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| **UPHALL GOLF CLUB**  **Minutes of Special General Meeting** | | | |
| **Minutes written by:** Steven Grady | | Page 1 of 4 | |
| **Location of Meeting :** Uphall Golf Club | | | |
| **Date of Meeting :** 7.30pm, 30th March 2015 | | | |
| **Present -** |  |  |  |
| Captain – | E Kennedy | Ladies Captain – | T Robertson |
| Honorary Treasurer - | B Mackintosh | House Convenor – | D Watson |
| Honorary Secretary - | S Grady (Chair) | Junior Convenor - | P MacMillan |
| Match Secretary - | A Stevenson | Course Manager - | G Law |
| Committee Members - | S Henry  A McGowan |  |  |
| **Distribution:** All members of UGC Club Administrator Website | | | |
| **Total attendees at the Special General Meeting were 56 therefore the meeting was quorate in terms of the Constitution.**  **Apologies: B Crighton and A Dobie**  **Meeting Agenda**  **Item 1. Introduction**  **Item 2. Amendment to Clause 15**  **Item 3. Amendment to Clause 19** | | | |

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| **Item 1** | **INTRODUCTION**  The meeting was introduced by the Club Captain.  “Good evening everyone and welcome to this Special General Meeting. Thank you all for attending in what should be a straight forward meeting.  Could I ask first of all ask if there is anyone present who is not a fully paid up member of the club that they please leave the meeting. This meeting is a private and confidential meeting not open to the Press and therefore anyone representing the Press should also leave.  No information should be provided to the Press without prior authorisation from the Council. Can I ask that all mobile phones are switched to “silent mode”  Can I ask that all questions come through the Chair in a proper manner.  Advance notice of this meeting provided details of the two Clauses (Clause 15 and Clause 19) within the Constitution that are the subject of this meeting.  I now hand the meeting over to the Honorary Secretary, Steve Grady.” |

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| **Item 2** | **Clause 15**  The Honorary Secretary explained that the rationale behind the suggested change in this clause was to modernise the clause to more accurately reflect the roles and responsibilities of the Reporting Accountant.  The proposed wording for the Clause is:-  **REPORTING ACCOUNTANT**  15.1 The Reporting Accountant is any corporate body, person(s) or partnership engaged to prepare the Club’s accounts.  15.2 The Reporting Accountant eligibility criteria:  (i) The Reporting Accountant shall be in public practice and regulated by one of the recognised professional accountancy bodies;  AND  (ii) The Reporting Accountant and their principal(s), employee(s), and agent(s) shall NOT be an office-bearer or a member of the Club’s Council.  15.2.1 The recognised professional bodies are those Institutes who are members of the CCAB, i.e. the three Institutes of Chartered Accountants, The Institute of Chartered Certified Accountants and the Institute of Chartered Public Finance Accountants.  15.3 The Reporting Accountant shall be appointed at the Club’s Annual General Meeting. However, in the case of vacancy arising during the year a Reporting Accountant for that year shall be appointed by the Club’s Council.  15.4 The Reporting Accountant shall prepare the Club’s accounts for the current financial year and report thereon to the next Annual General Meeting.  The Honorary Secretary invited questions to which there were none so the suggested amendment to Clause 15 went to a vote and was carried with 56 votes in favour and 0 against. As a result the revised Clause 15 wording was adopted. |
| **Item 3** | **Clause 19**  The Honorary Secretary explained that the rationale behind the suggested change in this clause was to effect a change in the Licence status of the Club.  The proposed wording for the Clause is:-  **LICENCE**  No Member of the Council and no manager or servant of the Club shall have any personal interest in the sale of excisable liquors therein or in the profits arising from such sales.  No excisable liquors shall be sold to any person under the age of 18 years.  In relation to the sale or supply of alcohol from the club premises the terms of Section 125 of the Licensing (Scotland) Act 2005 and the Licensing (Clubs) Regulations 2007 do not apply.  The Honorary Secretary articulated a list of Pro’s and Con’s associated with this suggested change of Licence status and then invited questions:-  **Roy Middleton** asked if we were able to designate any area of the Club for the exclusive use of the members, he suggested the small bar area. The Honorary Secretary advised that we could continue to designate any area for the exclusive use of the members; however, this was not something for discussion at this meeting.  **Jim Middleton** asked if there would be a requirement on the Golf Club to police the additional functions. The Honorary Secretary advised that this would remain as it is at the moment with us providing fit and proper stewardship for any event taking place within our function suite.  **Richard Sneddon** asked if we will require to maintain the “Sign In book” should the Licence change be passed. The Honorary Secretary confirmed that there would be no need to maintain such a book should the change of Licence be approved by the Local Authority.  **Alan Midwinter** asked if the change in Licence would result in more function business. The Honorary Secretary confirmed that an increase in function business could be one possible outcome from the change in the Licence.  **John Halliday** stated that this move would surely result in increased revenues, which must be positive.  **The Honorary Treasurer** advised the meeting that in the period since 8 December 2014, circa 72% of the bar revenues were function related, which showed the value of this type of income stream and how much the Club relied on this.  As there were no further questions, the suggested amendment to Clause 19 went to a vote and was carried with 56 votes in favour and 0 against. As a result the revised Clause 19 wording was adopted. |
|  | The Honorary Secretary confirmed that as the business of the meeting had been concluded that the meeting be called to a close at 7.50pm. |