

ENGLISH SKI COUNCIL LTD

(t/a SNOWSPORT ENGLAND)

Minutes of a Board Meeting held on Saturday 30th January 2010 at 10.00am
at the David Lloyd Centre, Milton Keynes

Present:	Barry Spouge	Chairman
	Jennifer Denning	Finance Director
	Karen Richardson	Director
	Peter Stratton	Director
	Tim Fawke	Chief Executive
	Peter Heath	Company Secretary
Apologies:	David Hart	
	Nigel Matthews	

ACTION

757 Declaration of Interests

No new interests were declared

758 Minutes

The minutes of the Board meeting held on 23rd November 2009* were confirmed as a true and accurate record thereof and were signed by the Chairman. The minutes of the previous Board meeting held on 17th October 2009* were also signed by the Chairman, having been approved at the November meeting.

759 Matters Arising

None.

760 Snowsport GB

Following a discussion on the current position and telephone consultation with various parties, the Board prepared a letter to be signed by a number of the Member Groups summoning an EGM of Snowsport GB to be held within the next three days. The purpose of the meeting would be for the Member Groups to establish the current position regarding administration, the proposed heads of agreement for additional funding and the reported transfer of responsibility to a BOA company, also for the Member Groups to agree the way forward in the event that SSGB goes into administration.

* inserted into the minute book for record purposes.

a) Finance Director's Report

Before presenting her report, Jennifer noted that, in view of the anticipated imminent insolvency of Snowsport GB, it was very unlikely that the Board would be able to recover the £25k loan made to Snowsport GB last summer.

As the loan had been made following her advice, Jennifer offered her resignation as Finance Director.

The Board unanimously rejected her offer, noting that the decision to make the loan to provide working capital assistance to Snowsport GB had been made by the whole Board after viewing the financial statements and budgets presented by the Snowsport GB Board at the time, not just on Jennifer's advice.

Draft Accounts to 31st December 2009.

These show a provisional overall loss of £4338 against a budget deficit of £29,308. The Board noted the various reasons for variations on budget in each activity.

Apart from Freestyle, all disciplines showed a positive variance on budget, but as agreed at the last Board meeting, we must budget for at least a break-even in 2010. This requires the setting and achieving of rather more challenging budgets in a difficult financial climate.

Financial control of the Freestyle account continues to cause concern. Jennifer to discuss this with the Key Committee Leader.

JD

A review of the accounts will be made pre-audit to ensure that all funds and costs have been allocated correctly. This may change the final position.

In view of the increased activity and turnover of the Alpine Teams, it was suggested that a reserve be built up to cater for unexpected costs and falls in projected income.

Sport England Audit

The main outstanding issue is the documentation for the use of company credit cards. Only two cards are now in use, each with a credit limit as agreed with the bank. Options, including the possible use of pre-pay cards, were discussed to allow the controlled purchase of goods and services by other staff. Tim/Jennifer to make recommendations.

TF/JD

Loan to SSGB

As reported above, it is likely that Snowsport GB will go into administration very shortly and that the loan will be non-recoverable. Cash flow has been the major issue and a number of changes recently has made the problem significantly worse. Jennifer recommended that the loan be written off in the 2009 accounts, perhaps as exceptional expenditure outside the trading surplus/deficit from normal activities. This to be discussed with the Auditor.

TF/JD

Sage Finance System

Sara has been working hard to set up the accounts in the new system, which has meant running both systems in parallel over the last few months. The main challenge now is to set up and verify the necessary reports in Sage so that the input and reporting in QuickBooks can cease. Karen suggested that Sara spend a few days at her office to facilitate this.

KR

2010 Budget

The initial budgets as submitted by the Key Committees & Central Services yielded a projected deficit of £11k, since amended to £6.4k deficit. The Board agreed some increases to the HO Service Charge to deliver an overall break-even and Tim was tasked to discuss these with the disciplines affected to achieve the necessary savings.

TF

The current need for some admin assistance in the office was discussed – possibly providing on-job training for a student. Karen agreed to provide Tim with details of available grants for interns.

KR

762 CEO Report see written report

Tim tabled a detailed report with a number of related documents. Board members were asked to review these and get back to Tim/Barry with any queries or comments.

ALL

IT Strategy. Dave Richardson was thanked for his report – suggesting the initial need for a dedicated in-house server, high-speed internet connection and online backup facility. This would provide the basis for future integration of our IT systems and facilitate a more appropriate level of support. Barry to discuss the proposals with Martin Carr. In the light of his response, Dave to be asked to submit a fully costed package for approval at the next Board meeting.

BS/TF

763 Strategic Plan 2010-2013

Jennifer tabled her suggestions for SSE's mission, goals and strategic objectives for presentation to the Regions and clubs with a series of questions seeking feedback. After making a few amendments to the objectives, the Board agreed that face-to-face presentations would be more likely to deliver a meaningful response. Key Committee Leaders to be asked to share the workload with the Directors in leading discussions with each Region, possibly with a presentation at Bormio next month.

ALL

Consultation and feedback to be completed by the end of March, then submitted for Board approval in time for the final document to be submitted to the AGM on 5th June. Key Committees to be asked to provide the operating detail for an implementation plan.

Actions: Jennifer to update the document.

Tim to produce a schedule for who takes each Region

JD/TF

764 AOB

None.

765 Next Meetings

Board meeting: Saturday 17th April at 10.00am. Tim to arrange a venue
Post Meeting note: Venue now confirmed as the Snozone, Avebury Boulevard,
MILTON KEYNES MK9 3XS. Tel: 0871-222-5670

SSGB Congress – provisionally Sunday 16th May at BA offices, Heathrow Airport
SSE AGM & Council meeting: Saturday 5th June at SSE office, Halesowen

There being no further business, the meeting ended at 5:05pm