MINUTE OF THE MEETING OF THE EXECUTIVE COMMITTEE HELD WITHIN 8/10 NEEDLESS ROAD PERTH, ON WEDNESDAY 10th SEPTEMBER 2014

PRESENT: Ian Faulds, President
Douglas Scott, Chief Executive

President Elect: Beaton Lindsay
Past Presidents: Adam McLay
Executive Members: Jack Meade, Paul Boyle, Alan Kennedy Neil Cameron, Stewart Dempsie
Minutes: Claire Simpson

PRESIDENTS WELCOME:

APOLOGIES FOR ABSENCE: James Pender, Hugh Pender, Jim Preston, Duncan Mackenzie, George Lees, Jamie Chapman, Arthur Matthew, Wilson Ferguson, Hamish Deans

APPROVAL OF MINUTES OF EXECUTIVE MEETING 25th JUNE 2014: The minutes were approved by Jack Meade and seconded by Alan Kennedy.

MATTERS ARISING:

Page 3 – Douglas raised the butcher baker Dundee displaying Federation logos. Alan Kennedy said as far as he could see they were displaying QMS branding but none from SFMTA. Douglas said Ormiston Watt, Bonar Bridge was displaying QMS materials.

PRESIDENTS REPORT:
SFMTA VISIT TO THE WESTERN ISLES: On Monday 7th and Tuesday 8th July both Ian Faulds and Douglas visited all the members on the Western Isles. It was a strange visit, they made us welcome individually but collectively they do not communicate with each other. The Ness butcher is not part of the PGI black pudding preferring to call it Ness black pudding. They visited the three members in Stornoway, Chas Macleod is a very nice and modern shop but their emphasis is on making black pudding. We visited our newest member Macleod and Macleod which is very busy putting black pudding off the island. W J Macdonald was visited and they came to the meeting in the evening. Next day they visited A D Munro in Tarbert.

CHIEF EXECUTIVE REPORT: Douglas Scott reported.

Since our meeting in June I have done a fair amount of travelling. Starting on Monday 30th June I attended the Q Guild Executive meeting in York where it is my job to present their financial figures and take the minutes. From there I went on to visit our corporate members, MRC in Manchester and set up a visit for SFMTA members to their plant and shops in the Manchester area on Tuesday 7th and Wednesday 8th October. Details of this appeared in the newsletter.

On the first Monday in July I accompanied the President to Stornoway where we visited all the members on Lewis and Harris and held a regional meeting in the evening.

Meetings were held with our contract manager at Skills Development Scotland (SDS) and Ian Pearson of Failte Foods. We had another successful ESF verification audit on 11th July and a new style SDS audit on 22nd and 23rd July which was just as successful.

Bruce and I met with Dawn Dickson and Martin Love of Davidsons Chalmers. They have subsequently written asking for 30% increase in their fee, so we have requested another meeting to discuss.

I have had a one to one with Scottish Bakers Chief Executive Alan Clarke and after that 'clearing of the air' meeting, two subsequent meetings have been held to arrange this year's Scotch Pie Club awards. The second of these two meetings included Paul Boyle as a representative from SFMTA.

As well as gaining Paul's considerable knowledge, this also balances up the representation of butchers to bakers on the organising committee.

An Allergens and labelling seminar was held in Perth in conjunction with the Food Standards Agency on Wednesday 13th August. I attended a Q Guild Management Meeting in Penrith on Monday 18th August and a Q Guild regional meeting in this office on Monday 25th August.

On 21st and 22nd August I was involved with the transport of products and the judging at the product evaluation event the Federation ran at the City of Glasgow College.

On 26th August I attended the Social Media day we ran at the Garfield House Hotel, Stepps. Sam Flynn, the specialist we brought up from Manchester was very good and the 18 attendees got a lot out of a very intense day.
On Friday 28th August I received the Sliced Sausage collected by mystery shoppers the day before, and took them to City of Glasgow College for second stage judging.

For the first three days of September I accompanied Q Guild members on a tour round Irish butchers shops from Dublin to Cork.

Other meetings have been held with Zero Waste Scotland in Stirling , Improve's Chief Executive Justine Fosh in Edinburgh, Scottish Venison Partnership, Hamish Walls of SAOS on the subject of a possible abattoir in Forfar, Sandy Finlay of Jumpstart and Gerry Borge of Scottish Manufacturing Advisory Service – all the last four in this office.

I have visited members in Lewis as mentioned above, plus members in Elderslie, Leith, Stranraer, Uddingston, Inverness, Lochinver, Ullapool, Gairloch, Grantown and Cambuslang.

I have had engagement with the following corporate members, East of Scotland Contracts, McAusland Crawford, Colin Hewitson (KRH), Failte Foods, Kellybronze, MRC, Scotweigh, Paragon Products and Capital Cooling. I am visiting Copas turkeys this Friday.

At this moment in time SAOS would not be able to help us, reasons given include displacement of business from other abattoirs. It was disappointing but he would wait for the new funding next year to see if it could be taken forward.

Alan Kennedy asked about the usage rates for Davidson Chalmers. Douglas said they have and they are well used but they have not given us usage rates for emails. We will ask them for it. Alan Kennedy said he did not like the philosophy of let's get the foot in the door and put the price up.

Alan Kennedy asked where we were with Kelly Bronze. Jim's widow, Aileen has taken on the marketing for them. She intends attending the next Scottish Q Guild meeting and an SFMTA meeting in September.

Summarising his findings when around the country visiting members, Douglas said the businesses in Elderslie and Leith were going well. Stranraer is struggling because of the removal of the ferry terminal. Uddingston was thriving with a traditional business that closes for 1.5 hours at lunchtime. The business at Lochinver is probably the cleanest business he had been in a long time. The one in Gairloch had a huge display of fruit and vegetable which could only be rivaled by Brian Devlin, Dollar. They were having issues with declarations of fat and connective tissue in mince in Highland Council. While Borders Council retracted their enforcement, Highland Council has written out to butchers about it. The business in Grantown was looking good and the Cambuslang shop was running well and won the slice sausage.

Douglas explained the changes to Colin Hewitson business and how he operated.

FINANCE REPORT: Douglas Scott reported.

MEMBER SERVICES: We will exceed what was budgeted. The income has been boosted by the servicing of the Q Guild which is £27k on the year, although there are costs to go against this. £5k for sponsorship of various competitions. Our investment income is boosted by £2k. Our income will exceed £161k compared to £138k in the last financial year. The regional meetings have cost us a bit more but he hopes this is a good investment. The other items on cost are much like budget. The cost of advertisements and promotions has gone up due to the year of the haggis materials; it is up by £3k. We should probably not take into account the Q Guild income when working out membership fees as it is not entirely safe. Alan Kennedy said the Q Guild are full of praise with the service they are getting from this office, but there is no guarantee it will be in the same shape or form in a couple of years.

Executive travel expenses were paid out in July £3178. This is what we budgeted but it may require looking at it to see it is giving best value.

SCOTTISH MEAT TRAINING: this is looking good as well. The income from Skills Development Scotland we are forecasting about £300k compared to £247k last year. This is important as the money from ESF is always diminishing. We are still predicting to bring in £48k from ESF. In the next financial year it will be less than that we need the money from SDS to replace that. We have done well with private funding for training. Our total income is predicted to be £361k against costs of £345k. It looks like we will be in profit but we will have the accounts for the next executive meeting. We do not have the trade fair which makes a difference. We have asked QMS to help fund meat skills competition, part to go through in this financial year and next year too.

Alan Kennedy congratulated Claire and all the training dept as all the trainees are enjoying doing the training and do not see it as a chore. Ian Faulds said the accounts were horrendous last year to get them past hopefully we share the anticipation of what the accountant says

MEMBERSHIP AND DEVELOPMENT REPORT: Beaton Lindsay reported.

316 members have joined this year so far with 92 additional branches.

2 shop have closed. Colin Watson, Giffnock and Haining Brothers Kirkcudbright
This brings the number of closures we have heard of in 2014 to ten but we are also aware of eight opening. 1 new member - Edenmill Farm Shop at Blanefield has re-joined.

CORPORATE MEMBERS – 30 corporate members have renewed.
2 new George Merchant, Dundee and Failte Foods. They have both advertised in the newsletter recently.

REGIONAL MEETINGS:
Stornoway meeting was held on 7th July and President has reported on his visit.

The latest meetings were held on
Monday 8th September Ramnee House Hotel, Forres
Tuesday 9th September Campanile Hotel, Glasgow

There is another two starting tonight
Wednesday 10th September Double Tree Hilton formerly the Landmark hotel, Dundee
Thursday 11th September Capital Cooling, 12 Dunnet Way, East Mains Industrial Estate, Broxburn, EH52 5NN

Corporate members Capital Cooling, Paragon Products, Mrs Bridges will be presenting and QMS will have a presentation on “How to stand out from the crowd?”

A regional meeting will be held in Lerwick on Monday 22nd September.

Ian Faulds asked where the shops were that had closed. They are in Fort William, Kelso, Kilwinning, Beith Irvine, Kircudbright, Clarkston, Lanark, Lerwick and Inverness. The openings are Montrose, Aviemore, Auchterarder, Glenmavis, Dalmellington, Insch, Glasgow and Lerwick.

LIVESTOCK REPORT:

Ian Faulds said we put of the discussion of Livestock Convenor. We need a livestock convenor. We have deferred this for some time. He read that 2 Sisters had cancelled contract with farmers for chicken. Nigel Miller said it would be very difficult to source Scottish chickens. Ian Faulds said he believed beef was rising. He felt that the executive should know about it. Alan Kennedy felt QMS should be doing it as they have all the information at their fingertips. He thought it should be someone whom buys live to give a cross section on things. Stewart Dempsie said the Livestock Convenor must be someone buying live. Beaton Lindsay said it was a time factor and a retired person has. Stewart Dempsie said being retired means you are not as up to date with things as you once were. Alan Kennedy said the whole thing used to take half an afternoon. Alan Kennedy suggested the auctioneers give us a market report. Ian Faulds deferred the discussion to the next meeting. Ian Faulds said everyone appreciated the work that Alan Kennedy did. The livestock is a very important part of what we do.

The 2020 group reported and it was included in the newsletter. The report was right but there was nothing desperately reportable for butchers.

WINTER FAIR: Donald Harvey PA has been in touch and wants to promote the Winter Fair. Douglas felt it would be better to put an article in the newsletter. He may come to the next meeting.

TRAINING & DEVELOPMENT REPORT: Claire reported.

Scottish Meat Training currently has a total of 225 trainees funded through Skills Development Scotland and two through Falkirk ETU.
Fifty two trainees have achieved their Modern Apprenticeship since 1 April 201. We have been concentrating on recruiting in the last few months to replace the candidates who have finished their qualification.

SKILLS DEVELOPMENT SCOTLAND CONTRACT: We have been awarded 102 places for 2014/2015 with assurances that we will be allocated more places when we require them. Skills Development Scotland have set targets for each quarter of the contract year. We have surpassed our induction target of 20 for the first two quarters and have to date inducted 50 new trainees onto the programme. We are on target to meet the financial claim for the second quarter and we surpassed the first quarter target.

ADOPT AN APPRENTICE: Skills Development Scotland has an incentive available for new employers of trainees who are made redundant. If a new employer agree a contract with the trainee to employ them for at least a year and also to allow them to complete their Modern Apprenticeship then they will be eligible for a £2,000 incentive. We have had eleven apprentices re-employed through this scheme.

WAGE INCENTIVES: Most local authorities are offering wage incentives for the recruitment of young people. Employers need to contact either their own local authority or jobcentre to find out what is available. SMT now has a contact list for the local authorities to fast-track queries. This incentive has proven very popular and over eighty businesses have taken on employees through this incentive.

ASSESSORS: The two new assessors – Gordon Wallace and Stewart McClymont - are both up and running and have their own allocation of candidates. Feedback from candidates and

employers has been very positive. Congratulations to Stewart who has achieved his Learning and Development 9DI qualification which means that he is now a qualified assessor.

SCOTTISH SKILLS DEVELOPMENT: Douglas and Claire met with Skills Development Scotland to discuss the possibility of delivering the Get Ready for Work Certificate. We have applied for a grant to help develop support material and to help train staff in how to deliver the programme in readiness for bidding for a contract to begin on 1 April 2015. This will be run in conjunction with our existing Modern Apprenticeship programme. It is hoped that once the candidates have been through the Get Ready for Work Certificate and in employment we can then continue with their MA training. SMT are hoping to diversify their training opportunities to ensure that they capture all aspects of future funding for young people who hope to have a career in the food and drink industry. It is thought that SDS will focus their future funding on the et the 16-24 age group.

COURSES: Strathmore Foods in Forfar have run a number of Level 2 distance learning hygiene courses and a total of 30 candidates will undertake the qualification.
How to Use Social Media Course was held at the Garfield House Hotel, Stepps on Tuesday 26th August 2014. This was well attended and was a very successful day.

Intermediate Hygiene – Dunfermline: Course has been organised to run for every Wednesday in September there are 8 candidates attending.

Claire said there was a huge turnaround from last year with a lot of hard work from the assessors and Helen. We have really focused on getting money back in. We are slightly ahead of where we should be at this time. They all have a monthly targeted which they are meeting. They are calling the employers before the visit to ensure that appointment can be kept. Trainee wise we are miles ahead on the inductions. We have people enrolling all the time. There is a couple of incentives at the moment. It is quite nice to go back to the assessors and pat them on the back and say well done. Ian Faulds said it was a credit to Claire and her side of the organization for turning things round.

PROMOTIONS REPORT: Douglas Scott reported.

A product evaluation was held in August as part of the Year of the Haggis celebration. The products were anything that included haggis. The evaluation held at the City of Glasgow College on Friday 22nd August and resulted in 53 winners out of the 66 entries. Judged at the same time was our final competition of the year for sliced sausage and an evaluation for sliced sausage plus.

The sliced sausage competitions which were sponsored by seasoning blenders, McAusland Crawford. The traditional category attracted 70 entries from all over Scotland and once the top two in each of the five regions were established, they were mystery shopped with the products bought over the counter on 28th August. The following day, the Sliced Sausages were then further considered by a panel of experts at City of Glasgow College and at that Hugh Black & Sons Cambuslang were selected as the best and so pick up the Scottish title.

Hugh Black was presented with his trophy and title on Tuesday 9th September from Robert Watson of sponsors McAusland Crawford.

The awards were presented on Monday and Tuesday night and will continue tonight in Dundee and tomorrow night in Broxburn.

The other regional winners in the Traditional Sliced Sausage competition were as follows:- North of Scotland - Duncan Fraser, Inverness South West Scotland - Galloway Quality Meats South East Scotland - Hugh Black & Sons, Bathgate East of Scotland - Stuarts of Buckhaven.

The Diamond award for the best in the Sliced Sausage Plus category was for a Jalapeño Sliced Sausage from first time entrants, Falleninch Farm Shop near Stirling.

The Diamond award for the best product made with Haggis will be presented on Thursday morning to Paul Boyle of Boghall Butchers for his Balmoral Chicken Round.

Two more posters continuing the Year of the Haggis promotion were sent out next week, one celebrating the Commonwealth Games and the other the Ryder Cup.

Christmas Beef posters have been requested and we will now work on designing and producing them. There are also over runs of last year's St Andrews Night poster to circulate.

The 2015 World Scotch Pie Championships and product evaluations will be held on Tuesday 11th November 2014. Once again the Federation will be working with Scottish Bakers to organise and promote this event. SFMTA were invited to add a representative to the organising committee so Paul Boyle has been co-opted.

The only possible major change suggested for this year's competition is to move the awards lunch to an awards dinner with Westerwood and Dunblane Hydro being considered as venues in January.

We have also received an invitation to Scottish butchers to participate in a White Pudding competition in Normandy at the beginning of October. Entry forms are available from the office.

LEGISLATION REPORT: Douglas Scott reported.
The Federation had organised a Food Information for Consumers presentation in August at the AK Bell Library in Perth with Stephen Hendrie from FSA Scotland. The main point is on Allergens. The changes take place on the 13th December. As long as you are not selling pre packs it is not going to matter too much in terms of labelling. The onus is on you to know what allergens are in your products. It. is up to the customer to ask you about allergens in the product. You would have to make a list of all the products which contain allergens. The FSA seem to be majoring on this and the EHO's will be looking at this first. If you are doing pre-packs for sale outside your own premises you would have to have proper labelling. This would have for example, wheat flour named and highlighted. The EHOs have not got on top of the procedures required in a shop. The major suppliers have rooms where the products are kept and separated. There is a page in Cooksafe on how to deal with allergens which we could send out to members. FSA are oblivious to this. Paul Boyle wife is a coeliac and he said you do pay more attention to the labels. He felt the course in Perth was very good.

The other question we are getting asked about is the carrier bag charge. One member in Moray wanted not to charge but by law you have to. But we also thought if you wanted you could give them a discount off their bill of the charge afterwards which would be acceptable. Most people seem to be quite happy with whatever you like with it. Alan Kennedy said there will be people patrolling to check you are charging. Colin Hewitson has put a key on his scale to press for the carrier bag when it is sold. Douglas said that within the 5p the vat would have to be accounted for.

ANY OTHER COMPETENT BUSINESS:

Paul Boyle said that Roy Baird is going into possible his son house to live his house will be going up for sale as he will not be able to return there. If that arrangement is not suitable then he may go into a nursing home. Ian Faulds felt a card be sent from the Federation. Paul Boyle would locate an address for Roy's son.

Paul Boyle mentioned about a Tesco tax that when they opened outside a town they would have to pay something to the high street they leave. The devastation and loss the smaller trader when they leave and he wondered if anything was progressing on it. Beaton Lindsay said he read that 70% of council had written to the government to get permission to progress it. Alan Kennedy thinks that there is a legal challenge to the plan. Plan and gain is the policy of the council and it is not particularly transparent.

Ian Faulds said in the future there criminal charges brought if people put horsemeat intro their products. There will be an agency looking into fraud in the food trade.

A non member had their pies analyzed and they had claimed there was 20% meat in them but the test showed 4% in them. At the meetings we have been looking at the Aldi and Lidl operations made by McKechnie Jess and it is made with Mechanically Separated Meat and that is how they can sell the product at a very low price..

Beaton Lindsay said that they have been discussing the free parking and access to shops in Perth city centre. There are proposals in Perth for 15 minutes grace for people to access local shops. He felt the traffic wardens are hammering Perth. Jack Meade is not having parking problems in Thornhill but problems with everything else. Neil Cameron said they did not know when the wardens were going to come so you keep an eye out. Beaton Lindsay said when there is an event on it kills the trade for the shops as it takes the people away. In Perth they are going to have a Christmas market for the full month of December. Ian Faulds said that we are just going to have to get on with it that's the trading conditions.

Alan Kennedy said he commended Forfar market now they have a new manager Willie Ferguson. It is early days but it is better run. Cattle are a better quality generally; farmers are being supported as well. He also asked if a corporate member pack had been sent to them. Douglas believed one had been sent.

Alan Kennedy asked what Jack Broussine was presenting at the regional meetings. Douglas said it was his final tour as he leaves at the end of the month. He has a lot to say with lots of information and it is about how to generate business and how to stand out from the crowd. Ian Faulds felt it was a lot to take in. Ian Faulds felt you should support the corporate members whom were there. Douglas said they have said that the marmalades and jam sell the best as people use more of them. Alan Kennedy said he has moved over to Mrs Bridges completely. You get more in the jar and the jars are cheaper. The product is good and they will give you sampling jars if you want to.

DATE OF NEXT MEETING: Wednesday 22nd October 2014.