



British Association of Play Therapists

Annual General Meeting

12th September 2020 Via Zoom

Minutes

Present

Board of Directors

Ruth Lazarus
Judith James
Harriet Armstrong
Sarah Hickson
Jo Hill
Andrew O'Mahony
Sean Girty
Jeanne McLaughlin
Donna Benson
Sue Elmer

Chair
Company Secretary/Acting Chair
Vice Chair
International Link

Lay Member
Lay member
Scotland
Professional Practice
Knowledge Exchange

Members attending

Amanda Barrass
Hannah Bridge
Elise Cuschieri
Hilary Dumbrill
Jane Horne
Maggie Fearn
Helen Forrester
Liliana Ghilardi
Fatima Godinho
Liz Hill
Linda St Louis
Jen Harrison
Virginia Ryan
Joy Warren Adamson
Claire Mackenzie

Tracie Faa Thompson
Renate Ruddock
Karen Jesnick
Mihaela Novak
Steph Ollis

(20 in person)

1. WELCOME AND APOLOGIES

RL extended a warm welcome to Members who had joined the Zoom Link, a new venture for BAPT and one that might require some patience if things don't quite go to plan! However it was lovely to see so many faces on the screen. RL explained how the AGM was planned and how things should work during the meeting, advising that attendees would be muted during proceedings attendees were asked to type any questions into the online chat these would be addressed as they arose, or at end of AGM as appropriate.

Apologies

Apologies from Board Member Lynne Borrowdale and from Members - Pete Ayling, Simon Kerr Edwards, Sonia Murray, Lisa Gordon Clark, Jackie Harrison, Chris Pattison, Linda Millett, Elizabeth Mooney, Anne White.

In total 5 Postal Votes have been received, therefore total voting members - 36

2. MINUTES OF PREVIOUS AGM

A proposal was raised by member Diane Doyle asking if BAPT could employ/pay for someone to take on the role of promoting BAPT at a strategic level, with the aim to get BAPT involved in high level discussion on Child mental health and build partnerships with BACP and other regulatory bodies to raise the profile of BAPT and the level of training that our Members have.

The Board have reviewed this, but limited budgets mean we could not sustain employing someone, however we were able to strengthen the Professional Practice committee with Donna Benson now leading this and she has received support from other members, including Diane herself to enable BAPT to move this forward.

Minutes Agreed and signed virtually.

3. MATTERS ARISING

To be addressed during the meeting.

4. TREASURERS REPORT

BAPT is without a Treasurer at this time, but SG addressed the meeting as interim Treasurer. He outlined his previously issued report confirming that he had taken on the interim role for an agreed 6 month period following the Fraud that BAPT suffered back in March, with the objectives agreed with the Board – to work through the fraud to ensure that the Charity is protected with robust Financial Procedures in place.

A lot of work has been undertaken, reporting the issue and providing evidence to show that BAPT are managing the situation to the PSA, Charity Commission and Company's House and also completing the reporting to the Police initially and also claiming compensation from HSBC directly, then via the Financial Ombudsman. However the police have closed the criminal case and HSBC have declined our compensation claim; we are still awaiting final outcome from the Financial Ombudsman to challenge HSBC.

Significant changes and improvements have been made to BAPT's Financial Procedures to ensure this type of incident cannot happen again, these will be signed off by the Board at the Meeting following this AGM. These include strengthening BAPT's financial controls, but have also included a review of how BAPT spends its income, looking at ways to reduce outgoings where possible, but also understanding that we need to strengthen the infrastructure.

Question was raised by Hannah Bridge regarding more details about how the fraud manifested. SG explained that it was quite a sophisticated and detailed 'Phishing' ploy – someone had managed to get Board members details and contacted the Treasurer under the guise of being that Board member using their email address to request funding for some equipment. 2 invoices were involved and amounted to just under £9,000 in total. No Member data/information was exposed.

SG stressed that despite the amount involved BAPT has managed to maintain its Financial integrity; Immediately after the fraud came to light an number of measures were put in place to strengthen BAPT's Financial Controls, and a 'Finance Team' was put in place. All spending of any sort was immediately shut down unless approval had been agreed with the Finance Team, until we were certain that a system was in place to protect BAPT, which is where we are currently.

RL thanked SG for stepping in to the role but now that agreed 6 month period is over he will step away as interim Treasurer.

RL also wanted to express huge thanks and appreciation to Jenny Harrison who was BAPT Treasurer for a number of years up to the fraud, who always gave her utmost to the role and to whom we owe a lot. Sadly as a result of the incident Jenny resigned from that role, but nevertheless we thank her for everything she has given to BAPT over the years.

That does however mean that we are in desperate need for a new Treasurer to take on the role, perhaps not the most appealing role, however the revised Financial Procedures together with new accounting system offer a significant amount of protection to the role going forward, and also make the role much less onrush as many of the day to day functions now form part of the Admin role.

Proposal 1 –

To approve the annual accounts and treasurer's report.

Proposed: Sean Girty

Seconded: Judith James

Votes

For: 36

Against: 0

Abstentions: 0

Carried unanimously

Proposal 2 –

To re-appoint the auditors.

Proposed: Judith James

Seconded: Ruth Lazarus

Votes

For: 36

Against: 0

Abstentions: 0

Carried unanimously

5. CHAIR's Report – Ruth Lazarus

18 months have passed since the last AGM since we postponed the March date that had been planned due to Covid19 lockdown, and what an impact that has had on all our lives and work. At the moment it is hard to imagine being able to practice again in a room with a child, or even being in a playroom again.

As her report says a lot has happened within BAPT, especially over the lockdown period. The Financial review that Sean talked about would normally have happened over a longer period, probably a year, but circumstances necessitated that happening quickly, which it did.

Thanks go to DB & LB for their hard work to produce the Covid19 guidance to members and their continuing work to provide more guidance about returning to work, important to note that we are issuing guidance, not mandatory compliance as our members work in such varied settings that guidance is what is needed rather than compliance.

Significant work has also been undertaken by Liz Hill and the T&E team looking at the impact of major changes that the Universities have had to put in place, especially around Supervision and Placements and supporting the Universities through this. Special thanks to Liz who has steered the team through a busy year without a Chair person in place for the committee.

Via our Comms & PR team and the various social media platforms BAPT is more 'in touch' and aware of members than ever, there are many ways for members to engage with BAPT & each other. We are sad that the very last issue of the Magazine has recently been published, but acknowledge that digital and social media allow us to stay in touch more readily.

There are a number of long standing Board members who need to be thanked, although all board members have worked extremely hard this year

Audrey Lee – Many thanks to Audrey for being our Membership Chair for so many years, but she is stepping back although she will stay with us to review membership applications – but we need a chair of the Membership committee.

Jenny Harrison – As previously mentioned, Jen has stepped down as Treasurer, but Ruth wanted to publicly thank Jen for being a resolute Treasurer for so long, we always depended on Jen and she always delivered.

Judith James – long standing company secretary, an important role which focuses on the Business Plan and budgeting

Our last Away day was in 2018 – we had planned a similar event this year but that will not happen now, perhaps we can have an online version in 2021?

BLM (Black Lives Matter) – The Board is very aware of and continuously reviews how the BLM movement impacts how it works, and is an agenda item of every Board meeting, whilst we acknowledge that currently the majority of BAPT Members are white and female. Our 2021 Conference is planned to focus on BLM, racism in all forms and inequality.

Board vacancies:-

Treasurer as previously mentioned is needed urgently

Membership Chair also needed – AL will stay on as applications lead

Training & Education – Chair & Vice Chair needed – dynamic team whose responsibilities range from accreditation of courses to Supervisor application approvals.

6. Company Secretary's report – Judith James

JJ apologised for not having written an updated Report, but her update focused on our achievements against targets set in the current (2016 – 2019) Business plan -

- 1) To remain Accredited with PSa – Achieved and continue to do so.
- 2) Remain the Only PSA Accredited Register solely for Play therapists
- 3) Continue to offer Portfolio Route to membership for Non BAPT trained PT's - BAPT need's to continue to facilitate this membership group
- 4) BAPT Book – Published in 2019 - a huge achievement
- 5) Continue to hold Conferences each year
- 6) Have AGM annually
- 7) Increase Membership – helped by reduced NQT year for 1st year
- 8) Hold Awaysdays – next on in 2021?
- 9) Magazine – we aimed to reduce to 2 x per year, This year we have published the last Magazine as we move to online Newsletters
- 10) Professional Conduct panel – add lay members – this has been done.
- 11) Continue to engage Lay members on the Board
- 12) Continue to work alongside Universities to ensure accredited training continues to produce highly trained PT's, despite the difficulties that Covid 19 has raised.
- 13) Filing what is needed at companies House and Charity commission

These show a great deal of achievement overall. A new Business Plan for 2020 -2023 is being drafted.

7. Reports from Sub Committee Chairpersons:

The majority of committees had submitted reports circulated prior to AGM, (See attached Appendix 1) and therefore the respective committee chairs will just be updating on those reports.

Membership – Audrey Lee

Membership has increased the NQPT reduction in fee has helped to ensure members join post Qualification

ALalso advised that she will be retiring and asked for someone to consider joining the Board to become Membership Secretary in the future, The Board meetings are more accessible than ever as we move to Zoom meetings for the foreseeable future so removes one barrier that had been perceived before.

Training & Education – Liz Hill

Been a very busy year in this team, see LH's updated report, especially as they have been without a Chair since Helen Gedge left at end of 2019. The current Uni Links co-ordinators have been fabulous in their roles.

This Team looks at Re accreditation of University courses, CPD reviewing/ Accreditation of CPD & other courses/ Supervisor Applications (Although no-one has been in place to review these for a while now) plea for people to join the team.

Hannah Bridge asked a question about Terrapia Supervision Training – Liz to investigate.

2 Members – Claire Mckenzie & Tracie Faa-Thompson expressed interest in joining the team – LH to follow up.

Communication & PR – Lynne Borrowdale

LB is now Chair the Subcommittee and is extraordinarily busy keeping social media feeds up to date, it is almost a Full time job at times.

Facebook/Twitter/Pinterest - members each have one area to focus on and these are well used. Call to members that if they see anything that is interesting or useful, please let Comms & PR Know about it!

Knowledge Exchange – Sue Elmer

This is much more about micro conversations with individuals about advice and Strategies for research – sharing knowledge amongst ourselves as practitioners and providing opportunities for discussion. SE interested to learn what members want from this and asked interest parties to get in touch.

Professional Practice – Donna Benson

DB is for the most part a team of 1 on this subcommittee, but it has been a busy time, her remit was to try & raise the profile of PT. However Covid kicked in and the situation has highlighted how much Professional Practice means to members, the guidance that was issued was well received and continues as a work in progress.

GDPR issues are now being reviewed as PT's return to work and track & trace becomes something to be considered.

Welsh government have issued a paper proposing a holistic approach in welsh schools, something that PY will be a big part of.

Final plea for more members to become part of the team, Professional Practice is an integral part of every Members practice.

Professional Conduct – Linda St Louis

PSA focus was for Lay members to be recruited to the team – this has recently been achieved. 3 applicants applied following our call out on Social Media, all three were interviewed remotely and all 3 impressed and have been accepted to the team. They bring great experience and diversity to the team. LSL thanked DB for being part of the interview team.

There have been no Complaints made to BAPT in the last years, but there have been numerous enquiries from Members seeking advice in various situations. This has led LSL to pulling some of this advice together to share with membership as a whole, including updating current GDPR advice. Linda to produce an update, to include differences that apply to Scotland, Wales & Ireland.

International Link – Sarah Hickson

This committee has had a restructure to be realistic about what can be achieved to link with other Play therapy organisations and share practice and resources around the world. Reviewing what can be accessed via webinars and online trainings and what we can share with others.

Scotland – Jeanne McLaughlin

There is a lot of interest in Scotland's training, current new cohort if full at 14 students – again!

JM has been working on Trademarking 3 titles:

BAPT

BAPT Registered Play Therapist

BAPT Approved Training

Process has been started and paid for, we have to wait for a period to allow people to disagree!

JM has also been working with Amy Miles (based in cardiff) setting up a survey to ask therapists (Not just Play therapists) about their experiences of working online, details to be reviewed and shared.

Wales

Ruth thanked Sandhya Saldanha for her work in the role of Wales Rep – SS has stepped down from the Board to concentrate on other work/projects. There is a vacancy for someone to take on Welsh rep role.

Other Board Members are:

Harriet Armstrong – Vice Chair and also longstanding member, a great support to Ruth.

Andrew O'Mahony – Lay member and all around great supporter of BAPT and the Board.

Jo Hill – A 'floating' member of the Board who works on individual project rather than as part of a committee, she also works in the background of the New Newsletter – which is led by Susie Williams.

7. DIRECTORS RETIREMENT- ELECTION OF OFFICERS

Clause 24 of The Articles of Association requires:

At each annual general meeting, subsequent to the first Annual General Meeting, one-third of the Directors or, if their number is not three or a multiple of three, the number nearest to one-third must retire from office.

The Directors to retire by rotation shall be those who have been longest in office since their last appointment. If any Directors became or were appointed Directors on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot.

If a Director is required to retire at an annual general meeting by a provision of these articles the retirement shall take effect upon the conclusion of the meeting.

Clause 27 states:

No person other than a Director retiring by rotation may be appointed a Director at any general meeting unless:

- (1) he or she is recommended for re-election by the Directors; or
- (2) not less than fourteen nor more than thirty-five clear days before the date of the meeting, the Charity is given a notice that:
 - (a) is signed by a member entitled to vote at the meeting;
 - (b) states the member's intention to propose the appointment of a person as a Director
 - (c) contains the details that, if the person were to be appointed, the Charity would have to file at Companies House; and
 - (d) Is signed by the person who is to be proposed to show his or her willingness to be appointed.

Clause 28 states:

All members who are entitled to receive notice of a general meeting must be given not less than 28 nor more than 49 clear days before the date of the meeting notice of any resolution to be put to the meeting to appoint a Director other than a Director who is to retire by rotation.

Clause 29 states:

- (1) The Directors may appoint a person who is willing to act to be a Director.
- (2) A Director appointed by a resolution of the other Directors must retire at the next annual general meeting and must not be taken into account in determining the Directors who are to retire by rotation.

Currently the Board comprises 12 Directors. One third is required to stand down, therefore 3 in total, and 3 have indicated that they are willing to stand again as below on 1 year terms, alongside Jo Hill who also needs to be re-Elected on a 3 year Term:

Nomination of Directors:

Re-Election of Board Members

For 1 year

Sarah Hickson	Proposed: Harriet Armstrong	Seconded: Jo Hill
For: 29 +5 postal	Against: 0	Abstentions: 0 Carried unanimously
Judith James	Proposed: Sue Elmer	Seconded: Ruth Lazarus
For: 29 +5 postal	Against: 0	Abstentions: 0 Carried unanimously
Ruth Lazarus	Proposed: Andrew O'Mahony	Seconded: Lynne Borrowdale

For: 29 +5 postal

Against: 0

**Abstentions: 0
Carried unanimously**

For 3 Years

Donna Benson & Jeanne McLaughlin were co-opted to the Board in 2019 – they need to be ratified to the Board at AGM

Donna Benson

Proposed: Ruth Lazarus

Seconded: Andrew O'Mahony

For: 29 +5 postal

Against: 0

**Abstentions: 0
Carried unanimously**

Jeanne McLaughlin Proposed:

Sean Girty

Seconded: Judith James

For: 29 +5 postal

Against: 0

**Abstentions: 0
Carried unanimously**

Nomination by notification for Election

Clause 27- Item 2: not less than fourteen nor more than thirty-five clear days before the date of the meeting, the Charity is given a notice that:

- (a) is signed by a member entitled to vote at the meeting;
- (b) states the member's intention to propose the appointment of a person as a Director
- (c) contains the details that, if the person were to be appointed, the Charity would have to file at Companies House; and
- (d) is signed by the person who is to be proposed to show his or her willingness to be appointed.

No nominations

8) Proposal for Discussion - Claire McKenzie.

Following is Claire's written question:

How can BAPT accredited qualifying courses better integrate the following areas of practice which are vital to our roles and our interface with our communities:

Anti-racist/anti-oppressive practice – starting with an in-depth exploration and understanding of our own structural identity and the impact that this has on our practice from assessment to intervention. This takes time to develop, possibly with forums within training, and cannot be covered in an information imparting lecture/seminar alone. It is a journey that people have to see the relevance of, begin and then commit to continuing, it is hampered by white privilege and white fragility and needs safe spaces for both white and black (political use of term black to incorporate non-white members of oppressed groups within our society) students to explore the impact of our often-denied history and consequential systemic racism. I would contend that without it we will only pay lip service to the development of anti-racist practice. We are after all the most important toy in the playroom.

The above point would be supported by a diversifying of the teaching materials moving away from totally white Northern American/European world views or at least starting with the acknowledgement that these are the materials being used. These materials do not represent 'the truth' as they are often presented as doing, they represent one predominant world view, and this is the world as viewed through the lens of our shared history, European oppression and white privilege. Promoting Culture as part of training is essential.

The complimentary question then has to be; how can those of us already qualified be facilitated to do the same and how can we in post qualifying roles maintain the journey of recognising our privilege, identifying its pernicious impact and working then to ameliorate its power in the playroom and in our interactions with families and communities? It's so much more than having a diverse Play Kit.

Would the Board agree that these factors and the lack of knowledge of transgenerational trauma, the experience of systemic racism and common manifestations of that racism now lead to a 'colour-blind' approach to therapy which badly lets down our clients and their families as well as fellow therapists from a non-white background?

This raised a lot of text discussion from the Zoom group and RL responded, advising that BAPT should think about developing a forum for members to participate and working group to move this forward – bringing together a group to pull together some tangible ideas, thoughts, suggestions to work to, to enable us all to make this change happen.

9) AOB & Date of Next AGM -

Proposal at this stage is AGM on 19th March 2021

There being no further business, the meeting closed at 2.11pm. The date of next year's AGM will be advised to members in due course

Signed.....
(Chair)

Date:

Distribution:

B o D
Website
cc: Janet Steel (file)