



TABLE TENNIS WALES

Minutes of TTW Board Meeting Sophia Gardens/Teams 23 November 2023

Present

Nicki Arthur (NA), Owen Rodgers (OR), Andrew Thomas (AT), Susie Osbourne (SO) Ben Rose (BR), Megan Powell- Williams (MPW) Dennis Bromage (DB), Aled Rhys-Howell (ARH), Simon Evans (SH), Alison Woodward (AW), Craig Bryant (CB), Matt Whitton (MW).

Apologies - None

Welcome, introduction & check in

AW chaired the meeting due to NA travelling. AW asked the new trustees to introduce themselves and all were welcomed to TTW board.

Outstanding Action Points

Action 4, March – Risk register shared. OR has met with CalQrisk again. Board to be updated in January.
Action 4, May – Social media strategy updated to include operations and safeguarding - **Complete**.
Action 5, May – BR updated has updated the strategic priorities. Waiting for board director comments
Action 6, May – Financial audit moved to the start of 2024 financial year.
Action 7, May – Commercial Director appointed. **Action complete**.
Action 8, July – Charity status – dormant currently. **Action to be carried forward**.

Latest actions

Action 1 – complete
Action 2 – Rag status not complete. All clubs have safeguarding officers/leads.
Action 3 – OR to work with AT on this.
Action 4 – CEO newsletter complete. Positive feedback to date.
Action 5 – Development plan in draft and will be brought to next meeting.
Action 6 – BR has reviewed this document and it is now complete.

No further comments on minutes of previous meeting.

Declarations of Interest

MPW - declared new position which had been sent to NA.
ARH – declared interest in coach education and performance.



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Safeguarding

OR advised that Level 2 has not yet been awarded but that everything possible had been done to ensure it is achieved. Additional work had been requested relating to social media activity which has been sent to CPSU to be reviewed by the panel. OR advised that he didn't see any reason why TTW wouldn't be awarded the level 2 accreditation.

OR advised that the risk register is now in place and that there is one current issue which AW and NA are aware of. OR advised he would keep them up to date. Martyn has completed his training course and is now delivering the training across clubs.

Risk Register

OR advised that the risk register has been updated and requested feedback from directors. OR nominated AT to provide detailed feedback. OR pointed out the risk around low reserves due to an increase in staffing numbers, working hours for the safeguarding lead and an increase in expenses costs. AT will be working with OR to build reserves. OR commented that TTW needed additional income from commercial activities rather than relying on an increase in funding. It was hoped that additional income would be generated from various un forecasted competitions.

Equality in Sport policy – TTW part of a pilot scheme “Moving to Inclusion” which should negate this risk.

Safeguarding – TTW needs level 3 accreditation. TTW will be adopting the MyVoice platform shortly.

AT questioned whether the residual risk should be recorded after the mitigation has been actioned. OR advised he would work offline with AT on this.

Finance & Funding Update

AT advised that the current deficit is £18k.

OR advised that there has been an increase following the Cardiff Grand Prix of £1,500 additional income. Also, a £1,100 deficit following Home Nations along with significant travel costs.

OR advised of a GIA overspend of c£6k. This has been reduced to £1800 and will monitor to ensure it doesn't happen again.

CEO Update

Decisions

1. Policies: Performance Policy – CB advised that 4 policies had been updated and that the criteria within was acceptable. He would welcome opinions on the changes made. CB commented that it would good governance to have an independent person on the selection panel.

MW advised that he would rule himself out of the discussion due to a conflict of interest. AT questioned whether it was realistic to state next working day in the appeals route. CB stated that certain timelines would be useful in line with competitions. AT asked the reason for requiring a British passport. CB commented that it was due to practicality rather than a residency issue. BR questioned the composition of the panel and supported the use of an independent on the panel.



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SO commented that she (Sports Wales) would support the appointment of an independent and not players as part of the panel.

Self-funding – Eligibility is ambiguous and needs clarity and possibly a minimum standard.

Major championships – Documents need tidying up grammatically.

2. Isabelle Turner Samuels – OR advised that out of 3 sisters, 2 already play for Wales. Isobelle would like to play for Wales as well but has already played for England. This means that there would be a potential delay before she could which would be 3 years.

OR asked if there were any objections. None noted.

3. Proposal for 3 Para events – OR advised that there would be an annual para event in 2026/27/28, with 2028 being an Olympic qualifying event. He had reviewed 3 facilities to date. OR advised he would put costings together. MPW queried whether all the facilities were accessible. OR advised that they were. **ACTION 1:** OR to continue his discussions on this.
4. Proposal to move comms to WSA – OR advised that he had received a quote for WSA services of £5,000 plus vat. He advised of the lack of specialist skills at TTW in this area and that to date, it had been added to his role. This meant that he was focussing his efforts elsewhere and without the specialist skills. OW provided feedback from other organisations using their services and the reported benefits. MPW challenged the cost benefit. AT advised that it was worth including the cost in the budget forecast but that it was part of a wider discussion regarding skills and structure to be had early 2024. **ACTION 2** – OR to update MPW in regard to the benefits and evidence further examples.

Discussion

1. Governance Improvement plan – The strategy had been embedded into the document and comments should be added where appropriate. Priorities should be reviewed and comments added. **ACTION 3** – Directors to review form.
2. Strategy priorities – BR updated the Board on the changes made **ACTION 4** – Directors to review the form.
3. AGM Update – OR advised that all the documents are in the Teams site for review prior to the AGM on 30/11/23.

CEO Update

OR advised that at the time of the meeting, 350 out of 700+ had opened the report, and his next update would be sent in mid-December.

AOB

BR commented that the team are doing a great job and that it was fantastic to finally have a full Board.

Meeting Close.



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