



# British Taekwondo Council

## Administration

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## MINUTES General Meeting Thursday 17<sup>th</sup> March 2022

Venue: Zoom  
Time: 11:00am-12 noon

Item					Action	Appendix
1	<b>Chairman's Welcome and Apologies</b> The Chair welcomed attendees and advised of apologies received (see attachment).				Chair	 BTC%20Attendance%20Register.docx
2	<b>Licence Report</b> All getting back to normal, BTF increased on 2020 numbers. 24600 members, another month to go, 10K lost pre-pandemic with UKTC leaving.				Treasurer	 Continuous Report 28022022.pdf
	<b>BTC Member Organisation</b>	<b>Registered Members</b>	<b>Voting Status</b>	<b>BTC Member Organisation</b>	<b>Registered Members</b>	<b>Voting Status</b>
<b>Full:</b>						
	UK ITF	2421	Full	GTUK	852	Full
	TAGB	14643	Full	UKTA	1670	Full
	BTF	1516	Full	UKTDC	1008	Full
	BITF	946	Full			
<b>Provisional:</b>						
	TTA	192	Not applicable	ETF	420	Not applicable
	BTMA	131	Not applicable	TTF	399	Not applicable
	AETA	414	Not applicable	UKTI	56	Not applicable
3	<b>Approval of Minutes</b>					
	Minutes of meeting held on 10 <sup>th</sup> February 2022 were checked for content and accuracy. Proposed: WBrown Seconded: M Higginson For: Unanimous				Chair	 BTC%20Minutes%20100222.docx
4	<b>Matters Arising</b>					
4.1	SCoT Update				Sec Gen	
	No updates to report.					

4.2	TANI Update	Sec Gen	
	BTC submitted membership application, adjustment was required to comply with the Belfast Good Friday Agreement. The application is paused while BTC Ltd and BTC merge. All BTC clubs are recognised by Sport NI, and do not need to be in TANI.		
5	<b>Secretary General's Report</b>	Sec Gen	
6	<b>Treasurer's Reports</b>		
6.1	<p><b>Insurance</b></p> <p>Professional Indemnity Insurance is not due to renew until June 30<sup>th</sup>. No meetings have yet been scheduled with current or alternative providers.</p> <p>BTC Officers &amp; Directors insurance is due 1<sup>st</sup> April 2022. BTC MOs may need to pick up the cost of this insurance going forward.</p> <p>A couple of small claims are currently being reviewed.</p>	Treasurer	 Treasurers Report 28022022.pdf
6.2	<p><b>Finance</b></p> <p>BTC is in a better position, £35K in profit. BTC maintained staff throughout the pandemic, no furlough, no additional support required from Sport England. The Treasurer proposed that as insurance runs to 30<sup>th</sup> June, BTC defer consideration of membership numbers for Member Organisations until that date to inform the position for Board places and possible increases to licence fees.</p> <p>Proposed: Treasurer  Seconded: TAGB  For: Unanimous</p>	Treasurer	 FIN28022022 New.pdf
7	<b>ITF / Independent Liaison Officers' Reports</b>		
7.1	<b>Independent Liaison Officer Report</b>	RS	
	No updates to report.		
7.2	<b>ITF Liaison Officer Report</b>	GM	
	No updates to report.		
8	<b>Matters Arising – BTC Ltd</b>		
8.1	<b>CEO Report</b>	CEO	
	<p>TN reviewed history and current position: BTC Ltd recognised by SE for funding, BTC recognised by UK Sport as NGB but they are not fit for purpose for funding.</p> <p>The Sport England Code of Governance requires a single organisation which requires that the BTC Constitution be included in the BTC Ltd Articles of Association. The Board will be constituted in line with the Articles of Association.</p> <p>Some current directors are due to retire wef 1<sup>st</sup> April 2022 (end of term).</p>		 BTC Report 2021.pdf

	<p>The current Board needs to review the Articles of Association and approve the updates. The new Board will be appointed in line with the new Articles. Operations will be overseen by the Executive Team.</p> <p>BTC Ltd staff will be subject to salary cuts and payments for BTC roles which will become redundant will cease.</p> <p>From September 2022, the new Articles, Board and Executive Team will function, with current BTC activities delivered by Membership Services.</p> <p>BT are also subject to transformation to comply with the Sport England Code of Governance. TOL will be dissolved after one year (rollover funding approved) expires.</p> <p>The CEO advised that precipitate changes, before we are properly prepared, could result in loss of funding. Members are unanimous that NGB status is more important than funding and the successful merging of BTC and BTC Ltd puts us in good standing with all home nation sports organisations.</p> <p>The Finance Director advised members that the board structure will change under the new Articles of Association, several of the existing directors will come off (end of term of office), and new directors appointed by Member Organisations with 1000+ members. Smaller Member Organisations will collectively elect one director to represent them on the Board.</p> <p>R Sergiew reflected that these changes are good for BTC, being inclusive and all groups having a voice on the Board.</p> <p>The Coaching Director reiterated the need for a succession plan, that TKD is well-represented, that board members vote at the meeting, but everyone is represented. BT only have one TKD voice on their board. It is a challenge to fit the old with the new to meet Sport England and Governance Code, but this applies to all sports, not just TKD, and is for the best.</p> <p>Members expressed that they appreciate the good work going on, and that they have a clear understanding of the changes.</p> <p>The Finance Director reaffirmed that BTC has survived and grown, strengthened, will be fit for purpose with the merge, and that we need to engage as BT do. Failure to do so will provide opportunities for ITC and others.</p> <p>The Coaching Director reminded members that the need is not to ensure the best interests of elite teams but about under-represented groups, grassroots, positive action, and delivering programmes.</p>		
<p><b>8.2</b></p>	<p><b>Safeguarding</b></p>	<p>Finance Director</p>	
	<p>The annual audit will be conducted on 28<sup>th</sup> April. NGB status can only be retained if the standards are achieved. BTC have delivered courses by Zoom, more are planned. The Child Exploitation course last weekend was thought-provoking and well received. BTC are sharing our courses with other martial arts, demonstrating our commitment to being inclusive and willing to share good practice. No SG referrals throughout pandemic, 8 reported – non BTC (some ex-BTC).</p> <p>The Finance Director reported that M Dew had supported the use of the Safeguarding Code in Martial Arts. BTC have a simple application form and encourage clubs to become registered on the Sport England scheme and included on their map as an additional opportunity for promotion as safe NGB clubs. M Dew reported that SGMA appeals to parents. NWT have succeeded Educare in overseeing the SGMA. The CEO</p>		

	advised that SGMA seemed to give authority on the ability of TKD instructors rather than the club and that the Code should have applied to any sports club, not just martial arts, but it is useful to highlight that a club in an NGB is the best recommendation. No other martial arts have NGB status, and a coloured flag for NGB clubs would only apply to BTC.		
<b>8.3</b>	<b>Tutors / Registered Instructors / Coach Development</b>		
8.3.1	BTC Tutor Updates/Registered Instructor Courses 2022	CEO/FD	
	No updates to report.		
8.3.2	Instructor Training Day	Coaching Director	
	Online courses, good attendance from TAGB and Wayne Brown, disappointing from other groups. Looking to arrange a face-to-face event in the Midlands in September 2022 which would include some new courses.		
8.3.3	BTC Coaching/Instructing Award	Coaching Director	
	No updates to report.		
<b>8.4</b>	<b>UK Anti-Doping</b> No updates to report.	CEO	
<b>9</b>	<b>Any Other Business</b>		
<b>9.1</b>	W Brown sought clarification on minimum 1000 members to be a board member, voicing that groups with 800+ might wish representation. What would be the impact of groups with numbers approaching 1000 being classed as Full Members, or new Member Organisations with 1000+ wanting a seat straight away?  The Finance Director advised that the Articles would include that an invitation to join board is not automatic, board numbers are restricted, and membership time requirements will be detailed. A group of 900+ members could be invited if their representative fits identified gaps in the skills matrix, TKD degree is not relevant. We are not and cannot be viewed as an “old boys brigade” by Sport England or anyone else. We need to retain NGB status and need to do what is required to retain this.		
<b>9.2</b>	C Davies asked if Member Organisations had any pictures for inclusion in the BTC Parents in Sport Week leaflet for Facebook, website etc. Members are requested to send images to K Beddows in the first instance.	All Member Organisations	Apr 2022
<b>9.3</b>	K Walton reminded members of the First Aid course being held at Hinckley on Saturday 19 <sup>th</sup> March.		
<b>9.4</b>	K Walton enquired about terminology Member Organisations use for Women’s weight divisions – Light, Middle, Heavy, etc. Most use Kg. Also protocols around white uniforms for females – what precautions are available, coloured suits? Some Member Organisations’ clubs do use coloured uniforms but white is traditional. Emergency hygiene resources kept available in FA kits.		

10	<b>Next Meeting</b>		
	Articles of Association updates will be reviewed, section by section, at regular Zoom meetings. Agreed to invite members to meetings as and when, usually on a Monday. 9.30am was identified as good for most. 2 weeks' time for first review.  Meeting closed at 11:59.	All Member Organisations	Mon 28 <sup>th</sup> March 2022, 09:30