

**West of Scotland Table Tennis League**

**Minute of Annual General Meeting 2021/2022  
Held at Drumchapel Sports Centre 29 May 2022**

- 1 Apologies: R McIntosh (Drumchapel), S Murdoch (Glasgow South), A McIntyre (MBB), J Anderson (Uddingston), P Gordon (MBB).  
Attendees are listed on the attached schedule.
- 2 Acceptance of Minutes of the 2020/21 AGM proposed by C O'Neill, seconded by J Kerr.
- 3 Matters Arising from the Minutes.  
P McCallum noted that the updated Constitution distributed with the Minutes contains a reference to "the Scottish Table Tennis Association" when this should now be "Table Tennis Scotland". The meeting was asked to approve this minor change to the Constitution and gave unanimous consent.
- 4 Officers' Reports
  - 4.1 The Chairman's Report is attached as Appendix 2.
  - 4.2 The General Secretary's Report is attached as Appendix 3.
  - 4.3 The Match Secretary's Report is attached as Appendix 4.
  - 4.4 The Tournament Secretary made no report due to there having been no tournaments.
  - 4.5 The Development Coordinator made no report due to there having been no development activity. It was noted, however, that development will restart next season, being overseen by T McLernon and P McCallum.
- 5 The Treasurer's report (see Appendix 1) was submitted, indicating a surplus of £962 and a current Balance of £10,342.  
The accounts were then approved with no queries or dissent.
- 6 No amendments to the Constitution had been submitted other than that raised and approved at paragraph 3 above.
- 7 No motions had been submitted.
- 8 No nominations had been submitted for Honorary Life Membership of the League. However, it was disclosed to the meeting that Phil Gordon had experienced a serious health problem as a consequence of which he will no longer be able to participate in the League or its administration. P McCallum therefore proposed, seconded by R Claxton, that, in recognition of his many years as an EC member and Honorary Auditor, Phil should be granted Honorary Life Membership of the League and this was approved unanimously.

9 The only nominations for Committee membership were those submitted by the outgoing committee. However, since those nominations, P Gordon has withdrawn due to illness and L Elliott has decided to stand down. All other nominations were accepted and the new Committee membership is therefore:

President	
Chairman	T McLernon
Vice-Chairman	R McIntosh
Tournament Secretary	C O'Neill
General Secretary	L Hughes
Match Secretary	D McCavitt
Treasurer	R Logan
EC Member (Development)	<i>Vacant</i>
EC Member	S Murdoch
EC Member	<i>Vacant</i>
EC Member	M Schoenhofen
EC Member	A McIntyre
EC Member	P McCallum

10 As P Gordon can no longer act as Honorary Auditor for the coming season, M Oestmann volunteered to take on the task and this was approved.

11 Fees. No change in fees was proposed for Season 2022-23 pending further information from TTS. Fees for season 2021 -22 were: Senior £40, Junior £20, Student £29 and these will remain in force unless there is a change in TTS fees.

12 Honoraria. Honoraria were reinstated as per the "old" (pre-pandemic) status quo and are therefore: Match Secretary (£165), General Secretary (£110), Treasurer (£165), Development Coordinator (£165), Webmaster (£55), League Managers (£30) and £20 to M Montgomery in recognition of his efforts re TT365. Honoraria were waived by L Hughes and L Elliott.

13 AOCB None.

14 The Match Secretary then announced the Top Player awards for the year. These are detailed at the end of his report (Appendix 4).

The meeting then closed with thanks to the Chairman and all attendees.

**Members Attending:**

Ritchie Logan, John Feeney, John Kyle, Noah Fletcher, Lucy Elliott (Joe Wilson)

Terry McLernon, Phil McCallum, C O'Neill (Drumchapel)

Drew McCavitt (Nomads)

Michael Schoenhofen (Hamilton Cross)

John Kerr (Uddingston)

Liam Hughes (Brunswick)

Roy Claxton (South Ayrshire)

A Hughes (North Ayrshire)

Bill Davidson (Knightswood)

David Russell, Martin Oestmann (Dunlop)

Version 0.1.0



## **Treasurer's Report 2021/2022**

Ritchie Logan  
May 20, 2022

# 1 Auditor's Report

OFFICIAL

## Independent examiner's report to the board and members of West of Scotland Table Tennis League

On the accounts for the year 1<sup>st</sup> May 2021 to 30<sup>th</sup> April 2022

### Respective responsibilities of board and examiner.

The board/committee is responsible for the preparation of the accounts for **West of Scotland Table Tennis League**. It is my responsibility to examine the accounts as required by law. The personal qualifications of the independent examiners must be of a professional nature but as the turnover is under £1 million a chartered accountant is not required.

### Basis of Independent Examiner's Statement.

My examination is carried out in accordance with Legal Regulations. An examination includes a review of the accounting records kept by **West of Scotland Table Tennis League**, and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the board concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

### Independent Examiner's Statement.

In the course of my examination, no matter has come to my attention

1. Which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Legal Regulations and requirements
- to prepare accounts which accord with accounting records and comply with Legal Regulations

have not been met, or

2. To which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed **Senga Thomson** Name Senga Thomson Date 20.05.22

Relevant professional qualification(s) or body (if any): BA Business(distinction)

Address: 8 Dalmacallan View Moniaive DG3 4GZ

## 2 Income and Expenditure 2021/2022

All figures rounded to the nearest £.

INCOME	2021-22	2020-21
League Fees & Fines (Senior)	5,191	0
League Fees & Fines (Development)	378	0
Tournament Fees (Senior)	510	0
Tournament Fees (Development)	264	0
Sundry Income	31	90
<b>TOTAL INCOME</b>	<b>6,374</b>	<b>90</b>
EXPENDITURE		
TTS Registration Fees (Senior)	2,743	0
TTS Registration Fees (Development)	198	0
Prizes and Trophies (Senior)	116	0
Prizes and Trophies (Development)	0	48
Kit (Senior)	1,400	55
Kit (Development)	0	0
TTS Tournament Fees (Senior)	0	(600)
TTS Tournament Fees (Development)	130	(100)
Honorarium	660	0
Credit Card Fees	11	0
Web Hosting and Domain Fees	130	120
Bank/Finance Charges	24	0
<b>TOTAL EXPENDITURE</b>	<b>5,412</b>	<b>(477)</b>
<b>TRADING SURPLUS</b>	<b>962</b>	<b>567</b>

### 2.1 Notes to Income and Expenditure

Over the course of the year, the league ran at a surplus of £962 (£567 in 2021). Of that surplus, £314 can be attributed to development.

#### 2.1.1 Bank Balance

Closing bank balance is **£10,342**, which is derived from an opening balance of £9,320, net corrections from 2020/2021 of £60 (cash held not yet banked of £90 and unpresented cheques from 2019/2020 of £30) with trading surplus 2021/2022 of £962.

#### 2.1.2 Development

£2,803 of closing balance is attributed to development (opening balance of £2,489 and surplus of £314).

### 3 Club and Player Summaries

In total, the league had 163 registered players in the season. Tables below show the breakdown by club, and by player type.

Club	Registration Type	Players	TTS Cost	Club Fee
Brunswick	SNR_WOS + TTS	16	352	640
	STU_WOS + TTS	2	22	58
Brunswick Total		18	374	698
Croft	SNR_NP	1	8.5	8.5
	SNR_WOS + TTS	2	44	80
	STU_WOS + TTS	1	11	29
Croft Total		4	63.5	117.5
Drumchapel	JNR_WOS + TTS	9	99	180
	SNR_LIFETIME	1	0	0
	SNR_NP	2	17	17
	SNR_TTS	1	22	22
	SNR_WOS + TTS	12	264	480
	STU_TTS	1	11	11
	STU_WOS	1	0	18
	STU_WOS + TTS	7	77	203
Drumchapel Total		34	490	931
Dunlop	SNR_WOS + TTS	5	110	200
Dunlop Total		5	110	200
Glasgow South	JNR_WOS + TTS	1	11	20
	SNR_WOS	1	0	18
	SNR_WOS + TTS	16	352	640
Glasgow South Total		18	363	678
Joe Wilson	JNR_WOS + TTS	1	11	20
	SNR_WOS + TTS	8	176	320
Joe Wilson Total		9	187	340
Kilwinning	JNR_WOS + TTS	1	11	20
	SNR_WOS + TTS	7	154	280
Kilwinning Total		8	165	300
Knightswood	SNR_WOS + TTS	14	308	560
	STU_WOS + TTS	1	11	29
Knightswood Total		15	319	589
Maccabi / BB	SNR_WOS + TTS	10	220	400
Maccabi / BB Total		10	220	400
Nomads	SNR_LIFETIME	1	0	0
	SNR_WOS + TTS	7	154	280
Nomads Total		8	154	280
North Ayrshire	JNR_WOS + TTS	5	55	100
	SNR_WOS + TTS	9	198	360
	STU_WOS + TTS	2	22	58
North Ayrshire Total		16	275	518
South Ayrshire	JNR_WOS	2	0	18
	JNR_WOS + TTS	1	11	20
	SNR_WOS	5	0	90
	SNR_WOS + TTS	5	110	200
	STU_WOS + TTS	1	11	29
South Ayrshire Total		14	132	357
Uddingston	SNR_WOS + TTS	4	88	160
Uddingston Total		4	88	160
Grand Total		163	2940.5	5568.5

Registration Type	Players	TTS Cost	Club Fee
JNR_WOS	2	0	18
JNR_WOS + TTS	18	198	360
SNR_LIFETIME	2	0	0
SNR_NP	3	25.5	25.5
SNR_TTS	1	22	22
SNR_WOS	6	0	108
SNR_WOS + TTS	115	2530	4600
STU_TTS	1	11	11
STU_WOS	1	0	18
STU_WOS + TTS	14	154	406
Grand Total	163	2940.5	5568.5



## 4 Report

Once again, the league remained cash positive over the course of the year and is in a healthy position with a total of £10,342 in the bank account.

The work done in the 2020/2021 season to develop an online banking facility has significantly simplified our transaction management. In this year, I'm pleased to confirm that **every single** transaction has been carried out electronically (both incoming and outgoing).

The league also acquired a credit card facility through Sumup which supports both online payments and in-person card transactions via a portable unit (one off cost of £24). Transactions via Sumup do incur additional fees (fees totalled £11 this year). The convenience of remote payment far outweighs the associated costs. We will continue to offer online and card transactions for personal payment of tournament and inter league participation. Note that club/player fees via invoice are only supported via BACS transfer, and as such do not incur any bank fees.

This is the first year that we have used the Freeagent software for management and preparation of accounts. A new process was introduced, where clubs were sent an invoice detailing their player registration costs based on the team/player spreadsheets submitted. Invoices are easily generated within Freeagent, and show bank details for BACS transfer (helping ensure electronic payment). Example invoices are shown at the end of this report. Use of Freeagent has significantly simplified both the invoice and payment process, and the software will continue to be used.

### 4.1 Sports Council for Glasgow

During preparation of the accounts it was noted that the previous method of payment for Sports Council for Glasgow has failed (their direct debit request was on our previous bank account). Membership will continue (cost is just £10), and will be processed early in 2022/2023 financial year.

### 4.2 Change of Auditor

The Treasurer and Executive Committee would like to express thanks to Phil Gordon for auditing the accounts of the League in previous years. Unfortunately due to illness, Phil was unable to carry out his audit this year.

The Treasurer and Executive Committee would like to express sincere thanks to Senga Thomson for stepping in as Auditor at the last minute.



## 5 Example Invoices from Freeagent

Example invoice showing all registration fees:

		<b>West Of Scotland Table Tennis League</b> 51 Canlbar Avenue Glasgow G13 4AR	
<b>Tim O'Boi</b> WoSTTL Demo Club Glasgow Community Centre Sauchiehall Street Glasgow G1 1AA		<b>INVOICE 001</b> <b>15 September 2021</b> Payment Terms: Due on receipt	
Quantity	Details	Unit Price (£)	Subtotal (£)
1	Junior Player: WoSTTL + TTS Registration	20.00	20.00
1	Student Player: WoSTTL + TTS Registration	29.00	29.00
1	Senior Player: WoSTTL + TTS Registration	40.00	40.00
1	Junior Player: TTS Registration Only (no WoSTTL)	11.00	11.00
1	Student Player: TTS Registration Only (no WoSTTL)	11.00	11.00
1	Senior Player: TTS Registration Only (no WoSTTL)	22.00	22.00
1	Junior Player: WoSTTL Registration (No TTS)	9.00	9.00
1	Student Player: WoSTTL Registration (No TTS)	18.00	18.00
1	Senior Player: WoSTTL Registration (No TTS)	18.00	18.00
		<b>GBP Total</b>	<b>£178.00</b>
<b>Payment Details</b> Royal Bank of Scotland Bank/Sort Code: 832104 Account Number: 00129555 Payment Reference: 001			

Example invoice as delivered to all clubs on receipt of player spreadsheets:

	<p><b>West Of Scotland Table Tennis League</b> 51 Canibair Avenue Glasgow G13 4AR</p>
<p><b>Club Secretary</b> WoSTTL Demo Club Glasgow Community Centre Sauchiehall Street Glasgow G1 1AA</p>	<p><b>INVOICE 001</b> <b>25 August 2021</b> Payment Terms: Due on receipt</p>

  

Quantity	Details	Unit Price (£)	Subtotal (£)
6	Senior Player: WoSTTL + TTS Registration 3 Players Registered A Team 3 Players Registered B Team	40.00	240.00
1	Senior Player: WoSTTL Registration (no TTS) Registered A Team, TTS Registration Provided Via Aberdeen League	18.00	18.00
1	Junior Player: WoSTTL + TTS Registration Registered B Team	20.00	20.00
1	Junior Player: TTS Registration Only Elite Player, tournament registration only not playing WoSTTL	11.00	11.00
		<b>GBP Total</b>	<b>£289.00</b>

  

**Payment Details**

Royal Bank of Scotland  
Bank/Sort Code: 832104  
Account Number: 00129555  
Payment Reference: 001

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**Chairman's Report**

It has been another successful year for West of Scotland League and great to see all the clubs in the West back playing and in their venues. Hopefully next season we will see the return of the cup matches and our Junior League. It has been great to see so many young juniors playing in the senior league and hopefully with the return of the Junior League we will be able to encourage more youngsters to play.

It was also good to see so many players playing in the Inter League this year after being cancelled for 2 years. Well done to all the teams and players that competed for the West.

A massive thank you to Liam, for his number of years as league secretary. He has been monumental in keeping the West of Scotland Table Tennis League running, with all the new policies and new structures we have had to put in place in the last few years. I would also like to thank Drew and Ritchie for being so efficient as match secretary and treasurer.

Finally, I would like to thank all the clubs and players for supporting and playing in the West of Scotland League, which is still one of the top leagues in Scotland.

West of Scotland Table Tennis League  
AGM 29/5/2022 - General Secretary's Report

In this first season recovering from lockdown, the General Secretary's report is more about what didn't happen than what did.

There was little or no contact from TTS or any other external organisations, so no correspondence to distribute or reply to.

There were no formal meetings of the League's Executive Committee, so no Agenda or Minutes required. Having said that, all essential business was conducted by telephone or email.

There were no complaints to investigate and resolve nor Rule changes to introduce.

In summary, were it not for this AGM, the post of General Secretary would have been completely redundant!

Liam Hughes  
General Secretary

**West of Scotland Table Tennis League  
AGM 29/5/2022 - Match Secretary's Report**

Thanks to all who participated in the League this season in difficult times, especially Club and Team Secretaries who made many adjustments and compromises to complete the fixture list.

Congratulations to all winners, team and individuals alike. Well done.

Looking forward, I am hopeful that we will be able to extend our leagues to four divisions in the coming season. Fingers crossed.

Playoff results:

Knightswood A beat Nomads A to retain their place in Division 1

South Ayrshire C beat Croft, relegating Croft to Division 3 and South Ayrshire C now hold a place in Division 2.

Ranking of players to be calculated by a subcommittee and issued to clubs in early summer.

Division Winners and Top Player awards:

Division 1	Drumchapel B	Malo Le Gal
Division 2	Joe Wilson A	Lucy Elliott (with 100% record)
Division 3	Joe Wilson B	M Oestmann

Top Junior     Jamie Johnston

Top Cadet     Joe Mulhern

Player of the Year     Joy Daniels