



**HIGHLAND RUGBY FOOTBALL CLUB [SCIO]
CHARITY NUMBER SC047400**

More than a Rugby Club - Making a positive contribution to the wellbeing of our communities.

ANNUAL GENERAL MEETING MONDAY 17th JULY 2023 7.00PM

AGENDA

ITEM	
HIGHLAND RUGBY FOOTBALL CLUB (SCIO) 2022-23	
1.1	<p>Introduction</p> <p>The President of Highland RFC, Roy Dinnes, welcomed everybody with his introductory speech.</p> <p>Ladies and Gentlemen, welcome to the season 2022/23 AGM and it's fantastic to see so many of you here.</p> <p>2022/23 on field season has been outstanding, our 1st XV having the highest league finish in just short of 50 years, the Raptors finally being promoted to the restructured Caley1 North, the 3's also being promoted for the 2nd season in a row to Caley 2 North and not forgetting the Ladies reaching the semi-final of the national bowl in their first season and growing in squad numbers from 6 to close to 40 in one season.</p> <p>Lots to be hugely proud of for the seniors and some significant markers laid down for the season to come.</p> <p>Individually, among the lads, we need to congratulate Patrick and</p>

Alfie, in gaining Glasgow Warriors recognition and Alfie being invited into the Scotland 18's training camp.

The return of Inter District rugby brought huge success for many of our 1st XV, with Sean as Captain, Callum, Stephen, Rocco, Adriu, Seamus, Gordon and Magnus representing Caledonia Reds and former players, Oscar, Cal Mac and Jake making up an 11 strong Highland representation on the field with coaches Junior and Kev and Physio Fiona supporting a fantastic winning campaign.

For the ladies, Rhianna and Lexi represented Scotland at U18's and Rhianna is currently away in Prague and scoring try's with the Scotland 7s squad.

Boys Junior Rugby had an outstanding season gaining promotion back into the National Leagues and earning the delight of a bus journey to Dumfries next season for all age groups from 15 to 18s and for the first time that I am aware, we will have 2 teams at u16s and u18s.

13's and 14s boys rugby is also going strong with the squad having to travel to the central belt to get some meaningful competition.

Girls rugby is continuing to grow at all age groups after a difficult year and we have high hopes of gaining sufficient players to allow us to compete in cup competitions later in the season and qualify for league status next year.

Mini's and Micro's have been awesome as ever with the new 'traditional' tour to Armagh being the highlight of the P7's year before graduating to youth rugby.

Off the field, we celebrated the 2nd half of the Centenary Year with the club dinner and ball, month long exhibition at the Museum, the Civic Reception, Scotland 7's squad and Glasgow Warriors at Canal Park, the Centenary Dinner and Auction, Castle Stuart Golf competition, Centenary Ladies Day, Charity cycle ride, Highland Tartan, Christmas party and not forgetting the fantastic Centenary Book

All told, an outstanding year of celebration and community engagement to mark 100 years of Highland Rugby Football Club and delivered by an enormous volunteer commitment.

Our community rugby presence continues to grow, with over 500 hours of quality rugby coaching delivered into schools, along with continual development of our schools of rugby programme and delivery of taster sessions into primary schools. Work is also continuing within the SIMD context.

On top of all that our DO's are delivering academy sessions, easter and summer camps and contributing to the club as volunteer coaches of junior age group rugby whilst also increasing their own skills base, through Scottish Rugby engagement and CPD training. We are very lucky to have Ruaridh and Jacob and I would hope that no-one in the club takes their work for granted.

The Club has been working closely with the George Barrie Foundation over the last 12 months. The foundation supported delivery of a programme at Charleston Academy and its respective primary schools. They have also provided travel assistance for two players involved with Glasgow warriors representative rugby, all of which being driven by the principles of the Foundation focus, being involvement, inclusion and opportunity.

In the Spring we managed to bring the Inter District match between Caledonia Reds and Glasgow and the West to Canal Park and delighted that we received multiple compliments for the manner in which we hosted the event, so huge thanks to David Wilson, the bar team and all of the volunteers who helped out on the day and at every home match throughout the season.

As for the future, season 2023/24 brings huge opportunity from a pitch side perspective.

With continued growth in playing numbers and ambition of reaching the highest level of competition possible, at all levels of senior and junior rugby, comes many challenges, from space and light for training to the ever increasing costs of player welfare, transport, catering, kit and employment.

We also need to consider our loyal and increasing number of supporters; our development plan includes finding a way to keep them dry and out of the wind, whilst enjoying the rugby on the park; this means planning and raising funds for what will inevitably be, expensive capital projects.

Clearly, there is much to do on the commercial front and we need to continue to evolve and explore ways to support the pitch side growth.

As most of you will be aware we have 5 long standing Trustees stepping down this evening, being Graham and Craig Findlater, Gus MacPherson, Alan Milton and Andrew Ward and I think it would be appropriate if the AGM show our appreciation for all of the work they have done whilst in office.

We will come to the appointment of Trustees in due course however

	<p>in the meantime I would just like to minute my personal thanks to all of the Trustees, volunteers and sponsors who have contributed to the success of Highland RFC over the course of the last year, and if you are not currently volunteering, please tick the box on the AGM register that's going around the room.</p> <p>We literally couldn't do it without you.</p>
<p>1.2</p>	<p>Present: Roy Dinner (President), Andrew Ward (Treasurer), Owen Cochrane (Secretary), Fraser MacDonald, Andy Sutherland, Graham Findlater, Graham Chisholm, Hugo Crush, David Titterington, Alan Milton, Chris Brogan, Andy Little, Geoff Begg, Ian Nixon, Andrew Benison, Andy Brown, Davie Carson, Neil Rennie, John Carson, Sid Brown, Gus MacPherson, Brian Bell, Shona Fraser, Halde Pottinger, Andrew Russell, Fiona Hogg, Mhairi Docherty, Abigail McMillan, Claire McGonigal, Scott Fraser, Magnus Henry, Gavin MacDonald, Jacob Powell, Simon Platt, John Budge, Ross Howell, Davie Henderson, David Marnoch</p> <p>Apologies: Kenny Cameron, Roy Sinclair, Calum Carson, Ritchie Dinnes, Cameron Cochrane, Karen Latif</p>
<p>1.3</p>	<p>Minutes of AGM meeting 25th July 2022</p> <p>These were reviewed and accepted as true reflection of the AGM. Proposed: Ian Nixon and Seconded: Geoff Begg</p>
<p>1.4</p>	<p>Submit Hon Treasurer's Report and adopt accounts for HRFC (SCIO) <i>Treasurer's Report</i></p> <p>This year has seen tremendous growth in our club in terms of activity both on and off the pitch. We always recognised that this would be a financially challenging year as we moved beyond the pandemic. Like all organisations we have seen an increase in costs and have recognised the need to manage finances carefully.</p> <p>This financial year, we concluded our successful centenary celebrations and raised the profile of our club at both a local level and at a national level. We also made donation to a number of Charities including the George Barrie Foundation.</p> <p>I would like to thanks our sponsors, members and huge army of volunteers for their support over this period including all of you who helped out with the centenary activities. I would also like to thank Alan Milton and Shona Fraser for the support they have given the club</p>

including making significant improvements to our financial reporting systems this year.

On a personal note, I am now stepping down from the committee and would like to thank you all for your support. Together we have watched our club grow and continue to develop beyond our expectations. I do believe as we enter the next chapter our club is in a strong position to thrive, despite the challenges we are all seeing across the economy.

The attached draft accounts for the SCIO will be finalised and submitted to OSCR, the Scottish charities regulatory body.

Reserves

The current account cash balance was £20,376 at the end of the financial year. This was a reduction of £34,045 from the opening balance of £54,421. However, our deposit account has increased by £28,147 from £130,013 to £158,160. The deposit account increase reflects the benefit of £27,708 which was donated from Canal Park Sports Club Ltd. The SCIO's total reserves are £211,265 which is an decrease of £26,078 from the previous year.

Income

For 2022/23 our total income is recorded as £331,049 which is, for the second year in a row, a significant increase from the previous year which showed an income of £238,514 in 2021/22. The main areas of increase relate to our centenary activities including the Inverness City 7s event, a charity cycle, our centenary whisky auction and of course our fantastic centenary book detailing the history of our club. We have also seen smaller increases in player sponsorship, gate entry and Highland Youth Academy/Summer and Easter camp income.

The club lottery also continues to contribute to our income. This year we gained £6,368 income but have still to find a jackpot winner! We are also grateful to the Scottish Rugby Union which has provided grant income to the value of £69,693.

The accounts show a reduction in membership income from £44,629 in the previous year to £27,141 this year. This is a reduction of £17,488. It should be noted that we have changed the way we record our membership income and we are now able to separate out youth academy, summer camp etc. Previously this was all grouped together as membership. Future comparison will now be clearer. Note that this figure shown will increase slightly in our final accounts as we are still receiving payment of fees relating to 2022/23.

Expenditure

As we expected, and planned, expenditure has also been significantly higher than the previous year. Expenditure is recorded as £357,127 this year compared with £211,515 in 2021/22 and only £77,465 in the year before that when there was very little rugby played.

The increase in spend mainly relates to the cost of the centenary events but we are also experiencing general price increases in all areas which reflect the national economic picture. Travel costs, being our single biggest non pay expense, have increased from £42,192 to £56,548. This increase reflects not only an increase in the price of coach hire but also an increase in the number of buses used as our club grows. Our salary costs recorded as £63,296 in 2022/23 are also higher than the previous year which showed a cost of £57,047 including National Insurance and pension costs.

Highland RFC also made a one off donation of £5,000 to the George Barrie Foundation and a further total of £12,450 to Mikeysline, Alzheimer Scotland and My Name's Doddie Foundation. These charities are important to Highland RFC and all do have a wider rugby connection.

Conclusion

In summary, Highland Rugby Football Club SCIO has had an exceptional year with additional income and expenditure as a consequence of our centenary. Whilst we are reporting a deficit in funds of £26,078 for the current financial period the club remains in good financial health.

However, Club sustainability depends upon continuation of income growth through all sources including sponsorship, donation and membership fees. It is recommended that an increase in membership fee levels should be considered at the AGM to reflect the general price increases.

Andrew Ward

Treasurer

Highland Rugby Football Club

01/07/23

	<p>Andrew also expressed his thanks to Alan Milton and Shona Fraser for all their work to move the accounts to QuickBooks. This will allow for easier reporting of financials from now on.</p>
1.5	<p>Appointment of Trustees</p> <p>The following trustees were proposed for re-election and approved by the membership.</p> <ul style="list-style-type: none">• Roy Dinnes• Owen Cochrane• Shona Fraser• Claire McGonigal• David Titterington• Karen Latif• Kevin Brown <p>The following have indicated their willingness to be elected as trustees.</p> <ul style="list-style-type: none">• Chris Brogan – Proposed by Brian Bell and Seconded by Trustees• Brian Bell – Proposed by Gus MacPherson and Seconded by Trustees• Simon Platt – Proposed by Kevin Brown and Seconded by Geoff Begg• Halde Pottinger – Proposed by Scott Wilson and Seconded by John Budge <p>The membership approved their election.</p> <p>The next Trustees Meeting is due for 24th July 2023 where roles and responsibilities will be defined and communicated to the membership shortly afterwards.</p> <p>There is a currently a Trustee vacancy. The membership were asked if anybody was willing to stand for election but no volunteers were forthcoming. It was said that any considering this role after the AGM, could they please contact the President, Secretary or any trustee.</p>

1.6	Membership Policy for Season 2023-24 <p>The members were asked for any recommendation to the membership fees for 2023-24 season. None were presented a proposal from the Trustees that a flat £20 increase be applied across all membership categories. This was deemed necessary as the Financial Reports presented show that we need to increase our income. Much discussion took place.</p> <p>Andy Little suggested that the entire membership of the club should have been consulted. He also stated the Senior Men would be playing fewer competitive matches due to the league re-organisation. So this should be discussed.</p> <p>Brian Bell responded that this was indeed the forum for this sort of discussion to take place and members had seen this agenda with this an item.</p> <p>Neil Rennie asked for conformation that all players who had played for Highland had paid their subscriptions.</p> <p>Roy Dinnes responded that the policy of the club was for all players to have paid. However some difficulties, which have been known for many seasons, do come up such as the soldiers who are away on duty for much of the season, or those who may have financial difficulties. Each case was reviewed. In the future the Directors of Rugby at all levels will have the accountability to ensure memberships are paid.</p> <p>Andy Little said that The Barrie Foundation could possibly help out in case of financial concern. This suggestion was gratefully received by all present.</p> <p>Andrew Russell asked how people would know about The Barrie Foundation and Claire McGonigal suggested adding it to the membership form.</p> <p>Gavin MacDonald said that the minis/micro fees had risen £30 last</p>

year and with a proposed £20 increase this was too much. Much discussion took place on the cost of rugby compared to other sports in the city.

Neil Rennie volunteered that perhaps our costs had been too low for a long period of time for the minis/micros and are now more realistic. Davie Carson said that even with the proposed increase it was still excellent value for a season from Sept, through to April/May.

Halde Pottinger asked if it was possible to spread the payments over time. Roy Dinnes stated that this was possible with the new payment system (Klarna) and 3 monthly payments.

Geoff Begg asked if these costs could be held for 3 years. Roy Dinnes said that we would do not know our future costs and we needed the option to alter fees to match future expenditure.

Chris Brogan asked when was the last time the Senior Fees were increased. The answer was some years ago. It was also said that not many players had sponsorship and income from the sponsorship was more than the membership fee.

Abigail McMillan how does the standard membership compare to the Ladies membership and why would they choose Ladies. Owen Cochrane responded that the Ladies is a Playing membership.

Ian Nixon asked about walk-ins for club matches and should they be asked to pay for using the bar. Owen Cochrane responded that would be the same for visiting fans and we should not be charging them.

Andy Little asked what the costs for 1st XV matches was. Alan Milton said it was £5. Andy asked if we should increase it to £10 and be in line with other clubs. This was not accepted.

A vote on the £20 increase across all membership categories took place with a unanimous approval.

1.7	<p>Attendance at SRU AGM</p> <p>As the SRU have not yet set their AGM date, looking for volunteers at this point was not required.</p>
1.8	<p>AOCB</p> <p>It was decided to include all AOCB at the end.</p>
<p>Canal Park Sports Club 2022-23</p>	
2.1	<p>Directors Report and Trading CANAL PARK SPORTS CLUB 2017 Ltd</p> <p>Canal Park Sports Club (CPSC) is the trading arm of Highland Rugby Football Club. The main activities of CPSC remain as bar and merchandise sales. It has been a busy year due to additional trading relating to our centenary celebrations.</p> <p>In accounting year 2022/23 our turnover was £163,156 which was an increase of £41,977 compared to the previous year. Correspondingly, our cost of sales also rose by £40,884 to £125,430. This resulted in a gross profit figure for 2022/23 of £37,726 which was similar to the previous year. However, our operating profit has reduced significantly from £30,706 in 2021/22 to £12,710 in 2022/23. The main reason for that is a large increase in overhead costs, mainly external contract cleaning. The Committee has reviewed this service and is currently establishing a more cost effective alternative.</p> <p>£27,708 was paid from CPSC to the HRFC SCIO as a Gift Aid donation from the 2021/22 financial year. The draft accounts this year report that the Gift Aid will be £12,667. This figure is subject to finalisation of the accounts and audit.</p> <p>CPSC also received no grant income this year as normal trading has resumed following the pandemic.</p> <p>The CPSC bank account show a balance of £7,334 at year end. This is a slight increase from last year. It is noted that CPSC also owes the HRFC SCIO £8,777 which is recorded within the creditor element of the balance sheet. This relates to SCIO income banked through CPSC during the Inverness City 7s event.</p> <p>In line with statutory timescales the accounts will be submitted to Companies House.</p>

	<p>Andrew Ward Treasurer Highland Rugby Football Club 01/07/23</p> <p>Gavin MacDonald said that a percentage of David Wilson’s costs should be allocated against the SCIO. Shona Fraser responded that this in theory this was of course how it should happen as David did work as part of the SCIO Operations, but in practice, this would just be moving money between the accounts for little impact and no benefit. This would not be done.</p> <p>Andrew Russell asked why the Cleaning Costs had risen so much. Roy Dinnes replied that these costs were for cleaning at the weekend and not during the week. In the past some of the bar staff had spent time cleaning at the weekends and these costs were not assigned to the cleaning cost code. Andrew then asked if HighLifeHighland would do the cleaning. Roy said that HighLifeHighland were not willing to do this.</p>
<p>2.3</p>	<p>Appointment of Directors Alan Milton was stepping down as Director however the following Directors are staying in post;</p> <ul style="list-style-type: none"> • Roy Dinnes • Shona Fraser • David Wilson <p>Roy Dinnes stated that the appointment of Directors to CPSC 2017 Ltd is not an AGM function, however for transparency, Simon Platt is joining the board as a Director</p>
<p>3.1</p>	<p>AOCB</p> <p>Graham Findlater thanked everybody and said that the club was very fortunate to have so much in the bank. He then went onto to say that perhaps we could look at an upgrade the pitch-side tannoy system. Owen Cochrane agreed to put this on the agenda for the next Trustee meeting.</p>

Geoff Begg asked if there were any other major capital projects being looked at.

Roy Dinnes stated that the club was looking at some sort of covered seating area and also some more floodlighting.

Abigail McMillan asked if it was possible for the Ladies games to be recorded and streamed.

Owen Cochrane asked for clarification if these was meant for review after the match or was to be broadcast live as live streaming cost £350 per match. It was confirmed that this was for training purposes after the match.

Davie Carson and Brian Bell stated the club has video cameras that can be used but the Ladies would need to find somebody to operate it. Abigail said they would find somebody.

Hugo Crush asked that was it possible to have a single email address for all correspondence for 7s tournaments so that confusion about who to contact, etc, would be reduced.

It was agreed to use the Inverness7s email address for this.

No more questions were asked and Roy Dinnes closed the meeting by thanking everybody for the attendance and ongoing support.