

Minutes of Board Meeting 25th March 2022

Conference Room, David Ross Sports Village, Nottingham – 10am – 4pm

In Attendance

Board Members	Invitees
Sandra Deaton (SD), Chair	Victoria Wiegleb (VW), Executive Assistant (Minutes)
Susie Venner (SV), Elected Director (Deputy Chair)	Jo Keay-Blyth (JKB), Head of Operations and Governance
Adrian Christy (AC), Chief Executive	Greg Yarnell (GY), Development Director, for EDI item
Kwadjo Adjepong (KA), Appointed Director (part attendance)	Neil Hurford (NH), for MAG item
Simon Griew (SG), Appointed Director	Liam McTiernan (LM), for MAG item
Ray James (RJ), Appointed Director	Samantha Garey (SGarey), Head of Finance and IT, for Finance and Budget items
Steve Kemish, Appointed Director (SID)	
Don Parker (DP), Elected Director	
Tom Purcell (TP), Appointed Director	
Priya Samuel (PS), Appointed Director	
Ritchie Venner (RV), Elected Director	
Emma Vickers (EV), Appointed Director	

SD (Chair) welcomed everyone to the meeting and expressed her sincere thanks to all involved in making this year's Senior Nationals event look so professional.

AC was welcomed in his role as CEO on a permanent basis and the press release was approved by the Board to go live today: 25th March 2022.

The Centenary Gala dinner weekend is upon us, and the programme is looking very exciting – it promises to be a fantastic evening and SD is looking forward to seeing everyone there.

Minutes from last meeting – 9th & 10th December 2021

SD reminded everyone that the minutes of 9th-10th December 2021 were already approved and so were not included in the board pack. Electronic approval on the minutes is already received.

SV queried the completed action for “SLT meetings to be held with members of the Board” but was advised this is not completed. AC now needs to pick this up with SLT and Board, so they agree on what each party wants / needs from those discussions / meetings.



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EDI

Greg Yarnall was welcomed to the meeting and provided an update to the Board.

In brief, GY advised that a 6-month report is being released in April 2022 with some tweaks being made to the Level the Table strategy. The reason for this change is due to ensuring the objective to achieve gender parity has greater prominence

MAG Update

SD introduced Neil Hurford (Chair of MAG) and Liam McTiernan (MAG) who joined the meeting.

A verbal update was provided to the Board by NH; Dave Randerson and Dean Nabarro have stood down from MAG due to other commitments.

Discussions took place about the cancellation of the Wolverhampton Grand Prix including the associated costs. NH suggested putting together a project brief to investigate the costs working alongside the Competition Review.

NH advised he will put together a report on transparency and accountability as this is on his agenda. He has presented the summary, but NH would like to publish something.

National Council Update

SD provided an update on the meeting of 19th March.

Finance Report including Finance Committee Report

SGarey joined the meeting. Papers had been circulated.

SGarey advised of where we are with the yearend forecast, membership, revenue & donations we have received, but she was able to confirm that we do still have a deficit, not including the Centenary Costs, of approx. £15-£19k.

SV said it was not until the last Board meeting that she personally realised the state of the finances. SV questioned whether an early warning alarm system was in place?

SGarey advised a lack of increase in the membership fee, Covid and static funding have all accumulated to the financial situation. Moving forward, we remain vigilant, particularly of rising costs.

Further in-depth discussions took place on the members, the affiliations, budgets, living costs going up.

Business Plan & Budget 2022-2023

AC presented the business plan and focused on aligning Mission 2025 being a "Sport for All, For Life" and "Everyone Talking about Table Tennis". Our long-term purpose, vision and strategy are focuses for AC who will work closely with the Board and SLT along with a wider consultation.



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AC went through the objectives in detail and asked what it is we want to be proud of this year, and the steps we need to take to longer term success. AC confirmed that he will be introducing revised Management Reporting to Board from May.

A discussion was held on the financial impact of the Grand Prix, and how these can be mitigated, particularly as these events play an important role in the development of talented players.

The Board were reminded that they asked the SLT to achieve a break event budget; to do that this year required difficult, and perhaps unpopular choices; Table Tennis England simply does not have the resources to do everything.

Decision: The Board unanimously agreed the budgets.

AC asked that thanks are minuted to Simon Mills for his great work in ensuring 100% compliance regarding the UKAD Assurance Framework; the Chair of UKAD has confirmed to AC and SD that this has been achieved.

Great Britain Table Tennis (GBTT)

Approval of the Articles of Association

SG provided a detailed update to the Board on the home nations including how they will all be equal Company Members. The new constituted Board will also have up to four independent Directors, one of whom will be appointed as Chair.

The Board were reminded that as CEO, AC is the Accountable Officer.

Decision: The articles were approved by unanimous decision

The Board had further discussions relating to SD in her current role on the GBTT Board and it was unanimously agreed that SD will continue in that role.

SV proposed that DP should have a role to play on the GB Committee - potentially as an additional delegate - as she believes DP had unparalleled expertise in GB table tennis. AC confirmed that the Company Members can have an additional delegate but without a vote.

Code of Sports Governance Review

JKB provided an update on the Code of Sports Governance Action Plan. The Governance & Risk Committee have approved the document.

Decision: The Code for Sports Governance action plan was approved by unanimous decision

The revised Skills & Diversity Matrix was sent out to the Board in advance of this meeting; SLT, MAG and National Council have also now fed into the document.

Board recruitment and timescales were discussed.



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Resolutions to AGM for Approval

SD opened the conversation on ensuring compliance with the revised Code for Sports Governance:

Elected Directors

Decision: The resolution for Elected Directors was approved by unanimous decision to increase from 3 to 4.

Affiliation Fees being approved by the Membership

The Code requires the Board to be the ultimate decision-making body.

It will be undoubtedly put our Sport England and UK Sport funding at risk if this is not approved.

Discussions took place and the Board unanimously agreed to demonstrate the necessity to communicate with the membership on the principle.

Decision: The Board unanimously agreed for the Resolutions to go to the Rules Committee

Risk Policy

JKB advised this has gone through the Governance & Risk Committee.

Decision: The Board unanimously agreed the Risk Policy

Embedding Safeguarding into the Strategy

EV advised Board that she attended the “Embedding Safeguarding into the Strategy” course with Sport England. EV asked for a small group to be set up to discuss and take this further. This was approved.

Workforce Protection Policy

JKB advised on the situation that has arisen with regards to the issues of unacceptable behaviour towards our workforce.

AC reiterated that there must be a zero tolerance to abuse, and the behaviour of some people is not acceptable. This policy enables a quick way of dealing with this. The Board were also advised that there is a meeting scheduled on a Monday after an event to address any issues, so it is dealt with swiftly.

Decision: The Board unanimously approved the Workforce Protection Policy

Board Evaluation Outcomes

One of the outcomes was the relationship with Board and SLT. SD welcomed ideas on how we get a closer relationship with SLT and the Board.



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AOB

JKB advised of the IT Select Committees request that an API be provided to TT365.

Decision: The Board unanimously agreed this was not an option.

A chat room was also requested on the Table Tennis England website. It was agreed that our website is not the place for such a facility.

Decision: The Board unanimously agreed the option of a chat room.

PS advised that she had a member ask for free membership to Ukrainian refugees. AC advised this is something he will take to SLT.

SV raised an issue regarding the British League Committee member recruitment and AC confirmed a discussion is needed with SV, NR and AC.

KA asked about the Lifetime Appeals situation, and the current process. JKB advised she put this to Rules Committee, and they confirmed we can use an independent body, but the decision remains with the Board.



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