The British Council for
Therapeutic Interventions With
Children Limited

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Minutes of the Meeting held

Thursday 28 September 2017 at 39, Elm Quay Court, London SW8

Present:
Lorna Lewis (LL) – Chair
Mandy Posnett (MP) – professional member
Christine Truelove (CT) – lay member
In attendance:
Monika Jephcott (MJ) PTUK
Jeff Thomas (JT) PTUK

1. **Chair's opening remarks**
   Chair welcomed everyone to the meeting.

2. **Apologies for absence**
   Lynne Souter Anderson (LSA) and Penny Hammond (PH)

3. **Conflict of Interest Declaration**
   LL reminded members of the requirement to declare any specific conflict of interest for agenda items.

4. **Minutes of meeting held on 16.03.17**
   These were agreed as a correct record.

5. **Matters arising**
   None

6. **PTUK Directors Report (MJ/JT)**
   The theme of the 2018 conference to be held in Windsor June 10 2018 is "Get in Touch" and the key speakers will be Dr Janet Courtney author of 'Touch in Child Counseling and Play Therapy' and Francis McGlone Professor of Neuroscience John Moores University

   The PSA is having consultations with the holders of Accredited Registers about changing and updating the registration process and the PSA fee structure for ARs. JT and MJ have been actively contributing to this process making several suggestions.

7. **Registrant's Revalidation**
   JT reported that **t**here were 1889 registrants at the date of the Council meeting with a 7% attrition rate last year.

8. **Discussion Paper: Competencies required for the use of Touch.**
   This document had been circulated to members. Following discussion the text of the document was agreed.

9. **Update on preparation of Annual Report for PSA and work conducted by the Council during 2017.**
   Update on preparation of Annual Report for PSA
   The PSA reaccredited PTUK's register with no conditions, learning points, or instructions in April 2017. One of the agreements listed is that the BCTIWC audit and report on PTUK's activities to the PSA team and that this would be presented in October 2017. This Annual Report is in progress and all members of Council have examined and approved the PSA draft re-validation, reviewed the PTUK Risk Matrix, and the new Policy entitled Re-registering As A Member, looked at the draft details of the new course titled 'Play and Creative Arts Counsellor for Children and Young People' and examined samples of communications for marketing purposes in publications.

   The Chair has completed the annual audits of random sample checks on registrants meeting the standards for admission and the standards for re-validation. Chair selected samples of communications made by PTUK directors with registrants, professional organisations and the public and read through samples of communications for marketing purposes, both in publications and before being submitted for publication.
   At the UK office the Chair has examined the security and confidentiality of the systems, procedures, personnel, building and data protection.

   Activities of the Council during 2017
   Chair, M Posnett, and L Souter Anderson attended the PSA conference in London on 8 May 2017. We were given an outline of how the PSA wishes to change the accreditation process and attended the session on Complaints Handling and the Implications of Standard 10E. It was useful to attend the conference and meet other people who administrate Accredited Registers.

   Chair attended the PTUK Conference 10 June 2017, and attended workshops on Supporting Children who Face Loss, The Value of Therapeutic Silence in Play Therapy and Working with Children who Disclose. All the workshops gave a valuable insight into the work of play therapists. It was also very helpful to meet and spend time with play therapists from all over the UK and overseas.

   L Souter Anderson attended the PTUK Conference 26-28 May 2017 in Santiago de Compostela.

10. **Financial Report**

DRAFT

Chair reported that the annual accounts for 2016/17 had been prepared by Kemp, Carr Brown Ltd and posted on the Companies House website.
Chair reported that the balance at the bank at the date of the meeting was £1952.06.

11. **Any other business**
Documentation of 2 records of correspondence by email between JT and a registrant entitled "Reasons for being on a PTUK register" submitted to the chair before the meeting and circulated to Council members at the meeting. Council agreed that the first communication was clearly stating the reasons for being a PTUK registrant and it filled in the background reasons for the need for the registrants to put in the data that is required for their re-validation. However Council thought that the second correspondence, which was sent to only one registrant, who had ignored advice given in a previous email in his response, was too forthright and aggressive in tone. Members advised JT that we would expect that he will not use this as a model of style and language in future correspondence with other registrants.

12. **Date of next meeting**
Thursday 22 March 2018 at 10.30 at 39 Elm Quay Court

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