

ENGLISH KARATE NGB



EKNGB LTD

Minutes of the Meeting of the Safeguarding Team

Held on 01st February 2026

Time: 20.00pm

End: 21.06pm

Location – Zoom

Present:

Name

(Initials)

Katie Simpson (KS)
Matthew Handley (MH)
Dennis Mlambo (DM)
Lesley Constable (LC)
Michelle Edwards (ME)
Fiona Clifton (FC)

Apologies:

Name

(Initials)

Debbie Carson (DC)

No	ITEM	ACTION
1	WELCOME & APOLOGIES	
	Welcome Meeting to attendees by KS & MH.	
2	DECLARATION OF ANY INTERESTS/CONFLICTS	
	None	
3	MAIN MEETING / ANY MATTERS FOR ANY OTHER BUSINESS	

Introductions of the safeguarding team.

MH - We will have a pyramid of responsibility going forwards from the top tier of National DSL and the director who will take on responsibility for safeguarding, leading Safeguarding officer and safeguarding review panel. In future we will also have a regional team who will be responsible for safeguarding in their regions.

MH – DBS checks will be conducted through the sport 80 system, this will need to be reviewed and processed by a person responsible for DBS checking. LC and ME showed an interest in potentially helping in this area.

DM – Noted that we now have an excel spreadsheet which will be a central point to keep up to date with safeguarding enquires.

KS – Will create a central point in which the safeguarding team can communicate on what they are dealing with.

ME – Asked if sport 80 can perform video DBS checks, MH will investigate if this is possible.

Safeguarding team positions

DSL – Dennis Mlambo

Board member DSL – Katie Simpson

Safeguarding Officer – Lesley Constable (Darrington)

Safeguarding review panel

Michelle Edwards, Fiona Clifton, Lesley Constable, Katie Simpson, Dennis Mlambo. TBC Debbie Carson.

Subject to DBS check and board approval, all to be confirmed.

All the above will be given access to safeguarding emails and email address when confirmed.

MH - All safeguarding policies are on our website, to come is the DBS policy.

KS – to ask AE to set up a page with the safeguarding team photos and email address on.

MH – to run a safeguarding launch where we send out the policies to HOA and ask for them to confirm that they have read and understood.

LC – Safeguarding templates to be produced following the safeguarding

code in martial arts so that associations can adopt them as their own from our website.

KS – DSL level 3 completed.

DM – DSL level 3 completed.

ME, LC, FC, DC to complete level 1 safeguarding in sport. Board to incur costs of training, KS & MH agreed.

Meeting closes 21:06pm

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4	MINUTES FROM PREVIOUS MEETING HELD ON	
	N/A	
5	ACTIONS ARISING FROM PREVIOUS MEETINGS (NOT INCLUDED IN THE AGENDA)	
6	AGENDA POINT	
	N/A	
7	AGENDA POINT	
	N/A	
8	CHAIRS UPDATE	
	N/A	

9	PRESIDENTS UPDATE	
	N/A	
10	OPPORTUNITES	
	As above	
11	FINANCIAL UPDATE	
12	ANY OTHER BUSINESS	
	NONE	
	END OF MEETING – 21-06 hrs	