



British Taekwondo Council

Administration

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MINUTES General Meeting Thursday 14th October 2021

Venue: Warwick Hilton Hotel

Time: 10:00-11.48

Item		Action	Appendix																																																												
1	<p>Chairman's Welcome and Apologies</p> <p>The Chair welcomed those attending this first face-to-face meeting since the COVID-19 pandemic. Apologies were noted.</p>	Chair	 BTC Attendance Register 141021.pdf																																																												
2	<p>Licence Report</p> <p>Members were reminded that until end March 2022, all voting rights remain as is due to COVID-19.</p> <p>Some organisations have not yet registered new members, questionable as if they are still operating, active students should be registered.</p> <p>The current registrations are 21079 against 33,800 pre-C19, still 17K down, affecting finance. Some good monthly returns demonstrating that things are picking up.</p>	Treasurer	 Continuous Report 30092021.xlsx																																																												
	<table border="1"> <thead> <tr> <th>BTC Member Organisation</th> <th>Registered Members</th> <th>Voting Status</th> <th>BTC Member Organisation</th> <th>Registered Members</th> <th>Voting Status</th> </tr> </thead> <tbody> <tr> <td colspan="6">Full:</td> </tr> <tr> <td>UK ITF</td> <td>2059</td> <td>Full</td> <td>GTUK</td> <td>641</td> <td>Full</td> </tr> <tr> <td>TAGB</td> <td>12913</td> <td>Full</td> <td>UKTA</td> <td>1449</td> <td>Full</td> </tr> <tr> <td>BTF</td> <td>1298</td> <td>Full</td> <td>UKTDC</td> <td>656</td> <td>Full</td> </tr> <tr> <td>BITF</td> <td>819</td> <td>Full</td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="6">Provisional:</td> </tr> <tr> <td>TTA</td> <td>77</td> <td>Not applicable</td> <td>ETF</td> <td>326</td> <td>Not applicable</td> </tr> <tr> <td>BTMA</td> <td>50</td> <td>Not applicable</td> <td>TTF</td> <td>358</td> <td>Not applicable</td> </tr> <tr> <td>AETA</td> <td>365</td> <td>Not applicable</td> <td>UKTI</td> <td>68</td> <td>Not applicable</td> </tr> </tbody> </table>	BTC Member Organisation	Registered Members	Voting Status	BTC Member Organisation	Registered Members	Voting Status	Full:						UK ITF	2059	Full	GTUK	641	Full	TAGB	12913	Full	UKTA	1449	Full	BTF	1298	Full	UKTDC	656	Full	BITF	819	Full				Provisional:						TTA	77	Not applicable	ETF	326	Not applicable	BTMA	50	Not applicable	TTF	358	Not applicable	AETA	365	Not applicable	UKTI	68	Not applicable		
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3	<p>Approval of Minutes</p> <p>Minutes of meeting held on 24th June 2021 were checked and accepted as an accurate record:</p> <p>Proposed: GTUK Seconded: UK ITF For: Unanimous</p>	Chair	 BTC Minutes 240621.docx																																																												
4	<p>Matters Arising</p>																																																														
4.1	SCoT and TANI Update	Sec Gen																																																													

	<p>TANI</p> <p>The Secretary General updated members on a meeting and discussions with Keith Farrell (a TAGB instructor in NI) who is representing TKD in NI through TANI.</p> <p>Members were advised of the reasons for the failed application to SportNI. These will be addressed by updating the current Constitution Mission Statement (refers to Great Britain, ie England, Scotland and Wales) to reference UK, which includes Great Britain and NI. The draft Constitution will be presented at the AGM to follow for agreement. In addition, a pathway for NI athletes will be included to comply with the Belfast Agreement (Good Friday) enabling representation of either UK or Ireland.</p> <p>SCoT</p> <p>P Donnelly has stepped down from Board. There are many non-BTC members within and on the Board of SCoT. BTC Member Organisations have members in SCoT. SCoT, by virtue of recognition in Scotland, will also have recognition in England, Wales and NI. BTC future plans address some of the issues arising.</p>		
4.2	ITC	Sec Gen	
	ITC have been sending out information to instructors and have applied to Sport England as an NGB Partner. ITC raised a GDPR complaint about BTC holding personal data for current and past members. BTC can respond with a counter claim that they have been contacting BTC member clubs.	Action: KB	
5	Secretary General's Report	Sec Gen	
	Status of Election of Chair within the AGM to follow this meeting		
6	Treasurer's Reports		
6.1	Insurance	Treasurer	
	<p>New policy available on the website, expires June 2022. No claims in last 15 months. New claim from a recent Black Belt grading, breaking wood, broken fingers. Insurers have requested that BTC members undertake risk assessments (fourth such claim).</p> <p>The BTC website now shows PII, First Aid and Safeguarding certificates as well as accreditation (DBS) expiry dates. If PII is not in date, clubs will not be shown as they are not insured. 750 instructors listed, 200 (20%) down. System will remove these automatically. BTC MOs can also update their organisation's profiles and instructor listings. BTC Tutors are responsible for ensuring that anyone doing a course with them has shown them a First Aid certificate/qualification.</p>		 Treasurers Report 30092021.xlsx  BTC Report 2021.xls
6.2	Finance	Treasurer	
	Numbers increasing, deficit reducing, finances becoming positive. Procured £20K from BTC membership services to assist maintaining BTC Executive officers in roles. No furlough was applied for as we did not return Sport England funding which within the bid is for salaries only. £192K in bank, actual balance £23K in accounts.		 FIN25092021 New.xlsx

	There being no further comments by any members, the reports were unanimously accepted.		
7	ITF / Independent Liaison Officers' Reports		
7.1	Independent Liaison Officer Report		
	<p>60K people attended the recent event organised by Arnold Schwarzenegger. Karate, grappling, cage fighting, TKD (TAGB), great day, great publicity for TKD. Report has been posted to BTC Facebook. BTC Member Organisations are requested to please send their event information, reports, photos etc for uploading to new BTC front page (live shortly); these must include BTC branding.</p> <p>There was discussion about a possible BTC inclusion in the event next year.</p>		
7.2	ITF Liaison Officer Report	GM	
	<p>The ITF are hosting a number of events, to include:</p> <ul style="list-style-type: none"> • European Championships in Crete at the end of October 2021 • European Open in November 2021 • ITF Worlds in July 2022 in the Netherlands <p>BTC members are attending these events, in line with their membership of the international bodies.</p>		
8	Matters Arising – BTC Ltd		
8.1	CEO Report	CEO	
	<p>TOL</p> <p>BDO reports identified a number of actions, both Financial and Governance. These actions have been responded to, not all will be implemented as they do not fit with either our organisation or the size of our organisation. The BTC welcome their report and the observations noted by BDO.</p> <p>The CEO detailed the changes required to reinforce BTC's position as an NGB and Sport England system partner, and the impact of these changes in light of the SE decision to keep TOL in place for 2022-23 (possibly 2023-24) and offer bridge funding during that period until such time as BTC and BT each work directly with SE. The changes include governance around NGBs, whether they are funded or not, recruitment, terms of reference and office for Board directors, the executive (operations) team and members forum. It is important to record that BTC did not vote for TOL to be dissolved, seeing them as a 'critical friend' and source of advice and guidance in terms of governance and best practice in the business of sport.</p> <p>There was consensus that BTC retain NGB status as the primary goal, restructuring is acceptable, using skills matrix to appoint individuals to Board and executive roles. In order to confirm BTC's acceptance of the TOL Special Resolutions, all eligible members present demonstrated by a vote:</p> <p>Proposed: CEO/Secretary General Seconded: Unanimous</p>		

8.2	Safeguarding	Finance Director	
	<p>BTC Member Organisations were requested to submit reports and images of recent activities supporting the NSPCC Parents in Sports Week to Matt Brunger for inclusion on the BTC Facebook and BTC website front page.</p> <p>MB to send email to all BTC MOs to form links for sharing news items.</p>	<p>All MOs</p> <p>MB</p>	
8.3	Tutors / Registered Instructors / Coach Development		
8.3.1	Instructor Training Day		
	<p>October date has been cancelled as the Loughborough venue due to a change in their hiring policy. A Leeds venue was proposed, other suggestions welcomed. These events require a venue or academy with a large training hall and different rooms for courses. The Warwick Hilton might be suitable.</p> <p>BTC will aim to arrange courses including First Aid (min 10pp), Safeguarding, Time To Listen, etc, end Jan/early Feb 2022.</p>	<p>All Member Organisations</p> <p>Coaching Director</p>	
8.4	UK Anti-Doping		
	No updates to report. BTC will reissue the "What to do if" UKAD Officers attend a BTC event.	INED	
8.5	Sport England External Audit (BDO)	CEO	
	See Minute 8.1 above.		
9	Any Other Business		
	It was felt that BTC, rather than BTC Member Organisations individually, should liaise with University groups regarding participation in forthcoming events. There are two University groups, neither of which are licenced bodies. BT will engage if BTC don't; WT University Games a very big event. BTC Chair to respond that the Secretary General will be in touch to develop the idea.	Chair	
10	Next Meeting		
	February 10th 2022, 11am, by Zoom		