**MINUTES**

**General Meeting**

**Wednesday 17th March 2021**

Venue: Teams Teleconference

Duration: **11:00-11:58am**

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| **Item** |  | | | | **Action** | **Appendix** |
| **1** | **Chairman’s Welcome and Apologies**  The Chair welcomed those attending and confirmed that apologies had been received from R Oldham. | | | | Chair |  |
| **2** | **Licence Report** | | | | Treasurer |  |
|  | The Treasurer reported that current membership numbers, 18,000 March 2021, are 50% down on March 2020 at 36,000. It is anticipated that membership will see an uplift with the easing of lockdown measures and clubs reopening. There is a general positivity that memberships will soon return to, or even exceed, ‘normal’ levels. BTC Member Organisations were thanked for their great efforts in response to the challenges presented by the pandemic and the maintenance of membership at its current level. | | | |  |  |
| **BTC Member Organisation** | | **Registered Members** | **Voting Status** | **BTC Member Organisation** | **Registered Members** | **Voting Status** |
| **Full:** | | | | | | |
| UK ITF | | 1988 | Full | GTUK | 427 | Full |
| TAGB | | 11988 | Full | UKTA | 1098 | Full |
| BTF | | 970 | Full | UKTDC | 382 | Full |
| BITF | | 749 | Full |  |  |  |
| **Provisional:** | | | | | | |
| TTA | | 88 | Not applicable | ETF | 184 | Not applicable |
| BTMA | | 158 | Not applicable | TTF | 231 | Not applicable |
| AETA | | 462 | Not applicable | UKTI | 57 | Not applicable |
| **3** | **Approval of Minutes** | | | |  |  |
|  | Minutes of meeting held on 9th November 2020 were checked for accuracy and content and agreed as an accurate record:  Proposed: W Brown  Seconded: K Beddows  For: Unanimous | | | | Chair |  |

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| **4** | **Matters Arising** |  |  |
| 4.1 | BTC Tournament | UKTA/TAGB/UK ITF |  |
|  | This event will be shelved for the time being. |  |  |
| 4.2 | SCoT Update | Sec Gen |  |
|  | It was confirmed that P Donnelly (TABG) had come off the SCoT Board, which now consists of one TKD representative, all other directors being non-participants. It was confirmed that clubs not in membership of SCoT can access venues. There was discussion about the benefits or otherwise of BTC being represented in SCoT. SCoT cannot offer anything to BTC clubs over and above what BTC offer, ie licensing, insurance, coach awards.  **It was agreed** that BTC should raise a campaign to extol the benefits of BTC membership in Scotland, England, Wales and Northern Ireland. A poster to be produced with a collective statement and Home Country badging to be published on BTC, BTC Member Organisation and BTC clubs websites, Facebook pages and other social media platforms. BTC clubs could push this out further in their local areas to promote uptake to membership. Dianne Russell, TAGB, could assist. |  |  |
| **5** | **Secretary General’s Report** | Sec Gen |  |
|  | No report given. |  |  |
| **6** | **Treasurer’s Reports** | Treasurer |  |
| 6.1 | **Insurance** | Treasurer |  |
|  | The Treasurer reminded members that Professional Indemnity Insurance was extended to 30th June 2021.  BTC will retain the services of our current insurers (Alliance/ Towergate) after a review of the continued benefits weighed against the reduced numbers - 2019-20, 35,000 members, 1000 instructors, 2020-21 going into 2022-23 with 18,000 members and 800 instructors. There is no rebate but claims are significantly reduced. In the general insurance climate, claims excess has gone up across the board.  BTC Directors & Officers policy is due for renewal end March 2021, which will be actioned as this does not benefit from an extension. |  |  |
| 6.2 | **Finance** | Treasurer |  |
|  | The Treasurer detailed that, as expected, it has been a difficult year, with income down £110K. However, this has been more than offset by savings of £123K in light of no travel or meeting expenses. BTC Board, Council and training meetings (Registered Instructors, Basic Safeguarding Awareness, TTL, BTC Lead and Association Safeguarding Officers) have been effectively delivered by Teams or Zoom. Overall, BTC is better off now than during the last 5 years. |  |  |
| **7** | **ITF / Independent Liaison Officers’ Reports** |  |  |
|  | * **Independent Liaison Officer** |  |  |
|  | Nothing to report. |  |  |
|  | * **ITF Liaison Officer** |  |  |
|  | Nothing to report. |  |  |
| **8** | **Matters Arising – BTC Ltd** |  |  |
| 8.1 | **CEO Report** | CEO |  |
|  | It was reported that Sport England Yr 4 funding has been rolled over to Yr 5 for the current Strategy Period, £96K for 2021-22, and that KPIs are not measurable as previously but BTC still report membership and activities to Sport England via TOL.  It was reported that a meeting will be held on Fri 19th March 2021 to consider the future of TOL, and whether BTC and BTC may work directly with Sport England in the next bid application. |  |  |
| **8.2** | **Safeguarding** |  |  |
|  | The FD (BTC Lead Safeguarding Officer) reported that CPSU will undertake an external audit in May.  **Association Safeguarding Officers – update training**  Currently, 26 delegates are registered to attend this training on 28th March. |  |  |
| **8.3** | **Tutors / Registered Instructors / Coach Development** |  |  |
| 8.3.1 | Coaching accreditation | Coaching Director |  |
|  | It was reported that the BTC Award in Coaching and Instructing Taekwondo was delivered on 9th March 2021 to the ADL/CAVA group, who will deliver and assess future courses and, in so doing, complete their Tutor/Assessor awards. The course was well-received and effectively delivered online. The group will shortly complete the activities in the workbook, online learning assignments and practical assessment to achieve a BTC certificate. |  |  |
| 8.3.2 | Instructor Training Day | Coaching Director |  |
|  | There was a consensus that when we are out of lockdown, instructors will enjoy getting together for a Training Day. In the meantime, an online Stretching Seminar is proposed for the weekend 10th /11th April, covering basic kicks, warming up and effective stretching. The suggestion was well-received but an enquiry was raised, due to an existing international event on that weekend (Sat/Sun 9-4.30) whether it could be deferred to 17th /18th April. There were no objections, so the CD will contact the facilitator to confirm. |  |  |
| 8.4 | **UK Anti-Doping** | CEO |  |
|  | Nothing to report. |  |  |
| 8.5 | **Sport England External Audit (BDO)** |  |  |
|  | BTC still await the audit report, 18 months after the event. Some changes have been implemented from recommendations made at the time. GB Taekwondo have received their report (£8M SE award), but TOL, BT and BTC await response. |  |  |
| **9** | **Any Other Business** |  |  |
| **9.1** | **BTC Meetings** |  |  |
|  | W Brown expressed that meetings on Zoom were effective and would support that we continue and save money. Discussion revealed that members miss face to face meetings, interaction and training days.  **It was agreed** that BTC would hold one face to face meeting at end of year, others online. Training sessions are better face to face. |  |  |
| **9.2** | **NGB COVID-19 Updates** |  |  |
|  | M Dew raised the point that BTC COVID-19 information relates only to England and we should try to include Scotland, Wales and NI.  The Secretary General confirmed that Scotland and Wales will be published when recent changes have been clarified. | Sec Gen |  |
| **9.3** | **TANI** |  |  |
|  | In response to a question from M Dew, the Secretary General confirmed that BTC had been contacted by Ian Weir, SNI Sport Policywriter, concerning Bertie Nicholson and TANI further to BTC and BT submitting applications for recognition by Sport NI. TANI is still displaying BTC logo, which causes confusion. Bertie is no longer with TANI, happy to fall under BT’s application. Keith Farrell is keen to maintain TANI and has received funding direct. M Dew responded that ‘British’ is a problem for organisations in NI and Sport NI needs to be inclusive.  W Brown suggested that BTC consider alternative titles, eg Scottish TKD Council (BTC) or BTC Scotland to resolve similar issues in all Home Countries.  **It was agreed** that the Secretary General produce some draft graphics and titles for members’ consideration. | Sec Gen |  |
| **9.4** | **Facilities** |  |  |
|  | A Kalcutt asked whether other BTC Member Organisation clubs were experiencing difficulties getting back into schools. Several members responded that they were, some schools being reluctant to consider external hiring until September 2021. BTC members can only but reassure facility providers that we are robust in our COVID-secure practice and on-going best practice in terms of accreditation and the safe delivery of Taekwondo. |  |  |
| **9.5** | **Safeguarding Code in Martial Arts** |  |  |
|  | The Secretary General provided an update regarding the Code. A meeting was held on Monday this week which has brought us to the position reflecting our request made 3 years ago, ie clubs with instructors vetted by BTC should automatically be accredited. Sport England hold the licence for the Code and BTC had highlighted the risk associated with 1 in 10 or 20 DBSs being randomly check. BTC have explained that SCMA has no value for BTC instructors but there is an issue that BTC Member Organisation clubs are challenged locally by clubs displaying the SCMA and potentially risky clubs being recognised by facility providers as accredited, when in fact they are not NGB-accredited (KB described that Karate have expelled clubs/instructors for poor practice, who now operate with SCMA). As agreed that the meeting, BTC will give Educare a list of all BTC clubs, clubs do not need to apply for the Code, and clubs will be displayed on SCMA listing. BTC are now in receipt of an email from Jo Aldridge confirming this process. BTC now need to add logo/certificate to club profiles to identify the Code.  Discussion reflected that it was good for clubs to have it, regulate it, and advertise BTC clubs.  The Lead Safeguarding Officer pointed out that CPSU Advanced Standards outtrump the Code. Clubs should understand it is better than the Code and promote this.  Member Organisations were also reminded that SGMA require that clubs must display their Safeguarding Officers on their websites. BTC Instructors should be clear that the club owns the SCMA, not the instructor. Educare/SE have to agree the BTC certificate or manner in which the SCMA logo will be displayed. |  |  |
| **10** | **Next Meeting**  June/July Zoom meeting date to be confirmed, earlier if necessary. AGM date to be agreed. |  |  |

**BTC General Meeting**

**Wednesday 17th March 2021**

**SUMMARY OF ACTIONS**

|  |  |  |  |
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| **What** | | **Who** | **When** |
| 170321, 4.2 & 9.3; | **SCoT and TANI**:  BTC to raise a campaign to extol the benefits of BTC membership in Scotland, England, Wales and Northern Ireland. | All Members | Apr 2021 |