

## **BKA National Committee 2019 AGM minutes (draft)**

**Date:** Saturday 6 July 2019

**Venue:** Walthamstow Academy, London

**National Committee members present:** Errol Baboolal Blake (Chair), Hilary Hadley (Vice Chair), Debbie Bevan (Secretary), Paul Gledhill (Co-opted Treasurer), Roger Pimlott (Membership Secretary), Chris Mansfield (Director of International Affairs), John O’Sullivan (Kendo DRC Chair), Keith Rose (Iaido DRC Chair), Jock Hopson (Jodo DRC Chair).

The Chair declared the meeting quorate (81 members present) and opened the meeting.

### **Agenda item 1 - Apologies for absence**

Received from: Lesley Drewe, Alan Nash, Keith Rose, Malcolm Smalley.

### **Agenda item 2 - Minutes of the 2018 NC AGM**

Motion - That the 2018 NC AGM minutes be accepted (proposed Errol Baboolal Blake, seconded Hilary Hadley).

For: 70; Against: 0; Abstain: 9

Motion carried (minutes accepted)

### **Agenda item 3 - Matters arising from 2018 NC AGM minutes**

No matters arising.

### **Agenda item 4 - Treasurer’s report**

The Co-opted Treasurer noted there had also been issues accessing the BKA’s HSBC account. Also, a high turnover of members filling the Treasurer role. A previous Treasurer, Martin Farncombe, had been very supportive during this period, helping to reconcile records.

The meeting thanked Paul Gledhill and Martin Farncombe for their work/help with the BKA’s finances.

### **Finances at 31 May 2019:**

<b>NC</b>	<b>Kendo Bu</b>	<b>Iaido Bu</b>	<b>Jodo Bu</b>	<b>Other</b>	<b>Total</b>
£21,417	£21,734	£21,887	£16,337	-£723	£80,651

The following votes were taken:

- Acceptance of financial records for 2018  
For: 76; Against: 0; Abstain: 4  
Motion carried.
- Allow members (who must be named), with a specific concern about an aspect of BKA finances, full access to the BKA’s financial data (excluding personal information) for the purposes of checking and obtaining data to support their concerns.

- For: 78; Against: 1; Abstain: 1  
Motion carried.
- That in the circumstances listed below, the AGM considers the matter of the 2018 BKA finances to be concluded as satisfactorily as possible and now closed. The circumstances include having had three different Treasurers in 2018, discontinuities in access to the BKA’s central data storage (Opendrive); discontinuities in access to the BKA bank account. Noted that all monies accounted for.  
 For: 73; Against: 0; Abstain: 8  
Motion carried.
  - Election of external professional company to verify financial records for 2019/2020. Proposed that Sedulo continue to provide this service.  
 For: 76; Against: 1; Abstain: 4  
Motion carried.
  - That the Central Services Membership fee be increased from £15 to £17  
 For: 74; Against: 4; Abstain: 3  
Motion carried.

**Agenda item 5** - Presentation/matters arising/acceptance of NC Officer’s reports (all reports previously available on the BKA website)

- Membership Secretary

	Total	Kendo	laido	Jodo
Full	1252	838	475	185
Junior	166	146	20	2
Concessionary	347	297	61	32
Temporary	451			
Associate	16			
Total	1781*			

\* Excluding temporary members

- Director of International Affairs  
 Reported on the EKF General Assembly meeting of 23 May 2019.  
 In response to a member question, the DIA clarified that the EKF had ruled competitors in European championships, can also be, if necessary, either a squad manager or a squad coach.
- H&S  
 On-line accident reporting has been resurrected with the assistance of Andy Watson.
- Child Protection  
 Noted in her report that when members have completed a DBS check they can complete the online subscription for online updating of DBS certificates, this saves the BKA money but a paper certificate is not produced and some venues require sight of a certificate.

- **Complaints**  
The former Complaints Officer noted in his report that there had been two complaints during his term of office. One had been resolved informally and the other was still active.
- **Equality & Diversity**  
The E&D officer's report included:
  - BKA had sent senior representatives (1 from each bu) on 2-days of courses that included equity in sport training and coaching disabled people. Some elements from these courses will be incorporated into BKA coaching courses.
  - Kendo transgender policy written and nearly finalised pending BKA anti doping rules and agreement from the Bucho.
  - Pathfinding forum held at an iaido and jodo Intensive Training Session in the West Midlands.
  - An OGSM-T (Objectives, Goals, Strategies, Measures and Targets) development meeting held and we now have an outline Objective and Strategy completed. This will be published on the BKA website when complete for feedback.
- **Chair - see online report.**

The officers were thanked for their reports.

Motion: That the AGM accepts the Officers' reports

For: 75; Against: 1; Abstain: 5

Motion carried.

**Agenda item 6** - Election of NC officers

- Iaido DRC Chair (Alan Nash elected in Iaido DRC meeting)
- Jodo DRC Chair (Amanda Allen elected in Jodo DRC meeting)
- Kendo DRC Chair (John O'Sullivan elected in Kendo DRC meeting)
- Treasurer - Paul Gledhill elected (For: 79 Against: 0; Abstain: 1)

**Agenda item 7** - BKA website

Chair explained that, during the year, the website was switched over (for a short time) to a trial design by mistake. Any suggestions about the website to be emailed to the Webmaster.

**Agenda item 8** - Amendments to the constitution

Proposal to amend article 7.2, addition of a new Byelaw 21 (see AGM documents on website)

Proposer: Amanda Allen BKA number 7013

Seconder: Harry Jones BKA number 4974

Proposal from the floor of the meeting to amend article 10.8, so that a member who has been expelled from the BKA may only re-join at the discretion of the NC AGM, rather than at the discretion of the NC. It was felt to be more democratic for the BKA as a whole to make this decision, rather than nine members who sit on the

NC. In order to get the wording right, the Chair asked for special powers for the NC to amend the wording of this part of the BKA constitution, for it to be adopted in principle and then to be verified, or not, by the next NC AGM.

For: 74; Against: 0; Abstain: 6  
Motion carried.

Revised 2019 Constitution as published on the BKA website. Noted that the quorum for EGMs was reduced from 20% to 5% of the membership to bring it in to line with the AGM quorum. There were concerns that the revised constitution would prevent Bu from varying T&S rates. Also, that the phrase 'the BKA is a democratic organisation' had been removed. These concerns were noted and it was decided that the AGM would be asked to vote on accepting the revised constitution (as published on the BKA website), excluding the change about Bu not being able to vary T&S rates and that the phrase 'the BKA is democratic organisation' has been removed and should be put back in.

For: 75; Against: 1; Abstain 4  
Motion carried.

**Agenda item 9 - Amendments to Travel & Subsistence policy**

Discussed whether or not Bu should be able to amend the rates of T&S - particularly where a Bu might have limited funds.

T&S wording to be amended to say that if exceptionally, Bucho vary T&S limits, they are reported as individual items to the Bu AGM. Specific wording of the amendment to the T&S policy to be discussed between NC and Bucho.

For: 80; Against: 1; Abstain: 0  
Motion carried.

**Agenda item 10 - AoB**

a) Discussed that the BKA Complaints Officer should be filtering out frivolous and vexatious complaints. Currently, the constitution says that the Complaints Officer should consult with the NC Secretary as to whether a complaint is in remit. However, they could hold opposing views. It would be better to have a third officer included in such discussions.

Motion: That the constitution be amended to say that the Complaints Officer should consult with the NC Secretary and Vice Chair when considering complaints received, particularly with regard to whether they are in jurisdiction and in time.

For: 79; Against: 0; Abstain: 2  
Motion carried.

Noted that this change is effective immediately.

b) Discussion of a proposal to conduct a 'pilot' study of a suggested alternative disciplinary system to the one contained in articles 10, 11 and 13 of the 2019 amended Constitution. This would be an alternative panel, independent of the NC.

Noted that this would be piloted and the proposal would be brought back to the next AGM.

c) The meeting agreed that all Bu will send a code of conduct to the NC for evaluation.

The Chair thanked David Parker for helping with the website, and Malcolm Smalley for also providing essential support for the BKA. The Chair then thanked the co-opted officers for all their hard work and mentioned in particular our new insurance officer, Jonathan Blair-Stone. The Chair said that the NC intended to reopen all of the co-opted posts and hoped the current incumbents would reapply.

**The Chair closed the meeting**

DRAFT