

Scottish Clay Target Association
Management Board Meeting
Held on
Sunday 13 April 2008
At Terraces Hotel, Stirling

Present: Tony Lithgow - Executive Chairman
Julian Cordery - Treasurer
Janice Clerk - Administrator
Iain Dawson
Iain MacGregor
Ian Mann
Paul Nelson
Jim Scott

327. CHAIRMAN'S OPENING REMARKS

Tony Lithgow thanked everyone for attending the meeting.

328. MINUTES OF THE MEETING OF 24 FEBRUARY 2008

After the under-noted changes, it was proposed by Iain Dawson and seconded by Jim Scott that the Minutes of the Meeting of 24 February 2008 were a true record.

315e. It was agreed that Iain Mann and Tony Lithgow would raise classifications at the next ICTSC/F meeting in March to try and get uniformity into the system. **Action: TL/IM**

329. MATTERS ARISING/ACTION REPORTS

- a. Discipline Representatives Role – Ian Mann has circulated the DR's role to the Board for consideration.
- b. Ground Inspections – Iain Dawson is planning to inspect Loch Ness on 3rd or 4th May and Strathyre the following week. It is hoped to get the remaining inspections carried out as soon as possible. The grounds still to be inspected are Auchterhouse, Cairndow and North Ayrshire.
- c. Team Kit – samples of various badges were viewed by the Board. It was agreed that uniformity is required but to continue using existing badges until new badges can be phased in. It was also agreed that the new badge should be mid blue in colour, and have the SCTA logo, silver clay and "Team Member" on it.

Ian Mann will organise the art work etc and Janice Clerk will provide a stock list of current badges which were passed on to her from Ricky Wright. Board members to examine catalogue and decide on other kit eg: waterproofs. **Action: IM/JC/All**

It was agreed that there would continue to be a subsidy from the SCTA of £30 for new cap skeet vests.

The subject of team kit and skeet vests is ongoing by Ian Mann.

- d. Board Members – RWF's proposal to be carried forward to the next meeting.
- e. Keep Cups - Iain Dawson has the keep cups to be distributed to the appropriate people and is to sort out the DTL Veterans Cup. **Action: ID**
- f. BICTSF – Iain MacGregor advised that BICTSF require a letter from the SCTA to formally advise that Peter Croft is the Scottish Deputy Representative for BICTSF. Iain MacGregor to provide contact details for Janice Clerk to write to Michelle Rowe. **Action: IMacG/JC**

330. TREASURER'S REPORT

- a. Membership – there are some 1100 members and renewals are coming in all the time. The credit card facility is increasingly being used proving it was well worth setting up.
- b. There is £160,500 currently in the bank.
- c. Insurance – Julian is still reviewing the insurance policy but is confident that it will cover coaches. When he has confirmation of this he will email it to the Management Board. It was previously noted that the insurance is due for renewal in March. **Action: J.Cord**

331. PLANNING

- a. Appointment of Administrator – situation regarding contract is carried forward to the next meeting.
- b. Valley Technology – a meeting was held with Valley Technology on 3 April and notes were circulated to the Management Board by Janice Clerk prior to the Board Meeting. Iain MacGregor queried the high costs of implementing new software given the Association made a loss last year. Julian Cordery advised the benefits are mainly to improve communication and, in the long term, hopefully to save money. The system will allow members to access their scores and classifications from the SCTA website and simplify this process. It had already been decided to implement stages I and II of the system at a cost of approximately £3,000. The total cost is expected to be in the region of £10,000.

There is a meeting scheduled with Valley Technology on Thursday 29 May at Norton House Hotel, Edinburgh at 6.30pm to which all Management Board members are invited. Julian Cordery to ask Valley Technology if a disc could be given to the shooting grounds for access to classifications. **Action: J.Cord**

332. ADMINISTRATOR'S REPORT

Hand over from Ricky Wright – Janice had a hand over with Ricky Wright on 15 February and she is still establishing the contents of the various boxes given to her at that time.

Flags - Iain MacGregor took possession of the flags and the missing Isle of Man one was brought to the meeting by Iain Dawson. Jersey and Guernsey flags have not been found. It was agreed that Janice would write to all the country representatives asking them, purely as a contingency, to bring flags with them to the Internationals. **Action: JC**

Insurance - there were various folders relating to insurance and these have been handed to Julian Cordery along with membership paperwork.

Emails – given her recent appointment, Tony Lithgow feels that Janice cannot yet be expected to filter emails. It was therefore agreed that, for the foreseeable future, all Board Members will be copied all emails. Tony Lithgow and Ian Mann wish to use their private email addresses rather than the SCTA ones.

Website – Janice has initiated a “contact us” link on the website and feedback from members has been very positive. There is also a “membership” link on the website now making it easier for prospective members to explore the benefits of joining SCTA. Forms with spelling errors have been corrected and contact details have been updated where possible. The updating of the website is further covered under point 343.d.

2008 Bulletin – Janice reported that the envelopes are labelled and ready for the arrival of the 2008 Bulletin from the printers. Graeme Currie has advised that the delivery is to be couriered to her house on 15th or 16th April.

A notice has been put on the website from Tony Lithgow apologising to members for the late distribution of the 2008 Bulletin and advising them of its expected despatch date and that they can download a PDF file if they wish.

Since the franking machine is not ready for use Janice is still waiting for funds to purchase the necessary 1100 stamps. Julian Cordery agreed to deposit the money in her bank account that evening. **Action: J.Cord.**

Affiliated Grounds – Janice has made contact with most of the Affiliated Shooting Grounds to obtain up to date details and to advise them to send scores and levies to her. Iain Dawson's note regarding the compulsory element of shoots has been sent to all clubs/grounds.

Once the Bulletin is despatched Janice will have more time to update all the contact details and pass them to Julian Cordery for the master list.

Scores - this is covered under point 343.e.

333. MEMBERSHIP PACKS – Julian Cordery reported that he is half way through the membership packs.

334. HOME INTERNATIONALS

a. Iain MacGregor and Jim Scott reported that both Olympic Skeet and Sporting matters are ongoing.

There was a discussion about the provision of referees for the Sporting International. Jim Scott reported that things seemed to be improving and he felt there would be adequate cover on the day of the International.

b. DTL Home International 2010 - Iain Dawson reported that Central Scotland Shooting School and Loch Ness have intimated interest in hosting the event. It was noted that at least 8 layouts are required to host the British Open Championship. Iain Dawson will liaise with and will write to them requesting a formal proposal encompassing all the factors involved in running this major event and ask for fixed costs. **Action: ID**

Paul Nelson is to email Iain Dawson and Tony Lithgow if Morton Shooting Ground is interested in hosting the 2010 DTL Home International. **Action: PN**

335. DEVELOPMENT PROGRAMME

a. Coaching Sub Committee – Iain MacGregor presented a proposal to the Board (see attachment A). £1,250 in development funding has been received from STSF.

There was discussion about the progress of the Development Programme. The Board were advised that Peter Croft had carried out some coaching last week. It was agreed that Julian Cordery will give a list of interested parties to Peter Croft and Iain MacGregor in order that they can contact them directly.

Action: J.Cord.

It was agreed that the cost to the participants would be £20 plus targets and clays per half day session as stated in the original document.

b. Selection Procedure - a clear selection procedure for STSF funded squads is to be agreed. All Board Members are to contribute to a discussion to ensure that a totally transparent process is in place. **Action: All**

c. Radar Guns – Iain MacGregor presented a paper to the Board on Radar Guns. (see:Attachment B)

The Board realise that we should be embracing new technology in the effort to improve the quality of target presentation. A trial is to be run from now until the end of October using radar guns to assess speeds. It was agreed that a note should be put on the website encouraging Shooting Grounds to get in touch

with the SCTA Administrator to make use of these radar guns and to start to collate figures. Iain MacGregor is to draft note for website. **Action: IMacG**

336. TEAM SELECTION PROCEDURES

a. It was agreed that the selection procedure for all disciplines for Area Championships is to allow for scores to be “marked up”. Ian Mann will redraft the selection procedure. **Action: IM**

b. Scottish Selection Shoot levies – it has been observed that not all shooters participating in a Scotland Selection Shoot pay the £3 levy. This is a non-discretionary item and all participating shooters must pay the levy regardless of whether they are SCTA members or not. Ian Mann is to redraft the rule. **Action: IM?**

337. DIRECTORS - Julian Cordery has this in hand.

338. COMMONWEALTH GAMES

Due to a possible conflict of interest Paul Nelson left the meeting for item 338. For the same reason this section is not available for publication on the SCTA website.

339. ELITE SQUAD

Tony Lithgow had been approached and asked who is in the Commonwealth Games Skeet Team. He proposed that a note should be put on the website with the names of the STSF funded squad. Iain MacGregor will email the squads to Janice and note those who have achieved MQS. **Action: IMacG**

340. SCOTTISH GAME FAIR

Davy Falconer has got this in hand and it is ongoing. Julian reported that he had given DF a cheque to cover the costs. Janice Clerk will be assisting on the stand on at least two days and other volunteers would be appreciated. There is a notice in the Bulletin asking for helpers.

It was agreed that simple refreshments would be available to members visiting the Stand. Janice Clerk stated that her mother is willing to assist.

Julian Cordery is to advise how to administer a family membership with a view to this being introduced in time for the Game Fair. **Action J.Cord.**

341. SCTA ART WORK

Janice Clerk has obtained quotes for reprinting the SCTA leaflets and membership cards. The Board were shown address labels she has been using which were very inexpensive. Since there are still a significant amount of leaflets left, it was agreed that these labels should continue to be used thereby preventing further expense having the entire leaflet reprinted.

Janice has also had 250 labels printed for the Game Fair when new members are offered a special membership rate of 18 months for the price of 12.

There was discussion about introducing a plastic membership card similar to that issued by the CPSA. Janice Clerk is to approach Grant Dorrell for more information and to obtain quotes. It was agreed the cards should have the SCTA logo on the front as on the current letterhead, and Name, membership number and expiry date on a sticker on the back **Action: JC**

342. NATIONAL ASSOCIATION OF TARGET SHOOTING SPORTS

A paper had already been presented to the Board prior to the meeting. Iain Mann and Iain MacGregor will represent the SCTA at the NATSS meeting on Thursday 24 April at Cluny Clays. **Action: IM/IMacG**

343. ANY OTHER BUSINESS

- a. Ground Forum – Central Scotland Shooting School have suggested it is a good idea to reinstate the ground forum. Iain Dawson will draft a note for the website to assess interest. **Action: ID**
- b. Laser Level – Julian Cordery has got the SCTA laser level.
- c. Skeet Jackets - Julian Cordery has received an email from Sean McDonough regarding outstanding subsidies for skeet jackets. Julian Cordery will email Sean McDonough for a full list of new caps. **Action J.Cord**
- d. Web Administration – the Board feel there is a need to update the SCTA website.

It was noted that Walter Martin had approached Tony Lithgow with a suggestion that he should be remunerated in a small way for his work. He has not submitted any costs over the last 13 months. The Board accepted that there is an increasing amount of work involved in administering the web eg: 3 entire days preparing the shoot calendar and the classifications for uploading. Tony Lithgow is to speak to Walter directly and report back to the next meeting.

The Board agreed to consider ideas for updating the website and to present these at the next meeting.

Julian Cordery to speak to Valley Technology for advice. **Action: J.Cord**

- e. Scores – there was a discussion regarding how the scores are to be input in view of the possible implementation of the Valley Technology software. It was felt that Janice Clerk should begin the process of inputting the scores as soon as possible. There are scores dating back to last year which have been passed on to Janice from Ricky Wright and new scores are coming in every week. Julian Cordery to liaise with Janice and to provide her with the format and spreadsheet to be used for this process. **Action: J.Cord/JC**

- f. Ladies OT Champion – Iain MacGregor proposed that a financial award should be made to Shona Marshall in recognition of her achievement in the Ladies OT at the recent Cyprus Grand Prix. It was agreed that she should be given £250. Julian Cordery to organise a cheque and send this to Janice Clerk who will prepare a letter of congratulations on Tony Lithgow's behalf.

Action: J.Cord/JC

- g. Steel Shot – under ISSF rules the use of steel shot is not allowed. Ian Mann advised the Board that Auchterhouse Shooting Ground has banned the use of steel shot. It was agreed that a notice should be put on the website seeking the view from shooting ground owners and shooters regarding the safety of steel shot.

Action: IMacG

- h. 2008 Bulletin – complaints had been made recently at Loch Ness about the late despatch of the Bulletin affecting participation in shoots. It was noted that dates can be obtained by telephone, at the shooting grounds and from the SCTA website. Whilst it is accepted the Bulletin is late this year, it was felt that there was no legitimate reason why a shooter could not obtain the dates of shoots.

- i. Certificate for Affiliated Grounds – Janice Clerk reported that several Shooting Grounds had enquired how they demonstrate that they have paid their annual fee. Tony Lithgow stated that they used to be given a Certificate which was then displayed at the Ground. Janice is to investigate reintroducing this.

Action: JC

It was also agreed that a shoot return form needs to be provided for the return of scores.

Action: ID/IM

- j. Next Meeting – the next meeting has been provisionally agreed for Sunday 1st June at 10am at The Terraces Hotel, Stirling. There was talk about arranging alternative venues in the future and Janice Clerk will investigate and report back by email to members of the Management Board.

The meeting was concluded with a vote of thanks for the Chairman proposed by Julian Cordery and seconded by Iain MacGregor.

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Attachments: A – Iain MacGregor, STSF
B – Iain MacGregor, Radar Guns
C – Tony Lithgow, Commonwealth Games Confidential not for general circulation
(note: the attachments are available on the website)