



BRITISH FENCING

Minutes of the Board meeting held at Filton College, on Saturday 7th August 2010 at 13.00
Approved by the Board on Tuesday 2nd November 2010

Present			
	David King	Director and Chair	DK
	Keith Smith	Director and President	KS
	Ismay Cowen	Director	IC
	Murray Morrison	Director	MM
	Libby Payne	Director	LP
	Penny Spink MBE	Director	PS
	Mike Thornton	Director	MT
	Bob Turner	Wales Representative	BT

Also in attendance (non-voting)			
	Piers Martin	Chief Executive (CEO)	PM

Apologies for absence			
	Andrew Brannon	Director and Treasurer	AB
	Chris Hyde	Scotland Representative	CH
	Jack Magill	Northern Ireland Representative	JM
	Ray Stafford	England Representative	RS
	Alex O'Connell	Athletes Representative	AO

Ref	Minute	Action
64.	<u>General</u>	
64.1	The Board unanimously appointed David King as Chair.	
64.2	DK welcomed everyone to Filton College, specifically Mike Thornton as a re-elected Director and Libby Payne as a newly elected Director.	
	The Board formally minuted their thanks to Tom Cadman for his work as a Director.	
65.	<u>Apologies for absence</u>	
65.1	Apologies for absence were noted as above.	
65.2	<i>[A confidential matter was taken off minutes. This has been recorded separately]</i>	
66.	<u>Minutes of the 26th June 2010</u>	
66.1	The following amendments were agreed: 52.3: Add "...and KS" 56.2: Remove "Mr" And "Miss" 61.3: Add "These were considered and voted on individually:"	
66.2	With these amendments the minutes were approved.	
67.	<u>Matters arising from the minutes</u>	
67.1	52.6: DK explained to the Board that he had written to Graham Watts (GW), Performance Director, regarding the complaint raised at the last meeting. He informed the Board that GW had responded and agreed to investigate and report back after the Youth Olympics, given that some staff were there.	DK
67.2	52.3: DK reported to the Board that the Audit actions regarding GW's contract and the World Class Programme had been delayed due to GW and Peter Cadman (PC), Honorary Legal Adviser	

	(HLA), being on holiday. A meeting would now not happen until September. The Board asked to know the reason for the original delay in carrying out the Audit actions and DK responded that GW had already been given a contract and any amendments needed to be negotiated.	DK
67.3	52.5: DK reported that he had met with John Haynes, Chair of the Epée Committee, and would also discuss further with Neale Thomas, Vice-Chair.	DK
68.	<u>Correspondence</u>	
68.1	PM presented the Board with a letter from Hugh Robertson MP, detailing the Government's priorities for sport.	
68.2	PM informed the Board that he had received a letter regarding a disciplinary case and reminded the Board that the HLA had advised the Board by e-mail not to discuss this issue as the matter had been delegated to the HLA.	
69.	<u>Management Accounts</u>	
69.1	The Board were presented with the Q1 Management Accounts and PM explained the new format which would be presented each Quarter.	
69.2	The Board felt that they could not approve the accounts without supporting information from the Treasurer. The Board therefore requested a summary report from the treasurer on the Q1 Accounts.	AB
70.	<u>CEO Report</u>	
70.1	PM presented his report. He informed the Board that he had received no questions from Directors and raised the following key points:	
70.2	Sheffield 2011: PM explained to the Board that he was waiting for information back from Welcome to Yorkshire on the event and would feedback by e-mail as soon as information became available. Otherwise John Timms, Event Director, was beginning preparations with his team.	
70.3	Lloyd and Partners Ltd: PM and DK informed the Board that British Fencing had delivered a fencing display to the LPL summer party. They thanked all of the fencers and ambassadors for their hard work.	
70.4	Recruitment of Independent Chair: The Board then discussed the process for appointing the new Independent Chair. PM agreed to forward the Job Description to UK Sport and make final amendments according to their response. He also agreed to ask UK Sport to assist with the recruitment.	PM
70.5	The Board agreed a group consisting of KS; PS; MT; LP plus a representative from UK Sport to gather information from the CEO and Board on recommended candidates by the 10 th September 2010. The recruitment process would be managed by the CEO. A shortlist of candidates would be drawn up by the group and recommended to the Board. LP agreed to assist with the drafting of a Non-Executive Director letter.	LP
71.	<u>Senior, Junior and Cadet Ranking and Selection Schemes</u>	
71.1	DK informed the Board that live ranking information needed to be channelled through the BF website and not external websites. He added that Foil and Sabre had been cooperative and that he and PM were working with Epée to get all working properly for next season.	
71.2	The Board mandated that all weapons pass rankings information to BF in a timely fashion and in an appropriate format for the website.	
71.3	The Board reviewed the Senior, Junior and Cadet Ranking Schemes proposal from the International Committee. The Board agreed with the proposal in principle but felt that the policy was not complete without the complete selection and appeals policy.	
71.4	The Board therefore did not approve the proposal but referred back to the International Committee through MT as the director with this portfolio. The Board recognised that time was of the essence and consequently requested a deadline of the 27 th August 2010.	MT
72.	<u>Welfare Update</u>	
72.1	IC explained to the Board that she was formally resigning as Welfare Officer and would remain in place until a successor was appointed.	

72.2	IC requested that the Board consider appointing a paid Welfare Officer. The Board requested that IC, PM and LP, as the director with this portfolio, discuss the proposal.	
72.3	The Board formally noted their thanks to IC for her many years of hard work in what the Board recognised as a difficult area.	
73.	<u>Committee Review</u>	
73.1	DK explained to the Board that he was arranging a meeting between two candidates who would be shortly be recommended as the Foil Committee Chair and Vice Chair.	
73.2	It was raised that the World Class Team were uncomfortable with one candidate being involved and that the Foil Committee must not be allowed to interfere with the World Class Programme. The Board agreed that the World Class Programme was a separate entity from the International Committee and the Foil Committee and as such no interference should occur.	
73.3	The Board requested that the International Committee expedite this process through MT as the director with this portfolio, with the same timeline of the 27 th August 2010.	MT
74.	<u>Expense Policy</u>	
74.1	The Board approved the revised Officials Expense Policy.	
74.2	It was raised that to promote sustainable transport, cycling should be added to the form. LP agreed to liaise with PM over this before it was published on the website.	
75.	<u>2012 Update</u>	
75.1	PM updated the Board on his meetings with LOCOG and the BOA. He specifically drew the Board's attention to the Ticketing and Volunteering links on the BF website and emphasised the fact that anyone wishing to get tickets or to volunteer must register or risk not being involved.	
75.2	KS proposed to the Board that BF hold a 2012 Dinner to celebrate the Games and the 110 anniversary of the Association. He also proposed that Malcolm Fare be asked to produce a further book covering the sport from 2002 – 2012. The Board approved this proposal and asked KS to manage these activities.	KS
75.3	DK also informed the Board that he had approached the London College of Communications to produce some posters, similar to those from the European Championships in Leipzig, for Sheffield 2011 and London 2012.	
76.	<u>International Relations Committee Report</u>	
76.1	KS updated the Board on International Relations Committee activity and the IR Budget. The Board noted the need to succession plan.	
76.2	LP agreed to send comment to Directors by e-mail.	LP
77.	<u>UK Anti-Doping Rules</u>	
77.1	The Board received the revised UKAD Rules from the working group and unanimously approved.	
78.	<u>Dates of the next meeting</u>	
78.1	PM agreed to send the Board revised dates once he had checked AB's availability.	
79.	<u>Close</u>	
79.1	With no further Board business, the meeting closed at 3.45.	