# Goalball UK Board Minutes

## Date & time of meeting

23/07/2021 10:00am

## Location

Zoom meeting

## Attendees Initials Role

John Grosvenor JG Chair

Mark Winder MW CEO

Dyfrig Lewis-Smith DLS Non-Executive director

Alison Burchell AB Non-Executive director

Kate Coghlan KC Non-Executive director

Peter Elliott PE Non-Executive director

Ranjit Singh RS Non-Executive director

Paul Reid PR Non-Executive director

## Apologies

Grace Clancey GC Senior Independent Director

## In attendance

Mark Martin MM Company Secretary

Steve Cox SC Secretariat

# MINUTES

## 1.Welcome (verbal)

JG welcomed everyone to the meeting and apologised for the delayed meeting and thanked all for rearranging,

## 2. Declarations of interest (Verbal)

None declared.

## 3. Minutes of previous Board meeting – FOR APPROVAL (1 paper)

Minutes of the May 2021 meeting approved.

## 4. Action points from last meeting – FOR UPDATING (1 paper)

**Action** - paper updated.

## BTB and the Youth Forum - SN & AC presentation

Stephen Newey and Alex Cockerham delivered a presentation and answered questions on the Backing the Best and Youth Programmes.

## UK Sport Paris update, National Squads Support Fund – FOR INFORMATION

MM gave an update on NSSF including the men’s and women’s programs wish lists, pathways and timelines. MW added more details on the funding split as we move into the autumn.

## 2021 Accounts – For Decision (Sign Off)

MM delivered a brief update on the on auditor’s report from the 2021 accounts. MM and JG answered questions from AB. AB said she would still prefer a change to page 2 in terms of consistency of Board membership but would not object to the accounts being approved.

**Decision** – Board adopted the accounts – MM and JG to sign-off the accounts on behalf of the Board.

**Action** – MM to circulate date of the AGM to the Board.

## 8. Finance and governance – FOR INFORMATION (1 paper)

MM updated the Board on Finance.

## 9. Governance action plan – FOR INFORMATION (1paper)

MM – the current action plan is almost completed. Public benefit item included in the audited financials. Terms of reference being finalised.

Governance code from SE to be published in October 2021, this will form the basis of future action plans. GUK action plan will be completed by September 2021, that gives GUK 1 year to address the new plan.

Questions asked around scheme of delegation and the TOR section review which is nearly completed – MM all TOR in final draft stage. All will be completed by September 2021.

**Action** - Board to sign off plan in September 2021 Board meeting.

**MM left the meeting at 11:10.**

## 10. Risk Reports – FOR INFORMATION (1paper)

MW said that the SLT were in the process of reviewing the risk register and expect to have a draft shortly for review by the risk committee and the Board.

## 11. Return to play – FOR INFORMATION (verbal)

MW updated the Board on the communications that have gone out to the club and members – including: opt in, self-screening, face covering, hand washing, social distancing.

New season due to start at the end of September 2021, there are still challenges around accessing and costs of venues.

Clubs are returning to training, some more tentative than others.

**PR left the meeting.**

## 12. CEO report – FOR INFORMATION (1 papers)

MW attended a House of Lords Select Committee meeting to discuss a national plan for sport. This was a valuable learning experience and gave MW the opportunity to highlight many issues for people who are VI and their challenges to access sport.

Sport England have funded GUK to develop our HR systems. The successful company was Crawford HR is making good progress on drafting a modern and more useful staff handbook.

MW had initial discussions with UK Sport International Relations. It is positive in terms of continued support to, at least, the level we received in the last cycle. An application process is imminent.

MW thanked the Board for the support for recent fundraising campaign – the target was raised in 48hrs.

SE application – received documents and forms on 12 July 2021. Meeting was held with SMT on 21 July 2021 to start the application process. 7 August 2021 submission date for Track 1. 2 August 2021 SMT to meet again to finalise document and Board to have opportunity to look over document before sending.

MW answered questions on the SE application, which track GUK will be taking and the timings of the application.

MW – gave feedback on a business plan to raise extra funds which GUK have looked at.

MW answers questions around Communications, budgets, UKAD membership requirements and fundraising campaigns.

## 13. Strategic performance

Verbal report given by JG and MW. No questions asked.

## 14. Reports from the Sub-Committees – 2 paper & verbal

PAT - PE gave a brief verbal update including update on the Men’s Euro Bs Championships.

CC - DLS had sent CC minutes around – no questions.

FOG – covered earlier in meeting.

## 15. Communications update – FOR INFORMATION (1 paper)

MW updated on behalf of Oliver – We are making progress and are still on an upward trajectory across the social media platforms.

Question asked on how Oliver is targeting press coverage and how to improve the Instagram numbers.

It was noted that on the News page on the Website the articles did not have published dates.

**Action** – add dates to News articles.

## 16. Safeguarding and equality - FOR INFORMATION (verbal)

Nothing to report on Safeguarding. Verbal report on complaints procedure.

**Action** – DLS to send complaints procedure around for Board to approve.

## 17. UKAD update – (1 paper)

AB updated the Board on what NGBs need to do over the coming months. 24 areas need to be covered inc. at least 1 Board meeting needs to have a UKAD agenda point – it was suggested it be an agenda point on every Board meeting.

AB highlighted what GUK are required to do by the 1 April 2021 deadline.

AB and Faye have both attended UKAD online training

## 18. Any other business

AB – Could the AGM be more formal with a glossy annual report to be published?

MW said they would consider this.

PE – asked about the strategy and is it the plan to do a strategy for the next 3 years?

JG said he would like to have an update of the strategy at the September Board meeting and that this was much more effective if we could have a physical meeting.

## Date and time of Next meeting

16September 2021 – Venue TBC – possibly in person.

**Meeting finished at 12.20pm.**