

# FINAL Board Meeting Minutes 13 August 2025

## PRESENT

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

**Meeting:** 9 am – 1.30 pm

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

**Additional Attendees:** Jill Parker (President), Richard Scruton\* (RS) for Item 13

## 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:

\*Attended via Teams

Agenda Item	Paper No	Discussion	Decision/Action	Who	When
1	N/A	<p><b>Welcome</b></p> <p>CB welcomed everyone to the meeting and especially Leanne O'Leary who was attending her first meeting as a new Director. Induction training for the three new Directors would be held in the coming weeks.</p> <p>It was suggested that the virtual board meeting should be held during the winter, rather than summer. [REDACTED]</p>			
2	N/A	<p><b>Conflict of Interest Declaration</b></p> <p>There were no conflicts raised.</p>			

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3	Minutes	<p><b>Minutes of the meeting held on 4 June 2025</b></p> <p>The Board agreed to amend Item 10 of the Minutes of 4 June to say that 'The Board approved the direction of the Transgender Policy led by the Supreme Court ruling for transgender females and non-binary people.' The Board approved the Minutes with this amendment.</p> <p>The Board reviewed the current definition of the Policy and after a full discussion agreed that the Policy should be amended to show it was still a Draft Policy with implementation for the 2026/27 season. This would be updated on the TTE website. Following current consultation, the Policy would be returned to Board in November for final approval.</p>	<p><b>Decision:</b> Board approved the Minutes of 4 June with the amends</p> <p><b>Decision:</b> Board approved the amendment to the Transgender Policy to show it as a Draft Policy and to be uploaded to the website</p> <p><b>Action:</b> Draft Transgender Policy to be sent to Board for approval</p>	JKB	November 2025
4	Actions & Decisions	The actions, not covered in the agenda, were received.			
5		<p><b>Chair Report</b></p> <p>CB gave the Board an update on her first 100 days in post and reflected on the way she wished the Board to work together: focusing on team cohesion, reducing conflict and prioritising the strategic goals as laid out in Table Tennis United.</p>			
6	25/08/01	<p><b>Chief Executive Report</b></p> <p>SL spoke to her Report and highlighted in particular:</p> <ul style="list-style-type: none"> <li>• [REDACTED]</li> </ul>			

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		<ul style="list-style-type: none"> <li>• New Director of Development appointed to join later in the year.</li> <li>• Strategy implementation with review of KPIs and balanced scorecard.</li> <li>• Proposal for addition of a fifth pledge on major events.</li> </ul> <p>Committees were asked to consider the KPIs for how their area of work might be measured.</p>		
7		<p><b>Report from Development Directorate</b></p> <p>AW presented on the work undertaken by the Development and Competitions Team since the last Board meeting and highlighted the following:</p> <ul style="list-style-type: none"> <li>• Partnership with Sported to support premier clubs.</li> <li>• TT Kids program revamped.</li> <li>• Ping Hubs in Ilford and Manchester showing growth.</li> <li>• Disability Advisory Group established.</li> <li>• Mixed feedback on competitions; need for better data.</li> <li>• Push for gender equity</li> </ul>		
8		<p><b>Report from Competitions Committee</b></p> <p>The Competitions Committee was due to meet next on 14 August. A proposal to move the National Qualifiers from January to the Friday of the Senior National Championships in March would be discussed at the meeting.</p> <p>[REDACTED].</p>		
9		<p><b>Report from Development Committee</b></p> <p>It was recognised that the number of members of the Committee was dwindling and this would be alleviated by the recruitment process for Committee members that was due to take place shortly.</p>		

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10		<p><b>Report from Performance Directorate</b></p> <p>The Board received a presentation from GE who highlighted:</p> <ul style="list-style-type: none"> <li>• Strong youth performance at European Youth Championships.</li> <li>• Plans for GB Youth Academy and DiSE program expansion.</li> </ul>		
11		<p><b>Report from the Talent &amp; Performance Committee</b></p> <p>The next meeting of the Talent and Performance Committee was due to be held on 4 September. DP thanked GE for his work and was keen that more support was provided for the team with regards to coaching.</p>		
12		<p><b>Report from the Engagement Directorate</b></p> <p>The Board received a presentation from Jack Ramful (JR) which highlighted</p> <ul style="list-style-type: none"> <li>• A data strategy and management framework being developed with UK Sport</li> <li>• Plans to establish a digital committee to oversee initiatives.</li> <li>• [REDACTED]</li> <li>• Digital Transformation:</li> <li>• A paper shared with the Board at an online briefing session regarding the creation of a unified Digital Ecosystem for TTE on 5<sup>th</sup> August was discussed.</li> <li>• [REDACTED]</li> </ul>	[REDACTED]	
13		<p><b>Report on the WTTTC26, future event strategy and TTIE Board</b></p> <p>Richard Scruton joined the meeting, virtually, and provided an update on the work of the TTIE Board and the Star Contender and World Championships events:</p>		

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		<ul style="list-style-type: none"> <li>A new legal NED, Andrew Nixon, had joined the TTIE Board.</li> <li>The governance of the TTIE Board and the WTTTC26 Event Delivery Board had been reviewed and a revised structure had been approved by the UK Sport Major Events Panel and UKS main Board. This would mean that the EDB would be stood down and members of that Board would work with the TTIE Board within working groups, supporting the World Championships.</li> <li>The TTE Board would be welcome to attend the Start Contender and consideration would be given as to how TTE Directors could support the event.</li> </ul>			
14		<p><b>Report from Finance Director</b></p> <p>SG presented the Q1 Financial Report, highlighting:</p> <ul style="list-style-type: none"> <li>[REDACTED]</li> <li>Development of new reserves policy, to be presented at a future Board meeting.</li> </ul>	<p><b>Action:</b> Revised Reserves Policy to be returned to Board at a future meeting</p>	SG/PB	Future meeting
15		<p><b>Report from Finance and Audit Committee</b></p> <p>PB updated the Board further with the discussions around the Reserves Policy.</p>			
16		<p><b>Report from Operations Directorate</b></p> <ul style="list-style-type: none"> <li>People and Wellbeing Update – several new members of staff had been recruited to fill vacancies, together with the new Directors. An update on the Culture and Values work was given by JKB.</li> <li>[REDACTED]</li> </ul> <p>In addition, Board was updated on the Membership and Operations work:</p>	<p><b>Action:</b> Safeguarding committee to investigate</p>		

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		<ul style="list-style-type: none"> <li>Membership was up by 3,000 compared to the same time last year</li> <li>1,400 increase in paid memberships compared to the same time last year</li> <li>Nearly 1,000 more auto-renewals compared to the same time last year</li> <li>Development of a new County Handbook with National Council Members</li> <li>Reviewing and updating various regulations</li> </ul>	monitoring of Low-Level Concerns (LLCs)		
17		<p><b>AGM Review</b></p> <p>It was acknowledged that the majority of feedback from the AGM was the issue of some members not being able to hear what was being said by the Chair and Exec team in the Boardroom. It was agreed that proposals would be written up by the Governance Team for the Board to consider.</p> <p>It was agreed that the proposals, together with a date for 2026 AGM would be discussed at the Governance and Risk Committee Meeting in October and sent to Board following the G&amp;RC meeting for approval. [REDACTED]</p>	<p><b>Action:</b> Proposals on the 2026 AGM, including date would be reviewed by the G&amp;R</p>	JKB	October 2025
18	25/08/03	<p><b>Transgender Update</b></p> <p>It was agreed that SL would update JKB on the discussion held earlier in the meeting. A Summary and full pack of initial responses had been produced by Sophie Harvey and Jade Griffiths and JKB would share these with the Directors, in confidence.</p>	<p><b>Action:</b> Two response packs to be shared with BoD</p>	JKB	Following the meeting
19	25/08/04	<p><b>Risk Register and Management Deep Dive</b></p> <ul style="list-style-type: none"> <li>SLT had reviewed the Risk Register earlier in the week and their considerations would go back to the Governance and Risk Committee.</li> <li>Committee Chairs were asked to consider the red or rising risk within their areas at their meetings, if not already doing so.</li> <li>[REDACTED]</li> </ul>			

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20	25/08/05 and Evaluation Report	<p><b>TTE Board Effectiveness Review</b></p> <p>Board received the Prioritisation of action plan and CB thanked Fiona Ochai-Wery for her hard work in pulling it together.</p> <p>CB explained that all the actions had been grouped into five areas and laid out how these areas would be worked on. She thanked Board for their openness during the meeting and the afternoon's workshop for Board on effectiveness and dynamics would help shape the Board to work better together.</p> <p>[REDACTED]</p>			
21	25/08/06	<p><b>TTE Committee Structure</b></p> <p>Board received the paper which listed the Operating Principles and Vision for the future. CB asked for Directors to provide their feedback to her and she would speak with them each individually about the plans within the document.</p>	<b>Action:</b> Directors to feedback to the Chair on the paper	All Directors	Over the next four weeks
22		<p><b>Report from Nominations Committee</b></p> <p>CB explained that her paper on the Committee Structure raises the role of the Nominations Committee in addition to recruiting Board directors for the Board to consider.</p> <p>Work would shortly start on the recruitment for committee members and Directors were reminded to return their job descriptions with skills and expertise required within the volunteer roles.</p>	<b>Action:</b> JDs with skills and experience return to JKB	Committee Chairs	ASAP
23		<p><b>Report from Governance and Risk Committee</b></p> <p>LM updated the Board on his first meeting as Interim-Chair and reiterated for Committee Chairs to review the risks from their areas which would assist G&amp;R.</p>			

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24		AOB  LM had one item for AOB and he would send to the Directors by email.			
25		<b>Date of Next Meeting and dates for 2026</b>  Board noted the date of the next meeting 12 November [REDACTED] The 2026 dates were also noted.			

The meeting closed at 1.30 pm

Date of the next meeting was confirmed as 12 November 2025.

Decisions
Board approved the Minutes of 4 June with the amends
Board approved the amendment to the Transgender Policy to show it as a Draft Policy and to be uploaded to the website
[REDACTED]