



# GLOUCESTERSHIRE BOWLS ASSOCIATION

A Member of Bowls England.

## G.B.A Joint Executive Committee

### Minutes of Meeting of Saturday 23 January 2016

Falcon B.C. : 10.00 a.m.

1. **Members present:** Chair - Peter Langley (County Administrator) PL, Lindsay Collin (Deputy County Administrator and WD BE Delegate) LC, Glyn Marriott (MD Delegate) GM, Myra Savage (WD Fixture Secretary) MS, Maddie Hale (County Treasurer) MH, Bryan Fox (MD BE Delegate) BF, Graham Darbyshire (Deputy County Treasurer) GD, Avril Hole (Deputy County Treasurer) AH .
2. **Apologies** Anne Beaven (WD co-opted Delegate) AB, Roger Harrison (MD Fixture Secretary) RH
3. **Welcome.** Chair warmly welcomed Men's Division Treasurer Graham Darbyshire and Women's Division Treasurer Avril Hole to their first Joint Executive Meeting
4. **Joint Executive Meeting Minutes 18 November 2015**

Ratified as correct, other than the minor error in the date of the next meeting.
5. **Matters arising from JE Minutes of 18 November 2015**
  - 5.1 (Item 11.3) Kingswood Park Veterans have affiliated 34 players and are now a confirmed addition to the clubs of Gloucestershire. History of the Kingswood situation described by LC. This precipitated a general discussion on the process of clubs affiliating their players, it being strongly suspected that numbers were under-reported by a small number of existing clubs. Clubs needed having it formally emphasised to them that County and National competition entrants (including teams) would be disqualified from those competitions if the players/actual participants were shown to be unaffiliated. Competition organisers would be checking entrants against the affiliation database.
  - 5.2 (Item 11.4) BF gave an update on the matter of local authority clubs greens in Bristol, in particular their reduced quality and also the desire of the relevant local authorities to hand over maintenance responsibility to the clubs. A meeting of clubs in Bristol would be held shortly, to investigate the scale of the problem, with Somerset representatives also being invited to participate.
6. **Report on the GBA SGM and AGM of 16 January 2016**
  - 6.1 The Chairman lead a discussion on the recent SGM and AGM, which he felt had been effective and also well attended. Draft minutes had – in LC's absence – been produced by MH, whom the Chair thanked. Still a couple of numbers in this to be checked. (Action PL and LC)
  - 6.2 The SGM had been completed in just 8 minutes, with all clubs (present) except one being happy with the proposal re County Treasurer. Noted that there was tendency for some speakers to state their own views only, without any indication that the matters had ever been discussed by club committees. This would explain why amendments to Joint Executive proposals were seldom forthcoming, as these would need to be proposed and seconded by actual clubs.
  - 6.3 The AGM was also expeditiously completed, with just 20 minutes for the main proceedings, though an open forum discussion for another 20 minutes took place and was useful, as clubs had an opportunity to air their views.
  - 6.4 2016 AGM business included :
    - A good financial report from MH. Well received set of accounts, though some key financial issues still needing consideration during the coming year
    - Proposals for changes in Constitution and Rules & Regulations all passed
    - Joint Executive Committee nominated and agreed *en bloc*
    - MH had been nominated for the new position of County Treasurer, being proposed by Fairford BC and seconded by Cirencester BC, and agreed unanimously

- The forum discussion centered around the need to pay affiliations for all active players in clubs. Good to see clear-thinking clubs, understanding the situation, arguing against the few dissenters.

## 7. Actions arising from the GBA SGM and AGM of 16 January 2016

7.1 Position of County Treasurer. Some discussion on the details of this new role, with decisions being taken on the following matters :

- LC noted that the County Treasurer should receive the same expenses for attending joint Executive meetings as all other Executive members. Agreed.
- The pros and cons of an allowance for the County Treasurer were rehearsed. The County Treasurer is the only Joint Executive member not elected by the divisions, and thus not receiving any allowance on that basis. £100 agreed for 2016, with a review after 12 month's experience of the arrangement.
- Some consideration of the responsibilities of Divisional Treasurers (GD and AH) in relation to matches, and match officials too; divisional differences still considerable. These remain, but the County Treasurer will be responsible for the monies at mixed matches, delegating this to the County Match Secretaries (MS and RH) only if unable to attend such matches.
- Regarding the future of the County Treasurer, rather than just the present situation, MH would write a job description. Felt very strongly that applicants for this position must have 'accounting experience' on their CVs and this experience must be pre-assessed by the Joint Executive before nominations are accepted. A closing date for nominations would be 30<sup>th</sup> September each year, this allowing the pre-assessment to take place.

7.2 Election of County Chairman and other roles :

- PL proposed and agreed as County Chairman again for 2016
- County Treasurer obviously not now rotating
- LC to again act as Minute Secretary (not a formal position)
- MS to be County Match Secretary again, though in practice most of the demands of this role are shared with RH anyway. Clarified that MS would take responsibility for Women's and Mixed games, RH for Men's and Presidential games, but would cover for each other.

7.3 GD noted that the Men's Division Finance Sub-Committee would be meeting shortly to consider some key financial matters for that division, and coming forward with proposals.

## 8. Accounts

- 8.1 MH, in her new role, looked again at various aspects of the consolidated accounts presented at the AGM, and came forward with some proposals. She then presented a prediction of GBA 2010 finances for 2016, this being discussed in some detail.
- 8.2 GBA 2010 levy from divisions. Nothing had been levied in 2015, as GBA 2010 finances proved satisfactory, but levy could be up to 20p per head in 2016. However, MH suggested waiting until late August before deciding on what the sum would actually be. Discussion on this.
- 8.3 WD President's Day will be a mixed match GBA Mixed v Fairford Mixed, both teams by invitation.
- 8.4 Lengthy discussion on the necessity and options for a coach for the 2016 mixed game versus Warwickshire, presently scheduled for Rugby. This will be costly if originating in Thornbury, so we are looking at a big loss for this game. Maybe could not use Bristol players and run coach from Mid-Glos only. MS also to ask if Warkwicks could possibly play the game nearer than Rugby, maybe allowing cars to be used. (Action MS)
- 8.5 MH explained the difficulties in relation to changing the GBA 2010 bank account. Barclays account needed to be retained until the new Asst Treasurers (GD and AH) had been notified, so this matter would be postponed for a short period. (Action MH)
- 8.6 A draft 2016 GBA Affiliations Form was presented for consideration, but would be looked at again at the next meeting. (All to review)

- 8.7 The matter of club insurance was raised. A requirement for clubs to be insured would be built into the new Constitution & Rules. (Action LC)

## 9. GBA Joint Executive priorities for 2016

9.1 **Writing of new Constitution & Rules** LC gave her assessment of what would be involved in producing the new Constitution & Rules during 2016. She hoped to have more time to do this (once the 2016 WD Handbook was out of the way), as she would no longer be having to go to her distant workplace for two days of every week in the first quarter of the year. She made the following points about the process :

- i. Preparation. Deciding on structure and content of the Constitution & Rules, basing this on the Bowls England guidance document. This involved also relating the detailed content of the existing separate Constitution and Rules & Regulations to the new structure and content, as some of this would be carried across (reworded). However, some existing detailed content would be put into 'schedules', which had a number of advantages.
- ii. She intended to go through the Constitution & Rules in a 'staged' fashion, a few elements at time, bringing proposals to each successive Executive Meeting for consideration of the committee. She suggested that she needed to set herself targets and deadlines, to ensure that progress was made. Other members warned that she should not place undue pressure on herself by such deadlines; though the new document should ideally be available for the Joint Council Meeting in November, it was more important to get it right, than rush the process
- iii. LC noted that the proposed 'schedules' were a great benefit, as they would (a) potentially simplify the actual Constitution & Rules, and (b) allow future amendment of the schedules to be made not by a formal AGM proposal, but through a nominated committee or sub-committee (though such changes should always be ratified by the Joint Executive).
- iv. On a small point, this would be an opportunity to require a 'paperless' approach to disseminating information to clubs. Never again could meeting attendees turn up expecting multiple copies of documents to have been produced by officers ! All clubs would be required to have a nominated e-mail contact for receipt of e-documents (not necessarily the Secretary). (Action LC)

9.2 **Consultation approaches with clubs** The question was raised by LC, as to whether it would be politic to run again the 'roadshows' last run in 2014 by PL and Margaret Tulley. This led to a discussion on the effectiveness of these forums. Felt that the 2014 meetings had been very worthwhile, but – on balance - advocated by committee members that having discussion sessions/forums at the end of general meetings (Joint Council and AGM primarily) was probably more effective in terms of both hearing views and then discussing key issues.

9.3 **Circulation of information about general meetings** Picking up the point 9.1 (iv) above, information relating to particularly the Joint Council Meeting and to the AGM, would in future be sent to club secretaries (possibly through their e-mail nominee), club delegates (women knew these, but men's information form would need to expand to include MD delegates) and Joint Executive members. It should be recommended to clubs that their MD and WD delegates should be members of their club committees. (Action PL, eventually)

## 10. Any other business

10.1 LC asked that the date of the next but one Executive Meeting should be decided. Saturday 30 April 2016 agreed, 10.00 am, Falcon.

**Date of next meeting - Saturday 12 March 2016 - 10.00 am - Falcon B.C**