

ENGLISH KARATE FEDERATION BOARD MEETING

Venue: Theobalds Park Hotel

Address: Lieutenant Ellis Way Cheshunt

Herts EN7 5HW

13th July 2014

Present	Michael Billman (MB) President Michael Dinsdale (MD) WKF Representative Steve Coupland (SC) Mark Symonds (MS) Chris Thompson (CT) Ivor Thomas (IT) John De Bono (JDB) Simon Coope (SiC)	
Chair	MB	
Minutes taken by	MS	
Agenda item	Discussion	Actions
1) Apologies	Ticky Donovan OBE (TD) Vice President Sarah Knight (SC)	
2) Previous minutes-accuracy and approval for publication	Meeting commenced @ 11.05am. The minutes of the last meeting were read, there were two items raised by SC under accuracy, and corrected accordingly. The minutes were then proposed as an accurate record of the meeting, seconded and adopted.	
3) Matters arising: Actions completed/ not completed	Under matters arising the members were informed: (a) of a number of conflicting paragraphs in the Articles which were in need of correction. MB stated that they needed looking at in depth and that IS would do that before sending them off for adoption. (b) The matter of the Treasury was discussed and MB informed the members that, again, a new Treasurer could not be appointed until the AoA were updated. (c) Voting was deferred until a later item was brought up. (d) It was agreed that the Social Media Policy would be placed on	<i>MB to send policy to Jel</i>

	<p>the website.</p> <p>(e) It was confirmed that Debbie Sell would be the Single Point of Contact (SPOC)</p> <p>(f) The board agreed that we would continue with the facebook page but also consider a quarterly newsletter. SC would source some of the University students who may be interested in working on newsletter</p> <p>(g) A legally written contract for contractors was presented by MB and it was agreed that these would be used for our contractors. (DS,WT,DG,etc.) SK to distribute to all EKF contractors. Copy to DS</p> <p>(h) It was stated by MB that he had contacted the Company Secretary with regard to the results not being put on the website & she (SK) had stated that she would contact Paul Campbell.</p> <p>(i) The bank status of the EKF and;</p> <p>(j) Change of Bank had not been addressed as TD would be out of the country for a while. MD said that the matter would be dealt with when TD returned.</p> <p>(k) MB stated that IS was going to write to Messrs David & Perry, even though it was not a matter for the EKF board. MD has spoken with person concerned and informed him of the situation</p> <p>(l) An increase in the license fee and a newer version of voting rights was presented by MB using (purely as an example) the system introduced by Scotland. There was a short discussion but no decision reached and the matter was again deferred until the next meeting.</p> <p>(m) A proposal was submitted by Dale Gamble asking for an increase in the payment made to the referees who attended the competition in Tampere, to bring their fees in line with the competitors. After a lengthy discussion it was decided that, as the referees were paid to attend and the competitors had to pay for themselves, the request was declined. DG also asked for the dates of the Kyu grade championships and the Nationals to be confirmed. This will be dealt with by SK and announced as soon as the dates are confirmed.</p> <p>(n) MS gave an update on the application to Awarding Body and said that they had asked for certain policies to be put in place before the application could go forward. MS has written the</p>	<p>SC to source students</p> <p>SK to distribute contractors and keep on file</p> <p>SK to speak with PC</p> <p>MD to speak with Barclays</p> <p>SK to relay to DG</p> <p>MS to submit policies</p>
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	<p>policies for this purpose, they can be updated at a later date. The matter was discussed and it was agreed to present the policies to Awarding Body asap.</p> <p>(o) DBS, MS presented correspondence from TMG. MS to send info to DS</p> <p>(p) MS gave an update on the selection process for the disability section for the World Championships in Bremen. MS said the selection process will be placed on the web page by 18th July.</p> <p>(q) See (m)</p> <p>(r) MADC - SC stated that the group will change the name and structure of the group/website. Pilot project to take place in Lincoln, TBA. Next meeting will be in Sept in London.</p> <p>(s) The matter of insurance was brought up yet again and eventually it was decided to gather the information for the relevant policies and MB would approach Clive Baker (Towergate)</p> <p>(t) It was agreed that CPO Courses were essential and that SC should arrange one asap to be offered to the members FoC.</p> <p>(u) It was agreed that MB would contact Sport England and inform them that there is now a new regime in place and to request a meeting.</p> <p>(v) The matter of England and Regional badges is still ongoing and SiC has stated that he will pursue this in the near future.</p> <p>(w) SC gave an update on legal situation, which had not progressed much further than before.</p> <p>(x) MB updated the board with the information that a further complaint had been replied to.</p> <p>(y) MB updated the board with the information that AGs letter. Further letters had been received from AG but not replied to as the first letter, drafted by the Legal Dept., was deemed to be enough.</p>	<p><i>MS to send info to DS</i></p> <p><i>MS to send document to DS for web</i></p> <p><i>MB to speak to Towergate</i></p> <p><i>SC to arrange course</i></p> <p><i>MB to contact SE</i></p> <p><i>SiC to source badges</i></p>
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	<p>(bb) MB stated that three warning letters had been sent out 3 squad members.</p> <p>(cc) MB stated that M O'B had notified a member that application had been declined.</p> <p>(dd) Simon Coope gave an update on his progress regarding sponsorship and the results he had received so far, and also spoke about kitting out the regional squad for the Banzai Cup, due in the near future. The board were in favour of Simon dealing with this matter, subject to the matter of cost. Simon stated that he would keep the board informed as progress was made.</p> <p>(ee) MB gave an update on the progress of updating the Welcome Pack for the website. Apparently there is a lot to adjust so SK will inform the board as soon as it is finished.</p> <p>(ff) MB stated that the invitation to the EKF to send a squad to Turkey to commemorate the battle of Gallipoli had been received but, although MB had requested more information, nothing had been forthcoming. MB will write again this week.</p> <p>(gg) MB stated that he felt that the logo for the European Games in Baku was not prominent enough and it was agreed that he would notify Jel for this to be corrected.</p> <p>4) MS gave an update on the information which had been sent to Team GB on the squad for Baku.</p> <p>5) MB stated that he felt the matter of Legal Representation should be resolved as we may be vulnerable should any contentious issues arise. It was agreed that MB's suggestion of using Thomas Bingham Chambers as our legal representatives was a good idea. Sports Review deferred to AOB</p> <p>6) MB asked the members who had not yet offered their write-ups/cv's for the website to do so asap.</p> <p>AOB:</p> <p>SC informed the board of a CP issue with a club in the midlands. This is on going</p> <p>Discussion on using Sport Data, agreed to discuss at next</p>	<p><i>SiC to deal speak to cimac re kit</i></p> <p><i>SK to adjust and inform of progress</i></p> <p><i>MB to contact Turkey</i></p>

