

## Aboyne Canoe Club Meeting 27.03.17

It was good to catch up with you last month. I have made a few notes I hope you find helpful.

- It was good to hear from Fraser the Active Communities Manager that you are well on your way to the next level of Enhanced Club Cap and the fact that this will allow the club to receive a 25% discount on pool hire. Though like many areas you are then being hit by a 20% increase in the cost of the pool which takes away some of the advantage of the pool discount. It is definitely a positive that you are providing training for pool staff for when they are covering your sessions. The clubs that are being proactive with their relationship with pool management seem to be having the fewest hassles regarding boat access and the most favourable price.
- It is good to hear you have received £1000 towards the shed fund from Tesco. I am sure we can find even more as soon as you become a charity. I will keep sending notifications of funding as soon as I hear of ones I think are suitable.
- It is great news that you have now applied to become a SCIO and hopefully it will be sorted as you say in the next 90 days. I am sure you probably have this in hand as it was your suggestion of having a code of conduct for trustees but here is a guide I found;  
[http://www.smallcharities.org.uk/fileadmin/user/files\\_documents/CodesofConductforTrustees-CTNbooklet.pdf](http://www.smallcharities.org.uk/fileadmin/user/files_documents/CodesofConductforTrustees-CTNbooklet.pdf)
- I have just heard that you have received your building warrant for the canoe shed which is great news. I have now emailed Grant Duncan for some advice on what you should do next and here is his reply  
“Thanks for the email, at this early stage the club need not even obtain quotations early cost advice in the form of an estimate would be sufficient this eliminates the need for formal quotations and can be a lot quicker to obtain as only one estimate is necessary.

The main thing to remember is that our budget is extremely restricted and we are anticipating a high demand for the small amount of funding that we have available.

I have had a look at the information that we can access from the Building Cost Information Service (BCIS), this is a department within the Royal Institution of Chartered Surveyors (RICS). The BCIS is a leading provider of cost and price information for the UK construction industry.

BCIS suggest at cost of £700/m<sup>2</sup> to construct an agricultural storage shed, so if the club multiplies this cost/m<sup>2</sup> figure by the area of the proposed storage shed this should give an indication of cost. Remember, this is not the whole picture, the club should also add allowances to cover professional and statutory fees (12%), contingencies (5%), design risk (3%) and VAT (20%) and any other costs/allowances that are necessary for the project.

At this stage it is difficult to be precise regarding what also need to be included in an application but as ever the main themes are

- There must be actual demand/need
- There must be financial need
- The investment must directly lead to increase in participation and more people taking part in the principle activity and directly link to participant progression
- The project must be financially viable
- The applicant must make a financial (money) contribution
- The applicant needs to have security of tenure over the site

This list is not exhaustive but the club can make a start. We should be in a better place to look in more detail once our Board has decided on how it wants to proceed over the next few years'.

The only thing about your shed and the costs is that it is rather specialised due to the trees so may need more of a precise quote.

- The other info I received from sportscotland on the facilities fund is as follows “We are looking at releasing the new Sports Facilities Fund guidance and application forms in late summer for an application round in September. There will be changes though mainly around the financial side of the projects though these have to be formally agreed so we aren't giving out any info yet. We will be going to just two rounds per year nominally September and March”. Obviously it will be important we are ready for September to apply.
- It is good to hear that Neil is going to be the first guinea pig for the club activity assistant. If you need any help with this please just let me know and I will do my best to assist or find someone who can.
- I will ask Andy how we can best support you with Matt Keyes and the PVG issue. I now understand better the issue he has with regarding PVG. Not having an address makes it difficult to fill in the forms as he lives in his van and just has a lock up for some storage. You say he stays with his family and nieces when he visits Aboyne. I will ask if this could be used as an address.
- I will also ask Andy if we can access his coaching records with BC as you believe he is a Level 1 assessor and that you might be able to use his skills for coaching adults at least. You do have an issue of him coaching coaches as you have under 18 coaches which makes it regulated work.
- Other things I raised at your meeting or have arisen since we met are;
  - We have the wheels to water event at Castle Semple on the 13<sup>th</sup> of May where we are looking for volunteers coaches to help run a celebration of Para sport that includes sailing, rowing, and rowing, hand cycling and canoeing and Kayaking. If any coaches or volunteers would like to attend then please get in touch with me. There might be folks going from AKC so maybe lifts could be shared.
  - As a focus club we are still happy and keen to set up a Paddle ability courses for club volunteers and coaches as long as they are SCA members. This is the disability awareness course that could easily be run at a venue of your choice.
  - The SCA is holding the club conference at Caledonia house on the 18<sup>th</sup> and 19<sup>th</sup> of November. This will offer a variety of workshops for club committee members to attend. A questionnaire has been sent out to club secretaries asking how many people are likely to attend and what workshops would be of most interest clubs.
  - There is data protection training taking place on the 24<sup>th</sup> April and 22<sup>nd</sup> of May online. This is 90 minute training and is aimed at secretaries, membership secretaries and CPO.
  - There is also Go Canoeing week is taking place between 27/05/17 and 04/06/17. This year's theme is the big Adventure;  
<http://canoescotland.org/events/highlighted-events/national-go-canoeing-week-2017>

Please come back to me if I have missed anything. Or there is anything that has occurred since .

Many thanks

Roger