

# Board Basketball England



## AFR Meeting Minutes 10<sup>th</sup> Feb 2023

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### **Attendees:**

Russell Bell (RB), AFR Chair

Graham Biggs (GB)

Russell Levenston (RL)

Matt Neville (MN), Observer

Victoria Jones (VJ)

Duncan Whalley (DW) (for Item 1 only)

Apologies:

### **Item 1- Fees and Charges**

VJ summarised the current position on fees and charges and explained the non-national fee was outstanding.

### **Item 2- Minutes from Previous Meeting**

The minutes from the December meeting were approved.

### **Item 3- Action Tracker**

It was noted the need for a membership growth action had been on the tracker since May 2022 and repeated in December.

### **Item 4- Fraud Review**

The AFR approved the report, policy documents and action plan. The group discussed the staff training element and had mixed views as to whether the training should be tailored for different staff members.

### **Item 5- AFR Meeting Schedule**

MN recommended some adjustments to the schedule as follows:

- VJ to outline a list of policies to be prioritised and a review frequency agreed so the AFR can review 1 or 2 per meeting.
- Removal of the safeguarding reviews as these will fall under the jurisdiction of the Safeguarding Committee
- Add annual report key risks statement alongside the annual account review.
- Add review of whistleblowing policies and procedures.

- Add review of AFR Committee's performance
- Add Audit Clearance meeting with Auditors.

**Action- VJ to incorporate the above changes into the AFR Meeting Schedule**

**Item 6- 2023/24 Budget Review**

The AFR went through the queries raised by MN and the responses by VJ.

CLOSE OF MEETING