**Annual General Meeting**

**7th March 2021**

**Minutes for the JAC AGM held via Zoom as a result of COVID 19 Social Distancing Request from the UK Government**

**Attendees:** D Yates, Sue Yates, A Docherty, A Hagan, G Needler, J Emmerson, P Smith, G Jones, D Waddington, B Keinsorge, D Kryiacour, J Garmson, T Ezra, J Anderson, K Hudson, N Waites, R Hill, S Frazer, S Lovering, T Doxsey

**Apologies**

R Gardiner

1. **Approval of Minutes of Last Meeting**
* The minutes of the meetings held on 7th April 2019 and 22nd March 2020 were approved.
* Both the 2019 and 2020 Minutes were Proposed by P Smith and Seconded by S Lovering as accurate representations of the representative AGM’s.
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1. **Chairmans Report**

Good afternoon everybody and thank you for joining the annual general meeting of the Joint Aikikai Council.

This is my third and final report as JAC chairman, as per the JAC constitution and I look forward to handing the role over during the course of this meeting.

      I would, of course, like to thank all those involved in the smooth running of the JAC;

Guy Needler, general secretary

Allan Hagan, treasurer

Sue Yates, insurance/membership registrar

Eddie McCalla CPO

Phil Smith, Coaching Officer and all the JAC member organisation coaching representatives.

Every single one of you has gone above and beyond for the JAC.

All positions are up for re-election at this meeting and I would like to thank Allan, as he has indicated that he intends to stand down from the treasurers position and all other committee members, for all of their work over the last few years, should they hand over to others later in this meeting; they will be a hard act to follow.

What can be said about 2020? As I have said in the messages I have put out on the JAC website, our thanks and massive respect must go out to all key workers who have kept the country running over the last 12 months and of course, all NHS staff, who have worked tirelessly to get this awful infection under control as best as they can. I send deepest sympathies to all who have lost friends and relatives and best wishes for a speedy recovery to everyone who is suffering from COVID.

As a result of the COVID pandemic, many of us have been unable to practise, with the possible exception of solo weapons training, for over 12 months. Since I started training that is the longest period I have gone without aikido practise and I’m sure the same goes for all of you here today. It has been a long and difficult year.

However, let’s be positive and hope that very soon we will all be back together on the tatami training with each other and enjoying each other’s company once more.

Obviously, this has meant it has been a quiet year for the JAC. All courses were cancelled, including courses that were scheduled to have instructors visiting from overseas, but we maintain our excellent relationship with the Aikikai and Hombu dojo.

As we get back to something like normal, we need to focus on getting our members back into our respective organisations and from a training perspective, we need to make sure we start slowly to allow all our members to get back into action safely.

Sadly, I suppose there will be some who do not come back to training after such a long break and I know that we will all do our best to encourage new members to come in to bolster our numbers.

As I said last year, with financial uncertainty, the first thing that will go is leisure activities and I think we really need to focus all our efforts to get more people through our dojo doors. We all need to make the effort to recruit and retain new members, as well as persuading former members to dust of their gi and re-join us.  Please keep up your efforts and the good work you are doing as we, obviously, want as many people as possible to practice aikido the Aikikai way.

I’m sure Guy will explain in more detail shortly the reason we have changed insurance providers this year. The JAC has had insurance cover since we initially set up, from Howdens. Sports insurance is a niche market and martial arts are in an even smaller field when it comes to obtaining cover for our members.

We were contacted by a former Howdens employee who has moved to BlueFin, another sports insurance provider and after some great negotiating work by Guy, we have got better cover for roughly the same price. We have informed Howdens of our decision but, hopefully, in the future, this will give us a bit of bargaining power when time for renewal arrives. All of this means that the payments due for individual and dojo cover remains at the same price as last year.

The UKA and the BAF have supplied chairmen so far in the life of the JAC so I have invited nominations from our other groups, British Birankai, Scottish Aikido Federation, Komyokan Aikido Association, Dynamic Aikido Noquet and our newest member organisation, British Aikikai, for the post. Whoever takes over this role, I wish you well and should you wish to do so, I am always available to discuss matters, as Gordon Jones was there for me.

Thanks to all who have supported me in this role over the last 3 years and I hope you all support the incoming committee members as much as you have assisted me and my fellow, current, incumbents.

I thank you all for your efforts to promote British Hombu recognised aikido.  We are held up by the Aikikai as the template for umbrella groups throughout the aikido world as a result of all our efforts and long may that continue.

Take care of yourselves and each other and fingers crossed, we can get back to “proper” training by 21st June.

1. **General Secretary’s Report**

Since April most of my time since has been based upon working with the JAC Covid-19 policy, governance and deployment.

Its been a thankless and at times stressful task with JAC Member Organisation members and clubs “trying” to be “inventive” with the rules as we unlocked or trying to place responsibility onto JAC officials for their individual unlock decisions without realising the position this puts us in.

Practice has been sporadic since with most of it being weapons based.

In general the instructors and membership have followed COVID-19 Rules.

Some JAC member organisations have initiated discounts for the membership and practice time lost

We expected members not renewing until “normal” practice commenced

We expected some fall out and the figure below may end up being the new UKA membership as older or un-committed students consider this an opportunity to retire or change direction.

In doing the insurance tender I noticed that the JAC was missing a number of policy document that we said we were going to write on the subject of equity and equality, website policies, safeguarding and DBS. This resulted in me compiling 39 new policy documents to ensure that we were compliant with our claims and can be insured robustly.

**Membership**

As Mr Yates stated it’s been a quiet year this year (apart from the last 2 weeks) with all things JAC running smoothly.

However, the JAC membership has dropped by xxx members overall with the biggest drop experienced by the adult members.

We need to get more members and will need to invoke better marketing to attract them.

See below for more membership details.

Special thanks to Sue for providing the membership details.

|  |
| --- |
| **JAC Insurance Sales 2020-2021****(2018-2019 in Red 2019-2020 in Green)****8 7 Member Organisations (Currently)** |
| **Student Adult** | **Student U18** | **Instructor** | **Venue (club)** |
| **203 802 (1109)** | **54 198 (201)** | **162 269 (242)** | **76 112 (87[121] in 2018)**  |
| **Total Membership****415 1000 (1310)** |

We have changed to Bluefin Sport (PA=Aviva & PL=Allianz) due to Hiscox increases

* The geographical limits on the policy are UK as standard, however they have been widened to Worldwide (including Canada and US [NEW] - and of course Japan) for up to 90 days throughout the year (not consecutive)
* The retroactive date will be 2016 going forward
* The policy has a £2.0M limit for abuse liability (previously £2.5M).
* All other areas of the liability coverage remain unaltered and the limits of indemnity the same
* Cover has been improved in Personal Accident cover (full details will be available after 1st March via the JAC website)
* Fees remain unchanged
* Dojo registration £50.00
* Membership - Student £2.00
* Organisation Insurance per student £4.00

**Insured Age**

We are now insured up to the age of 85

1. **Treasurers Report**

The report was approved by Allan Hagan as Treasurer, David Yates as Chairman and Guy Needler as General Secretary.

The financial statement and notes can be made available to JAC members upon request to Allan Hagan. A summary is below.

**Income and expenditure account - year ending 28th February 2021**

|  |  |  |  |
| --- | --- | --- | --- |
| Income |   | 2020/21 | 2019/20 |
|  | Notes |  |  |
| C/F |  | 18,718.46 | 17356.55 |
| Organisation fees  | 1 | 0.00 | 0 |
| Members, dojo fees | 2 | 6,304.00 | 11765 |
| Course Income | 3 | 945.00 | 685 |
| Outstanding fees | 4 | 40.00 |  |
| Total Income |  | **26,007.46** | **29806.55** |
|  |  |  |  |
| Expenditure |  |  |  |
|  |  |  |  |
| Total insurance | 5 | 8,057.62 | 957.6 |
| Public liability cover  |  | 0.00 | 9213.25 |
| Excess Liability |  |  | 0 |
| Public Liability Adjustment |  |  |  |
| Policy Fee |  | 0 |  |
| Secretary PO Box Annual Charge | 6 | 120.00 | 114 |
| AGM 2020 | 7 Cancelled |  | 275 |
| Travel expenses  |  |  | 0 |
| Website Expenses |  | 115.06 | 139.04 |
| Coach tutor course exes  | 8 | 200.00 | 389.2 |
| Website Gift of Thanks |  | 30.00 |  |
|  |  |  |  |
| Total Expenditure |  | **8,522.68** | **11088.09** |
|  |  |  |  |
| Surplus for year end |  | **17,484.78** | **18718.46** |

Approved by;

David Yates (Chairman)

Guy Needler (General Secretary)

Allan Hagan (Treasurer)

**Joint Aikikai Council**

**Notes to the accounts 2020/21.**

1. Each of the seven JAC member organisations and the JAC itself, are covered for combined insurance liability. At the 2017 AGM it was passed that this amount would be paid from JAC surplus (in this instance it’s for 2020/21).
2. The figure represents, in total, all monthly insurance returns submitted by organisational representatives for individual members and dojo insurance cover, based on the amounts collected; £50 per dojo insurance premium, £4 per individual insurance premium, £2 per individual JAC membership.
3. This figure covers the income from ALL association coach courses and the JAC annual course held in 2020.
4. Outstanding Organisation Fees.
5. Personal accident cover paid to BluefinPort in March 2020 on the numbers of members and dojos within the 7 member organisations throughout the year 2020/21. Using 2019 figures due to Covid-19.

These are now provided on a single invoice.

1. PO Box Charges, provides an anonymous address for written communications to the JAC.
2. Costs incurred to arrange the 2020 AGM are nil as it was cancelled.
3. The costs incurred to put on coach tutor courses and to cover the costs of any of the association coach level 1/2/3 courses.
4. **Election of Officers**

**Chair, General Secretary, Treasurer**

* Current Chairman – Dave Yates
* Current General Secretary – Guy Needler
* Current Treasurer - Allan Hagan
* Seeking Election:
	+ John Emmerson – Chairman (1st D Yates, 2nd S Yates), (9 Votes)
	+ Robert Hill – General Secretary (1st R Wilton, 2nd P Evans) (9 Votes)
	+ Treasurer – Guy Needler offered to stand to create continuity. (1st D Yates, 2nd K Hudson)

We welcome John Emmerson as Chair and Robert Hill as Gen Sec to the committee. Guy Needler takes the role of Treasurer. He term of office is for 3 years and new elections will take place in 2025.

1. **Any Other Business**

**Next JAC course**

The next JAC course was proposed to be in June 2022and will be hosted by the BAF.

Main contact is David Yates.

The seminar is currently due to be held but the committee members are closely watching the COVID 19 status.

**JAC website**

**Thanks**

A vote of thanks was put forward for all the work that Greg Duckett and Paul Emmerson have done in migrating and updating the JAC website and David Yates as Chairman and Guy Needler as General Secretary.

**JAC Lead Coach Tutor**

Phil Smith will stand down as the lead JAC coach tutor at the next coaching course. His successor is being sought. The JAC Committee thank Phil for all his work over his time in office.

**JAC Lead Child Protection Officer**

Eddie McCalla has requested to stand down. His successor is being sought. The JAC Committee thank Eddie for all his work over his time in office.

**Insurance**

GSN to seek compensation for premium paid to Howden when we were not able to practice due to government imposed COVID-19 lockdown – circa 10 months. GSN will write to Howdens in relation to this request.

**Meeting Closed:** 15:25 7th March 2021

**Minutes compiled by GSN**