



BRITISH FENCING BOARD MINUTES At Sport England 15 November 2012

Present; David Teasdale (Chair), Julia Bracewell, David King, Murray Morrison, Alp Orge, Graham Paul, Libby Payne, John Troiano, Georgina Usher.

In attendance; Peter King (CEO), Andrew Brannon, Ray Stafford, Penny Moseley, Rich Beer (SE).

APOLOGIES

1. There were no apologies.

CONFLICTS

2. Directors affirmed each had no conflicts of interest other than those declared at the last Board meeting.

MINUTES

3. The minutes of the last meeting were agreed, with no Matters Arising.

FINANCE

4. The Chair reminded those present that this meeting was designed in part as a briefing for all Directors on the BF finances and the last accounts. AB gave a brief history, encompassing his own change from Hon Treasurer to Chair of Finance, the big growth in turnover and the changes in staff (he said, such changes had affected the service and information to the Board).

5. In answer to questions, AB said reserves had remained stable. An investment strategy was in place.

6. PK set out for the Board the staffing changes made, which meant that we now have a qualified accountant working two days a week in the office on a short-term contract, with cost savings on previous resources; whose task was to review the BF finances and enhance the information available to management and Board. PK tabled new management accounts, asking Directors to approve the presentation and provide any comments. The following points were raised in discussion;-

- PK confirmed a deficit was likely this year but made clear he needed more information on a number of headings, he would have a more accurate forecast by the December meeting;
- BF should aim to achieve a surplus each year, rather than break even. This required more commercial effort;
- PK would give the Board management accounts and a financial update each month. The Board agreed to review the need for a Finance Committee with PK and bring a recommendation to the next meeting. It was noted that an Audit & Assurance Committee was now common practice.

7. The Board agreed that the bank mandate should be amended to have DT and PK as cheque signatories.

CHAIR REPORT

8. DT asked the Board to approve the Board's "Statement of Intent" giving priorities for the Chair, CEO & Board circulated as a draft. This was approved.

9. He reported that the Board Skills Matrix was now completed by all except MM. The final version would be discussed at the Board “Awaydays” on 7/8 December.

10. DT brought the Board back to the appointment of Beazley’s representative W Pitt as an “independent Director” (postponed at the last meeting pending the Board skills survey). The Board agreed the Chair should issue the invitation, which was subject to annual review.

11. Another issue unresolved at the last Board was the policy whereby only the BF spokesman, DK, should post on the Forum. In a lengthy discussion, with strong views on both sides, the Board decided to conduct a one month trial with Directors free to post but within clear guidelines to be circulated by GP.

CEO REPORT

12. At PK’s suggestion, his report was taken under agenda items 7 and 8.

GREEN

13. The Chair informed the Board that the Board sub group on governance was producing an urgent Action Plan to agree with members and implement speedy governance changes. He thanked JT, JB and LP for their efforts.

GROW

14. PK outlined the personnel changes now in place, designed to fit HO to meet the demands and targets of the Grow programme this year and to prepare effectively for the next cycle. The Board approved the proposal from Clare Halsted for a new Epee Coordinator.

GOLD

15. PK gave the Board copies of the exec summary of Alex Newton’s WCP Review. He would give his own comments and advice to a future Board meeting. The Board noted that this discussion was separate to the Board considerations to be scheduled for late December, after the UKS decisions on our funding.

16. PK informed the Board that nominations had been submitted for the seven TASS places offered to BF. We awaited TASS approval of those names. Using the TASS criteria, our nominations were mainly for WCP athletes. We were also nominating eight reserves in case other TASS places became available. DT reminded the Board of the wide member interest in TASS.

17. PK reported on a successful recent meeting with Lea Valley re the high performance training centre for our elite athletes. He reminded the Board that the Chair, with him, GP and GU, were also looking for a permanent base, which may include offices for BF.

18. PK expressed concern over the refereeing Committee in the immediate future, given resignations. The Board agreed that urgent action was needed, as part of the wider Committee Review.

19. In answer to a question from JT, PK said he had understood the recently published international Selection Policy contained no new standards or rules. JB, JT and GU wished to review the principles behind BF selection; PK agreed to brief Directors further, with AN.

NEXT MEETING

20. DT explained the format of the 7/8 December Board “awaydays” - Friday evening being a teambuilding session, and Saturday morning devoted to BF strategy.

21. The Board agreed the next meeting should be on Monday, 17 December, at 5.00pm, in central London.
