**Chairperson’s report, SOoSCC, May 2014**

I am pleased to report that 2013/14 has been another good year for SOoSCC. We have increased the number of children the Club can accommodate at any one time, increased the number of staff to look after them and increased the available hours with the earlier opening time.

We agreed on some changes to the constitution at last year’s AGM and these have borne fruit over this year.

One of the changes was to move away from all Committee members changing at the same time to a system of two office bearers changing one year and the other two changing the following year (the office bearer positions being Chair, Vice Chair, Secretary and Treasurer). This should provide continuity for the Club and also the Manager and Deputy-Manager, Helen and Shona, who won’t have to train up a whole new Committee every other year.

We have approached OSCR ([Office of the Scottish Charity Regulator](http://www.oscr.org.uk/)) with regard to changing to SCIO (Scottish Charitable Incorporated Organisation) status. Having filled in all the paperwork, we were told it was actually much easier than we first thought; Elaine has this in hand. This change will limit the liability of all Committee members (trustees) to £1 and also makes every parent/carer a formal member of the Club. All parents and carers were always encouraged to have a say in how the Club runs; that will now be formalised.

The Committee met five times during 2013/14, each meeting being fruitful and not too long. Many thanks to everyone for attending as many meetings as they could and for making decisions based on focussed discussions.

One of our aims for last year was to introduce a new billing system. This is now in place and although there have been a few teething issues, it is proving to be much easier for both Helen and Paul Hammond to use. Our new Treasurer should have a fairly easy transition due to the new system. I would like to extend many thanks to Paul for all his hard work as Treasurer over the last two years. The Club continues to be in good shape financially; but not so good that we have to worry about making too much profit.

Last year we planned to:

* Finalise our stock-taking procedures so we know what assets we own in terms of equipment and toys, when they will need to be replaced and how much it will cost – this has been done and we have a spreadsheet of equipment and toys to buy over the coming year.
* Purchasing a container for the outside equipment, which we will share with the school – purchased and organising for it to be delivered to the school grounds.
* Creating a working relationship with the school so that we both benefit from being on the same premises, looking after the same children – we have established a very good working relationship with the school.
* Ensuring that we have procedures in place for working with a larger team of staff, looking after more children – Helen has worked closely with her staff and with Gillian Arthur our Vice Chair / HR Advisor to make this a reality.
* Creating role profiles for each of the office bearer positions so new people know what is expected of them from the start - done.
* Agree an annual budget so we know where the money is going and how much surplus / deficit there will be. This will allow us to budget for snacks and trips more accurately – this has not been finalised but we do have a greater understanding of our finances. We will pass this one over to the next Committee to finalise.

I will let the new Committee decide what they need to do over the next year or two. Elaine, Gillian, Sean and Anne are staying on the Committee and I’m sure have some ideas already. Having a Vice Chair / HR Advisor has made a real difference to the Club; this post has been written into the revised constitution so future Committees will benefit from this post as well.

I have very much enjoyed my tenure as Chairperson of the Club. Helen’s fantastic management and a healthy bank balance has made my life very easy. A lot of my duties have just entailed me saying “Yes, Helen, we can do that” or “I think so, I’ll just check with the rest of the Committee”.

I would like to thank Helen, all of her staff and the other Committee members for making my time as Chairperson memorable for all the right reasons. There have been no dramas that we couldn’t cope with as a team. I have enjoyed being able to make a positive difference.

Special thanks go to Paul Beaumont, Karen Graham and Paul Hammond who are all also retiring from the Committee. Thank you all for your hard work.

I hope that the next Chairperson has as easy a time as I have had. With Helen in charge, I’m sure they will.

Joanna Whittington, Chair, 2014.