

**Moray Road Runners**  
**Minutes of the Annual General Meeting**  
**Held in Elgin Community Centre**  
**Monday 21<sup>st</sup> November 2023 at 7:30pm**

**Members Present:** There were 28 members in attendance.

**1. Apologies:** 6 apologies (Robert Bruce, Andy Alexander, Euan Cantlie, Yvonne Cantlie, Barbara Bowie, and Jenni Coelho)

**2. Minutes of Previous AGM**

- Previous Minutes were agreed.

Proposed: Karen Norvell

Seconded: Kevin Morrison

**3. Matters Arising:**

- The Chair acknowledged that there were various discussions regarding the club hosting an additional race in addition to their annual 10K and the North District Cross Country Championships. Whilst the committee will consider options in the future this was not a top priority noting there were others in the area that were introducing local races.

**4. Chair's Report**

Gareth's report is attached with the main highlights detailed below covering the period 1<sup>st</sup> October 2022 to 30<sup>th</sup> September 2023:

- A reminder that the club is a recognised charitable organisation and has SCIO status.
- The club continues to provide a 52-week training calendar for our Senior Members and a full calendar for our Juniors apart from specific school holidays.
- The club's annual 10K at Milnorduff was a roaring success with the recognition that, for the first time, there was the opportunity for a wheelchair athlete to compete. This is in keeping with both Scottish Athletics and Moray Road Runners aspiration of being as inclusive as possible where the opportunity permits.
- The club once more successfully hosted the North District Cross Country Championships at Gordonstoun.
- The club have supported other local races including the Moray Forest Run series in the summer.
- Pleasingly members continue to provide support to Elgin ParkRun including a MRR takeover where members lead with organising the event in an effort to promote the club whilst remembering former member Jon Ward.

- The club remains accessible and inclusive embracing an approach from Moray Council regarding welcoming Asylum Seekers staying in the local area.
- Membership numbers continued to rise in 2023 with 196 members as at 30th September (Senior & Junior).
- The club continues to be well represented when competing at national and district level with noticeable success at various distances.
- Members were encouraged to check the website for the current club standards. These can assist with motivating athletes who may want to improve their overall fitness.

## 5. Treasurer's Report

The Treasurer provided the report below:

### Treasurers Report and the coming year 2023/24

#### Summary of the Year 2022/23

Projected income :	£9310	Actual income :	£9301.40
Projected expenses :	£8730	Actual expenses :	£8825.57
Difference :	£ 580		£ 475.83

Over the course of the year it was decided to promote the club as much as possible, by way of banners, a gazebo and training tops for members, plus to replace some of our older equipment.

These costs were broadly included in the projections for the year and I am pleased to report caused no detriment to our balance sheet, but were a boost to the outward image of the club, especially at national events.

We also were in a position to cover costs for those members who wanted to gain a Scottish Athletics Officials qualification, and for Scottish Athletics to have enough numbers to be able to hold the session locally. The projected expense was less than the eventual actual, but this has enabled us to have an excellent range of qualified officials to cover not only our own events, but also to assist out with our immediate area.

We have seen an increase in the rental of rooms from Moray Council and the Sports Centre, but having expected these increases there was no impact on the overall budget.

The only other expense that was over our projected cost was transport. Although the hire of the coach to the National xc Event in Falkirk was a resounding success and we did recoup some of the costs from those who travelled, by asking for a small payment towards the hire.

I think we can agree that including these costs going forward is to the Club's advantage.

Having taken the decision not to hold the Kinloss to Lossiemouth Half Marathon Race, our projected race income was reduced substantially; however this was offset by not having the associated expenses. Our race income now will be generated from our own 10k race and hosted Cross Country events.

Both the Development Fund and the reserve have held their projected balances throughout 2022/23 and there has been no requirement as yet to 'dip into' these funds. We maintain a healthy surplus should we find ourselves in a position to be involved in grander schemes.

It will be for the new committee to decide whether these funds should be topped up further for future development.

### **Proposals for the Year 2023/24**

To maintain a broadly balanced account of income and expenditure with current membership rates unchanged

Projected income :      £8820                      Projected expenses :      £8200

To continue our Development Fund growth

To complete the move to full Digital Banking and facilitate the closure of our existing Treasurers Account to a more modern account, allowing us to use the full range of digital services and finally remove the need for a cheque book based account.

To make funds available for coaching & training courses that will further benefit both the club and its members

To promote the club visually where possible.

<b>MRR ACCOUNT PROJECTIONS</b>		
Rounded Figures		
Account	2022/23 Current	2023/24 Projected
Treasurer's	11000	0
Digital Current	0	5500
Resilience	10000	10000
Development	4000	9500
<b>TOTAL</b>	<b>25000</b>	<b>25000</b>

I am proposing a balanced budget for the year 2023/24.

We continue to maintain a healthy balance between income and expenditure, and believe this can be achieved with membership dues at their current rates.

Planning assumptions are at the foot of the projection attachments.

Now is the time to bring forward any major proposals with financial implications for the coming year. Following this exercise, proposals will go forward to the AGM about membership rates and if required a more detailed budget will be drawn up.

The accounts for the year 2022/23 have been fully audited by Mary Bain, and as always we are grateful for her time and assistance.

Particularly in this, my first year as Treasurer.

Annexes highlight the projections for the year 2022/23, the projections for the year 2023/24 and a copy of the audited Statement of Income & Expenditure to 30<sup>th</sup> September 2023

Should anyone require a digital copy of these attachments please advise the Treasurer accordingly.

The Treasurer's report was ratified:

Proposed: Simon MacDonald

Seconded: Stephen Carmichael

## **6. Election of Office Bearers**

- All current office bearers are content to continue in their respective roles.

Proposed: Colin Cumming

Seconded: Graham Stephen

## **7. Election of Committee Members**

- All current committee members are content to continue.

Proposed: Lawrie Currie

Seconded: Willie Goodfellow

## **8. Handover to New Committee**

- Gareth welcomed the new committee.

## **9. Subscriptions**

- In line with the Treasurer's recommendation those present unanimously agreed to leave subscriptions as they were.

Club Fees:

Senior £35

Junior £30

Discounted rate £20

Proposed: Gareth Jenkins

Seconded: Amanda Strang

## **10. Election of Auditor**

- Mary Bain has once more confirmed she will remain the club's auditor. The club recognises and appreciates Mary's continued support and in keeping with previous years flowers will be delivered to Mary to say thanks for her efforts.

## **11. Election of Webmaster**

- Robert Bruce is happy to remain in post. Gareth once more acknowledged Robert's ongoing contribution and encouraged members to provide the webmaster with race reports. Reports are always welcome as they highlight club representation across the country and overseas.

## **12. Honorary Memberships**

- No new applications

## **13. Any Other Competent Business**

- Kevin Morrison noted that Elgin Community Centre will potentially be closing meaning there may be a need to relocate for meetings. Kevin highlighted that the Elgin Sports Community Trust have funding for a pavilion, and this may be an option for meetings or potentially an alternative meeting point for club training. Gareth acknowledged there was several community initiatives that may provide future opportunities for Moray Road Runners.
- Amanda enquired about the club London Marathon place. Ally confirmed the club will receive 1 place and the club will be notified by the end of November. As with previous years those members interested will be entered into a ballot.
- Karen, on behalf of MRR members, once more expressed gratitude to Gareth, Colin, Elspeth, and others involved with the advertising and organising of the weekly/weekend training sessions that are thoroughly enjoyed by club members.

Ally Campbell  
Club Secretary

# Moray Roadrunners

## Statement of Income & Expenditure - Year to 30th September 2023

### PROJECTION

Budget INCOME 2022 3		Projected 2021 2		Budget EXPENDITURE 2022 3		Projected 2021 2	
5240.00	Membership Subscriptions	5600.00		1170.00	Affiliation Fees	1220.00	
	900.00 Juniors 1260.00						
	4340.00 Seniors 4340.00						
4000.00	Race Income	1964.00		4110.00	Race Costs	1735.89	
	2000.00 Half Marathon 0.00				2000.00 Half Marathon 0.00		
	1700.00 10k 1664.00				1500.00 10k 1164.18		
	300.00 Cross Country 300.00				10.00 Cross Country 11.72		
					600.00 General 559.99		
0.00	Transport	0.00		0.00	Transport	0.00	
50.00	Grants,Sponsorship & Donations	50.00		900.00	Accommodation Rentals	796.00	
20.00	Miscellaneous	621.55		950.00	Club Promotion	3462.50	
0.00	Events and Competitions	0.00		600.00	Running Events and Competitions	505.00	
				300.00	Coaching and Professional Training	0.00	
				300.00	Administration	300.00	
				100.00	Miscellaneous	90.45	
				300.00	IT	275.00	
				0.00	Sport Development including Equipment	0.00	
25,300.00	Opening Balance at 1 October	25,419.68		25,880.00	Closing Balance at 30 September	25,270.39	
34,610.00		33,655.23		34,610.00		33,655.23	

### Supporting Notes

1. Inflation is taken to be 10% unless otherwise known to be different. Figures are rounded.
2. Membership numbers reflect strong Senior recruitment and less strong Junior interest. Membership rates are taken as unchanged.
3. A half marathon has been given a breakeven target should it be organised this year.
4. SA affiliation fees remain unchanged for next year.
5. Transport. There is no allocation for next year.
6. Equipment. There is no allocation for next year.

## Moray Roadrunners

## Statement of Income &amp; Expenditure - Year to 30th September

2024

## PROJECTION

Budget INCOME 2023 4	Projected 2022 3	Budget EXPENDITURE 2023 4	Projected 2022 3
6510.00 Membership Subscriptions	5240.00	1500.00 Affiliation Fees	1170.00
1430.00 Juniors 900.00			
5080.00 Seniors 4340.00			
1960.00 Race Income	2000.00	2200.00 Race Costs	4110.00
1660.00 10k 1700.00		1600.00 10k 1500.00	
300.00 Cross Country 300.00		300.00 Cross Country 10.00	
		300.00 General 600.00	
200.00 Transport	200.00	800.00 Transport	0.00
50.00 Grants, Sponsorship & Donations	50.00	1000.00 Accommodation Rentals	900.00
100.00 Miscellaneous	300.00	1000.00 Club Promotion	950.00
0.00 Events and Competitions	0.00	700.00 Running Events and Competitions	600.00
		300.00 Coaching and Professional Training	300.00
		300.00 Administration	300.00
		100.00 Miscellaneous	100.00
		300.00 IT	300.00
		0.00 Sport Development including Equipment	0.00
24,519.68 Opening Balance at 1 October	24,995.51	25,099.68 Closing Balance at 30 September	24,609.68
<u>33,339.68</u>	<u>32,785.51</u>	<u>33,339.68</u>	<u>32,785.51</u>

## Supporting Notes

1. Inflation is taken to be 10% unless otherwise known to be different. Figures are rounded.
2. Membership numbers reflect strong Senior recruitment and increasing Junior interest. Membership rates are taken as unchanged.
3. The half marathon has been removed as a potential race for the foreseeable future.  
This is reflected in the difference between 2022/23 projected expenditure of £4110 vs 2023/24 projected at £2200
4. SA affiliation fees remain unchanged for next year.
5. Transport. Unlike previous years, costs have been included for the coming year
6. Equipment. There is no allocation for next year.



**Dated** 12th November 2023



Moray Road Runners  
Annual Report and  
Financial Statements  
For the Period Ended  
30<sup>th</sup> September 2023

Scottish Charity No. SC049049

**Trustees' Annual Report**  
**Period Ended 30<sup>th</sup> September 2023**  
**Scottish Charity No. SC049049**

The Trustees are pleased to present the Annual Report and Accounts for Moray Road Runners for the period ended 30<sup>th</sup> September 2023

**Reference and Administrative Information**

Charity Name: Moray Road Runners

Charity Registration Number: SC049049

Contact Address: Sunville  
Pluscarden Road  
ELGIN  
IV30 8TE

<b>Chair</b>	Gareth Jenkins
<b>Secretary</b>	Alasdair Campbell
<b>Treasurer</b>	Karen Norvell
<b>Captains</b>	Colin Green
	Elsbeth Jenkins

**Independent Examiner** Mary Bain, Elgin

**Bankers** Royal Bank of Scotland

## **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 1 road race 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**

The main activities were senior training sessions up to 6 times per week as well as twice weekly training sessions for juniors.

Our commitment to organising 2 events each year continues; the Club hosted the North District XC Champs at Gordonstoun in December and the Milnorduff 10k in March with 117 finishers, including 1 Wheelchair athlete. Our members also assisted with the organisation of the Birkenhill Forest Run as part of the Moray Forest Run Series.

## **WORKING WITH PARTNERS**

Moray Road Runners affiliates annually to Scottish Athletics who provide insurance, advice and guidance relating to our activities. We retain our links with Elgin Community Sports Hub as well as having members elected to the North District Road and XC Commission and North District XC League Committee. We continue to affiliate to the Grampian Athletics League and Youth Development League thus providing track opportunities to our members. Our members are also regular volunteers at Elgin parkrun and Cooper Park Junior parkrun. We also reached out to asylum seekers in Elgin, inviting them to club sessions through Moray Council. Whilst only 2 attended a session, it reinforced our standing as an open, inclusive community sports club.

## **HIGHLIGHTS OF THE YEAR**

- Increased membership – 196 members (153 in 2021, 167 in 2022).
- 52-week training calendar for senior members.
- Parkrun takeover in August in conjunction with Jon Ward 5k
- Individual and team medals at National and District Championships
- Many personal achievements across a wide range of events
- Broader range of Club Standards to encourage wider participation
- Hosting a Level 1 Endurance Officials Course

## **GOVERNANCE AND MANAGEMENT**

Moray Road Runners continues to be governed by a Board of Trustees appointed by Members at the Annual General Meeting (AGM). 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.

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

The Board met 8 times this year and an AGM was held in November.

At the heart of the Charity are its Members. All are volunteers, sacrificing their time to plan and deliver regular training sessions for juniors and seniors, manage our website, collate team entries, liaise with Scottish Athletics and 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 races annually. The monies raised are spread across the following 3 accounts:

### **TREASURER'S ACCOUNT / DIGITAL CURRENT ACCOUNT**

The Charity ensures it meets all regular expenditure demands through a treasurer's account. In a move to streamline our payment process, a digital current account was set up and has now been merged with the Treasurer's Account. At the year end, the balance of the account was **£11,085.67**

### **RESILIENCE FUND**

In line with advice from our Sport's Governing Body – Scottish Athletics - it is the Board's policy to hold a minimum 6 months turnover to allow Moray Road Runners to continue with activities in the event of any unforeseen circumstances that would adversely affect the Charity's income such as race cancellations. At the year end, the resilience fund held **£10,143.72**

### **DEVELOPMENT FUND**

The Charity fully supports the promotion and development of improved athletics facilities in Moray and we are encouraged by the news of a potential fully funded feasibility study relating to new facilities in the area. At the year end, the Charity held development funds of **£4049.12**

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

*Gareth Jenkins*

**Gareth Jenkins  
Chair Moray Road Runners**

**Date: 21<sup>st</sup> Nov 2023**