

FINAL Board Meeting Minutes 4 June 2025



PRESENT

Location: TTE Boardroom, TTE Offices, Bradwell Road, Milton Keynes MK8 9LA

Meeting: 9 am – 2 pm

Board Members: Clare Briegal (CB) Chair, Sally Lockyer (SL) CEO, Don Parker (DP) Deputy Chairman, Richard Ayers (RA), Katharine Curran (KC), Sally Hughes (SH), Jos Kelly (JK), Liam McTiernan (LM), Ritchie Venner (RV), Anna Whowell (AW)*

Additional Attendees: Jill Parker (President), Ray James – for item 16

Staff Attendees:

Part Attendees: Joanna Keay-Blyth (JKB), Sam Garey (SG), Jack Ramful (JR), Gavin Evans (GE), Andy Wilesmith (AWi)

Minutes: Sue Wressell (SW)

Apologies: Paul Bishop

*Attended via Teams

Agenda Item	Paper No	Discussion	Decision/ Action	Who	When
1	N/A	Welcome CB welcomed everyone to her first meeting as Chair and thanked everyone for their time in meeting with her at the start of her term.			
2	N/A	Conflict of Interest Declaration There were no conflicts raised.			
3	Minutes	Minute of the meeting held on 12 February 2025 It was noted that the Minutes of the meeting held on 12 February had been approved on 21 March 2025.			
4	Actions & Decisions	The actions, not covered in the agenda, were received.			

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5	25/06/01 25/06/02	Chief Executive Report The Chief Executive gave a verbal update to her report which included digital transformation, Strategy KPIs, site visits for the World Championships 2026 and future major events. The August Board meeting would be held in person, rather than online.	Action: Strategic KPIs would be shared with the Board after SLT had discussed	SL/SLT	When available
			Action: International/ European Report to be requested and sent to Board	Sandra Deaton/SW	ASAP
			Action: Organisation structure to be shared with Board	SW	Following meeting
			Action: Details for potential political lobbyist to be provided	AW	Following the meeting
			Action: Long term plan, after worlds to be brought back to the Board.	SL/CB	Autum 2025
			Action: Invite to RS to attend each meeting up to the Worlds	SL/SW	Ongoing

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6	25/06/03	Finance <ol style="list-style-type: none"> The Board received and noted the Q4 Report The Board received and noted the Cashflow The Board received and noted the going concern assumptions The Board received and noted the Audit findings The Board received and approved the Audited Accounts, with no issues raised by the auditors which was a testament to the hard work of the finance team. The Board received and approved the Letter of Representation 	Approval: The Board approved the Audited Accounts Approval: The Board approved the Letter of Representation Action: SG to progress appointment of Paul Bishop as Director at Companies House	SG	Following meeting
7	25/06/04	Budget 2025/26 The Board received the Budget. <ul style="list-style-type: none"> Budget for year 2025-26 approved; additional income and cost savings had been identified over the interim budget approved at the last Board meeting, which ensured the approved budget delivered a small surplus Questions raised about competition profitability and coaching investment. Digital transformation costs not yet budgeted, awaiting further scoping. Details of the tender would be shared with JK. 	Approval: The Board approved the Budget for 2025/26 Action: Digital tender to be shared with JK		
8	26/06/05	Safeguarding The Board received a summary of the safeguarding work to date. <ul style="list-style-type: none"> There had been a restructuring of the safeguarding department. Safeguarding training would be organised for the Board ahead of a future meeting. SH had attended free safeguarding training for board members which had been very good. 	Action: G&R Committee to review safeguarding and integrity/betting		

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		<ul style="list-style-type: none"> Governance & Risk Committee to look at safeguarding and integrity/betting information for members, including technical officials when signing up as a member. 	information for joining members		
9	25/06/06	People Update The Board received a verbal update on people work. <ul style="list-style-type: none"> Sophie Harvey had recently joined the team as People Manager and Fiona Ochai-Wery had also joined as the Governance Manager. Sophie will lead on the People Committee. The current HR system, Staffology was being reviewed. All Committee membership would be reviewed over the next few months (see item 16 below on this as well.). 			
10	25/06/07	Transgender Policy <ul style="list-style-type: none"> The Board approved the direction of the Transgender Policy led by the Supreme Court ruling for transgender females and non-binary people. Further consultation and implementation planning to follow before implementing the policy. Concerns raised about inclusivity and potential impacts on some players. 	Approval: Board approved the direction of the Transgender Policy		
11	25/06/08	UKAD Update The Board received an update on anti-doping which was part of TTE's compliance with the Code. <ul style="list-style-type: none"> Evie Collier was thanked for all her hard work on this area. 			
12	25/06/09	Table Tennis United Board received and noted the TTU end of year Report. Members of the Senior Leadership Team gave updates on their areas of work:	Action: All Staff Day presentation from	SW	Following the meeting

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		<ul style="list-style-type: none"> The presentation from SLT given at the All Staff Day would be shared with the Board A report on the Competition work would be brought to the August Board meeting 	SLT to be shared with Board Action: Ping! programme to be brought back to future Board meeting Action: Report on Competitions to be brought to next BoD meeting	SL AWi	Future Board meeting when ready August 2025 meeting
13	25/06/10	Governance Statement The Board received and discussed the Governance Statement. <ul style="list-style-type: none"> It was agreed that a link to the Committee Structure would be added to the Statement. The Board Approved the Statement with the amendment above. 	Action: Link to Committee Structure to be added to the Statement Approval: Board approved the Statement	JKB	Following meeting
14	25/06/11	Risk Register and Management <ul style="list-style-type: none"> The Board reviewed risks that were marked amber and red and agreed that the register would be discussed more fully at the August Board meeting. 	Action: Risk Register to be reviewed more fully at the next Board meeting	SL	August 2025
15	Verbal	Update from Nominations Committee on recruitment of Board Directors <ul style="list-style-type: none"> Board received an update on the current recruitment of Appointed Directors. 			

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16	Verbal	<p>Committee Chairs Reports</p> <p>The Chairs of the Tier 1 Committees provided a verbal update of their committees. Ray James attended this item to give an update on the Development Committee.</p> <ul style="list-style-type: none"> Formal thanks were given to Kwadjo Adjepong for the support he had provided TTE during his tenure on the Board and for chairing the Governance Committee. Pending the review of Board Committees, it was agreed that Sally Hughes would be Interim Chair of the Development Committee and Liam McTiernan would be Interim Chair of the Governance and Risk Committee. LM would also remain on the Competition Committee. 	<p>Action: A paper on the Schools Games to be prepared for Board</p> <p>Approval: SH to be interim Chair of the Dev. Committee and Liam McTiernan to be interim Chair of the G&R Committee and to remain on the Comp. Committee</p>	AWi	Before August 2025
17	AOB	<ul style="list-style-type: none"> Board gave their feedback on the workshop with staff the previous day on culture and behaviours which had been useful in building the working relationship between Board and staff. It was agreed that staff would receive free compete/compete plus membership when they join the organisation. Clarity on the policy for staff to be able to take part in TTE competition events, wherever possible, was requested. Board attendance at WTT/ITTF events held through the newco TTIE Ltd was discussed. This would be discussed by the TTIE Ltd Board. 	<p>Approval: All staff to receive full membership when they join</p> <p>Action: Board to discuss clarity on staff participation in TTE events</p> <p>Action: TTE Board attendance at international events to be taken to TTIE Ltd Board</p>	<p>SL/CB</p> <p>SL/CB</p>	<p>Future BoD meeting</p> <p>Next TTIE Ltd Board meeting</p>

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18		Closed Session with NEDs			
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The meeting closed at 1.30 pm

Date of the next meeting was confirmed as 13 August 2025 and consideration would be given to the costs to change it from an online meeting to an in person.

Decisions
The Board approved the Audited Accounts
The Board approved the Letter of Representation
The Board approved the Budget for 2025/26
Board approved the direction of the Transgender Policy
Board approved the Governance Statement with one small addition
Board approved SH to be interim Chair of the Dev. Committee and Liam McTiernan to be interim Chair of the G&R Committee and to remain on the Competition Committee
All staff to receive full membership when they join