be delivered as an expression of our thanks.

13. Honorary Memberships

No new applications

13. Any Other Competent Business

Turkey Trot – Phil asked about a V60 category for this race. Robert to check categories on entry central

Club Championships – It was asked if many returns had come in for the Club Champs, to date only 3 have been received, this will be discussed further at a committee meeting

Date of Next Meeting

The first meeting of the new committee will be on 4th November at 8pm after training.



Moray Road Runners
Annual Report and
Financial Statements
For the Period Ended
30th September 2019

Scottish Charity No. SC049049

**Trustees' Annual Report
Period Ended 30th September 2019
Scottish Charity No. SC049049**

The Trustees are pleased to present the Annual Report and Accounts for Moray Road Runners for the period ended 30th September 2019

Reference and Administrative Information

Charity Name: Moray Road Runners

Charity Registration Number: SC049049

Contact Address: Sunville
Pluscarden Road
ELGIN
IV30 8TE

Trustees:

| | |
|------------------|--------------------------------|
| Chair | Gareth Jenkins |
| Secretary | Robert Bruce |
| Treasurer | David Ingleby |
| Captains | Colin Green Michelle Slater |

Independent Examiner Mary Bain, Elgin

Bankers Royal Bank of Scotland

Report and Accounts
Period Ended 30th September 2019
Scottish Charity No. SC049049

OUR MISSION

Moray Road Runners operates as a non-profit distributing charity whose principal objectives are:

- (a) The advancement of public participation in Athletics as a sport
- (b) To provide recreational facilities and/or organise recreational activities, available to members of the public at large, with the object of improving the conditions of life

WE:

- (a) Provide weekly structured training sessions to senior members throughout the whole year
- (b) Provide weekly supervised training sessions to junior members throughout term-time and occasionally during holiday periods and weekends
- (c) Participate in local, regional and national events
- (d) Organise 3 Road Races and 1 cross-country fixture annually
- (e) Work in partnership with local, regional and national bodies for the betterment of sport
- (f) Assist other organisations with the sustainability of events

ACTIVITIES THIS YEAR

Moray Road Runners has a healthy membership consisting of 112 senior and 48 junior members. The main activities are weekly coaching/training sessions with our junior coaching team of 10 volunteers delivering c.100 training sessions annually – our coaching team are PVG scheme members and have attended a Safeguarding and Protecting Children course as well as Basic First Aid training. In addition, our training co-ordinators have organised c.130 training sessions for the benefit of our senior members.

Many of our members participate in various regional and national leagues and championship events by way of our affiliation to Scottish Athletics – the Sports Governing Body. These leagues and events cover a wide range of disciplines including Road, Cross-Country, Track, Field, Hills and Trails.

Furthermore, Moray Road Runners has continued to organise the following races, creating opportunities for the public at large to participate as well as generating income for the Charity:

Lossiemouth 10 Mile Turkey Trot – 288 participants
Kinloss-Lossiemouth Half Marathon – 279 participants
Miltonduff 10K – 150 participants

Finally, Moray Road Runners organized the North District Cross Country Championships at Gordonstoun School with many athletes (U13s to Masters) from across the Highlands and Islands, Moray and Aberdeenshire competing for their respective clubs.

WORKING WITH PARTNERS

Moray Road Runners affiliates annually to Scottish Athletics who provide insurance, advice and guidance relating to our activities. Through affiliation to the North District Cross-Country League, Grampian Athletics League and Youth Development League, our members have opportunities to compete in Cross Country and Track and Field disciplines. The Charity is also a member of local forums such as Sport Moray, Cooper Park Community Sports Hub and the Walk Jog Run Moray partnership ensuring that Moray Road Runners remains an active contributor to sporting developments across the region. The Charity retains a healthy relationship with media publications – Northern Scot and Press and Journal – with members regularly featured thus keeping the profile of Moray Road Runners high throughout the year. Our members also work closely with Grampian Police, Moray Council, Elgin Air Training Corps and Inverness Radio Volunteers to

ensure the successful staging of our events. Elgin parkrun provides running and volunteering opportunities every week and our members continue to play a significant part in the success and sustainability of this community event. Finally, relationships have been established with the new Moray Sports Centre – a £12M purpose-built facility in Elgin. The Charity is looking forward to operating from the Centre to support its ongoing sustainability and future phased developments.

HIGHLIGHTS OF THE YEAR

- 3 members represented Scotland in Road Running and Cross Country Running.
- National Medallists including Scottish Marathon Championships, Scottish Trail Running Championships, Scottish Track and Field Championships
- District Medallists in a range of disciplines
- Race Prize Winners – locally, regionally and nationally
- Increased training opportunities with 4 midweek sessions now available to senior members
- Members citing the positive impact of membership of Moray Road Runners including: feeling fitter, feeling healthier, personal best performances, improvements in other sports e.g. Triathlon

ONGOING CONCERNS

The lack of training facilities for athletes in Moray, particularly from October to March, creates safety issues for our athletes, volunteers and coaches who are having to train on pavements and quiet, well-lit roads. That said, the new Moray Sports Centre has planned athletics facilities for Phase 3 of its ongoing development. Whilst this is dependant upon funding being sourced, Moray Road Runners has committed its future to Moray Sports Centre as this is viewed as the only real hope that Moray has of securing purpose-built athletics facilities.

GOVERNANCE AND MANAGEMENT

Moray Road Runners is well governed by a Board of Trustees appointed by Members at the Annual General Meeting (AGM) and comprise of a Chair, Secretary, Treasurer and 2 Team Captains. Other Committee Members are appointed by Members at the AGM and are invited to Board Meetings to ensure that the views of Members are widely represented. Moray Road Runners has 6 Committee Members.

The Treasurer keeps a close eye on cash flow and projected budgets. Accounts are reviewed quarterly at Board Meetings.

The Board meets 9 times per year and an AGM is held every October.

At the heart of the Charity are its Members. All are volunteers with many sacrificing their time to deliver regular coaching sessions to our junior members as well as others who willingly assist with the organization of races throughout the year for the benefit of runners of all abilities. It is their commitment to the values of the Charity that contribute greatly to the achievements and the stability of Moray Road Runners.

FUNDING

Moray Road Runners is funded through membership subscriptions agreed annually at the AGM and, also, income generated through the organization of 3 road races annually. The monies raised are spread across the following 3 accounts:

TREASURER'S ACCOUNT

The Charity ensures it meets all regular expenditure demands through a treasurer's account. At the year end, the balance of the treasurer's account was £3117.44.

RESILIENCE FUND

It is the Board's policy to hold £10000 to mitigate against any unforeseen circumstances that would adversely affect the Charity's income such as race cancellations. At the year end, the resilience fund held £10016.98

DEVELOPMENT FUND

The Charity fully supports the promotion and development of improved sports facilities in Moray, particularly those relating to Athletics. The Charity has a separate account to financially assist the purchase and ongoing sustainability of future facilities. At the year end, the Charity held development funds of £4000.24.

Approved and presented by the Trustees and signed on their behalf by:

Gareth Jenkins
Chair Moray Road Runners

Date:

Statement of Income & Expenditure - Year to 30th September 2019

Audited Accounts

| Actual INCOME 2017 8 | Actual 2018 9 | Actual EXPENDITURE 2017 8 | Actual 2018 9 |
|--|------------------|--|------------------|
| 6165.00 | | 4318.00 | 3857.00 |
| Membership Subscriptions | | Affiliation Fees | |
| 1750.00 Juniors 1700.00 | | | |
| 4415.00 Seniors 3950.00 | 5650.00 | | |
| 16243.65 | 15048.08 | 6855.55 | 7835.43 |
| Race Income | | Race Costs | |
| 7282.61 Half Marathon 7073.34 | | 2508.03 Half Marathon 3529.18 | |
| 1632.00 Turkey Trot Next Year 695.00 | | 65.28 Turkey Trot Next Year 27.80 | |
| 5337.04 Turkey Trot This Year 5096.57 | | 2351.10 Turkey Trot This Year 2609.64 | |
| 1613.60 10k 1836.88 | | 1033.04 10k 940.37 | |
| 378.40 Cross Country 346.29 | | 23.72 Cross Country 8.72 | |
| | | 874.38 General 719.72 | |
| 1047.20 Sale of Kit 1044.50 | | 1002.15 Kit Purchases 217.41 | |
| 1405.00 Transport 0.00 | | 2125.00 Transport 0.00 | |
| 75.00 Grants, Sponsorship & Donations 150.00 | | 2233.00 Accommodation Rentals 2776.00 | |
| 6.68 Miscellaneous 319.72 | | 1297.40 Club Promotion 775.50 | |
| 11.00 Events and Competitions 0.00 | | 1585.30 Events and Competitions 1356.70 | |
| | | 425.00 Coaching and Professional Training 290.00 | |
| | | 376.71 Administration 320.65 | |
| | | 123.99 Miscellaneous 21.99 | |
| | | 125.00 IT 245.00 | |
| | | 0.00 Sport Development 400.00 | |
| 8531.61 | 13018.04 | 13018.04 | 17134.66 |
| Opening Balance at 1 October | | Closing Balance at 30 September | |
| 33,485.14 | 35,230.34 | 33,485.14 | 35,230.34 |

| From Balances Per Bank Statements | | Final Reconciliation | |
|--|--|--|--|
| Treasurer's Account 30 August 2019 6081.45 | | Total Income / Expenditure 0.00 | |
| Resilience Fund Reserve 1 01 July 2019 10016.98 | | Closing Balance 0.00 | |
| Development Fund Reserve 2 20 September 2019 4000.24 | | To Current Balances | |
| Balance per bank statements 20098.67 | | Carried Forward from 2017- 8 13018.04 | |
| Less outstanding payments - see Workpages | | Expenses to date 18095.68 | |
| Cheques 4032.01 | | Receipts to Date 22212.30 | |
| Resilience Fund Reserve 1 Withdrawals - | | Current Balance 17134.66 | |
| Development Fund Reserve 2 Withdrawals - | | Current Bank Balance 20098.67 | |
| Total 4032.01 | | Difference in balances -2964.01 | |
| Total Outstanding Payments 4032.01 | | CURRENT BALANCES | |
| Add outstanding Lodgements - see Workpages | | Treasurer's Account 3117.44 | |
| Current Accounts Lodgements 1068.00 | | Resilience Fund Reserve 1 10016.98 | |
| Resilience Fund Reserve 1 Lodgements 0.00 | | Development Fund Reserve 2 4000.24 | |
| Development Fund Reserve 2 Lodgements 0.00 | | Total 17134.66 | |
| Total 1068.00 | | | |
| Total Outstanding Lodgements 1068.00 | | | |
| Balance of items in transit -2964.01 | | | |
| CLOSING BALANCE 17134.66 | | | |

I have independently examined the Income & Expenditure Accounts and found it reflected a true and fair view of the records presented to me.

Signed *Mary Begg*

Dated 9th October 2019