

# MINUTES

## Of the Board Conference Call - October 21<sup>st</sup> 2020

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### 1. To Record Attendance and Apologies for Absence.

**Present:**

Martin Winter  
Steve Sopp  
Maggie Curtis  
Clare Lobb  
Abbie Lench  
Nick Fellows  
Patrick Donovan  
Simon Waring

Keir Boissevain

**Apologies:**

Peter James

2. **Advisory Council (AC)** – Martin highlighted the need for a meeting in the coming 3 weeks as the Council had not met for some months. It was noted that Tony was trying to arrange a suitable date to take into account those who have half term / childcare commitments (previous issues with this).

**Action:** Patrick would liaise further with Tony on scheduling this.

3. **Racing Discipline Ongoing** - Martin outlined briefly the ongoing issues / discussion regarding Racing motorised activity / insurance with another conference call scheduled this evening to pursue the matter further. The sport remained an uninsurable risk in terms of the previous scope of cover provided by GJW to include competition and training.

**Action:** Patrick D would contact once again GJW and a provider of “per-event” insurance to clarify a number of points to include issues around training.

On another matter Nick and Abbie agreed to investigate a formal complaint received involving the Racing community. Patrick would circulate in due course the details of the complaint and the BWSW code of conduct / complaints procedure.

4. **Action Log** – review of key points on the action log / updated. Three additional actions added to the log re historic medal achievements, e-membership and progress on SBD3. Board diversity – Clare updated everyone on recent communications with a Sport England related recruitment agency re Board vacancies and targeting potential applicants with the appropriate / required skills. Martin was happy to draft a person specification to assist – the advertising element via the agency was a free service to NGBs. Other organisations would also be used to provide wider scope / reach in any recruitment drive to include underrepresented groups.

5. **Final Accounts 2019-20 financial year** – the accounts were unanimously approved by those present at the meeting.  
**Action:** Patrick D would arrange the e-signing of the accounts and Letter of Representation with our auditors Menzies.
6. **AOB** – Martin highlighted the MasterCraft Pro Tour which would be webcast on 23<sup>rd</sup>/24<sup>th</sup> October – details circulated today on a HQ e-circular.

**Disciplines** – more formal input / attendance at an end of year Board meeting as previously agreed; Patrick to discuss any attendance / timeline with Martin. Discipline Committee and AC members to be published on for example the Board web page by end of November.

**Action:** Patrick would liaise with Kylie on this point which was already actioned with some disciplines still to confirm. A final reminder would be circulated highlighting that all named members would be in any case published by end of November. It was noted that some committees were under potential personnel changes which would need to be ratified by the Board.

**Membership** – Martin briefly outlined an e-membership scheme being discussed internally at HQ and with the Board sub-group and HQ staff. In essence a “sign up” e-newsletter scheme at key play and play centres to capture data with an aim to convert to subscribing associate members (£) and to bolster the overall membership numbers and communication across the sport. Simon highlighted some gains at certain clubs in terms of new members, members coming back to the sport though across the country there was decreased membership subscription.

## 7. **Confirmation of Future Meeting Dates.**

### **Board:**

Thurs 26th Nov 14:00, Conference Call  
Weds 13th Jan 2021 08:15  
Conference Call re Action Log and AGM

### **Advisory Council:**

**TBC**

### **AGM:**

Sun 24th January 2021 Via Video Conferencing

**The meeting closed at 09:30**

### **Minuted by:**

Patrick Donovan  
**CEO**