

BKA National Committee AGM

Date: Saturday 6 July 2013

Time: 3pm to 4.45pm

Venue: Haverstock School, 24 Haverstock Hill, Chalk Farm, London NW3 2BQ

Present

Errol Blake (Chair) Hilary Hadley (Vice Chair), Debbie Bevan (Secretary), Jock Hopson (Director International Affairs), Neil Andriot (Membership Secretary), Martin Farncombe (Treasurer) Lesley Drewe (Jodo DRC) Gary O'Donnell (Kendo DRC)

BKA voting members present: 109

Quorum: 83

The Chair (Errol Blake, EB) declared that a quorum of members had been achieved and opened the meeting.

MINUTES

1: Apologies for absence

Received from: Vic & Terry Cook, Peter West, Malcolm Smalley.

2: Minutes of the 2012 NC AGM

Motion: That the minutes be accepted.

Motion carried unanimously.

3: Matters arising from the 2012 NC AGM minutes

None

4: Suspension/expulsion, of a Kendo Bu member, from the BKA

The Chair explained that the process of suspending and expelling a member involves two steps.

- The member is suspended by the BuEC or NC. In the case of AJT this has been done by a unanimous vote of the NC.
- The matter is voted on at an AGM and the membership is asked to vote on whether or not to support the suspension and whether to expel the member.

Alan James Thompson (AJT) had been suspended from the BKA by a unanimous vote of the NC. AJT has not conducted himself with the integrity and transparency required of BKA members and that he engaged in conduct injurious to the best interests of the Association. The document of evidence is available on the website.

The Chair noted that the DR meeting and Kendo Bu AGM held earlier today had supported the decision to expel AJT from the BKA.

The Chair was asked what individual BKA dojo should do with regard to AJT being allowed to practice there. The Chair explained that it was up to the individual dojo to decide, as

AJT was a now a member of another (overseas) kendo association. However, it would be prudent to check whether he was insured before allowing him to practice. It was also up to individual members whether or not they choose to practice with AJT.

Motion: that AJT's suspension from the BKA be upheld and he be expelled from the BKA. For 101, Against 4, Abstain 3 plus 1 spoilt voting form.
Motion carried.

5: Treasurer's report/acceptance of annual accounts for 2012

Accounts - The Treasurer said that once we have a members-only area on the website the accounts will be put there. In the interim, members can contact the Treasurer and he will email them details. The 2012 accounts had been signed off by the auditors. The Treasurer said that on 1 January 2012 the BKA had £ 151,00 in the bank; at the end of 2012 we had £136,00 in the bank (£24,00 of which was 2011 money that was given back to the dojo). We also spent £20,000 defending legal action by AJT. There was a £7,000 surplus for the year.

- Kendo Bu started off the year with £22,000 in the bank and ended the year with £27,00.
- Iai Bu started and ended the year with £40,000.
- Jodo Bu started with £25,000 and ended the year with £15,000.
- Central Services started with £65,000 and ended the year with £24,000 (£24,000 was 2011 money given back to dojo as part of the dojo development programme and £20,000 on defending legal action by AJT, £12,000 for insurance, £5,000 for audit, £3,000 banking and credit card charges, £2,000 EKF fees).

Motion: Acceptance of Treasurer's report/ annual accounts for 2012.
Motion carried unanimously.

The Treasurer explained that the BKA does not need a statutory audit. The position of auditor was re-tendered and received 4 bids. The emphasis was on ensuring that money is correctly accounted for and that the potential for fraud is minimised. We also asked for prices for additional services such as bookkeeping and tax advice. The bids were evaluated and ranked - the winning bidder was Sedulo Ltd. with the cost for 2013/2014 being £1,800.

Motion: Accept Sedulo as the new BKA auditors
Motion carried unanimously.

The meeting thanked the Treasurer for his hard work.

6: Officer's reports:

Membership Secretary

There was a small drop in the total number of members (23) in 2012 (1.4% of the total membership). The BKA still has over 1500 members. The number of dojo has remained stable. There was discussion of ways to retain members, including reducing fees for juniors.

The Membership Secretary explained that the BKA was working towards having membership cards.

Membership fee - there will be a £5 discount for those renewing early.
The Membership Secretary thanked Malcolm Smalley for all his help with membership numbers.

The Membership Secretary was thanked for his report.

Health & Safety

The H&S Officer explained that he had revised the BKA H&S policy documents to reflect current policy; changes are mainly administrative. The amended documents will be put on the website.

Director of International Affairs

Shogo

The DIA explained that there are two Shogo systems in operation, that run by the AJKF and the possibility of a National (in our case the BKA) Shogo run under the auspices of the EKF. To date no BKA Member has applied for a "Euro Shogo" and everyone has chosen to apply to the AJKF.

Japanese Shogo - both Renshi and Kyoshi are available for Kendoka, though Kyoshi can only be taken as a written test in Japan. Renshi written papers for Jodo and laido are done in the UK but have to be submitted in Japanese. There is no option at present to take a Japanese Kyoshi in laido and Jodo at all.

The DIA explained that there are 3 three possible alternatives:

- That we ask BKA members to apply only for AJKF Shogo.
- That we ask BKA members to accept a BKA administered Shogo (a BKA Renshi could not afterwards be followed up with an AJKF Kyoshi).
- That we run the two systems in parallel, leaving it to the individual concerned to make their own choice.

Motion: That the BKA run the AJKF Shogo and BKA-administered Shogo in parallel.

Motion carried unanimously.

BKA Certificates of Merit (Hyoushou-sho)

The meeting discussed awarding certificates to members who have served the Association for many years but who have not reached 6th dan and are therefore not eligible for Renshi.

Motion: That these certificates are presented at AGMs.

Motion carried unanimously.

The DIA congratulated Neil Sharp and Chris Bowden who have been selected to attend the AJKF Summer Seminar in Kitamoto and Andy Fisher who has had the great honour to have been selected as a participant in the World Combat Games to be held in Saint Petersburg in October. Greg Drewe (Jodo) and Gerry Kinkaid (Kendo) were also congratulated on being awarded AJKF Renshi Shogo last autumn.

Child Protection

Approximately 150 members are currently covered by CRB or DBS (Disclosure and Barring Service, the new CRB) checks; around 50% via the BKA's 'umbrella' organisation DDC Ltd, and 50% via other organisations such as local councils.

From 17 June 2013, the DBS will no longer issue a copy of the certificate to the requesting organisation, but only to the individual concerned. Certificates applied for through DDC - they will still be able to inform the CPO whether the certificate is 'clear' or has 'content' (evidence of recent convictions), and that clear certificates will not need to be seen by the CPO. If a certificate has 'content' the original needs to be seen so that a decision can be made whether to accept the certificate or not. All certificates through other organisations still need to be seen (as the 'clear' or 'content' information is not disclosed between organisations).

The CPO said that, where there are no convictions recorded, she is happy for certificates to be shown by agreement, to any NC or Bu officer (as long as they are not related to the applicant) on the basis that they then contact the CPO to confirm the date, number and clear status of the certificate.

From 17 June 2013, individuals applying for a DBS disclosure (England and Wales only) will be able to subscribe to the Online Updating Service. This will mean that (with the individuals consent) multiple employers will be able to check online to see if the DBS status has changed since the original certificate was seen. The CPO asked that any member obtaining a DBS certificate ensure that they subscribe to the online updating service.

Complaints

The Complaints Officer explained that they had taken over the role in mid 2012. There had one complaint in the year, originating in the Kendo Bu. This was referred to the lai Bu Complaints Committee and after investigation was not upheld.

Chair

The Chair presented his report (available on the BKA website).

The Chair provided an update regarding the defence of the Association in the High Court. This had been at considerable cost. Judgement was ruled in our favour. The Chair thanked the officers involved in coping with this very stressful matter.

The Chair reported that the new Treasurer and his team have transformed the financial reporting of the Association, to the point where it is possible to reduce the level of audit required and hence the cost of auditing.

The Chair noted that a group of the current elected officers would be standing down in the next few years (by constitutional limit). He asked the membership to consider volunteering to serve the Association as Officers.

The Chair explained that Gerry Kincaid had accepted the task of reviewing our website needs and the work was well under way. A survey of membership needs/wants had been done already.

The Chair thanked all dojo leaders and dojo officers who have worked hard to keep their dojo going in the current socio-economic environment.

7: Election of NC officers

- **Chair** - sole nominee Errol Blake 344 (nominated by Hilary Hadley 2315, seconded by Deborah Bevan 7874)

- **Secretary** - sole nominee Debbie Bevan (nominated by Errol Blake 344, seconded by Leonard Bean 163)

The meeting endorsed the nominations.

8: 2014 membership fee

The Treasurer explained that the BKA has surplus funds therefore a reduced Central Services fee for 2013/14 of £15 was proposed with an expected loss of £23,000 over 2013/14.

Motion: That the Central Service fee for 2013/2014 be set at £15

For 107, Against 2

Motion carried

9: Insurance update

Awaiting response from insurance broker re the expelled member.

Use of special powers by the NC

10: Amendments to the Constitution

Motion: That Article 13.3.1 be amended as follows - There shall be a National Appeals Committee. This shall comprise of Chair, Vice Chair and the three Dojo Rep Chairs or suitable alternative officers of the NC. The quorum for this committee shall be 4.

Motion carried unanimously.

Motion: That Article 14.4.2 (Nominations for NC/BuEC posts) be amended to include that the nominee, proposer and seconder are confirmed members of the association.

Motion carried unanimously.

11: Amendments to Travel & Subsistence policy

Motion: Modify policy that, if staying at the home of a fellow BKA member/family member/friend while on BKA business, the member can claim £25 per night provided the host confirms in writing/by email that they have been paid this amount by the claimant.

Motion: Increase the mileage allowance to 45pence per mile.

Motion carried.

Motion: The Chair asked for the meeting to grant special powers to the NC for the coming year to amend the constitution as and when necessary. All changes to be voted on at the following AGM.

For 106, Against 1 , Abstentions 2.

Motion carried.

13: AOB

There was no other business.

The meeting adjourned at 4.45pm

Minutes taken by Debbie Bevan