



## MINUTES OF THE BRITISH TAEKWONDO AGM 29/07/12

VENUE: Kang Han Combat Academy, Hucknall, Nottinghamshire

### 1. President's Welcome to Delegates

The President, Master Adrian Tranter (AT), welcomed those present and called the meeting to order at 1.40 pm. AT offered condolences on behalf of all present and British Taekwondo members to George Eldrington on his recent tragic loss. Our collective thoughts and prayers are with him and his family.

AT thanked those for attending, it was really encouraging to see so many instructors willing to give up their free time in supporting the AGM.

AT introduced various other post holders:

- IY Ieda Yell Independent Chair, Executive Board
- KH Kevin Hornsey NOC officer
- GH Gary Hall Performance Director GB Taekwondo
- DS Derek Sumner Chair, Poomsae Committee
- CC Chris Codling Chief Referee
- JL Jim Lewsley Health and Safety Officer
- Scottish Executive
  - Jim Kennedy
  - Zahid Salim
- JS John Stopforth media consultant

### 2. Apologies for Absence

Apologies sent from: Johnny Martin (JM), Dennis Robinson and Max Cully.

### 3. Minutes of the Last AGM

AT asked all present if there were any amendments to the minutes of the last Annual General Meeting, dated: 21.08.11.

There were none.

AT signed the minutes as read.

### 4. Matters Arising

AT asked if there were any matters arising since the last AGM.

There were none.

### 5. Annual Report

AT explained fully the Annual report and described it as an incredible year. Issues discussed in depth started with our Olympic Taekwondo hopes and European success.

AT asked whether there were any questions for GH

There were none.

AT thanked GH for the work he and his staff are doing and how we are all looking forward to the Olympic Games. AT talked about Sarah Stevenson reading the oath at the Olympic Games and what a fantastic honour for her and how proud everyone is. AT passed on good luck wishes to the team competing in the 2012 games. AT said that the WTF Secretary General - Dr Ayer announced that Taekwondo was one of the fastest growing sports at the moment.

Peter Adamsons (PA) asked is there will be a cost for the WTF membership systems, both Global Athlete Licence (GAL) and Global Membership System (GMS) and if so, what are the costs? AT explained that the costings from WTF had not yet been finalised, nor had the range of benefits. AT said there will be an admin charge.

PA brought to light an amendment: Cadet, Emily Watson, - 37 kg received a bronze in Georgia.

AT asked if there are any comments regarding MATT and IL's report.

There was none.

Gary Sykes (GS) asked since the last meeting have we made any further progress with Kukkiwon. AT replied no changes have been made yet, however we have discussed several areas of concern direct with Kukkiwon and is hopeful of their support. AT recognised the concern from all clubs that have contacted British Taekwondo that Kukkiwon should support us, the Member National Federation for WTF and not the outside groups and individuals. AT explained that following the Olympics, it is hoped that WTF will continue with the Kukkiwon certification issue at the highest level

AT asked if there are any comments on Membership Services and Graham Preece's (GP) report.

There were none.

AT told GP what a very thorough and professional job Membership Services are doing especially Sophie Threlfall. GS enforced that and said thank you so much on behalf of the WTA, "It's 100% better efficiency, with great correspondence and communication at all times and Sophie should be commended".

GS asked GP what insurance is covered within the licences with regards to schools.

AT replied it was covered by their own school "Crown" insurance.

GP said it would be in school hours but for out of hours it should be discussed with the school, however their own individual insurance will cover them. But if a British Taekwondo Kup grading is going to take place within 3 months they must get a membership and it should go through the club.

Siva Renganathan (SR) asked about holiday cover for British Taekwondo staff. GP replied that providing the form is sent, once the payment is cleared they will be covered even if they have not received a licence. There is a window of crossover, up to 2 sessions are covered but by the 3<sup>rd</sup> session they must fill out a membership form. It was explained how we now back date for up to 1 month.

Mark Threlfall (MT) said they are trying to make sure forms have not had dates changed and are clubs are on top of sending them in. If the form is held on to and the person training paid e.g.: 6 months ago they will not be insured and the Taekwondo club owner is liable.

AT asked if there were any comments on Home Countries and Bill Darlington's (BD) report.

There were none.

Jim Lewsley (JL) thanked the Council of British Taekwondo for the special funding specifically for Scottish athletes, as due to issues with a break-away group in Scotland, Sport Scotland have had to stop funding until the situation is reviewed. AT confirmed that this situation is very detrimental to the loyal members within Scotland and the British Taekwondo is seeking urgent discussions to remedy the situation. That supporting talent in Scotland is important, as we have great potential, such as Asia Bailey.

AT apologised for not being able to progress University Taekwondo as discussed in the last AGM. Time commitments to the Sport England bidding processes had taken priority. It is hoped that the University Committee can be formed soon so as further progress can be made this year.

AT asked if there were any comments on Health and Safety and JL's report.

There were none.

AT thanked JL for his input this year. AT explained we now have a risk policy and a risk matrix that will serve the business very well. JL said we currently have 13/14 policies on the web that will all be put in to one Health and Safety document. This will be available to download as a pdf form soon. It will make it easier to understand and more simple.

AT asked if there were any comments on Child Protection and Bill Humphrey's (BH) report.

There were none.

BH has been managing this throughout the year. AT confirmed it needs bringing up to date and when this is completed it will be available to use. This process is underway through external consultants.

Joe Brown (JB) advised his wife is a Child Protection Officer and agreed our policy needed updating.

AT asked if there were any comments on Poomsae and DS's report.

There were none

AT thanked DS for his progress and for working at the highest level for all the efforts with Poomsae.

DM asked if Poomsae was in the 2014 CTU Championships. AT yes we hope to.

AT asked if there were any comments on the Referees' and Brian Tilley's (BT) report.

There were none

PA asked Chris Codling will more notice be given regarding fees in future. AT responded to say yes and apologised, saying there should have been more notice.

AT thanked Member Groups and looked forward to a continued good working relationship.

GS asked how many other member groups there are, AT replied with a list: WTA, UTA, TCGB, TKD Tigers, Chi TKD, LTA, UTF and AWTC.

At asked if there were any comments on the Executive Board and IY's report.

There were none.

AT thanked IY for all her hard work and said she is joy to work with. She brings great strength of knowledge and British Taekwondo are very lucky to have her on side.

PA asked AT regarding the 2013 bid. IY explained how the bid was presented.

PA asked how much funding we requested and IY responded to the query also informing that the actual secured amount may be different from the bid value PA also asked what AT meant in the report "first part of the money" AT explained we have had the first instalment of the funds from the 2009-2013 bid and shall receive the balance in the last quarter of 2012.

Gareth Brown (GB) asked if there should not be a season for planned events rather than leaving each individual club to sort their own personal event. He also said how this will help organise international events for the season in front and all the competitions coming up to help be more organised and a club can be prepared for the season ahead.

AT said potentially we hope to have a calendar meeting for competition hosts and coaches to plan events. GH reiterated that the next big competition is Rio 2016. We may get a league system organised and agreed for the elite system but resources and funding are restricting it at this time. AT hopes that after success in the Olympics, then more funding may become available to possibly do this.

GB explained how he had been teaching at schools and it was a fantastic response to get children's attention, some schools had be competing but there was certain rules and regulations e.g. no head shots, but this gave him the idea it could be great.

AT said if schools wish to put this opportunity in place of course we would support schools getting involved. It has been tested in schools before. It has initially got to go through the clubs, as the various Local Education Authorities have differing policies regarding combat sports.

SR endorsed what GB said, he went to a pilot session of 250 students sponsored by KPMG and they wanted to make it part of their curriculum. His thoughts were of how many students we could get out of just one school. AT agreed, re-iterating that at this time it has to be done at a club level initially.

JB said he had meeting with his local Council and they did not know about WTF and about the sport.

AT said it's for clubs to contact their local Council and be confident you are what you say you are and you are part of, British Taekwondo, an Olympic sport. We will support you wherever possible and it is for you to change local schools' and Councils' perception on what Taekwondo is really about.

David Carmichael said he had been running 52 schools in his local borough and asked about running a competition. He stressed how it can be done and coaches need to be confident with what they are a part of. AT confirmed that of course it is possible.

AT thanked everyone and said our immediate focus is on our four Olympic athletes. We hope great things can happen for Taekwondo in the next 3 weeks. These are exciting times.

AT concluded with a PowerPoint presentation on the new merchandise section of British Taekwondo's website, how it would work, benefits to clubs and instructors. AT presented the range of merchandise available and possibilities thereafter. There was a table set up with samples.

## **6. Treasurer's Report**

The President asked the Treasurer, Mark Threlfall (MT) to present his report.

### **Introduction**

2 sets of accounts have been produced for the 12 month period ending 31st March 2012. The first period covers the 6 months ending 30th September 2011 and the second period covers the period from 1st October 2011 to 31st March 2012, this second period is our first accounting period as the newly formed limited company and as such the reporting structure falls in line with company law.

The figures do not account for Sport England funding, the first funding was received in April 2012 so it falls after this accounting period. We have subsequently set up a separate bank account for these funds.

### **Income**

The main source of income, as usual, was from licence sales, this amounted to £285,794 as opposed to £242,529 last year, an increase of 17.8%. This includes late fees which were introduced to reduce the "lost income" due to renewals not being on time, whilst creating a financial benefit for the organisation it also reduces the potential liability for claims against instructors due to their members training without insurance. Overall income was £462,630 as opposed to £458,967 the previous year. The small percentage increase of all income is due to the reduction in instructor course income and CRB renewals due to the 2 year timescale and the reduction in courses until such time as our new syllabus rolls out.

### **Expenditure**

We have invested further in our IT infrastructure, which includes external hosting of our membership database allowing us to have increased security of our data and reducing the risk of server/network problems. We have also invested in the database to make amendments to the programme to hopefully increase functionality and create instructor benefits, this has been partly based on instructor feedback. This programme of enhancements should now be complete. We have given funding to the various sectors in the sum of £79,525 in the year, an increase of £20,347 from last year. This includes supporting the European Championships in Manchester in the sum of £10,000. Disappointingly, £8,795 was spent in disciplinary matters in the year, due to engaging external consultants to help assist us through the legal processes. Hopefully this will not be a typical year as it is expenditure that could be invested in other areas for our members. However we need to ensure the organisation is protected at all times. Excluding subsidies and cost of sales, our costs have reduced from £189,013 to £179,570 in the year, a reduction of 5%.

### **Overall**

The bank balance at 31/3/12 was £90,655. Last year it stood at £73,443, despite ongoing investment in the organisation and the same level of subsidies & funding we are still in a very healthy position.

31 votes - unanimous approval of accounts.

31 votes - unanimous approval of using AP Thornton & co to produce finance report for next year.

AT thanked MT for his report.

### **7. Election to the Council**

The Secretary General, Neil Guest (NG) had received nominations for the following post on the British Taekwondo Executive Committee:

- Trustee- JM & Tom Stammer (TS)- nominated by AT seconded by BD

AT presented for JM, as he was not able to attend the meeting due to prior business commitments.

TS did a PowerPoint presentation which explained his suitability for the post.

24 votes eligible

24 out of 24 votes for Johnny Martin.

24 out of 24 votes for Tom Stammer.

Unanimous votes to accept.

### **9. Constitutional Reform**

There is only one issue for Constitutional Reform. The proposal this year is to adopt the Memorandum & Articles of Association.

AT did a Power Point presentation. A full and detailed explanation was presented.

24 votes eligible

24 out of 24 to accept

Unanimous vote to accept

### **2012 Commendation Awards**

AT explained the rationale behind awards, that it is for people deserving of their efforts during the year in their club, that have contributed on a national level, or for people within the organisation who work tirelessly behind the scenes.

1. David Carmichael - nominated by AT seconded Council- Bronze Award
2. Livingwell Taekwondo - nominated by AT seconded Council- Gold Award
3. BTS - nominated by AT seconded Council- Gold Award
4. Koryo Taekwondo - nominated by AT seconded Council- Gold Award
5. Master Mick King - nominated by Steven Carvell & Lorraine Leventis seconded by Master Lindsay Lawrence- Gold Award
6. Peter Adamsons - nominated by AT seconded Council- Gold Award
7. Siva Renganathan - nominated by AT seconded Council- Gold Award
8. Master Gary Sykes - nominated by AT seconded Council- Gold Award
9. Graham Preece - nominated by BD seconded by Council- Platinum Award

This concluded the meeting and with the agenda complete the President thanked those that attended and closed the meeting at 5.20pm.

**Signed.....**  
**Adrian Tranter**  
**President**

**Date.....**