

DRAFT  
ANNUAL GENERAL MEETING  
OF THE  
SCOTTISH ARCHERY ASSOCIATION  
HELD ON  
SATURDAY, 23 NOVEMBER 2024  
BY ZOOM

John Nicholson, Chair  
 Craig Lindsay, Finance Director  
 Ainsley Ward, Director of Connections  
 Gary Grieve, Director of Coaching and Development  
 Jules May, Director of Digital  
 Angela Hunter, Director of Safeguarding  
 Director of Systems, James Ross  
 Rebecca Leigh, Director of Equality  
 Lindsay-Anne Kendal, Company Secretary  
 Steven Brison, Dundee Archery Club  
 Muriel Kirkwood, Pentland Archers  
 Brian Imrie, Penicuik Archers  
 Gillian Imrie, Penicuik Archers  
 Lance Hawker, Penicuik Archers  
 Sandie Graham, Falkirk Company of Archers  
 Andrew Graham, Falkirk Company of Archers  
 Nessa Dunsmore, Falkirk Company of Archers  
 Phyllis Pettet, Falkirk Company of Archers

Tom Whalley, Grange Archery Club  
 Ian Jamieson, Ayr Archery Club  
 Caroline Buchanan, Bannockburn Bowmen  
 Joan Smith, Lasswade Archers  
 Adelle Fleming, Lasswade Archers  
 Gareth Fleming, Lasswade Archers  
 Paul Stewart, East Kilbride Archery Club  
 Jon Prichard, Lauderdale Archery Club  
 Carin Bergdahl, Lethen Archers  
 Eric Taylor, Direct Member  
 Mark Briegal, Chair ArcheryGB  
 Sarah Birrell, sportscotland Partnership Manager  
 Jonny Roy, National Development Manager  
 Robert Clark, Communities and Workforce Officer  
 Fiona Hirst, Events Co-ordinator  
 Jacqui Dunlop, Safeguarding and Operations Manager

1. CONFIRMATION OF MEETING BEING QUORATE

The Chair welcomed everyone to the meeting. It was confirmed that there were enough votes submitted and more than 20 people present to allow the meeting to commence with quorum being met.

2. APOLOGIES

Apologies were intimated on behalf of

Alex Cameron, Director of Compliance  
 Nathan Macqueen, Director of Athlete Progression  
 Moira Taylor, Falkirk Co of Archers, retiring Equality Director  
 Bill Mackay, Balbardie Archers  
 Wendy D Tremble, Loreburn Archers  
 Allan Winter, Perth Archery Club  
 Craig Paterson, Ayr Archery Club

3. WELCOME BY THE CHAIR

The Chair reported that the Annual Report had been circulated. He noted that that there had been considerable effort by the Board and the management team to engage with the members. Ainsley Ward, Gary Grieve and Lyndsay Noon had formed a sub-group to develop new strategy

and the new strategic pillars will allow Scottish Archery to ensure that the requirements of the membership are the driving force behind the Association.

The Chief Executive Officer continues to ensure that membership engagement is through the heart of Scottish Archery's work, working on youth development and ensuring that the subgroups are functioning well. The Chair explained that subgroups are important for Scottish Archery to deliver its strategy and asked if anyone would like to join a subgroup to contact Lyndsay Noon.

All staff members have worked on their own projects to advance Archery in the wider community and to ensure that Scottish Archery is compliant and safe for vulnerable groups.

Thanks were expressed to all the Volunteers for the many hours which they put in to ensure that Events are a success, and the Chair noted that if members hadn't tried competitions to give it a go. There are also an unseen army of volunteers giving up their time in all areas of the sport, from clubs to the Board and they are the foundation on which sport is built.

The Board has seen significant change with three Board members retiring. For the new Board there will be six Archers and three Independent Directors who will bring a diverse perspective. Thanks were expressed to Craig Lindsay, Jules May and Moira Taylor who were standing down at the end of their terms.

The pinnacle of this year for Scottish Archery was Nathan Macqueen and Jody Grinham securing a Gold Medal at the Para-Olympics in France, and Nathan has now joined the Board as Director of Athlete Progression.

Thanks were expressed to sportscotland and ArcheryGB for their continued support and financial contribution, and to the Royal Company of Archers for supporting Scottish Archery's Community projects. Sarah Birrell, sportscotland Partnership Manager, Mark Briegal Chair of Archery GB and Ruth Hall, Chief Executive of ArcheryGB were all welcomed to the meeting.

### **ArcheryGB – Mark Briegal, Chair**

Mark Briegal, Chair of ArcheryGB, noted that it had been a great year for Scottish Archery who had dealt with a lot and are in a great position going forward. ArcheryGB have been building on their relationship with Scottish Archery and are working together to improve what is done for Archers across the whole of the UK, and Scotland is an important part of that. He noted he was privileged to be in Paris to see Nathan and Jody win their medal.

Mark Briegal explained that they are making changes at ArcheryGB, and change is always a challenging process, and they are aiming to streamline the membership process, consulting widely with members.

He finished by thanking Scottish Archery for inviting him to the AGM.

### **2025-2029 Strategy Update – Lyndsay Noon, Chief Executive Officer**

Lyndsay Noon, CEO, reported that it had been a busy but exciting year for Scottish Archery, with the new draft strategy being developed and noted that the members are a key part of that. A video was shared which outlined the strategy journey. Lyndsay Noon noted that there was a membership survey, focus groups, and a drop in session. Once the strategy was formulated there was a presentation to sportscotland. Before the Strategy is finalised there will be further

engagement with the membership. It was noted that the Strategy was for all of Scottish Archery and allows everyone to participate in an environment that is safe, inclusive and supporting of their wellbeing needs.

A broad overview of the key pillars was given:

- Stronger Systems
- Supported people
- Wider Connections

She explained that it is an exciting time with new Board Directors joining the Board it is a great opportunity to springboard into the new strategy.

The Board has changed this year, with four functional Directors and four Project Directors who will deliver the strategy and that this will be done with Volunteers working with them through the subgroups.

#### 4. MINUTES FROM THE 2023 AGM

It was proposed by Muriel Kirkwood and seconded by Joan Smith that the minutes of the AGM held on 18 November 2023 were a true record.

#### 5. MATTERS ARISING FROM MINUTES OF 2023 AGM

There were no matters arising from the 2023 AGM minutes.

#### 6. APPROVAL OF ANNUAL ACCOUNTS TO 31 MARCH 2024

The Annual Accounts for the year to 31 March 2024 had been circulated. Thanks were expressed to Karen Henderson and FourM for the preparation of the Accounts.

- a) Overview of the Accounts – Craig Lindsay reported that last year he provided a summary of the year accounts and the thoughts behind the accounts during the pandemic and forecast a small surplus for 2024. This year he would only be talking about the result in 2024.

The accounts show that in his last year as Finance Director, Criag Lindsay had been able to present a set of accounts which doesn't show a deficit. He noted that he would pick out the key figures from the income and expenditure and provide some explanations on the assets and liabilities of the association at 31 March 2024.

The income and expenditure shows a pre-tax surplus of £4,388. Income has increased from £183k to £189k with the increases down to additional funding from sportscotland for coaching and having a full years salary support from AGB. Scottish Archery are coming to the end of our funding cycle with sportscotland and discussions are ongoing regarding the funding for the next year, a decision that will be reached in February/March next year.

Expenditure has reduced by £10k this year despite a £6k expenditure on the new membership system. This included a one-off setup cost of £2,400. This year Ainsley Ward has managed to secure sponsorship to offset some of the costs of the system. Salary costs have increased since 2023, as we had a full complement of staff for the year compared to the prior year. Admin and travel costs have reduced due to reduction in the road shows and a

review of the costs incurred which also resulted in some subscriptions being cancelled. As mentioned last year we had a significant spend on equipment and the spend was only £566 compared to £6,646. There were also £1,200 in legal fees due to an independent review of the selection process which the Board were asked to undertake.

Moving on the balance sheet reserves have increased to £44,010. This equates to 4 months of wages costs which exceeds the reserves limit that the board works towards of 3 months.

Debtors this year includes £2,442 of trade debtors which is mainly one month of support from AGB. Payment of the debtors were made within the expected payments terms.

From a cash perspective Scottish Archery were £17k better off due to monies received in advance from Royal Company of Archers, monies from sportscotland for coaching, and contributions towards the coaching conference held in April.

Creditors are up by £15k, in part to the monies received in the bank in advance which are released in the 2025 accounts. The other main creditor is the removal of subs due to the difference between the membership year and the accounting year. Overall all of the balances showing as creditors at 31 March 24 have been cleared and all creditors are paid within their credit terms.

The small corporation tax charge is tax that is due on the interest generated from the cash holdings and not on membership monies.

For membership categories a working group was set up and had a proposal ready. However with ArcheryGB changing their membership structure it was thought that Scottish Archery should align to that, but when the figures were looked at it would result in some significant increases in some membership categories. It was agreed that this would not be rushed through for the AGM but will be looked at over the next six months and a proposal will come forward.

Craig Lyndsay noted his thanks to Jacqui for work in preparing the accounting records for review and also to Karen Henderson at the Accountants for her support and advice over the last 6 years.

The Chair expressed thanks to Craig Lyndsay on his work on the accounts, noting that it was good to be in surplus for the year and that the balance sheet has more than 3 months operating costs. It is not the Board's intention to try and grow the reserves much more as this is adequate. The challenge is, with reasonable contingency, to allow income to equal expenditure.

- b) Adoption of Accounts - It was proposed by John Nicholson and seconded by Jules May that the Annual Accounts for the year to 31 March 2024 be adopted.

## 7. APPROVAL OF ACCOUNTS INSPECTORS FOR 2024-2025 (FOUR-M, ACCOUNTANTS OF DUNDEE)

It was proposed that FourM be appointed as Account Inspectors for 2024-2025. There were 119 votes in favour of the motion and 5 votes against. FourM Accountants were duly appointed as Account Inspectors for 2024-2025. Thanks were expressed to FourM for their support.

#### 8. APPROVAL OF FEES FOR YEAR 2025-2026

The Board proposed changes to the Fees of an increase of £1. There were 106 votes in favour of the motion and 22 against. The motion that the fees were increased by £1 was duly approved.

#### 9. RESOLUTIONS

The Chair explained that the Board had proposed two Resolutions. However, the Resolution to vary the Directors' Terms was inelegantly worded and this has been withdrawn on advice from the membership.

The second Resolution, the addition of a non-shooting category, has been withdrawn and this will be considered over the coming year with ArcheryGB.

#### 10. DIRECTOR VACANCIES ON THE BOARD

- a) Chairperson – it was proposed that John Nicholson be appointed as Chairperson. There were 125 votes in favour and 4 votes against. There being no other nominations John Nicholson was duly elected as Chair.
- b) Director of Athlete Progression – it was proposed that Nathan Macqueen be appointed as Director of Athlete Progression. There were 124 votes in favour and 4 votes against. There being no other nominations Nathan Macqueen was duly elected as Director of Athlete Progression.
- c) Director of Compliance – Alex Cameron was proposed as Director of Compliance. There were 120 votes in favour and 7 votes against. There being no other nominations Alex Cameron was duly elected as Director of Compliance.
- d) Director of Connections – Ainsley Ward was proposed as Director of Connections. There were 118 votes in favour and 10 votes against. There being no other nominations Ainsley Ward was duly elected as Director of Connections.
- e) Director of Safeguarding – it was proposed that Angela Hunter be appointed as Director of Safeguarding. There were 125 votes in favour and 2 votes against. There being no other nominations Angela Hunter was duly elected as Director of Safeguarding.
- f) Director of Systems – it was proposed that James Ross be elected as Director of Systems. There were 124 votes in favour and 3 votes against. There being no other nominations James Ross was duly elected as Director of Systems.
- g) Director of Equality – due to timing Rebecca Leigh was unable to be voted on at the AGM. However, Rebecca Leigh's co-option onto the Board would come into effect at the end of the AGM and there would be an EGM to ratify the position.
- h) Director of Finance – There were two nominations of Director of Finance which had been received out with the timescale for proposing at the AGM. The Chair and the CEO will be

meeting with them this week and it is hoped to a Finance Director co-opted onto the Board within the next few weeks.

#### 11. SUBMITTED QUESTIONS FROM THE MEMBERSHIP

- a) Are there any plans for introducing a new senior membership category for members over the age of 65 and in receipt of a state pension?

It was explained that there was a membership proposal but there was not enough time to ensure that it was fair and inclusive in order for it to be presented at the AGM. This was due to big increases in some categories in order to align with the ArcheryGB membership fee structure. However Scottish Archery will not be introducing any new membership categories but will progress with reviewing the membership categories as they are. A subgroup has been set up which has representation from the membership from each of the Areas. If any member wishes to join the subgroup they should contact Lyndsay Noon.

- b) With competition entry costs rising substantially, i.g. £95 if you want to enter the WoS 2 day event in February, is there not a danger of pricing folk out of entering?

It was noted that costs are rising for clubs and tournament organisers to deliver competitions, with facility hire at an all-time high, event costs need to be covered. However an action will be taken for the newly formed Area subgroup where Event costs will be considered and it may be that discounted rates could be considered in some circumstances.

It was noted that there are also some innovative practices that clubs are doing to support their members.

John Nicholson noted that the WOS event is quite expensive but other competitions are cheaper. Some with very low entry costs may not be sustainable so work needs to be done to see how costs are covered. It would be an inappropriate use of membership money to subsidise competitive archers, and they need to make the economics work for themselves. One area which might be looked at is some members making a voluntary donation to the hosting club to make the event more profitable.

- c) How much money in total has Scottish Archery spent on Soft Archery?

Lyndsay Noon provided the undernoted update

- £0 membership income
- £2775 in total on equipment
- £2509 Recharged to Local Authorities
- Actual Spend:
- £266 – Covered by funding from Royal Company of Archers Charitable Trust
- Competitions and training are covered in staff time.
- The Community Development Officer post is funded by sportscotland and Archery GB.

It was explained that there is great reach with local authorities, as it is inclusive and focuses on wellbeing and learning new skills. Scottish Archery are currently working with 12, potentially 13 local authority partners. The fact that the local authorities have invested money in archery is a huge positive as it shows there is an understanding of the value of soft archery as an inclusive sport. A huge part of the next four-year plan is to harness over

1,000 distinct participants and to connect them into Scottish Archery clubs. Wee County Archers are a shining example of how this can be done. Scottish Archery will work with clubs and offer support to build capacity, and where there is not capacity or no clubs, will look to set up clubs. It is a great way to get archery into areas where currently there is no activity.

John Nicholson noted that Archery is an aging community and there needs to be engagement with younger people and Soft Archery is one potential avenue for getting people into the sport.

He reiterated that there is no membership money spent on soft archery, and the investment is provided by sportscotland and ArcheryGB. Our hope is in time, that those who are being exposed to the sport will become keen archers and they are the future of Scottish Archery.

A Youth Forum is being created to give young archers' a voice on what they want from the sport.

Sandie Graham noted that a Dementia Group she had worked with enjoyed the soft archery. It was noted that a wide variety of groups can get exposure to archery through soft archery and Robert Clark had also been supporting the Care Home Games in Ayr.

d) Does Scottish Archery receive free or discounted legal advice from Harper Macleod?

sportscotland provides an Expert Resource Service in HR and Legal for Scottish Governing Bodies (SGBs) who receive sportscotland investment. Harper Macleod LLP is the appointed legal provider. Scottish Archery has access to a free legal helpline and online advice portal. Matters that are more complex are considered on a case-by-case basis by sportscotland, and may incur a cost to the SGB.

#### Open Floor Questions

Ainsley Ward noted that there was one comment regarding the need for Open Floor questions which had been covered by the current item. The floor was opened to questions from members present.

- a) Soft Archery – Steven Brison asked if there was a pipeline set up for soft archers to progress to Club. Robert Clark, Community and Workforce Development Officer, explained that a pipeline has been set up and when delivering soft archery training there is engagement with active schools, sports hubs and local clubs. Sports clubs are struggling for facilities, and work is ongoing to support this area. For example when setting up soft archery as after school clubs, there is sometimes an arrangement where the Archery Club would come in after. Clackmannanshire have a good model and work is ongoing in Aberdeen and East Kilbride. A challenge has been to get clubs on board, but we are making positive steps in this area over the past year.
- b) Coaching Investment – Gillian Imrie asked how was the additional investment received for coaching from sportscotland spent. Lyndsay Noon explained that using this investment has meant that Scottish Archery can offer a discounted rate for Coach Education courses, and is allocated through the areas. Euan Murray, Club and Coaching Development Officer, has been working with ArcheryGB to provide a discount to pay for part of the course. Gillian Imrie asked where this was advertised, and it was confirmed that it was done through the Areas. Euan Murray will get in touch with Coaches when the programme is in place.

- c) What are you doing to promote Scottish archery in the borders area, to keep Archers in Scotland, rather than nipping over the border and saving themselves the membership costs?  
John Nicholson noted that there are Clubs in both the Borders and Dumfries and Galloway and these can be found through the Club Search.
- d) Judging – Andrew Graham noted that if any member wants to come along and find out what judging is all about speak to Frank Schallmoser as there is a need for more judges. Jonny Roy, National Development Manager is working on a development programme on how to recruit more Judges. Fiona Hirst and Jonny Roy are working on the Action plan and will be arranging an areas subgroup to look at future development. This work comes off the back of the Development Day held on 7 September which included representatives from Areas, Tournament Organisers and Judges. The draft plan will go to the Areas and Members for feedback.

There being no other business the AGM was closed at 11.25 am.

John Nicholson was thanked for Chairing the meeting.