



GLOUCESTERSHIRE BOWLS ASSOCIATION

A Member of Bowls England.

G.B.A Joint Executive Committee

Minutes of Meeting of Saturday 12 March 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, Anne Beaven (WD co-opted Delegate) AB, Roger Harrison (MD Fixture Secretary) RH.
2. **Apologies** None
3. **Joint Executive Meeting Minutes 23 January 2016**
 - 3.1 GM remarked upon a number of points where he felt that minor changes might be made before ratification. These were discussed and most were accepted. (Action LC)
4. **Matters arising from JE Minutes of 18 November 2015**
 - 4.1 (Item 9.3) An on-going discussion arose in relation to this item. The outcome of this was unanimous agreement that it should be requested that club delegates to the WD and MD Delegate Meetings should be members of their own club committees, to absolutely ensure that both matters dealt with at Delegate Meetings and matters communicated by e-mail to such delegates would be brought to the attention of (and discussed by) club committees. There was a general feeling too that this requirement should be enshrined in the re-drafted Constitution & Rules or a related Schedule. (Action LC)
 - 4.2 (Item 5.2) BF indicated that there had been no progress on the matter of poor greens in Bristol and the wish of local authorities to apparently hand over responsibility for some greens to clubs. Information was still being gathered and a meeting would probably be held later in March.
 - 4.3 (Item 7.1) MH had in February provided a draft Job Description for the new County Treasurer post (available separately). Comments had been invited, with a view to improving the document :
 - GM sought clarification on 1(b), re the deductions from the gross affiliation fees and competition fees, prior to return of the affiliation fees to Divisional Treasurers. Clarified by MH.
 - GH sought clarification on the role of the County Treasurer and the Match Secretaries, in relation to monies, at GBA mixed matches. Clarified by MH and others, with minor rewording.
 - GM sought clarification re to whom copies of the affiliation and competition paperwork would be returned. Confirmed by MH that this would be to Divisional Secretaries, Treasurers and Competition Secretaries; minor rewording of document.
 - Noted the word 'Women's' missing from 6 (a) 6. Corrected.
 - AH wondered who covered for whom amongst the Treasurers. Noted that the Assistant County Treasurers would 'cover' for the County Treasurer, if required, but that 'cover' for the Divisional Treasurers was the responsibility of the Men's and Women's Divisions. Pointed out that, with the present incumbent (MH), she would – on the basis of her extensive previous involvement - have a particular knowledge of both the MD and WD accounts.
 - GM questioned whether consolidated GBA accounts should be presented at the GBA AGM in January (6 (b)). Other members of the committee approved that consolidated accounts were appropriate at that meeting.
 - 4.4 (Item 8.4) The Warwickshire mixed game on 31 May 2016 confirmed as now being at Rugby Thornfield BC. Additional quotes for coach hire would still be sought. (Action RH & MS)

5. Finances

5.1 New bank account. MH noted that the changes with Barclays had gone more smoothly than she had anticipated, given previous experience with that bank. She would not be changing the GBA 2010 account to Lloyds just yet, partly because there were still some cheques paid to clubs, yet to be cashed by them. (Action MH)

5.2 The draft of new affiliation form presented by MH at the 23 January meeting had been left with committee members for comment. GD noted that the use of 'forename' rather than 'Christian name' was desirable, indeed 'name known as' would be even better (to cover for non-derivative names); agreed. The Chair voiced the opinion that the form was now a very good one.

5.3 Update on divisional finance matters :

- AH gave an upbeat summary of Women's Division finances, with no immediate problems evident.
- GD gave a longer summary of Men's Division matters, so that the Joint Executive might understand the way in which finances were being dealt with in that division, under his purview:
 - The new MD 'Finance Standing Committee' had met three times thus far and undertaken a thorough review of MD finances.
 - The Committee was comprised of: GD, PL, RH, Martin Beaven (Victory Park) and David Skeats (Frampton).
 - Three priorities had been identified :
 - To gain a complete understanding of the nature and requirements of the MD accounts.
 - To produce a budget annually. A small surplus was forecast for 2016. In future, any expenditure not in the budget would not be paid. In fact, a very small number of 'discretionary' payments would be allowed, subject to GD's decision, but these would be very limited in amount. Anything else not in the budget would have to be approved by the MD Management Committee.
 - To produce a set of 'Men's Division Financial Principles & Guidelines' during 2016. LC observed that this might well become a 'Schedule' under the new GBA Constitution & Rules.

5.4 GD initiated a discussion on the matter of bank & savings interest on GBA monies, as most such interest was now derisory. He had undertaken quite a wide appraisal of where income from GBA monies could be optimised, given still the immediate access required to the current account. MH also had some useful input on this. GD felt that he would be able to improve matters substantially, certainly from just a few pounds last year to well over £100. He had also discovered a Chelsea Building Society 'Community Saver' instant access account which would still give the Men's Division £45 per annum. Agreed that such improvements should potentially be exploited by both the Women's Division and by the County (GBA 2010) too. (Action GD and possibly AH)

6 Bowls England Report (BF)

6.1 BF referred initially to LC's fund-raising work for Bowls England at recent national presentation dinners.

6.2 Noted by BF and PL that the minutes of the Bowls England AGM had recently been circulated (and are available on the Web site) and these would give greater detail regarding the meeting. However, summary points were presented by BF :

- A particular point of interest was the future of the Bowls England Headquarters. Warwick Council's intended move in their own headquarters would remove the bonus that BE had derived from *gratis* accommodation since their move to Leamington Spa. BE was actively looking at alternatives in relation to both purchase and leasing, but the timescale was still uncertain. Savings at Leamington Spa plus the income from the Worthing property together amount to £70K per annum, which can be used for any new headquarters. Buying or leasing, £440K should be available.
- Warwick have put £500K into supporting the Bowls England move to Leamington Spa, including greens improvements, plus the free accommodation, but have reaped the rewards in £5 million commercial gains to the town, so the situation has proved mutually beneficial.

- Coach Bowls, currently administered by the BDA, was nevertheless owned jointly by Bowls England and the EIBA, so – should the future of the BDA not be confirmed by further Sport England funding, these two governing bodies would have to take over the administration of bowls coaching.
- The buoyant financial situation referred to would enable the BE affiliation fee to again be held at £5. LC pointed out that this had actually been held at that rate since BE first came into being, and it was the same as the EWBA affiliation fee in 2006 !
- Two new national competitions would be instituted in 2017: Senior Fours for both men and women and a Junior Pairs for men.
- Noted that the Women’s Presentation Dinner in November would now be in Coventry, at the Hilton, instead of Solihull. LC observed that the Hilton had impressed her more than she had expected.
- Sid Barkas of Worcester had been added to the Finance Committee, despite a late nomination. The Disciplinary Committee, which is appointed rather than elected, would be as last year.
- Bowls England is looking for new Directors, or will be very shortly. This could be made known to any possible candidates within Gloucestershire, who do not have to be county representatives (Council Members).
- The future structure of Bowls England is very much under consideration. After operating with committees since its inception, this is not necessarily how things will continue.

7 Protocol for GBA mixed games

- 7.1 The draft protocol had been circulated to committee members in advance of the meeting. Details were reviewed, but only a few minor changes made (encapsulated in the revised document), including that the county shirt must be worn on the green by all players in such matches. (Action LC)
- 7.2 Accepted that the protocol would, in due course, become a ‘Schedule’ in the Constitution & Rules. It should be applied to all mixed County (GBA) games, including both inter-county and ‘celebration’ games. Something similar would need to be written for single-gender GBA games in due course, this also to become a ‘Schedule’; MH offered to involve herself in this. (Action MH)

8 Updating of GBA Constitution and Rules & Regulations

- 8.1 LC had presented the first part of her complete re-write/update of the existing GBA Constitution and Rules & Regulations, which would be titled as ‘Constitution & Rules’. Committee members had had this document for a week in advance of the meeting, to allow them to give considered views. The Chair led a systematic consideration of the document, with discussions on various points, and some minor amendments, though much of the content was accepted at this point in time.
- 8.2 These committee minutes will not contain detailed points on this exercise, but LC will make the changes as agreed and re-present the altered clauses at a later meeting. (Action LC)
- 8.3 The initial part of the document, up to Clause 4 ‘Membership’, was reviewed in the time available. It was clear that the on-going exercise would be time-consuming and could not be completed solely within the regular, scheduled Joint Executive meetings, so it was agreed that a dedicated meeting to take this forward should be added to the Executive’s 2016 dates. LC stated her intent that the process should ideally be completed in time for the Joint Council Meeting in November of this year. The next regular meeting (Saturday 30 April) could allocate some time to the process, but an additional meeting on Saturday 28 May would be inserted to facilitate the process.

9 Any Other Business

- 9.1 **County Treasurer role** GM suggested that the County Treasurer should not regularly attend the Joint Executive meetings. Other members of the committee disagreed, pointing out :

- That the County Treasurer was non-voting, so did not upset the balance of the committee.
- That practically all meetings had some financial implications, so the County Treasurer's presence would then be desirable. GM countered by suggesting that the Treasurer should just come in for those items.
- LC pointed out that the present Rules said "The County Treasurer will be specifically responsible for the finances of the unified GBA. Other responsibilities will be defined by the Joint Executive Committee. The Treasurer may decide or be requested to attend meetings of the Joint Executive Committee, but in a non-voting capacity." This had only just been voted in as a part of the GBA Rules in January 2016, so could not sensibly be put aside at this point in time.

There proved to be no general support for changing the remit of the new County Treasurer.

- 9.2 **2016 GBA Presentation Luncheon** LC indicated that she had recently spoken with Hatherley Manor Hotel re a few possible changes to the menu for next October, which she needed to confirm for a 'flyer' that she wished to circulate to clubs shortly. Since time in this meeting was now lacking, she would confer with the 'Presentation Luncheon Sub-committee' (LC, AB, RH and Gill Hodder last year) regarding choices and also consult some known vegetarians likely to attend. (Action LC)

Date of next meeting - Saturday 30 April 2016 - 10.00 am - Falcon B.C