

ENGLISH KARATE FEDERATION BOARD MEETING

Venue: Theobalds Park Hotel

Address: Lieutenant Ellis Way Cheshunt

Herts EN7 5HW

Saturday 27th June 2015

Present	Michael Billman (MB) President Steve Coupland (SC) Michael Dinsdale (MD): WKF representative John De Bono (JDB)	Ticky Donovan OBE (TD) Chris Thompson (CT) Ivor Thomas (IT)	
	In attendance: Mike O'Brien (MOB) Billy Brennan (BB)	Dale Gamble (DG) Deborah Sell (DS)	
Chair	MB		
Minutes taken by	JDB & DS		
Agenda item	Discussion		Actions (action plan ref)
1. Apologies	Sarah Knight (SK)		
2.	All confirmed the accuracy of previous set of minutes		
3. Matters arising	<ul style="list-style-type: none"> Action Log - Risk Assessment Ponds Forge was discussed and agreed to be discussed in depth at the next meeting. World Championship Coach's – It was agreed that 3 kumite coach's would attend. Letters to schools regarding selection at World Championships would be available if required. FFKAMA invitation – The French Federation had invited us to compete in an England v France match in Toulouse in March 2016 France v England – SC informed board about hotels & Venues that could be available if France came to England. Steve requested dates to give venue and hotel. Date to be confirmed, possibly October 24 or 25 2015 or 1st November. Approximately 20 people would be invited. Budget and costs for Eurostar & hotel plus venue will be arranged. 		
4. Treasurers report (MoB)	<p>Bank account changed to Lloyds, Incomes and out goings discussed. MoB to speak with Barclays regarding statements. MoB has spoken with Cooper Paul Accountants regarding accounts.</p> <p>DS then joined the meeting and from this point forward minutes were recorded by DS</p>		M O'B Action 9.5
5. Registrations report	<p>MoB reported to the board that all returns were now being processed electronically and membership to the EKF was up. Member to Member insurance was raised as some groups are not insuring their members. It was also discussed that some groups were not registering all their members. SC and MB both raised the question of registration compliance officers. This was agreed by all directors to co-opt compliance officers to do spot checks on clubs and associations in their areas under the jurisdiction of Ivor Thomas.</p> <p>EKF licence fees - It was discussed whether there should be a rise in the cost of membership fees. It was agreed to increase the membership fee from £2.00 to £3.00, this was without member to member insurance. This would be the first increase in 8 years it was agreed that the fee would be introduced 1/10/15 and members to be advised accordingly.</p>		IT Action 5:5 Members to be advised of License Fee

	MOB on applications for membership. 2 were approved and one declined. CT proposed that associations/clubs send in a written constitution. Agreed by all.	Increase ACTION 5:3
6. Coaching JDB	JDB gave a presentation on coaching and that after looking at First 4 Sport it was decided to go back to the EKF Coaching Guide. A letter would be sent to Lulu.com as they have continued to sell the book using the EKF logo without permission and to ask how many had been sold in last 2 years. A new EKF coaching certificate was shown to the board and it was discussed regarding association assessors. CT had spoken to Sports Coach UK who said they deem the EKF as the NGB for karate in England. A discussion took place regarding the coaching award and SC; CT & MOB will work together on this. CT to be Coaching Officer EKF email address to be diverted to Chris	Action 6:2
7. DBS checks	MB stated that Mark Sell has offered to do the DBS certificates on behalf of the EKF. Mark Sell to check on whether the EKF needs to re-register. Costs of the certificates are to be sent to the board.	Action MB 5:4
8. BKF membership (MB)	The board discussed the position of MS within the BKF.	Action MB 9:1
9. Medical officer Jakarta (MB)	MB proposed Dave Inman to be invited to go as Medical Officer to Jakarta (world championships) depending on costs. This was agreed if Dave Inman was available, otherwise Haly Newell or Kimberly Vant to be approached.	Action 1:12 MB
10. Letters to Board	MB advised the board that an invoice had been received from WADA/Adams regarding NW violation. A letter was to be sent to NW by MB JDB left the meeting at 14.13	Action MB 9:2
11. Baku European Games	Karate's success at the first European Games at BAKU was discussed and a brief report was given by MB. MD informed the board that karate was short-listed as a sport for the 2020 Tokyo games along with 7 other sports and that we should know by September the outcome for karate's possible inclusion.	
12. Referee Development	Billy Brennan gave a presentation regarding the International Referee Development involving new technology and video analysis Comfort Break Taken	
13. France Vs England matches	MB asked about available dates for a future France v England match, date to be confirmed for March 2016. Also another England v France in October 2016 in England.	Action MB 1:10
14. Contracts for Contractors	MB discussed the boards' contracts for contractors, which are to be looked at. It was deferred to the next meeting when the drafts will be ready.	Action 8:1 MB
15. Children's championship	It was proposed to still hold a children's championships, DS to contact Sporthaus on a date, possibly Sept/October 2015.	Action 2:6
16. AGM	Provisional date for AGM 10/1/2016. SK to send out details and enquire regarding venue.	Action 9:3
17. Doug James proposal	DG to respond.	Action 9:4
18. Kyu Grade Championship	Kyu Grade championships – categories to be verified by DG, who will liaise with Paul Campbell	Action 2:7

<p>19. AOB</p>	<ul style="list-style-type: none"> • Discussion on competition licence deferred until next meeting • WT talent ID document discussed and deferred to next meeting. • A discussion was carried out regarding numbers of kumite athletes attending Jakarta (World Championships). Board agreed 10 kumite athletes with funding of £2000 to be shared by the kumite athletes. <p>TD and MD left the meeting at 16.20</p> <ul style="list-style-type: none"> • SC discussed proposal for an English International to be possibly held either at Crystal Palace or the UEL in 2016 costs for venues were both over £2500. MOB to look at sponsorship with DG and SC. Deferred to Next meeting • SC raised a safe-guarding issue and will report back to board. • Letters to be sent to EKF members, regarding licence compliance. • MOB to pay for Ponds Forge and booking to be made in the name of English Karate Federation. • BB informed the board that a company was looking to film next year's National Championship which would be broadcast on a Sky TV channel. BB to give further info on this. Board agreed that it was a good idea. • The 3 regions were discussed and boundaries are to be redrawn, with Essex being moved to the Southern region MB <p>Meeting finished 5pm</p> <p>Next meeting 1st August 2015. 11am Venue De Veres, Cheshunt</p>	<p>Action 2:8</p> <p>BB & MB to Action</p> <p>Action MB 1:11</p>
<p>Items for next agenda</p>	<p>Risk assessment Ponds Forge Contracts for contractors Competition license Talent ID document Sponsorship for International</p>	