



BRITISH DRAGON BOAT RACING ASSOCIATION

*Founder Member of the International Dragon Boat Federation & European
Dragon Boat Federation*

BDA 142nd Executive Committee Meeting

Date: Monday 8th July 2019

Location: Zoom meeting

Time: 19.00 – 20.30

Minutes

Chairman: Neil Pickles

Present: Neil Pickles, Dave Cogswell, Darrell Snape, David Bangs, Barbara Keenan, Andrew Menzies, Jenni Henderson, Tim Smith, Mick Clarke and Mike MacKeddie-Haslam

1 Apologies		Action Points
1.1	Apologies received from Mike Thomas & Chris Bailey	
2 Minutes of last meeting and matters arising		
2.1	Minutes of the 140 th and 141 st meeting had been circulated 140 th Meeting: 5.2 FAQ – CB has done. Few outstanding points sent to the Exec. Motor Boats/Coaching Launch – is covered. Insurance Co to amend policy. Charity Crews covered by BDA – Insurance Co see this as commercial activity and there is no insurance. Need to clarify the difference between a commercial activity and taster session & club activity.	DC to clarify with Insurers on difference JH to add to website & social media

	<p>DC had circulated email regarding Coaches Code of Conduct. BK queried the Coaching Safeguarding Coach of Conduct</p> <p>7.0 DB spoke to TS re Coaching Qualification. TS with cover under his own insurance. Writing his own Level 1 coach. Agreed can use BDA logo</p> <p>9.1 Festival Crews – TBC</p> <p>11.1 JH To Confirm fees to NP & DC re Thailand JH to go to HSBC re GB Bank Accounts and update mandate for signatures and online banking access</p> <p>4.1 Safeguarding Policy – BK to circulate draft by end of working week – 14/07</p> <p>Signed off 140th Minutes</p> <p>141st Minutes: 5.1 JH to go to HSBC 6.1 DC to send JH insurance policy 7.1 RLSS fee going up, mainly due to VAT. Going up to £1k. NP to do EDBF fees DC sent fees re National Finals on 12th June</p> <p>8.2 Bye Laws – Last update was from 2005. NP asked if any ByeLaws had changed. DC wants Bye-Laws on website</p>	<p>BK & DB to pull together Coach of Conduct from Safeguarding & DC suggestion document</p> <p>DC to send email to TS confirming use of logo</p> <p>BK to circulate draft of Safeguarding Policy</p> <p>ALL</p> <p>NP to work on fees for EDBF cup DC & NP – fees for nationals to finalise</p> <p>NP to circulate Bye-Laws.</p>
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	<p>Bye Laws are part of the Exec and can be changed by Exec Constitution is AGM and only Members can approve changes to Constitution at an AGM</p> <p>141st Minutes Signed Off</p>	<p>All to digest and confirm any amendments</p> <p>ALL</p>
4 Banking Update		
4.1	<p>DC apologised to TS as he had been taken off Directors and Bank Account DC sent everything off. Still waiting. DC to chase TS to be added on when set up if needed JH & DC working on GB Bank Account access</p>	<p>DC to ring bank to chase for account set up</p>
5 Senior A Update		
5.1	<p>Mike M-H has completed his report & circulated to Exec who have made comments and feedback. No feedback received from JC or AM Exec happy with report and now need to take recommendations forward. JH & TS to work on Policies. JH to circulate to DB when done. JH, NP & TS to work on wording for emails to Senior A paddlers JH to create new applications for GB Roles JH to add in role for Para Coach DB sending email to Nigel Bedford as Chair of IDBF ParaCommittee JH to add in role for GB Treasurer</p>	<p>JH & TC prepare policy docs and update for new incoming teams</p> <p>JH to create application docs for new roles</p> <p>DB to speak to Nigel B re new para coach role</p>
6 London Festival Update		
6.1	<p>NP to speak to Paul Coster & HKL for debrief PM volunteered to ask for feedback from Crews@ PM confirmed he has had around 10 responses. We will pick up at next Exec meeting for debrief. NP confirmed 50% reduction for crews at future league event for DC to administer</p>	<p>NP confirm details with PC & HKL PM to collect responses and feedback at next Exec</p>
7 London Surrey Quays		

<p>7.1</p>	<p>NP confirmed that the date now clashes with the Prudential 100 Cycle Ride. This means that all bridges and tunnels closed from 4am to 12pm on the day. Access is going to be difficult.</p> <p>Discussed how we could support crews with getting in and out and road closures. TS had volunteered to put something together.</p> <p>Discussion re any financial obligations and also alternative venues.</p> <p>Do we need to take Exec decision to Cancel.</p> <p>Decision taken to Cancel and amend points to be 6/7 and not 7/8 to adjust for points.</p> <p>BDA will cover any reasonable expense incurred by Rage Dragons</p>	<p>NP to circulate cancellation notice and liaise with Rage re costs.</p>
<p>8 Vision & Strategy Working Groups</p>		
<p>8.1</p>	<p>JH confirmed she had not done anything on the groups due to DC bye-law comment.</p> <p>Will make amends to groups and update and we can then look to change Bye-Laws if needed</p>	<p>JH to update working groups and circulate</p>
<p>9 AOB</p>		
<p>9.1</p>	<p>VP nominatins for EDBF. BDA had nominated Jorge & Kim. There are 8 nominations and we need to choose another 2.</p> <p>Julie is up for General Secretary – BDA to support</p> <p>AM is suggesting PJ & Vlad to keep balance of old & new.</p> <p>MMH gave background of others CVs</p> <p>EDBF President is looking for VPs that will take on responsibilities and be the best for the EDBF</p> <p>NP to make decision with other Exec members in Seville</p>	<p>NP to report back on Seville EDBF Congress and decisions</p>
<p>9.2</p>	<p>JH raised question re officials and who is on list. NP to send AM list of people on officials@ email and also to DC</p>	<p>NP to send list to AM & DC</p>

9.3	<p>Polo Shirts & Business Cards</p> <p>JH arranging for Business Cards for AM – queried if anyone else wants them. To date: MMH, DS, MC, DB & BK would like.</p> <p>Polo Shirts – looking to get Exec/BDA Polo Shirts as per Officials new polo’s. JH to circulate for sizes and numbers. So far – AM, DS, TS, DB, BK, MC, NP & DC would like one</p>	JH to organise for Business Cards and Polo Shirts
9.4	<p>MMH raised the issue of IDBF Ltd – info to Exec to go to Congress. Peter Tang advised that Council Meeting looking at this on 19th August. Might be dealt with at Council and not need to go to Congress</p>	MMH to update
9.5	<p>JH confirmed that she can’t now go to Thailand and has had to withdraw and send a deputy from team. Will not be able to attend Congress so need another Rep to be there</p>	All – Volunteer to attend?
9.6	<p>PG as official from London has confirmed that he can’t confirm times for the 1k race due to a technical issue.</p>	NP to send info to Clubs
<p>Next Meeting, Monday 12th August at 7pm via Zoom Exec Meeting on 7th Sept – TBC on Venue.</p>		