English Bridge Education and Development Trustee's Meeting

Date 6th July 2026. Time 9:15 to 11:00

Venue: Online

Attendees

Ian Sidgwick – Chair (IS)
Richard Croot – CEO (RC)
Andrea Knox – Trustee (AK)
Lynne Ballinger – Trustee (LB)
Nicky Bainbridge – Trustee (NB)
Tony Cherrett – Trustee (TC)
William Bourne – Treasurer (WB)

Apologies - None

Conflict of interest declared – IJS is EBU Board member

1. Approval minutes

   Approved subject to four updates. LB to update and sent to RC to publish

   a) Spanish Bequest should be, We are being asked to disclaim rights to all the Spanish assets so that the estate can be wound up and a final distribution from the other assets can be made to the residual beneficiaries i.e. EBED and the Lib Dems.
   b) two typo in 2 J,
   c) Minimal rather than no TD structured support
   d) Note that no reference to the Ministry of Fun, although discussed outside the formal meeting. Trustees broadly in favour, subject to our grant application process.

2. Change to the Constitution **WB,AK,RC**

   Approval to remove the inconsistency in conflict of Interest provisions prohibiting a conflicted Trustee being counted toward the quorum of a meeting.
   WB to circulate the latest clean version for all trustees to make a final review for typos within 48 hours.
   IS to send to the EBU for comment with the aim to formally adopt at the trustee meeting on Wednesday 23rd September
   LB to invite members to a members meeting prior to the trustee meeting on 23rd September

3. CEO update **RC**
   a) Attendance at the Games Expo NEC generated steady interest at our stand, notably uncovering a potential partnership opportunity with a games café. However, with all that is involved repeating the event is questioned. **RC** to decide for 2027.

b) A group of young Bridge players recently attended a special event at the House of Lords. While photographs were captured and initial parental consent was secured, **RC** will double-check permissions with the parents because the students' faces are clearly visible. Moving forward, **RC** will determine the publicity strategy for the event, which includes potentially pitching the story to The Telegraph.
c) Attendance at the MEI Maths Conference proved highly successful, resulting in 16 schools expressing a strong interest. **RC** will be following up with these leads.
d) An update on School Academy Trusts indicates mixed progress: engagement with the ARC Trust has largely stalled, while the Co-op Academy project remains actively underway. **RC** will follow up with the MP to counter misconceptions about the initiative, providing evidence that school Bridge activities successfully engage diverse student populations beyond affluent areas.
e) The newly launched teacher training course has received excellent feedback from participants in both Wetherby and York, strongly validating the new approach. Given this success, plans should be made to publicise and officially retire the legacy training course. **RC** to map out the communications plan and ask Jonathan Bennet to attend one training course for onboarding to deliver the training.
f) The 'New Tricks' program continues to make good progress. The initiative is currently on track and nearing the successful completion of Stage 2
g) The English Bridge Union's Tournament Director committee (EBU CTD) has officially approved the new two-day TD training courses. Following this approval, Josh is currently scheduling the upcoming session dates.
h) While the new website project (https://pauln172.sg-host.com/) is currently behind its original schedule, it is nearing its live launch. Before going public, Trustees have requested an opportunity to proofread the site and submit feedback. **RC** will coordinate this review phase and set a deadline for Trustee comments.
i) Four new secondary school Bridge clubs are set to launch this September. Many County Chairs expressed interest in supporting initiatives within their areas.
j) **RC** to reach out to Claire Morgan Jones regarding attracting more charitable donations

4. Finance updates: WB & AK
   a) Signatories and authorities for LGT bank.
   It was agreed that LB be added to the list of authorized personnel in a reserve capacity, enabling the authorization of cash transfers to meet ongoing operating expenses.
   LB to provide LGT with required information. **WB** to arrange a short training session
   b) Stripe verification of EBED Business Directors
   Stripe, our payment system needs details from all trustees. **All** to send Lorna the required details
   c) Progress on the change of accountants and future bookkeeping needs.
   Following discussion, the trustees approved moving the account to Whitley Simpson (the firm recently appointed by the EBU). This arrangement will be reviewed after two years. **WB** appoint Whitley Simpson
   d) VAT project and engagement of an external VAT specialist.
   An invoice has been received from the previous accountant for completed work and VAT advice. **RC** will forward the details of the invoice and advice to **AK** and hold the payment for now. Additionally, **RC** will schedule a Zoom meeting for **14th July** to review the information and draft a VAT position paper.
   e) Insurance review
      - A very productive meeting was held with the EBU and insurance broker. During the meeting, a gap was identified regarding Class 1 business car insurance. While some staff members already hold their own Class 1 insurance, others do not use their vehicles for

business purposes at all. **RC** will establish a system to annually check and collect copies of insurance certificates for all relevant employees.
- The insurance disclosures for the EBU and EBED require further refinement. It was agreed that these disclosures will be discussed in detail prior to the next insurance renewal.
- A further gap was identified relating to Safeguarding insurance at the youth summer camps. **RC** to separate policy needs to be secured for each events

f) Disclaim from the Spanish Bequest AK
Despite chasing, no response has been received yet. **AK** will issue one final chase

g) Formalise the pro bono legal services offered by AK.
AK to send a formal offer to IS for acceptance

10:10 Communication and Promotions updates: **NB, IS & AK**

a) EBED Stakeholders Comms Plan
Following discussion, the committee agreed to launch a pilot campaign to raise EBED's profile and understanding among bridge organisers, influencers, and potential donors. **NB** will set up an EBED Mailchimp account and begin compiling a stakeholder mailing list.

RC regularly attends County chairs meetings and Midlands County groups to raise the EBED profile and our activities.

b) Encouraging more EBTA members to upgrade their membership status **RC**
To carry forward to the next meeting

c) Logistic and metrics of the teaching voucher scheme
This has been agreed with a launch date of Easter 2027

d) Ministry of Fun.
The EBU will decide whether to support this initiative on 17th July; if approved, EBED may provide funding, subject to the grant application process.

End 11:00

Next meeting

- Monday 3rd August (9:15 to 10:30)– online
- Wednesday 23rd September (timing and location TBC)- Face to face in London
- Monday 5th October (9:15 to 10:30) – online
- Monday 2nd November (9:15 to 10:30) – online
- Tuesday 15th December – Face to face in Aylesbury

Actions carried forward

1. **RC** to amend the project brief for 'Target 500'school with a more consolidated schedule with annual targets Need a project plan budget and
2. **RC** to provide EBED membership figures (new members, renewals, and churn) and assessment of data quality and accuracy limitations.
3. **WB** to propose a centralised risk register and governance workflows for trustee oversight.
4. **RC** to consider how we can encourage more EBTA members to upgrade their status

New or updated actions

5. **WB** to circulate the latest clean version for all trustees to review for typos with 48 hours.
6. **IS** to send to the EBU for comment with the aim to formally adopt at the trustee meeting on Wednesday 23rd September
7. **LB** to invite trustees to a members meeting prior to the trustee meeting on 23rd September
8. **RC** to decide if to attend the Games Expo NEC in 2027
9. **RC** will double-check permissions with the parents because the students' faces are clearly visible.
10. **RC** to develop a publicity strategy for the House of Lords event, which includes potentially pitching the story to The Telegraph
11. **RC** to following up with the leads from the MEI Maths Conference
12. **RC** to map out the communications plan for the new teacher training plan and ask Jonathan Bennet to attend one training course for onboarding to deliver the training. Priority.
13. **RC** will coordinate the review of the new EBED website and set a clear deadline for Trustee comments.
14. **RC** to reach out to Claire Morgan Jones regarding attracting more charitable donations
15. **LB** to provide LGT with required information.
16. **WB** to arrange a short training session on using the LGT bank
17. **All** to send Lorna their details as required by Stripe - Urgent
18. **WB** appoint Whitley Simpson as our new accountants
19. **RC** will forward the details of the old accountants invoice and VAT advice to AK and hold the payment for now.
20. **RC** will schedule a Zoom meeting for 14th July to review the information and draft an EBED VAT position paper
21. **RC** will establish a system to annually check for the Class 1 car insurance and collect copies of insurance certificates for all relevant employees.
22. **RC** to get a safeguarding policy for youth camps - Urgent.
23. **AK** to do a final chase to access the file on the Falkener Spanish bequest and commission a Spanish surveyor if required
24. **AK** to send a formal offer to EBED of pro bono legal services for IS for acceptance
25. **NB** will set up an EBED Mailchimp account and begin compiling a stakeholder mailing list