



## BRITISH FENCING

Minutes of the Board meeting held at APCO, London, on Wednesday 23<sup>rd</sup> February 2011 at 18.30  
Approved by the Board on Wednesday 30<sup>th</sup> March 2011

<b>Present</b>			
David King	Director and Chair		DK
Keith Smith	Director and President		KS
Ismay Cowen	Director (via conference call)		IC
Murray Morrison	Director		MM
Libby Payne	Director		LP
Andrew Brannon	Director and Treasurer		AB
Penny Spink MBE	Director		PS
Mike Thornton	Director		MT

<b>Also in attendance (non-voting)</b>			
David Teasdale	Guest		DT
Ray Stafford	England Representative		RS
Bob Turner	Wales Representative		BT
Graham Hart	Scotland Representative		GH
Piers Martin	Chief Executive (CEO)		PM
Ben Campion	National Development Manager (NDM)		BC
Solmann Kiket	Finance Consultant		SK
Dr. Clare Halsted	International Committee Chair (IntCom) [part]		CH
Dr. Graham Paul	International Committee Vice-Chair (IntCom) [part]		GP

<b>Apologies for absence</b>			
David Sach	Director		DS
Chris Hyde	Scotland Representative		CH
Jack Magill	Northern Ireland Representative		JM
Alex O'Connell	Athletes Representative		AO

<b>Ref</b>	<b>Minute</b>	<b>Action</b>
<b>1.</b>	<b><u>Welcome and general</u></b>	
1.1	DK welcomed everyone to APCO and noted the apologies for absence as recorded above.	
1.2	DK informed the board that DS had accepted the position of High Performance Director with US Fencing and that he had suggested to DS that he resign only when the contract had been signed.	DK
1.3	DK explained that the recruitment process had concluded for the new Chair position and on behalf of the panel (DK; AB; LP) he asked the Board to formally appoint DT as Chair from the 1 <sup>st</sup> March 2011. The Board unanimously agreed and DT was invited to join the meeting as a guest.	
	<i>[DT entered the meeting]</i>	
<b>2.</b>	<b><u>Declarations of interest</u></b>	
2.1	The following Declarations of Interest were raised and minuted:	
2.2	LP: The firm for which she works, Olswang LLP, has in the past undertaken pro bono legal work for BF. She is also an athlete.	
2.3	IC: Her husband is an England Fencing Director.	
2.4	RS: Is the parent of a GB athlete.	

<b>3.</b>	<b><u>Minutes of the 2<sup>nd</sup> November 2010</u></b>	
3.1	98.3: KS asked that the minute be amended to add: "...and added that Baroness Campbell had written to him and told him that she did not say anything inappropriate."	
3.2	The Board approved the minutes of the 12.12.2010.	
<b>4.</b>	<b><u>Matters arising from the minutes not on the Agenda</u></b>	
4.1	97.6: DK reported that he had asked Rupert Davies-Cooke to put in writing what the Lansdowne Club wanted in terms of being a sponsor and he was waiting to hear back.	
4.2	97.10: The Board requested an update on LP's complaint into the creation of GW's contract by KS. DK explained that he had still not received all of the information and the Board demanded to have all the paperwork from Peter Cadman, Honorary Legal Adviser, by the next Board meeting.	DK
<b>5.</b>	<b><u>Operations Report</u></b>	
5.1	The Board ratified the decision made by e-mail to appoint Chris Buxton as Vice-Chair of the Sabre Committee.	
	<i>[all non-elected directors left the meeting bar DT and PM]</i>	
<b>6.</b>	<b><u>Graham Watts</u></b>	
6.1	DK updated the Board on the situation with Graham Watts (GW).	
6.2	[REDACTED]	
6.3	[REDACTED]	
6.4	[REDACTED]	
6.5	[REDACTED]	
6.6	The Board noted the relevance of LP's complaint in this matter. It was made clear that following advice from BWB, the Board may seek to recover from KS who had created the contract ultra vires and without the knowledge of the Accountable Officer or the Board.	
6.7	It was proposed that, subject to discussion with BWB, an offer was made for DT to meet with GW and establish what he wanted.	DK
6.8	The Board further noted that James Williams had given a statement against BF in this matter. Consequently the Board unanimously agreed for him to step aside from any formal position of leadership with BF, a "non-fault" suspension in force until the conclusion of this matter.	PM
<b>7.</b>	<b><u>Nosheen Khan</u></b>	
7.1	DK reported that Nosheen Khan (NK) had resigned from her position as Accounts Manager by writing to the Board and had now taken a claim against BF.	
7.2	DK explained that Russell Cooke (Peter Cadman's firm) had been instructed to handle this. MM was appointed by the Board to undertake a grievance process with NK.	MM
	<i>[all non-elected directors returned to the meeting]</i>	
	<i>[SK and BC entered the meeting]</i>	
<b>8.</b>	<b><u>Q3 Management Report</u></b>	
8.1	SK presented a report to the Board and summarised the following points: - Income exceeded budget for the quarter	

	<ul style="list-style-type: none"> <li>- A year end forecast was being undertaken</li> <li>- Expectations were that expenditure would be in line with budget</li> <li>- BF has outgrown <i>Quickbooks</i> and so were replacing with <i>Sage 50</i>.</li> </ul>	
8.2	AB added that he was content with the report and that he had had a useful meeting with SK on BF finances.	
<b>9.</b>	<b><u>Budget 11/12</u></b>	
9.1	SK presented a draft budget to the Board for the next financial year and asked that it be taken away for consideration.	
9.2	PM reminded the Board that this information was confidential.	
<b>10.</b>	<b><u>Pension Scheme</u></b>	
10.1	SK informed the Board that due to the increase in staff, BF had now taken advice from Sheila Patel, Pension Adviser, and had set up a Stakeholder Pension scheme with Standard Life.	
10.2	SK informed the Board that the Pension Act 2008 would take effect in April 2012 and so this would not be seen in the 11/12 budget.	
<b>11.</b>	<b><u>Investments</u></b>	
11.1	SK informed the Board that he had received questions relating to BF investments from directors and reported back on this information. <i>[this information remains commercially confidential]</i>	
11.2	SK was asked who was responsible for making investment decisions on behalf of BF. AB replied that he had set up an investment group with himself, Ian Spofforth and John Troiano.	
<b>12.</b>	<b><u>FIE/EFC relations</u></b>	
12.1	DK informed the Board that he had been dealing with the FIE and the EFC on the European Championships and the World Cup and it became obvious that there was a need for clarity on roles and responsibilities with the two International Federations (IFs).	
12.2	He explained that he had had a conversation with Nathalie Rodriguez (CEO of the FIE) about the governance and decision making processes of BF and made it clear that the Board was responsible for decisions, not individuals with international positions. He followed up this conversation with a letter to both the FIE and the EFC.	
12.3	He informed the Board that he would present correspondence on this matter at the next Board meeting if required.	
<b>13.</b>	<b><u>British Disability Fencing Association (BDFA)</u></b>	
13.1	PM informed the Board that he had attended a BDFA EGM and the meeting had approved proposals to work with him to come within BF.	
13.2	The Board unanimously approved this move.	
	<i>[CH and GP entered the meeting]</i>	
<b>14.</b>	<b><u>Olympic Nomination Policy</u></b>	
14.1	CH presented the Draft Olympic Nomination Policy which had been out for consultation with athletes and coaches and which had been discussed with the BOA lawyer. She explained BF were now waiting for dates to present to the Olympic Qualification Standards (OQS) Panel	
14.2	GP explained that the BF Appeals Process would need to be updated which the IntCom was working on.	
14.3	The Board unanimously approved the Policy, subject to BOA Approval.	
<b>15.</b>	<b><u>Development Report</u></b>	
15.1	Ben Campion presented a report on development activities to the Board. A copy is attached to these minutes.	
<b>16.</b>	<b><u>Competitions and Calendar Committee</u></b>	
16.1	The Board unanimously approved the proposal from the Competitions and Calendar to	

	<p>appoint the following:</p> <ul style="list-style-type: none"> <li>- Andrew Basford: Vice Chair</li> <li>- Paul Sibert: Calendar portfolio</li> <li>- Kate Smith: Competition Development (with a caveat that this position is reviewed following an introductory period)</li> </ul>	
16.2	PM informed the Board that the Competitions and Calendar Committee had placed a notice on the website and the Forum regarding moving the British Championships to December.	
<b>17.</b>	<b><u>GB Junior Foil trip to Bratislava Disciplinaries</u></b>	
17.1	PM updated the Board on correspondence with Teddy Bourne, Disciplinary Chair on this matter. He explained that it had become impossible to treat all involved equitably.	
17.2	The Board unanimously agreed to appoint an independent investigator to manage these two cases separately (146 and 147)	
<b>18.</b>	<b><u>Performance Report</u></b>	
18.1	PM and CH updated the Board on the World Class Review which had been very successful and useful communications with athletes, coaches and support staff.	
18.2	PM added his concern that the Men's Foil squad were, and had been for some years, unhappy with the lack of access to full length pistes. CH informed the Board that GP had been asked to source training venue options urgently.	
18.3	The Board unanimously approved Terms of reference for a Performance Management Group/Olympic Steering Committee (TBC) and the CEO as Chair of the group.	
<b>19.</b>	<b><u>Sheffield 2011</u></b>	
19.1	PM updated the Board on progress for the European Championships. He explained that the BDFA's application to UK Sport for funding an integrated event had been turned down and given the EGM decision to come within BF they had applied to BF for support. PM reminded the Board that whilst economies of scale and sponsorship may be found, BF would still underwrite the event.	
19.2	KS informed the Board that he had written to President Janda (EFC) and this was supported by the EFC.	
19.3	The Board unanimously agreed to support the addition of Wheelchair Fencing and requested that John Timms, Event Director Sheffield 2011, be asked to present before at the next Board meeting.	PM
<b>20.</b>	<b><u>England Trophy, Crystal Palace</u></b>	
20.1	PM reported on plans for the England Trophy explaining that, due to additional FIE specifications, the budget had grown from £6k to £52k. He thanked Beazley specifically for their sponsorship which was allowing this event to become world class. Beazley will be branding the event and bringing VIP guests.	
20.2	DK informed the Board that the event would be ticketed and explained that the aim was not to generate income, rather to help raise expectations in advance of Sheffield 2011 and the Olympics.	
<b>21.</b>	<b><u>Membership Working Group</u></b>	
21.1	BC informed the Board that this was work in progress and he thanked the Home Countries for their input into the consultation thus far. The Board noted correspondence from Welsh Fencing and asked BT to communicate that the project was still a consultation and further ideas and comments were welcomed.	BT
<b>22.</b>	<b><u>Disciplinary and Grievance Rules</u></b>	
22.1	The working group had identified further discrepancies between the two codes and final versions would be presented to the Board at the next meeting.	
<b>23.</b>	<b><u>European Cadet Championships, Austria</u></b>	

23.1	PM updated the Board on plans for the Europeans, reporting that all was progressing well.	
<b>24.</b>	<b><u>World Cadet and Junior Championships, Jordan</u></b>	
24.1	PM informed the Board that he was monitoring the situation in the Middle East with DK, the IC and Kate Smith, Chef de Mission.	
<b>25.</b>	<b><u>Any other relevant business</u></b>	
25.1	The Board agreed to send a letter to DS thanking him for his work for BF and wishing him well with US Fencing.	DK
25.2	BT informed the Board that a Welsh Fencing EGM had approved the move to Company status.	BT
25.3	PM informed the Board that Beazley could only take on our insurance for the next financial year if they appointed a different Broker. It was agreed that given the timeframe, Towergate would be reappointed and DK agreed to speak to Beazley.	DK
25.4	PM informed the Board that we had received our allocation back for London 2012 tickets. He explained that BF would need to make a deposit payment of c. £65k which we would recover through the purchase process. He added that LOCOG had agreed transaction charges and postage and packaging costs could be added.	
<b>26.</b>	<b><u>Date of the next meeting</u></b>	
26.1	The date of the next Board meeting was agreed as the 30 <sup>th</sup> March 2011.	
<b>27.</b>	<b><u>Close</u></b>	
27.1	At this point the Board presented DK with a gift to thank him for all his work as interim Chair.	
27.2	With no further Board business, DK closed the meeting at 22.45.	