

## MINUTES

### In Attendance:

### Voting Members:

Professor John Coyne CBE    Chair of British Canoeing

### British Canoeing Events Board Members:

Jon Long <b>(JL)</b>	Chair & Independent Director
Mark Bache <b>(MB)</b>	Director nominated by British Canoeing
Vivien Blacker <b>(VB)</b>	Independent Director
Rosie Williams <b>(RW)</b>	Senior Independent Director
Susan Hicks <b>(SH)</b>	Director nominated by British Canoeing
David Joy <b>(DJ)</b>	Director nominated by British Canoeing and Vice Chair

### Staff Members in Attendance:

Charmaine Gawler <b>(CG)</b>	Executive Assistant to the CEO
Gemma Wiggs <b>(GW)</b>	International Affairs & Events Manager

### Apologies:

Phelan Hill **(PH)**                      Independent Director

## **1. Welcome by Jon Long, Chair, British Canoeing Events**

The Chair welcomed all attendees to the meeting and particularly welcomed Professor John Coyne, Chair of British Canoeing to the meeting as the single shareholder and representative of British Canoeing.

The Chair invited JC to introduce himself and to say a few words.

JC noted that work within BCE had progressed further and faster than might have been reasonably expected in 2019. He commended the Directors for their achievements to date. He welcomed the progress around governance, the International Events Strategy and the scrutiny and support around the events that we were to deliver in 2020/21. He congratulated the Board on their work and thanked them on behalf of the Board of British Canoeing.

## **2. To adopt the accounts for the Financial Year 1.11.18 to 31.10.19.**

The Chair confirmed that the Financial Accounts had been circulated as a separate document within the AGM papers and proposed by the Board. There were no questions or further discussions on the accounts.

JC as the sole shareholder of BCE Ltd, voted to approve the motion.

**3. To appoint 'Haysmacintyre' as the Auditors for the financial year 1.11.19 to 31.10.20, and to authorise the directors to fix their remuneration.**

The Chair advised that the Board proposed to re-appoint Haysmacintyre as the Auditors for British Canoeing Events Ltd. The Chair endorsed this motion and invited comments. No further comments were received.

JC, as the sole shareholder of BCE Ltd, voted to approve the motion.

**4. To adopt the 1<sup>st</sup> Annual Report of British Canoeing Events for 2018/2019.**

The Chair thanked Executive colleagues for producing the Annual Report that was circulated with the AGM papers. He confirmed that the Report would be shared in the public domain following the meeting. JL highlighted 4 headline achievements from the past year;

- Winning the right to host the 2023 Slalom World Championships at Lee Valley
- Hosting a successful Canoe Slalom World Cup 2019 that positively engaged the wider paddling community
- Developing the International Events Strategy which included an ambitious schedule of events
- Making significant progress against the UK Sport Code of Governance.

The Chair acknowledged the excellent work that had been undertaken within the Governance & Risk and Finance Committees and thanked the committee members for this.

The Chair invited JC to say a few words.

JC stated that the report illustrated a very busy year for everybody involved in British Canoeing Events. He again thanked the Board Members for their excellent work which had brought significant benefit to British Canoeing as a whole. JC highlighted the following;

- How effective the company had been during the year and this had been exemplified by the hugely successful 2019 Canoe Slalom World Cup
- The benefit that was being felt by British Canoeing as a result of the expertise, advice, scrutiny, support and challenge being provided in equal measure by the members of the BCE Board
- How quickly the Board had become a cohesive and effective group, which had been exemplified by the progress in the year and the excellent year-end Report.

The Chair thanked JC for those comments on behalf of the BCE Board.

The Annual Report had been proposed by the Board and JC, as the sole shareholder of BCE Ltd, voted to approve the motion.

## **5. To adopt the revised Memorandum and Articles of Association of British Canoeing Events Ltd**

The Chair introduced this item reminding members that the Articles had been shared in advance and reviewed by the Governance & Risk Committee and previously considered by the boards of British Canoeing and BCE. The Chair invited comments from the Board.

DJ explained that the Articles had been redrafted significantly since the formation of the Company. As a result, new Articles had in effect been created, as opposed to amending the original Memorandum and Articles. DJ confirmed that the new Articles would be submitted to Companies House subject to AGM approval.

The new Memorandum and Articles of Association had been proposed by the Board and JC, as the sole shareholder of BCE Ltd, voted to approve the motion.

## **6. Final remarks**

The Chair confirmed that the draft minutes would be made available on the British Canoeing Events website together with the draft Memorandum and Articles of Association.

The Chair thanked everyone for their attendance and for their hard work and commitment to the work of British Canoeing Events Ltd during the last 12 months.