

BKA National Committee AGM

Date: Sunday 27 August 2012

Time: 1pm to 1.35pm

Venue: Arts & Leisure Centre, Stevenage, Herts SG1 1LZ

Present

NC members:

Hilary Hadley (NC Vice Chair), Debbie Bevan (NC Secretary), Jock Hopson (Director International Affairs), Neil Andriot (Membership Secretary), Martin Farncombe (Treasurer)

Peter West (laido DRC) Lesley Drewe (Jodo DRC)

Quorum: 74

105 BKA voting members present

The Vice Chair (Hilary Hadley) declared that a quorum of members had been achieved and opened the meeting.

MINUTES

1. Apologies for absence

Received from: Errol Blake, Terry Cook, Carla Marchesan

2. Minutes of the 2011 NC AGM (held on 21 May 2011)

Motion: That the minutes for the 2011 NC AGM be accepted.

Motion carried unanimously.

3. Matters arising from the 2011 NC AGM minutes

No matters arising.

4. Presentation/matters arising/acceptance of NC Officer's reports

- Membership Secretary
- Director of International Affairs
- Child Protection
- Complaints
- H&S
- Chair

The meeting gave a formal thank you to Malcolm Smalley for all his efforts regarding setting up the online system and for his hard work as Membership Secretary.

It was noted that the Officer's reports had been available on the BKA website for several months and had been discussed at the inquorate NC AGM meeting held on 2 June 2012 (that was inquorate). Members were asked if there were any questions/matters arising from the reports - no issues raised.

5. Treasurer's report/acceptance of annual accounts for 2011

The Treasurer reported that the 2011 accounts had been signed off, unqualified (ie no problems detected), by the auditors.

Motion: That the 2011 accounts be accepted.

Motion carried unanimously.

Motion: That Danzig should continue as auditors for the next year.

Motion carried unanimously.

6. Election of NC officers

The candidates listed below had been co-opted to their posts prior to the inquorate NC AGM meeting on 2 June 2012.

- **Vice Chair** - sole nominee Hilary Hadley
(nominated by Errol Blake 344, seconded by Debbie Bevan 7874)
- **Membership Secretary** - sole nominee Neil Andriot
(nominated by Andy Watson 5351, seconded by Errol Blake 344)
- **Director of International Affairs** - sole nominee Jock Hopson
(nominated by Peter Ellis 781, seconded by Andy Watson 5351)
- **Treasurer** - sole nominee Martin Farncombe
(nominated by Errol Blake 344, seconded by Andy Watson 5351)

Motion: That the meeting ratify the above appointments.

Motion carried unanimously (individual votes carried out for each candidate)

7. Membership fee

Motion: That the central services fee should be £24.

Motion carried unanimously.

8. Insurance update

Following a review, the BKA had taken out insurance cover with Endsleigh.

9. Amendments to the Constitution (from January 2011 to date)

- Creation of post of deputy treasurer (to be filled as and when needed) and treasury sub-committee established.

Motion: That the meeting confirm this change

Motion carried unanimously

- Complaint deadline extended from 14 days to 21 days.

Motion: That the meeting confirm this change

Motion carried unanimously

- BKA constitution to state that we agree to abide by the Sports Coach UK Code.

Motion: That the meeting confirm this change

Motion carried unanimously

- National Appeals Committee (complaints):
Section 13.3.1 of the BKA constitution

Amended from:

'This shall comprise of Chair, Vice Chair and the three Dojo Reps.'

To:

'This shall comprise of Chair, Vice Chair and the three Dojo Reps or

suitable substitute BKA Officers.'

Motion: That the meeting confirm this change

Motion carried unanimously

10. Amendments to the Travel & Subsistence Policy

- The time limit for submitting expense claims reduced from 3 months to 1 month.

Motion: That the meeting confirm this change

Motion carried unanimously

- A gift of up to £20 in lieu of accommodation/meal (for an invited official at a BKA event) - could be reclaimed. This could be unreceipted and was per event only.

Motion: That the meeting confirm this change

Motion carried: 1 abstention, 104 for, none against.

11. Use of special powers by the NC

Motion: The Vice Chair asked the meeting to grant special powers to the NC for the coming year to 'tweak' the constitution as and when necessary (any changes to be put to the next AGM for ratification).

Motion carried: 1 abstention, 104 for, none against.

12. AOB

Anti-doping policy: The AJKF has signed up to an international non-Olympic sports federation - as a result the Zen Ken Ren needs to have a drugs testing policy in place. The Zen Ken Ren therefore wants each country in the IKF to have one person to act as a national representative for anti-drug policy - the job to be advertised on the BKA website and the NC to review the CVs of applicants and appoint an officer.

Motion: That the NC appoint a non-elected officer to act as the BKA representative in this matter.

Motion carried unanimously

There was a vote of thanks for Errol Blake's (NC Chair) hard work for the BKA over the previous years.

The meeting adjourned at 1.35pm

Minutes taken by Debbie Bevan