BOARD MEETING (in person) SportPark, Loughborough

20th November 2025 (10am-12pm)

1. Opening Remarks, Apologies and Declarations (JPR)

In attendance

- Jules Parke-Robinson (Chair), Emma Foden (online), Chris Hassell, Kevin Analuwa, Tanya Harris, Clare Griffiths, Andrew Wright, Kirstin Furber, Frances Kremarik, Mark Foster, Geoff Hopkinson (online), Justine Baynes (CEO), Jo Rutavicius, Kevin Currell, Simon Cartwright, Ali Smith and Tina Shepperson (for minutes).

- The annual board reviews will take place Dec/Jan. JPR will contact all board members to arrange meetings.

- There is now a monthly Chair of Committee meeting.
    - *Action: Safeguarding training for board to be scheduled for 2026.*
    - *Action: Staff structure to be shared with the board.*

Apologies

- Emma Calvert

Conflicts of interest:

- CH – Coventry; FK – referee
- CG – BEAA board member and coach for Worcester Wolves. CG has been appointed as Head Coach for Worcester Wolves WPL team. To enable her to remain on the Board, Worcester University have agreed to no longer access the coaching funding for this role, as the Articles of Association make it clear a board member must not receive any payment from BWB.

2. Minutes and Matter Arising (JPR)

- Board Minutes 08.09.25 – no comments.
- All matters closed out except for those involving membership which were to be covered during the board meeting.

3. Approval Board Changes (JPR)

- Approval was sought for Geoff Hopkinson to join the board to replace Sam Whale whose term has now ended. SW will now sit on the board of the trading company and TH will chair PAC.
    - **Decision: All board in agreement for Geoff to join board with effect from 20th November 25.**

4. RAG report (JB)

- Key points as follows:

    Requirement to bring in more commercial income. A cut in funding from Sport England is expected and JB has requested a meeting with their CEO. Funding for IAG has been extended to 2027 and thanks were passed to JR for her assistance with this.

- Congratulations were passed to the teams for the two silvers at the Euros in Sarajevo. The coaching structure is currently being changed.
- There are changes coming with UKSI but the impact of these is not yet known.
- JB confirmed that GH has been asked to work on a project around streamlining process and procedure within the organisation and identifying areas that innovation can be effective. Through this, decisions can be made around technology and where the Innovation Working Group can offer support.
- JB reported that she has received confirmation that the bid for the 2027 European Championships has been received by IWBF Europe but has not had any further information. She has requested information about expected timelines for the decision and the process that will be followed, but IWBF Europe have not provided this information.
    - *Action: KA to extend invite for meeting with Wheelchair Football around streaming.*
    - *Action: GH project to be completed then discussions about technology to be introduced.*

5. Risk Register (JB)

- Points to note are:
    - Changes were made to some impact scores to reflect that no matter what processes and policies we have in place, the impact of unexpected actions can be significant, as seen by recent events.
    - A continuous learning cycle for staff, board and the wheelchair basketball community needs to be reflected in the narrative around reputational risk.
    - The economic climate will have a significant impact on our ability to generate commercial and charitable funding
        - *Action: Anti-doping (line 7) impact risk to be increased.*

6. Sub Committee Updates (JPR/TH/MF)

NOMS (JPR): This was covered earlier in the meeting.

PAC (TH): The last meeting discussed the recent European Championships and both teams qualifying for the World Championships next year in Canada. There were many operational challenges in Sarajevo and thanks were passed to SR for her assistance with this. The new coaching structure is being worked on, and the athletes are being consulted on this process, with interviews to take place early in the New Year. The APA policy has been reviewed and a meeting for these will take place on 24th Nov.

- *Action: TH to discuss with board members annually the UK anti-doping policy.*

FRAG (MF): Thanks were passed to AS for her continued help with finance. There were no issues on audit with the management accounts which were broadly in line with budget. A new budget to deliver the strategy will be created to identify where there are risks and gaps. FRAG will oversee this before it is presented to the Board. Financial risks were highlighted, and MF will be working closely with AS on cash flow forecasts. Deposit accounts are also being looked at. The possibility of finance training for board members was put forward.

7. Finance Matters (AS/MF)

- **Approval of the audited accounts** – The report from the auditor has suggested no amendments and no material errors on the audited accounts. Queries raised concerned HPP invoicing which had been accrued to the wrong supplier and co-funding journals which did not represent the agreements. This is a historical issue and will be resolved with a new approach.
  - **Decision: All board in agreement to approve the annual audited accounts.**
  - *Action: AS to share the points of audit with the board.*

- **Approval of the 2026 budget** –Following feedback from FRAG this is currently being amended. An increase on staff salaries has been included which will be discussed further at NOMS. These will be addressed in the future to be linked closer to inflation.
  - **Decision: All board in agreement to approve the 2026 budget.**

- **Q2 Management Accounts:** These were presented to board and no queries were raised.
  - **Decision: All board in agreement to approve the Q2 management accounts.**

8. Policy and Rule Change Approval (JR)

- Approval was sought to a change to the process and procedure of domestic classification. Acknowledgement was passed to Aaron Blyth-Palk for his assistance with this.
- Approval was also sought to change the disciplinary policy from two SLT members to one plus two independent and a secretary.
  - **Decision: All board in agreement to approve the changes.**
  - *Action: GH to be included in the case management team.*

9. Plans for AGM (JPR)

- In previous years, this has been conducted online and attendance has been low. The Articles of Association dictate that an AGM is not required. The board agreed to the proposal to do an online AGM for 2025 and the issue to be discussed for future years.
  - *Action: Noms to discuss the future of AGM's.*
  - *Action: Survey to be sent out on Gameday to invite membership for their feedback on AGM's.*

10. Meetings 2026 (JPR)

- Board meetings for 2026 were proposed for the wc 9th March (online), wc 8th June (in person at the BPA), wc 7th Sept (online) and wc 30th Nov (in person at Loughborough*).*
  - *Action: TS to reach out to the BPA for availability.*
  - *Action: JPR to send out poll to board members for meetings.*

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11. AOB (JPR)

- Board feedback was requested on the people policy.
- It was stressed that the work to develop closer working relationships with the British Basketball Federation has stopped due to the issues with that organisation and the wider sport.
- A closed session took place after the meeting.

ACTION LOG:

20.11.25	Staff structure to be shared with the board.	JB
20.11.25	Safeguarding training for board to be scheduled for 2026.	SC
20.11.25	Extend invite for meeting with Wheelchair Football.	KA
20.11.25	Changes made to risk register - impact risk to be increased.	JB
20.11.25	Discuss with board members annually the UK anti-doping policy.	TH
20.11.25	Share the points of audit with the board.	AS
20.11.25	GH to be included in the case management team.	JB/GH
20.11.25	Discuss the future of AGM's.	NOMS
20.11.25	Survey to be sent out on Gameday to invite membership for their feedback on AGM's.	JR
20.11.25	Reach out to the BPA for availability for June board meeting	TS
20.11.25	Send out poll to board members for meetings.	JPR