

**BRITISH ASSOCIATION OF PLAY THERAPISTS**

**MEETING OF BOARD OF DIRECTORS**

**Via Zoom**

**Saturday 26<sup>th</sup> April 2025, 10.00 am.**

**Minutes**

**Present**

<b>Member</b>	<b>Role</b>
Sarah Hickson	Chair (SH)
Jeanne McLaughlin	Vice Chair/ Supervisors Committee (JMc)
Paul Kilgallon	Lay Member (PK)
Esther Schencks	Communications and PR Committee (ES)
Tracy Lanigan	Scottish Representative (TL)
Alex Machon	Membership Committee (AM)
Sonia Murray	Board Member (SM)
Jo Hill	Board Member (JH)

***In Attendance***

Sarah Zehetmayr-McCall	PCP Chair (SZM)
Jacqui Clarke	Business Manager (JC)

***Apologies***

Sandra Boyle	Board Member (SB)
Andrew O'Mahony	Lay Member (AOM)
Maggie Fearn	International Ambassador (MF)
Ann Greenwood	Welsh Representative (AG)

**Structure**

Meeting Chair: SH

Minute Taker: JC

The meeting opened at 10am and was quorate at all times.

**Documents Circulated Prior to meeting:**

*Minutes of meeting held 1<sup>st</sup> March, Board Action Matrix, PCP Chairs Update, PSA Annual Check Report & Condition Review Outcome letter, Draft Agenda for AGM, Board Attendance Statement (circulated prior by email), Membership Fees Recommendation (circulated prior by email), Finance Papers, Membership Update, Comms & PR Update, Scottish Rep Update.*

## **1. Welcome & apologies**

The Chair welcomed members and apologies from SB, AOM, MF & AG were accepted.

## **2. Declarations of Interest**

None

## **3. Minutes of the meeting held on 1<sup>st</sup> March 2025 – Accuracy**

The minutes were agreed as an accurate record.

## **4. Board Action Matrix**

The Chair ran through the Board Action Matrix noting outstanding items and updates.

5 – Adoption Services Regional Working Group. JC confirmed that TL would take this forward for Scotland. As AG was standing down as Regional Rep for Wales this would be taken forward by her successor in due course.

7 – Q&A Session for students re: USW. As the decision to close the course at USW has been reversed this item is no longer necessary.

9 – T&E Committee meeting. SH and JM confirmed a meeting had taken place earlier in the month.

9 – Accreditation Working Group – SM confirmed that this had been set up for July.

10 - EMDR. PK confirmed this was ongoing.

11 – T&E Course Development. It was confirmed that a member has agreed to consult and support on the development of courses.

11 – SH confirmed she would invite colleagues in related sectors to the BAPT Conference.

15 – CPD Direct/Indirect hours. JM confirmed the CPD requirement has been amended.

## **5. Professional Conduct Update (Sarah ZM)**

SZM updated the Board on the complaints and advice sought since the last meeting. It was noted that the main topic of advice from members has been about the ASGSF and the legalities of adoption support.

SZM explained that members generally had queries on whether they could have private contracts with parents, whether parents could contribute to their child's Fair Access Limit, or if funding could be sourced from other budgets (e.g. out of schools Pupil Premium budgets). This is in view of the reduction in funds to the ASGSF.

SZM & SM have continued to confirm that therapists must be registered as an Adoption Support Agency with Ofsted or contracted through an Adoption Support Agency that in turn is registered with Ofsted.

The Board held a considered discussion on this area. It was agreed that sound legal advice is required that will help members to navigate this complicated area and allow them to practice safely and professionally.

**Action:** The Board agreed to fund legal advice on Adoption services for members. SZM to consider contacts who would be willing and able to provide this advice.

**Action:** BAPT to make a statement to members explaining their agreed actions to fund legal advice and to draft a position statement which could be used to raise with MP's and others.

The Board noted the protest march which is due to take place on May 3<sup>rd</sup>.

The Board noted the update on the Adoption Information Sheet work as set out in SZM report.

SZM confirmed that Sonia Murray had been successfully recruited as the PCP Vice Chair. The board congratulated SM.

SM confirmed that, consequently, she would be standing down from the BAPT Board. It was noted that SM would be part of the PSA working party and would continue as a member of the T&E subcommittee to lend further support.

It was agreed there was need for a continued focus on looking for people to join the PCP, particularly as Lay members.

SZM was thanked for her thorough report.

## **6. Professional Standards Update**

SZM explained that the Accredited Register Committee have moved from bi-annual to quarterly meetings which are due to be attended by the PSA Lead. Going forward the PCP Chair/Vice Chair will also attend, particularly for the first half hour of each meeting, which will concentrate on complaints with free advice being provided from Nockolds solicitor firm, under Charter House Rules.

JC referred the Board to her report outlining the feedback to BAPT from the PSA on the Annual Check and the Conditions Report (full reports circulated in papers).

Annual Check & Conditions Report: JC went through the main items explaining recommendations.

The board noted the report.

JC reminded the Board that the PSA 12-week consultation ends on the 8<sup>th</sup> May and all members are invited to reply. They are looking for feedback on whether the standards they are using to protect the public are working well and are fit for the future.

## **7. Adoption and Special Guardianship Support Fund – BAPT Response**

This item was discussed under Item 5.

The Board took a break at 11.30 and reconvened at 11.40

SZM left the meeting.

## **8. University of South Wales – Update**

SH relayed that the rallying efforts of students, Alumni, BAPT members, Parliamentary members and the BAPT Board has resulted in USW reversing their decision to close the Masters Course.

SH confirmed that she and MF would look to meet with USW in the coming months.

**Action:** SH and MF to meet with USW.

## **9. AGM**

JC talked the Board through the draft AGM agenda circulated.

It was noted that SM had kindly offered to run a training session for members prior to the AGM and that was being advertised.

After discussion it was also agreed that SM would provide a report on the PSA as part of the agenda. This was a new area on the AGM agenda and the Board welcomed its addition.

It was agreed that all Sub-Committee Leads, PCP Lead, and Chair would provide written reports to JC by the 8<sup>th</sup> May. Leads were asked to focus on changes within their committee, key actions over the last year and how they meet the Strategic Plan and areas they plan to focus on going forward.

**Action:** Reports to be with JC so she can set up AGM pack.

**Action:** JC to continue AGM coordination.

JM explained that she will act as the Interim Chair for T&E following the AGM when TFT stands down. There will be advertising for this and other positions.

The Board discussed the current vacancies on the Board.

**Action:** To bring options for coopting new Board members to the Board following the AGM.

To complete nomination details for Board members as agreed in the meeting.

SM left the meeting at 12.30

## **10. Board Attendance Statement**

JC explained the rationale behind this item and the Board noted that the statement would not replace any details within the Articles of Association but rather support it to be clearer and practical for Board Members. The statement would also be used as part of the Sub-Committee Terms of Reference.

The statement was agreed by the Board.

## **11. Membership Fees 2025/26**

JC explained that a recommendation has been made that fees for membership are kept at current levels (for another year) to ease financial burden on our members.

This was agreed by the Board and will be presented for ratification at the AGM.

## **12. Awayday Date**

Given the volume of work that has taken place in this calendar year so far, the Board recognised that the Awayday would be best delivered in September after the summer break. It was agreed that the Board meeting planned for September would be removed and an Awayday be arranged.

**Action:** A poll of the potential dates to be organised and arrangements for the Awayday to be developed.

## **13. Risk Plan**

Deferred and will be considered along Strategy at Awayday.

## **14. Training & Education Update**

PK gave an update on behalf of the Subcommittee. It was noted that members are being encouraged to update their CPD on the online system and that a university Re-accreditation is due to take place.

## **15. International Update**

SH on behalf of MF informed the Board that a networking event for ICPTA members was coming up.

PK left the meeting at 1pm

## **16. Finance Update**

JC presented the draft Audited Annual Accounts and Trustees Annual Report which had been circulated previously by email. The Board were asked to note that the Gift Aid reclaim was currently pending but these are expected from the accountants shortly.

The Annual Accounts and TAR were approved by the Board and will be filed with Companies House and the Charity Commission.

## **17. Conference Update**

SH explained that there was currently a Conference working group made up of SH, TT, ES, MF, TL, JM, JC, Jenny Reid, Ella Manning and Rosie Dymond.

Keynote addresses are being made by Dr. Natalie Hadiprodjo (Senior Lecturer and Course Director at Deakin University, Australia) on PT as a therapeutic modality to an emerging profession. And Hend Badawy and Sara Gawdat on how to actively embed anti-oppressive practices and cultural humility in everyday work.

## **18. Membership Update**

The Board noted AM's report which explained that the team were chasing the last few members for renewal, that feedback to the CPD area of the website has been positive and those being reviewed this year have been contacted. TT has completed the audit of Supervisors and generally members were using relevant supervisors.

## **19. Comms & PR Update**

ES referred to her written report.

A team meeting, on promotional opportunities in terms of the BAPT Strategic Plan, had been held with some encouraging suggestions.

The Board were encouraged to feedback any ideas to the team.

JC gave an update giving the planned timescale on the BAPT newsletter.

AM left the meeting at 1.15

## **20. Supervisors Update**

JM gave a brief update. She confirmed a number supervisors had been approved since the start of the year and the quality standard was very high.

## **21. Regional Report**

### **- Scottish Report**

The Board noted TL's report which explained that the next Play Therapy and Partners Forum would be taking place in early June. Also, that the Scotland Conference Working Group were due to meet in May and would be considering the time of year and accessibility options.

## **22. AOB**

There being no other business the meeting closed at 1.30pm.

**Signed:** Ratified by the Board

**Chair of the Meeting:** Sarah Hickson

**Date:** 5 July 2025