

**Summary Notes of a meeting of the Board of Directors of British Eventing
Held (virtually) on 4th August 2020 via Microsoft Teams at 12.00pm**

DIRECTORS PARTICIPATING:

Fiona O'Hara (FOH) Chairman
William Cursham (WC)
Louise Jack (LJ)
Jude Matthews (JM) – CEO
Gary Parsonage (GP)

Jane Peters (JP)
Les Smith (LS)
Chris Tattersall (CT)
Nigel Taylor (NT)

APOLOGIES:

None

IN ATTENDANCE:

Wendy McGowan (WM) – Company Secretary & COO

Alexandra Bright (AB) - minutes

Reference documents provided to Directors in advance of the meeting for their review:

- 2021 budget and commentary notes
- 2020 Fixtures Calendar alterations
- BE Sport Resumption Protocols v7

1	Welcome & apologies
	No apologies.
2	Declarations
	<p>1) Conflicts of Interest None declared.</p> <p>2) Safeguarding, Equality & Diversity WM updated the Directors.</p> <p>3) Risk Register Nothing to report.</p> <p>4) Information Security Nothing to report.</p>
3	Consent
	Minutes of previous meeting approved.
4	Review of outstanding actions
	Items highlighted for further discussion: Blenheim, Budget, Events/Sport update.
5	Finances: Recommendations from Finance, Commercial & Technology Committee (FC&TC) in respect of 2021 budget
	<p>The recommendations from the FC&TC were considered. WM and CT gave full explanations of assumptions made in the budget, cost savings, key risks and key opportunities.</p> <ul style="list-style-type: none"> ➤ All Directors were supportive of the proposed budget ➤ There was a desire to communicate to the key stakeholders ➤ There was some support for looking at the head office costs with more exploratory work to be done ➤ The Executive have support from the Board on all the recommendations
6	Abandonment Insurance: Update on current position
	JM updated the Directors that she and WC were in the final stages of agreeing a settlement with the insurers. JM hoped to have the offer confirmed in writing in the next few days in order that the affected members could be informed.

7	BE Advisory Group: further updates/thoughts
	A paper was being prepared for the BEAG asking further questions on their proposals. Proposals would need to be developed and considered for implementation. Unaffiliated eventing was discussed and areas for further investigation were identified.
8	EARS and IT: Update
	JM updated the Board. Communications from two members had been received offering suggestions which were discussed.
9	Sport & Fixtures: Update and Plans (incl. Scotland)
	JM gave an update on sport resumption and the work of the Fixtures Team. Noted that feedback from the Rider Working Groups on various issues was under consideration. The Fixtures Panel were thanked for giving so much of their time recently. Agreed that communications informing members of extra days of competition added to the calendar could be clearer in future and should include statistics to give full explanation of the situation.
10	Blenheim
	JM discussed the future of Blenheim Horse Trials with the Board.
11	Any Other Business
	The following additional items were raised and discussed: <ul style="list-style-type: none"> • FOH requested a high-level IT status report to be provided to Directors. • Virtual AGM date to be confirmed • Director Elections
5	Close of meeting
	FOH thanked the Directors for their time and contributions. Meeting closed at 2.50pm.
	Next meetings: <ul style="list-style-type: none"> ➤ Formal Board meeting: 20th October ➤ Fortnightly Board update calls: beginning 18th August ➤ Stakeholder Group: 4th August 4pm