



BRITISH FENCING BOARD

Minutes of the meeting held at SABMiller, London: Saturday 1st August 2009 at 12.00am
Approved by the Board on Saturday 29th August 2009

Present:

Keith Smith	President and Chair	KS
Tom Cadman	Director	TC
Steve Jackson	Director	SJ
Penny Spink MBE	Director	PS
Rodney Francis	Director	RF
Mike Thornton	Director	MT
Libby Payne	Director	LP

Also in attendance (non-voting):

Roy Clarke	Scotland Representative	RC
John Ramsay	England Representative	JR
Jack Magill	Northern Ireland Representative	JM
Bob Turner	Wales Representative	BT
Piers Martin	Chief Executive	PM
Graham Watts OBE	Performance Director	GW

Apologies for absence:

Andrew Brannon	Treasurer	AB
Ismay Cowen	Director	IC
David Sach	Director	DS
Catherine Nicoll	Executive Director	CN
Jon Milner	Technical Director	JMi
Ahmed Rosowsky	Athlete Representative	AR

Ref	Minute	Action
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35. General:

- 35.1 KS welcomed the Board to the meeting and thanked SABMiller for the use of their offices, and also Gail Lumsden and Graham Holford for their continued support of British Fencing.
- 35.2 The Board welcomed back Bob Turner after his absence due to health reasons.
- 35.3 The Board passed its congratulations to Chris Gill who had been elected as NI President.

36. Apologies for Absence:

- 36.1 Apologies were received from Andrew Brannon, Ismay Cowen, David Sach, Catherine Nicoll, Jon Milner and Ahmed Rosowsky.

37. Minutes of 17th May 2009:

- 37.1 The minutes were approved as a true and accurate record.

38. Actions Outstanding from the Minutes:

- 38.1 17.1: KS explained that this was on going with International Committee (IC). Piers Martin, Clare Halsted and the weapon chairmen were to meet about this topic.

39. Matters Arising Not on the Agenda:

- 39.1 There were no matters arising.

40. Correspondence:

- 40.1 KS informed the Board that he had received a letter from the parent of an athlete. The content of the letter was in relation to selection policies and was therefore passed to the IC for comment.
- 41. Any Other Relevant Business**
- 41.1 PM informed the Board that an individual had been formally charged with sex offences and reminded the board to forward all enquiries to him with no comment. He also reported to the Board that he had been made aware of a number of inappropriate postings on the *Fencing Forum*. KS explained that he had been advised by Peter Cadman that Board Directors should not enter into postings on the *Fencing Forum* or other similar channels. However, it was highlighted that sometimes there were bona fide reasons for using the *Fencing Forum*, for example to communicate a change in information. Consequently it was agreed that LP be asked to draw up guidance on the matter for the next Board meeting. LP
- 41.2 KS raised the fact that the agenda was very full and made it difficult to make quick decisions. He therefore proposed that the Board meet monthly in the short term (i.e. at least until the end of the year). This was agreed by the Board and the Board asked KS and PM to circulate dates. KS/PM
- 41.3 RF asked for reassurance that the British Junior Championships were in hand. PM agreed to liaise with the Technical Director and update him. PM
- 42. Conflict of Interest**
- 42.1 TC spoke to a proposal, explaining more specifically that conflicts should be declared at the beginning of each meeting. The Board then decide if they wish to allow that person to remain and vote, remain but not vote, or leave the room.
- 42.2 The Board then discussed the extent to which this policy should govern the committee structure of BF. It was agreed that Conflict of Interest should be standing item on all BF Committee Agendas.
- 42.3 It was agreed that 3.2 (declaration of gifts received) be amended from £35 to £100.
- 42.4 LP then raised a few minor points and the board asked her to agree the detail with TC LP
- 42.5 The Board then agreed the policy and register of interests, subject to these changes.
- 43. Register of interests**
- 43.1 Following the previous agenda point the following interests were recorded:
- 43.2 RF: England Fencing Director (relevant to 2.3 specifically)
- 43.3 TC: Athlete up for selection (relevant to 2.11 specifically)
- 43.4 LP: Fences in A Grades
- 43.5 KS: A member of London Thames FC (relevant to 2.11 and 2.12 specifically) and his wife has received payments from the Association for photography services.
- 44. To approve the report of the Honorary Treasurer**
- 44.1 The report of the Honorary Treasurer was agreed.
- 45. To approve the accounts for the period 1st April 2008 – 31st March 2009**
- 45.1 The board discussed the accounts for the financial period 2008-2009.
- 45.2 Page 8: "Mike Timpson" was corrected to "Mike Thornton".
- 45.3 Libby Payne and Mike Thornton raised questions relating to the accounts which could not be immediately answered due to the absence of the Honorary Treasurer.
- 45.4 The board did not agree the accounts and any members raising issues were asked to write specifically to the Honorary Treasurer. All
- 45.5 Once these questions were satisfactorily answered, the board agreed that a decision to approve the accounts could be made by e-mail and ratified at the next board. PM would arrange this. PM
- 46. To approve revised budget for the period 1st April 2009 – 31st March 2010**
- 46.1 The board noted that PM offered to leave the room for this item as discussions may include salaried staff. It was agreed that this was not necessary.
- 46.2 The Chair explained to the board that PM had been charged by the Honorary Treasurer with reducing the deficit in the 2009-2010 budget. He explained he had met with the Honorary Treasurer and the CEO on Wednesday prior to this meeting.
- 46.3 RC raised the fact that proper process had not been followed as Home Country Development Grants were agreed at the February board meeting.
- 46.4 PM responded that this was explained at the February board and was in fact salary allocation. This was the time of the CEO and his staff to assist the Home Countries in

- development activities and was not a cash grant as provided historically.
- 46.5 KS added that the truth of the matter was that we did not have the money to be able to do everything and the group had agreed to prioritise the core business of the Association.
- 46.6 RC asked why there was a change in budget.
- 46.7 KS explained that we had seen an increase in expenditure because of staff costs. It was agreed that a CEO should be appointed and that the CEO had brought in matched funds in excess of £1m to the organisation.
- 46.8 It was agreed by the board that there were two separate issues: Firstly the emotive issue of removing the development grant for HCs and secondly the budget as a whole.
- 46.9 The board then decided to discuss the budget within the elected board members and consequently the non-elected members and the CEO were asked to leave the room.
- 46.10 *The non-elected members and the CEO left the room and the board discussed the revised budget.*
- 46.11 The non-elected members and the CEO returned to the room and the following was minuted:
- 46.12 1. The board had discussed the revised budget and had not agreed it.
- 46.13 2. The board had agreed to establish a working group with the President, Honorary Treasurer, CEO, Finance Manager with MT representing the board. This group would review the budget and present to the board at the next meeting.
- 46.14 3. The board felt honour bound to keep the development grants of £3k per HC but would not guarantee that this would be the case the following year and asked that if the HCs could make economies this would be much appreciated.
- 47. To approve proposals from the Governance Working Group**
- 47.1 KS reported back from the Governance Working Group and explained that the proposals were not finalised but that the group were making rapid progress.
- 48. To approve proposals form the Online Systems Working Group**
- 48.1 The proposal was agreed by the board, subject to TC and LP reporting back to the board.
- 49. To approve proposals from the Mem & Arts Review Group**
- 49.1 TC and LP then presented the revised Articles and asked for the approval of the board subject to the addition of a Conflict of Interest clause, following the agreement of 42.5.
- 49.2 The board agreed the revised Articles with the additional clause.
- 49.3 TC agreed to produce the proposals, showing staus quo, changes and why the changes needed for the AGM. TC
- 50. To approve proposals from the Disciplinary Rules Working Group**
- 50.1 TC spoke to proposals from the Disciplinary Rules Working Group.
- 50.2 The board considered this to be a specialist area and delegated authority to the group to revise the rules on their behalf for ratification at the board when complete. TC
- 51. To approve proposals on Equality**
- 51.1 The board approved the proposals on Equality.
- 52. To approve the Senior World Championships Selection**
- 52.1 *At this point, TC left the room due to a declared conflict of interest.*
- 52.2 The board ratified the selection.
- 52.3 *TC then returned to the room.*
- 53. To approve the Junior European Championships Selection**
- 53.1 The board ratified the selection.
- 54. To approve proposals on Sponsorship and Official Supplier Status**
- 54.1 The board approved the proposals and asked RF and TC to represent the board. RF/TC/PM
- 55. To approve the CEO Report**
- 55.1 The board approved the report from the CEO.
- 55.2 RF asked if the preparations for the British Cadet and Junior Championships were in hand. PM agreed to liaise with JMi and report back to him. PM
- 56. To approve proposals from the Remuneration Working Group**
- 56.1 The Board then considered a report from the Remuneration Working Group which included specific proposals, and a minority report from MT.
- 56.2 KS explained that there were two separate issues: General expenses and per diems.
- 56.3 KS added that having spoken to other sports we were unique in offering per diem rates at

domestic level and UK Sport would not allow us to pay per diems to volunteers for funded events.

56.4 KS also highlighted the fact that a major cause for complaint was both the level paid in per diem and also the inequalities which existed across weapons and trips abroad, impacting on the cost of trips.

56.5 The board then agreed the recommendations of the board for domestic level only and asked PM to convert them into a policy. PM

56.6 The board asked MT to revise his minority report and present a specific proposal for per diems and the payment of officials for discussion and voting at the next Board meeting.

56.7 It was agreed that the board would discuss this and International Policy at the next board meeting.

57. Belfast 2009 World Cadet and Junior Championships Championship Final Report

57.1 KS reported back on the World Cadet and Junior Championships 2009. He highlighted the fact that the event had been a hugely successful event, with lots of people "upskilled".

57.2 The Board thanked JM for his work and also acknowledged the input of many of the volunteers who worked on the Championships.

57.3 KS added that the review process had been helpful in highlighting key problems:

57.4 1. The fluctuation in the Euro, making budgeting difficult.

57.4 2. Financial control of the event.

57.6 3. Delays in payment from funding providers.

57.7 4. VAT issues.

57.8 He reported to the board that PM had met with UK Sport to ensure that these issues were taken into consideration during the planning for the European Championships in Sheffield, 2011.

57.9 KS concluded that the event had produced an overspend of £45k, which was reasonable considering the circumstances.

58. Long Term Athlete Development (LTAD) Framework Draft

58.1 The board noted the draft LTAD Framework presented by Neil Brown.

58.2 Given the size of the document, the board requested that Neil Brown provide a short presentation on the subject at a future board meeting. PM

59. AGM, Conference and the BF Awards Dinner Report

59.1 LP updated the board on the AGM, Conference and BF Awards Dinner, to be held on the 12th September at the Park Inn, Telford.

60. The Winton Fund

60.1 PS spoke to a brief paper she had prepared for the board which explained the criteria for the Winton Fund. This Fund would provide grant funding for athletes for up to £200.

60.2 PS added that she would form a panel with Clare Halsted and Neil Brown would be formed to approve applications.

60.3 The board unanimously approved the paper.

61. Items for Information Only:

61.1 The Board extended their congratulations to Richard Kruse and Laurence Halsted on their podium successes at the European Championships.

61.2 KS reported that 5 more referees had passed their FIE exams.

62. Date of the next meeting:

62.1 This item was covered earlier in the meeting under point 41.2.

**Shortly after the meeting dates were circulated as: 29th August, 12th September (AGM and possible board meeting), 24th October and the 5th December.*

63. Close:

63.1 With no further business the meeting was declared closed by the chair at 16.00

Signed:

Date:

Keith Smith, President and Chair
Signed on behalf of the Board