

## **BRITISH AIKIDO BOARD**

### **MINUTES OF THE ANNUAL GENERAL MEETING Held on 9 May 2009 at Solihull Football Club**

<b>PRESENT</b>	V. Sumpter	Chairman (also representing Kai Shin Kai)
	K. Holland	Vice Chairman
	Mrs S Timms	Secretary (also representing Institute of Aikido)
	P. Cooke	Finance Officer
	S. Billett	A D S
	A. Holden	Aikido Fellowship
	Mrs J Holden	Aikido Fellowship
	Q. Cooke	Aikido for Daily Life
	P. Holding	B A A
	D. Yates	British Aikido Federation
	M. Flynn	British Birankai
	D. Bath	British Birankai
	P. Burgess	British Ki Society
	A. Yates	British Yoshinkan Aikido
	J. Tipping	British Yoshinkan Aikido
	D. Hines	Keitenshin Kai
	Miss S Langer	Keitenshin Kai
	G. Masters	Ken Shin Kai
	Mrs D Masters	Ken Shin Kai
	D. Kelly	Komyokan Aikido Association
	R. Martin	Komyokan Aikido Association
	G. Gardner	KSMBDA
	Miss G Mann	KSMBDA
	Mrs S Baird	Lancashire Aikikai
	T. Bayliss	Seijitsu Aikido Ryu (also representing ARF)
	J. Marchant	Shin Gi Tai
	J Widdowson	Shudokan Institute of Aikido
	K. Robson	Shudokan Institute of Aikido
	K. De-Loyde	Takesumu Iama Aikido
	G. Jones	U K A
	G. Needler	U K A
	Mrs M Poole	U K Shinwakai
	P. Bengé	U.T.A
	M. Bent	Welsh Aikido Society
	M. Saunders	Welsh Aikido Society
	G. Cooke	Yama Arashi UK

#### **ATTENDING**

**BY INVITATION** P. Darby-Dowman Perkins Slade (BAB Insurance Brokers)

#### **APOLOGIES FOR ABSENCE**

Apologies were received from Aikido Circle, Aikido Circle Black Belt Academy, ARF, Institute of Aikido, Kobayashi Aikido, Shun Poo Kan and TenChi Ryu.

No apologies were received from Devon Aikido, Harmony with Aikido, Isshinkai Aikido, Kobukan Aikido Association, Shobu Aikido UK, and UK Takemusu Aiki Federation

## 1. MINUTES OF THE 2008 AGM AND MATTERS ARISING

The Chairman reviewed the Minutes of the 2008 AGM and, as there were no matters arising, he was authorised to sign the Minutes as a true record of that meeting.

## 2. CHAIRMAN'S REPORT, including reports from other Executive Officers

The Chairman's Annual Report, which was circulated with the Agenda for the AGM, is attached at **Enclosure 1** to these Minutes ([website & e-copies only](#)).

## 3. FINANCIAL REPORT

The Finance Officer reviewed the Statement of Accounts which had been circulated with the Agenda for the AGM, and which are attached as **Enclosure 2** to these Minutes ([website & e-copies only](#)). In outline terms he stated that the income for the year to 31 Dec 08 and excluding the CCPR grant and increased insurance activity was up by £9882 due mainly to additional Sports UK grant monies. Additionally, for the second year running the National Course had made a small profit - £330 for 2008.

The Finance Office indicated that "honorariums" for BAB Officers' are deemed to be remuneration and are therefore shown gross of PAYE and NI. For 2008 they have reduced by £1293 as we have less Officers; however, this is offset by paying an outside Consultant for Child Safeguarding policy and guidance.

Printing, postage and stationery costs have decreased significantly, by £2544, as a direct result of the BAB policy of using electronic means of communication where possible. Overhead expenditure has been reduced in most categories.

With regard to Board/Association Insurance, the Finance Officer reported that we continue to use the Brokers Perkins Slade and, with regard to our members' PI and PA cover we pay Perkins Slade a block premium in advance and then recover the premium over the year from new and renewed memberships. The large accrual on the balance sheet is for the balance of cover payable for the previous year once the actual figures are known.

We continue to hold a good level of reserves, some of which will be used to enhance the development of the BAB website where further expense is not being met from the CCPR Phase 2 grant aid project.

The Finance Officer ended his report by proposing that we re-appoint Patrick Hourigan & Co as our Auditors. The Members agreed their re-appointment.

With regard to the Trading and P&L Account, the Chairman pointed out to the Members that the CCPR grant income figure of £23722 was money funded by CCPR under Phase 2 of the Grant Aid Project falling out from the Audit Review by KKP in 2007. There was still just short of another £6000 to be claimed subject to meeting the terms of the initial project funding proposal submitted by the Board.

The Vice-Chairman sought clarification on the level of funding available in 2009 to take forward further work on the website and for the continued employment of the Independent Child Safeguarding Officer. With the agreement of the Finance Officer, the Chairman deferred discussion on this expenditure to the next Executive Committee Meeting.

**Action: Finance Officer**

#### **4. ELECTION/RE-ELECTION OF OFFICERS**

**Election of the Chairman.** The current Chairman, having stated his willingness to stand for re-election, was unanimously re-elected for the further 3 year term.

**Election of Executive Committee General Members.** The following members who had both been serving on the Executive Committee for the past year as “Head of Association” representatives were elected for 3-year terms to fill the remaining “General Member” posts on the Executive Committee:

Steve Billett, (Head of Aikido Development Society / BAB Webmaster)  
Phillip Bengé (Head of United Traditional Aikido)

**Election of 2 ‘Head of Association’ Executive Committee Members.** The Chairman requested volunteers from Heads of Associations to fill these 1 year posts on the Executive Committee. The following members were nominated/volunteered and were duly elected:

Gordon Jones (United Kingdom Aikikai)  
Tony Yates (British Yoshinkan Aikido)

#### **5. OFFICERS DUE FOR ELECTION/RE-ELECTION AT AGM 2010**

Election/Re-election: Vice-Chairman (3-year post)  
Election: 2 x Heads of Association (1 year posts)

#### **6. ANY OTHER BUSINESS**

The Chairman stated that AOB will be dealt with in the General Meeting that follows this AGM.

#### **7. DATE OF AGM FOR 2010**

It was agreed that the date of next year's AGM will be **15 MAY 2010**

#### **Enclosures (applies to website and e-copies only)**

1. Chairman's Annual Report (includes reports from Executive Officers)
2. Financial Statement for FY 1 Jan-31 Dec 2008

## Chairman's Report

Ladies and Gentlemen,

At the October 2008 GM, I reported that in the recent past the results of the Governance Audit had had the effect of giving the Executive Committee a whole raft of initiatives to ponder and work towards implementing. Today, you will have noticed on the GM agenda – which follows on from this AGM – that there are a number of proposals stemming directly from that audit which I and the other members of the Executive will be asking you to approve. Whether or not you agree with the policies presented, I hope you will not undervalue the effort and diligence of the Executive Committee Officers in getting these initiatives to the table today. Sadly, they represent but a fraction of the work still to be done, started or considered over the next couple of years if we are to move forward as an effective NGB. In many respects, we are hoist by our own petard; that is to say, having asked for and accepted Government grant aid money against a remit that it was required to enable us to achieve specific NGB goals, we are now – and have been for the last 18 months – under monthly scrutiny to report what we have done in the last month and what we expect to achieve over the next 2 months! In the second phase grant aid bid we asked for money to 1) formulate an Aikido Development Plan, 2) develop the website, and 3) bring our Child Protection (CP) policy and training into the 21<sup>st</sup> Century. We have, I believe, achieved points 1) and 2) but, on 3), we are only partly there.

Specifically, a major part of our CP grant aid bid, as approved, is for the awareness training of your Club Welfare Officers. Many of you may well believe or think we are being overly bureaucratic on CP but I have to tell you that we cannot bury our heads in the sand on this issue. If we wish to have u18s in training/membership then we have – and take on – a primary “duty of care” towards them. If we cannot demonstrate this, then **if and when** the first case of “abuse” is investigated our credibility as an NGB will be for nought, not to mention that our liability insurance premiums will go through the roof on renewal. Please think about it; and if your Association has juniors in membership, do you have someone willing to undertake the CWO Tutor Welfare Training at the NSPCC CPSU and who will then be willing to give that awareness training to Club Welfare Officers? The BAB – through its grant aid budget will be paying for the training costs. This will be my last plea to you on the subject of volunteers, because if I can't reach you on this then ..... (enough said).

Vincent Sumpter (Chairman, BAB)

## Vice-Chairman's Report

My second year as Vice Chairman has proved to be as demanding as the last, but has offered me plenty of interesting challenges. My main role continues to be to support the Chairman in the management and corporate operation of the Board and I have sought to do this both through practical advice and assistance and also by undertaking specific tasks. These have included:

- Key role in the Audit Governance process, through discussion, analysis presentation, meeting with consultant etc, and overseeing the current development of the Audit Development Plan
- Commenting on a variety of policy documents including Child Protection/ISA, Equality, Website operation and integrity etc..
- developing, with the Chairman, updates to the current Constitution
- Provision of a wide range of articles and information sheets in support of the Website development.
- Facilitating the National Course, jointly with the BAB Secretary
- Membership
  - o Continuing role as a member of the Membership Sub Committee

- Initiating and developing the Licentiate Membership/Umbrella Scheme as a step towards making the BAB more inclusive.
  - Progressing the major Review of all areas of Membership
  - Undertaking a major update of all Membership documentation
  - Investigating issues of concern raised by Board regarding potential new applicant
- Stimulating other initiatives such as the Grading Register

I look forward to a challenging 2009/10 as we seek to progress the recommendations of the Board arising from the Governance Audit exercise and, in particular, raising the profile of the BAB.

Keith Holland (Vice-Chairman)

### Coaching Officers' Report

Did you know.....?

I have just received my 'Equity' scUK course certificate. There was a 'Coachwise' booklet enclosed and in one section it asked for my coaching details (NGB and NVQ Level or Equivalent). I then looked at the Insurance details, which stated:

*"In addition, insurance is only valid for martial arts coaches with a current home country sports council-recognised governing body coaching award or a N/SVQ coaching award. The following are recognised:  
 ....**British Aikido Board**; ...[etc, through to].... UK Tang Soo Do Federation"*

I also noticed that Coachwise Ltd is the trading company of scUK. We have been trying to get our coaching scheme nationally recognised – but it appears from the statement above that our coaching scheme **is already recognised and accepted** by scUK, Coachwise, and the Insurers Perkins Slade. When the BAB requested reduced rates for our PI insurance based on the instructors' coaching level, I had to supply Perkins Slade with details of our coaching scheme. When these were reviewed by PS they were deemed good enough to reduce our PI based the coaching level achieved (e.g. CL2 = £10 reduction, and CL3 = £20 saving on the PI premium). This is all good news to me.

Grev Cooke (Coaching Admin Officer)

### Membership/Clubmark Officer's Report

This year has been an exciting one for me. We have introduced changes to Board Membership which should now benefit groups with student numbers in the 30-99 bracket. The Membership application process has been revised to ensure that we not only gather as much information as possible on new applicants, but that we also give out all the relevant information promoting the benefits of Board Membership. I am getting lots of new enquiries and expect a busy year ahead. We need to spread the word on the advantages of BAB membership so, if you know of aikido groups in your area that are not presently members, then why not draw their attention to our website: [www.bab.org.uk](http://www.bab.org.uk)

The Clubmark Assessors' Course in September has really helped in moving Clubmark forward in the BAB. Since then we have been able to register one club each month for accreditation and our next achievement will be when a club is formally accredited with Clubmark.

Finally, I wish to thank Michael [Sheridan] and Keith [Holland] for their help on the New Members Committee, and my team of Clubmark Assessors [names are on the website]; we will go forward as a team, and we will make progress. Thank you.

Terry Bayliss (Membership & Clubmark Officer)

**BAB Accounts - for the year ended 31 December 2008**

**Information**

**Accountants** P B Hourigan & Co  
Chartered Certified Accountants  
Garrards  
Cowfold Road  
WEST GRINSTEAD  
West Sussex  
RH13 8LY

**Bankers** HSBC  
175 Buckingham Avenue  
Slough Trading Estate  
SLOUGH  
Berkshire  
SL1 4RD

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**Accountants' Report on the Unaudited Accounts to BRITISH AIKIDO BOARD**

As described on page 3 you have approved the accounts for the year ended 31 December 2008 set out on pages 2 to 4. In accordance with your instructions we have compiled these unaudited accounts from the accounting records and information and explanations supplied to us.

P B Hourigan & Co

18 March 2009

**Trading and profit and loss account  
for the year ended 31 December 2008**

	2008		2007	
	£	£	£	£
<b>Income</b>				
Subscriptions		21,618		21,895
Registration certificates		13,755		12,442
Insurances		48,367		49,147
National, coaching and course fees		3,539		4,422
Bank deposit interest		3,955		2,736
CCPR grant		23,722		14,432
		114,956		105,074
 <b>Cost of sales</b>				
Registration certificates	13,736		12,586	
Insurances	48,451		45,939	
National, coaching & course expenses	3,209		3,469	
Consultancy fees	15,363		14,432	
	80,759		76,426	
		34,197		28,648
 <b>Expenses</b>				
Officers remuneration	9,474		10,767	
Travelling	3,276		4,115	
Meeting expenses	1,301		1,395	
Insurance	665		605	
Computer (includes Website/Webmaster costs)	7,220		1,338	
Equipment repairs and renewals	-		82	
Printing, postage and stationery	1,582		4,126	
Telephone and fax	483		1,141	
Accountancy	1,120		858	
Bank charges	16		16	
Child protection	6,127		3,361	
Sundry expenses	183		281	
Depreciation on office equipment	475		387	
Bank interest	-		37	
	(31,922)		(28,509)	
<b>Net profit for the year</b>		2,275		139

**Balance sheet  
as at 31 December 2008**

		<b>2008</b>		<b>2007</b>	
<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Fixed assets</b>					
Tangible assets	<b>2</b>		2,847		1,549
<b>Current assets</b>					
Debtors	<b>3</b>	8,767		950	
Cash at bank		173,393		172,382	
		182,160		173,332	
<b>Current liabilities (note 4)</b>					
Trade creditors		8,312		4	
Other creditors		2,224		2,707	
Sundry creditors		75,896		75,870	
		86,432		78,581	
<b>Net current assets</b>			95,728		94,751
<b>Total assets less current liabilities</b>			98,575		96,300
<b>Capital account</b>					
Brought forward at 1 January 2008			96,300		96,161
Profit for the year			2,275		139
			98,575		96,300

I approve these financial statements for the year ended 31st December 2008 and confirm that I have made available all relevant records and information for their preparation.

**Mr P Cooke - Financial Officer**

*(Date: 18th March 2009)*



## Notes to the accounts for the year ended 31 December 2008

### 1. Accounting policies

#### 1.1. Accounting convention

The accounts are prepared under the historical cost convention modified when necessary to include the revaluation of certain fixed assets.

#### 1.2. Tangible fixed assets and depreciation

Depreciation is provided at rates calculated to write off the cost or valuation less residual value of each asset over its expected useful life, as follows:

Fixtures, fittings and equipment: 25% on reducing balance

### 2. Tangible assets

	<b>Office Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
<b>Cost</b>		
At 1 January 2008	9,629	9,629
Additions	1,773	1,773
At 31 December 2008	11,402	11,402
<b>Depreciation</b>		
At 1 January 2008	8,080	8,080
Charge for the year	475	475
At 31 December 2008	8,555	8,555
<b>Net book values</b>		
At 31 December 2008	2,847	2,847
At 31 December 2007	1,549	1,549

### 3. Debtors

	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
Trade & sundry debtors	487	236
Other debtors	8,280	-
Prepayments and accrued income	-	714

### 4. Current liabilities

	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
Trade creditors	8,312	4
Taxes and social security costs	2,224	2,707
Accruals and deferred income	75,896	75,870
	86,432	78,581

# **BRITISH AIKIDO BOARD**

## **MINUTES OF THE GENERAL MEETING Held on 9 May 2009 at Solihull Football Club**

**PRESENT** As for AGM

**APOLOGIES FOR ABSENCE** As for AGM

### **1. MINUTES OF THE GM OF 4 OCTOBER 2008 AND MATTERS ARISING**

**Agenda Item 7 – Executive Committee Vacancies.** The Chairman stated that the Secretary was now dealing with matters to do with Data Protection (Information Security).

**Agenda Item 8 – Child Protection.** In respect of the paragraph dealing with the ISA, the Chairman indicated that the launch of the “barring and vetting” policy under ISA had now been delayed by the Government until July 2010. Further details are given in Agenda Item 7, below.

**Agenda Item 14 – AOB – Dan Grade Registration.** Following questions from Members, the Vice-Chairman explained the rationale behind the “voluntary” registration of Association dan grades and the purpose of a BAB “registration certificate” which could be purchased by members. The design, printing, and method of issue and payment of the certificate was a matter still under consideration by the Executive Committee.

**Action: Executive Committee**

The Chairman indicated that any other items outstanding would be dealt with under Agenda items listed for this GM. The Chairman was then authorised to sign the Minutes as a true record of that meeting.

### **2. AIKIDO DEVELOPMENT PLAN – ADOPTION**

It was proposed by the Vice-Chairman, seconded by the Chairman and agreed by the Members that the Aikido Development Plan be adopted. However, the Vice-Chairman indicated that progress on achieving the aspirations of the Action Plan was very dependent on the level of support given to the Executive Committee, both by Associations and individual members.

### **3. OTHER POLICIES SUBMITTED FOR ADOPTION**

**Website Privacy Policy & Website Terms and Conditions of Use.** It was proposed by the Chairman, seconded by the Vice-Chairman and agreed by the Members that these 2 website policies be adopted. The Chairman indicated that the Website Forum Policy which has already been adopted will be added to the master website policy document.

**Action: Chairman**

**Equality Policy.** The Chairman presented the Equality Policy for adoption. P. Cooke asked that reference to discrimination be deleted and, after discussion, it was agreed that the Executive Committee should look at a possible revision to the policy as presented. The Chairman agreed to resubmit the document to the Executive Committee.

**Action: Executive Committee**

#### 4. MEMBERSHIP FEE STRUCTURE

The Chairman asked the Members present if they understood the template fee proposal as published with the Agenda for this meeting. He indicated that there were 4 parts to the proposal:

**Part 1.** The moving away from the present Association banded rate to a structure which was based solely on a fee for each individual member of an Association. A majority agreement to this element of the proposal would allow the second part of the proposal to be voted upon.

**Part 2.** Under an individual fee structure, Members then needed to decide on whether to have a flat fee applicable to all individuals, or whether to have one fee for adults and a reduced fee for children. The present membership ratio of Adults to children is approximately 2 : 1.

**Part 3.** Once the individual fee structure had been agreed Members needed to vote on whether to limit/mitigate the increased costs which would undoubtedly accrue to the larger Associations by setting a “cap” on the total of the individual fees paid by an Association in the BAB insurance year (1 Mar-28/29 Feb).

**Part 4.** The implementation date and method of payment. The proposal being that it should start on 1 March 2010 and that from that date the fee would be paid as an addition to the PA monthly registration return; that is, on an individual taking up or renewing his/her Association membership, and thereafter on the anniversary of that membership/PA insurance renewal.

The Chairman explained that under an individual fee system there would still be the requirement to generate an annual income which matched that currently raised under the Association banded rate module. On present BAB running costs this is circa £25K per year. Thus, the module, as presented in the template under discussion, showed that under **Part 2** of the proposal the BAB could generate the required income if (for instance):

Adults paid £3.00 and Juniors paid £1.50; or  
Adults and Juniors paid a flat fee of £2.50 each

#### Proposal Decisions:

**Part 1.** Passed by a majority, with 2 against, for adoption of an individual membership fee for all members of an Association.

**Part 2.** Passed by a majority, with 2 against, for adoption of a flat fee applicable to all individual members. The fee to be set by the Executive Committee following advice from the Finance Officer.

**Part 3.** The Members voted by a majority **not** to have a “capped” rate.

**Part 4.** The Members agreed by a majority to an **implementation date** of 1 March 2010.

#### 5. MEMBERSHIP

**National Aikido Federation (NAF).** A proposal that the NAF to be re-instated as a full member was rejected as they had not yet paid their Annual Subscription for this year, despite several requests from the Secretary. It was therefore agreed that they should remain a

probationary member of the BAB for another year. Failure to rectify the omission of payment of their annual subscription could jeopardise their continued membership.

**Action: Principal NAF**

**Isshinkai Association.** The Secretary reported that one other Association, namely Isshinkai, had still not paid their Annual Subscription, nor had they issued any PA insurance to their members since October 2008. The membership status of Isshinkai to be clarified at the next Executive Meeting.

**Action: Executive Committee**

**Associate Membership.** The Secretary informed the meeting that the following Associations were deemed to be in Associate Membership for FY 2009:

Devon Aikido Association  
Kobayashi Aikido Dojos  
UK Takemusu Aiki Federation  
Isshinkai (*but see para above – status to be clarified at next Executive Meeting*)

**Kobukan Aikido.** The Membership Officer expressed concern regarding the Kobukan Aikido Association as their numbers had depleted to such an extent (down to less than 30 members) that they could no longer be regarded as an Association. With the agreement of the Members, he was directed by the Chairman to formally advise the Principal of Kobukan Aikido that their membership of the BAB was deemed to have ceased as at 1 March 2009.

**Shodokan Institute of Aikido** had successfully completed their year of probationary membership and were granted Full Membership of the Board.

**Applications for Membership.** The Membership Officer reported that he had received a number of applications for BAB Membership; three applications were presented to the Board for approval of probationary Membership, namely:

**Eiryukan Aikido.** This group met all the necessary criteria to be granted Full membership and were accepted on a 1-year probationary term.

**Brighton Ki Aikido.** This group had less than 100 members, but met the necessary criteria to be granted Licentiate membership and were accepted on a 1-year probationary term.

**Shodokan Aikido UK.** This group was, up to now, part of the BAA – which Association had no objection to their becoming an independent group within the BAB. Shodokan Aikido UK has less than 100 members, but meets the necessary criteria to be granted Licentiate membership and were accepted on a 1-year probationary term.

The Secretary was requested to write to these new members advising that their applications had been successful and enclosing the necessary Association insurance documentation.

**Action: Secretary**

**Processing of Applications for Membership.** The Chairman explained that, under the present system, it is the role of the Executive Committee (through the Membership Officer) to recommend acceptance of applicant groups to and by the Board at GM. In view of the increased activity in applications for Membership, due in part to the introduction of the Licentiate scheme, this could delay probationary acceptance of a group by 3-4 months (e.g. time between Exec Meetings and GMs). The Executive Committee therefore sought the approval of the Members' representatives to their being notified by post once an applicant group had met the criteria to be accepted on probationary terms. The purpose of the postal

notification being to allow Members their Constitutional right to voice a veto against the applicant. In the absence of any veto within 7 days of receipt of the letter, the Membership Officer would then be permitted to formally write to the group principal notifying acceptance of probationary membership of the Board.

**Decision:** Proposed future action agreed by the Members

**Action: Membership Officer**

## 6. CLUBMARK

The Clubmark Officer reported that 6 individual clubs are currently going through the process of accreditation, with quite a number of enquiries still pending.

## 7. CHILD SAFEGUARDING & PROTECTION

**Club Welfare Officer Training – Tutors.** The Chairman made a renewed plea for volunteers to undergo “Tutor” training at the NSPCC CPSU Leicester (half-day course) to enable them to deliver Welfare Officer training, on behalf of the BAB, to Association Club Welfare Officers. To date, we have 3 volunteers: Dee Masters, Sue Ward and Christine Mann. We need a few more please.

**Action: All Associations**

**ISA & CRB Checks.** The Chairman informed the Members that ISA registration which was due to be implemented later this year has now been delayed by the Government until July 2010. At that time, all new persons wishing to teach or assist with children who have not had a cleared CRB check will be required to be checked through the ISA vetting and barring system in addition to needing the normal CRB clearance. To add to the confusion, it is understood that from July 2010, those needing to register under ISA will be given a six-month period of grace during which no prosecutions will take place for a failure to register with ISA, but after that time it will become a criminal offence. The current CRB process undertaken by the BAB as an NGB will remain basically unchanged until July 2010 when it will also include a requirement for those working with children – and vulnerable adults - to be both CRB and ISA checked. ISA registration will be a common UK register but there will be no improvement in the portability of CRB disclosures. **Important Note:** Member Associations/Clubs bear the responsibility for implementing CRB and ISA checks/registration even though the BAB is facilitating the process – the buck stops with you the Members and your Clubs.

**Action: All Associations**

## 8. WEBSITE/COMMUNICATIONS

The Webmaster reported that the website has had a major overhaul; although most of the work is hidden behind the scenes this has allowed for the following areas to be developed:

- Members now hold club and member information for their own Association contacts and history; and it is updateable by the Association themselves using a secure login.
- Clubs can also update their own club address, training times and instructor information using a secure login. However, some association have locked off this function from their own clubs which could once again lead to the data not being kept up to date.
- All coaching data is now held on line and much of it is viewable by non-members, thus allowing Local Government as well as concerned parents to check instructor qualifications. Additionally, members can request a Coaching Course, as well as many other functions that are used by the Coaching team.
- Courses run by the BAB and its Member Associations are now displayed on the website.

There are also new areas on the website for Clubmark, Club Development, Downloads, Charity pages, Advertising, a Website e-mail sending system to clubs and members, News System, Forum, Video and Photo Galleries, and Profiles of UK and Japanese Sensei's.

The Webmaster then recorded his thanks to Paul Khan of the UK Shinwakai for his work on collecting a lot of the original data to help get the club information up-to-date before the clubs could update the information themselves.

Plans for further improvement in 2009/2010 include:

- Update of the coaching system / Analysis system to allow courses to be run effectively, and including the printing of Coaching Certificates from the website.
- The "Child Safeguarding" menu pages to be improved to give more control of CRB information
- Equality Data to be included in line with the new BAB policy (when adopted)
- Membership details for registered users
- Grade Certificate system which will allow members to register their Association grade with the BAB, and for a BAB Certificate to be issued (if required) for a small fee.
- Update of BAB e-mail system to contact members
- Search for clubs by Instructors
- Courses to be added at club level
- A Junior Website - we have a volunteer who is offering to create a Junior BAB Website, designed purely for the use of junior members.
- Video Gallery of old BAB Courses

## 9. NATIONAL COURSE

The Vice Chairman reported on progress and referred to a flyer which the Secretary would make available to all present, and to the availability of full details and downloadable application forms on the BAB website.

**Action: All Members**

## 10. COACHING

The Coaching Admin Officer informed the Members that the BAB website now has a dedicated menu area covering a whole range of Coaching information, including when coaching courses are being held and synopses of the different coaching levels and scUK units.

The Chairman iterated the statement made in his Annual report regarding the fact that the BAB coaching scheme is **recognised and accepted** by scUK, Coachwise, and the Insurers Perkins Slade.

## 11. INSURANCE

Paul Darby-Dowman, from Perkins Slade Insurance, advised that Perkins Slade acted on behalf of the BAB as Brokers for the Royal & Sun Alliance Insurance Co (RSA). In response to a question on PA cover for those attending a training session for a first time, he explained that temporary insurance cover was deemed to be in place for up to 3 "taster" training sessions, after which time he would expect appropriate PA cover through Association registration (e.g. the monthly return to the BAB Secretary) to be in place. Once the premium and/or Association membership fee had been paid to the practice Club insurance cover was deemed to be immediately and formally in place.

As the small print of Insurance policies is always worth reading, several Members present asked if they could have a copy of the full RSA Insurance Policy. Paul Darby-Dowman agreed to send this to the Secretary and Chairman for downloading onto the BAB's website.

*Chairman's After Meeting Note: Policy received and is now showing on the Website.*

The Chairman thanked Paul Darby-Dowman for taking time to attend the meeting.

## **12. ANY OTHER BUSINESS**

**Dan Grade Registration.** The Vice-Chairman reported that plans for the implementation of the new scheme, were well advanced, including designing the certificate in line with the current "in house" style, for BAB certificates, and for requests to be accessed via the website. It was intended to make a charge of £10 per certificate, based on admin costs, postage and printing, etc, of £5. The remaining £5 raised would be placed in a fund which could then be made available for the Board to consider making grants to Members for the furtherance of aikido in the UK. This was in line with the practice of most National Governing bodies.

**Formation of the Joint Aikikai Council-UK.** Gordon Jones presented a notification paper to the Board that 5 BAB Associations presently affiliated directly to Hombu Dojo, under the current Doshu, had formed a new organisation in British Aikido to be known as the Joint Aikikai Council UK (JAC-UK). The paper states the mission of the JAC-UK, together with 3 proposals it wishes the Board Members to consider, namely:

1. Proportional Representation
2. The use of BAB funds in raising public awareness to the benefits of aikido training
3. The use of BAB funds to purchase additional tatami for Members' use.

The full text of the JAC-UK paper is appended to these Minutes at Enclosure 1, Prior to being put to Members at GM, these proposals will be discussed by the Executive Committee.

**Action: Executive Committee**

## **12. DATE OF NEXT MEETINGS**

Executive Committee Meeting	11 July 2009
General Meeting	17 October 2009
AGM for 2010	15 May 2010

### **Enclosure:**

1. JAC-UK notification statement and proposals for consideration by the Board

## **Formation of the Joint Aikikai Council (JAC-UK)**

Following a meeting on the 22 March 2009 between the senior members of the United Kingdom Aikikai, British Birankai, British Aikido Federation, Scottish Aikido Federation and the Komyokan Aikido Association, the formation of a new organisation in British Aikido is announced.

The Joint Aikikai Council member organisations are all affiliated directly to Hombu Dojo and as such will endeavour to promote the acceptance of the Doshu and his representatives as the foremost authority in the teaching of traditional aikido with the United Kingdom aikido community.

The **mission statement of the JAC** reads as follows;

*To cooperate and work in harmony with other members of the group to promote the study of aikido within the United Kingdom, while maintaining complete independence from one another in technical, administrative and financial matters*

*To recognise the Doshu, his representatives and Hombu Dojo as the foremost authority for the dissemination of aikido worldwide.*

*To adhere to the regulations laid down by Hombu dojo in respect of Yudansha promotions and teaching qualifications.*

*To promote the principles and teaching of the Doshu and his representatives and to endeavour, through cooperation with the BAB, to encourage the acceptance of these principles to the wider aikido community within the UK,*

*To offer associated membership to UK aikido organisations who wish to pursue the principles laid down in the above.*

To support, celebrate and recognise the importance of this initiative, Doshu has agreed to visit the UK in June 2010 for a 3 day seminar. From 1<sup>st</sup> September 2009 there will be an opportunity for any dedicated student of traditional aikido to take part in this event by visiting [www.doshu.com](http://www.doshu.com) for an application form.

Should any individuals, dojos or groups be interested in becoming part of this organisation contact any of the following;

Gordon Jones... United kingdom Aikikai -chairman ([grj7600@blueyonder.co.uk](mailto:grj7600@blueyonder.co.uk))

Mike Flynn... British Birankai ([jubeiflynn@blueyonder.co.uk](mailto:jubeiflynn@blueyonder.co.uk))

Peter Gillard... British Aikido Federation ([admin@shobukan.freeserve.co.uk](mailto:admin@shobukan.freeserve.co.uk))

Terry Ezra... Komyokan Aikido Association ([secretary@aikido.co.uk](mailto:secretary@aikido.co.uk))

Matt Holland... Scottish Aikido Federation ([mholland@ukonline.co.uk](mailto:mholland@ukonline.co.uk))

The JAC committee recognise that this initiative will only be pertinent on an 'aikido basis' to circa half of the BAB Members, these being those who profess to practice 'traditional aikido'. The BAB Members who practice Ki, Tomiki, Yoshinkan and other derivatives will see no relevance on a technical basis in this proposal.

This being said the JAC is keen to use its collective voice in initiating proposals for the BAB governing body to consider, that would have wider implications for all BAB Members regardless of the style of aikido practiced.



**The proposals** the JAC committee would like to put forward for consideration at this stage are as follows;

1) **Proportional Representation**

It seems illogical that organisations that have 500 members only have the same voting rights as those groups with just over 100. The larger groups by virtue of their size have demonstrated a willingness to work together, a foundation stone of aikido principle, to offer equal membership rights to small groups only encourages fragmentation of the art.

The JAC proposal is that the constitution of the BAB is amended to correct this anomaly by suggesting that 100 members = 1 vote, therefore a group with 500 members would have 5 votes.

2) **Funding**

BAB funds should be used to widen the awareness by the general public of the benefits of training in aikido. This could be by promotions, publications and aggressive marketing. The benefits of this could be enjoyed by all styles of aikido and would be a worthwhile use of the BAB funds.

It is understood that a study has been undertaken by a professional agency in this field; the JAC look forward in having sight of the findings.

3) **Tatami**

One of the issues preventing the hosting of large seminars by members organisations is the lack of suitable mats. Most venues have a limited number of very often inappropriate tatami. The JAC proposal is that the BAB fund a stock of 200 Gee mats to be held at a central store that could be used free of charge by any group hosting a weekend or weeklong seminar.

Transport would be funded by the organisation and a deposit against damage would be required.

The JAC committee look forward to the BAB governing body's response to the proposals presented.

JAC-UK 25<sup>th</sup> April 2009