

SUSSEX COUNTY BOWLS (Men's Section)

(Members of Bowls England & the Home Counties Bowls Association)

Minutes of a Meeting of the General Purposes Committee held at Adur I.B.C.

09.30 hours on Tuesday 23rd April, 2019

Present: Ken Woodcock (KW) (Chairman), Rod McBeth (RMc) (Hon. Secretary), John Abbott (JA) (Treasurer), Gordon Leaman (GL) (President), Roger Day (RDa) (Vice President), Bob Markham (BM) (Jun. Vice President), John Kinnard (JK) (Imm. Past Pres.), Lindsay Bangs (LB) (Hon. Assistant Secretary), Robin Llewellyn-Powell (RL-P) (Hon. Competition Secretary), Roger Dear (RDe) (Hon. Match Secretary), [Vacancy (Div. 1 Rep)], Tony Sharman (TS) (Div. 2 Rep), Mike Bright (MB) (Div. 3 Rep) and Dave Bowles (DB) (Div. 4 Rep).

The Chairman welcomed all to the meeting and pointed out that we have a fairly long agenda but needed to be finished by about 12:45 as we had a further meeting in the afternoon.

- | 1. Apologies. | Action |
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| a) There were no apologies as all would be present, although Roger Dear would be slightly late arriving due to traffic problems. | |
| 2. Minutes of the GPC Meetings held on 12 Feb 19. | |
| a) The Minutes of the Meeting held on 12 th February, 2019, were signed by the Chairman as a true record of the meeting. | |
| 3. Matters arising from the above Minutes. | |
| a) There were no matters arising from the minutes other than the need to correct the date on the minutes was corrected to 12 th February, 2019. | |
| 4. Officers Reports. | |
| a) Reports from the Secretary, Treasurer, Match Secretary, Competition Secretary and Assistant Secretary were all accepted. | |
| b) It was noted that the Divisional Competition Secretary for Division Four had indicated that this will be his last year and a replacement was required for next year and to possibly shadow this year. It was agreed the Secretary would write to all clubs in Division Four. | RMc |
| c) Following problems with players finding they had not been entered into competitions during the past two years it was agreed that once all entries had been received by the closing date in October, a list would be published on the County Website of all entries and players would be given until 30 November to submit additional entries prior to the draw being carried out. RLP to notify all DCS's that this was being trialled. | RLP |
| 5. County Finance. | |
| a) KW presented a revised Balance sheet that he had worked through with JA which showed in more detail the state of our finances under various headings. He then reported that what we really needed to be looking at were some of the expenses on that sheet. | |
| b) A discussion on income initially took place and RDa queried if we should be looking at sponsorship and KW reported that the one thing that might help on that was when the new website was up and running any sponsors would be able to look at hit counters and see exactly how many people had accessed their site. | |

The other advantage would be if the Development Committee were able to obtain a Press/Publicity Officer.

- c) RDa continued to suggest that perhaps the VP entry fee could be increased as they have remained the same for many, many years. RMc pointed out that the VP's already contribute a sizeable amount of money to the County anyway and many players pay their £2 and join the VPs without ever playing a game. LB pointed out that VP numbers were falling each year and it was considered by some members that any increase in such fee was liable to have a detrimental effect rather than increase revenue. It was agreed that no change would be made.
- d) Discussions on all aspects of expenses currently laid down in the Finance Policy Register were considered and the following changes were agreed:
- i) KW suggested that we should stop paying the £500 currently being paid to the EBCS (English Bowls Coaching Scheme) as wef 1 Apr 19 the only recognised Coaching Association recognised by Bowls England was Coach Bowls. RMc pointed out that at the recent Management Committee Meeting it had been agreed that this County should now only be dealing with Coach Bowls. It was agreed this payment should stop with immediate effect. **JA**
 - ii) Money being paid to the EBYDS was considered next and after discussion it was agreed that KW would seek further confirmation of what we paid for. **KW**
 - iii) Following considerable discussion, it was agreed that from the 2020 season match fees payable would be set at £10 for home matches and £5 for away game and in keeping with most other counties, travel expenses would no longer be paid for any matches - subject to figures and costs being reconsidered and final agreement at the next meeting. **RMc
KW**
 - iv) KW raised the issue of the purchase of pennants for Winners of Competitions and Executive matches and after discussion it was agreed that that pennants for Executive Celebration game would continue as would pennants for Competition winners, but the cost for these should be shown under the Competitions costs. It was further agreed that the cost of Pennants for the Presidents tour should come from the tour money. **RMc
JA**
 - v) GL raised the matter of attendance at the Bowls England dinner and it was agreed that from 2020 only the Past President and his partner, would attend at the Bowls England AGM Dinner a County Expense. Our County BE Delegate also attends but at BE Expense. FP Document to be amended. **RMc**
 - vi) It was further agreed that we should no longer send two officers to attend a the two/three days of the National Championships within the first two weeks and that from 2020, only the President should attend for these two/three days. FP Document and the Presidential JR to be amended. **RMc**
 - vii) With regard to the main 17 days of the National Championships it was agreed that with effect from 2020 the Junior will no longer be paid to attend but may travel if he wishes to do so at his own expense. The President will continue to attend for the entire 17 days. The number of days attendance by the Vice President - to be further considered and agreement to be made at the next meeting. **ALL**
 - viii) A discussion took place concerning the proposed budget for sale of shirts and Bowls England Yearbooks.
 - ix) It was further agreed that the President would no longer be allocated a sum for a Presidents lunch and that in future if he wished to host such an event it would be at his own expense. FP Document and the Presidential JR to be amended. **RMc**

- x) It was agreed that the travel allowances payable for travel to the Isle of Wight would remain at £15 travel costs and no match fee.

Secretary's Note: Cost for ferry travel to IOW as recently paid out by Secretary for booking to travel for Balcomb Trophy on 9 Jun is £60.75 – not £71 as misquoted at the meeting. This cost varies according to when booked!

- xi) RLP raised the matter of costs and payments for County Competitions and after considerable discussion it was agreed that all clubs hosting Qtr. and Semi Finals matches and 2 Wood Days, would be offered a payment of £25 per session (morning, afternoon, evening) and that similar to the procedure used for selection of venues for County matches, clubs would be written to and asked if they wished to host these events. The GPC would then consider and agree venues taking into account that it was essential these events were played on suitable quality greens. RLP to notify clubs hosting this year and RMc to send out a letter to clubs re 2020, this letter to be sent out earlier in future for reply prior the GPC Meeting in June in order to assist planning. **RLP
RMc**
- xii) It was further agreed that to cover costs of all aspects of competitions the fee for Competitions which has remained at £3.00 for many years - of which £2.50 for most competitions is forwarded to Bowl England - would be increased to £3.50 to allow the County to retain £1 to cover costs of competitions. Annual Affiliation Forms for 2020 to be amended accordingly. **RMc**
- xiii) It was agreed that the Executive would be notified of the savings that we have made and TS requested that a breakdown of the savings that these changes would achieve, be made available at the next Meeting. KW agreed that was what he was going to try and do. **KW**

6. Revised Job Responsibilities.

a) Competition Secretary and Division Competition Secretaries.

The sub-committee comprising of Gordon Leaman, Tony Sharman and Lindsay Bangs, had considered and rewritten aspects of these JR's, which were accepted by the Meeting. RLP pointed out that certain aspects that were part of his JE were actually carried out on his behalf by one of the DCS's. KW thanked the sub-committee for their efforts.

b) Chairman and Treasurer.

- i) It was agreed that the next two JR's to be reviewed would be those of the Chairman and Treasurer, as the Chairman was due for re-election in December and the Treasurers JR, was required to be amended to reflect the information that was required to be presented to these meetings. These two JR's to be reviewed prior to the next GPC Meeting in June. RMc to forward to the sub-committee copies of the current JR's. **GL, TS
LB
RMc**
- ii) KW asked JA if the sheets that had been handed out today, we could have updated and presented at each meeting, to which JA agreed. **JA**

c) Assistant Secretary.

The Assistant Secretary JR would then be the next to be reviewed prior to the September Meeting, but a replacement member of the sub-committee would need to be appointed for this review.

7. Venues for Finals Day, etc.

- a) Venue for Finals Day was held a Worthing Pavilion in the West in 2018 and will be at Eastbourne in 2019 and it was agreed to be held at Horsham in 2020. RMc to write to Horsham Secretary confirming this fact and to obtain confirmation that food will be available for purchase throughout both days. **RMc**

8. Venue for Pullen Cup Final 2020.

- a) LB reported that the final is held in different divisions each year working through 1, 2, 3, 4 and this year is in Div 4 so in 2020 will be in Div 1. It was agreed that the location should be a GPC decision and that RMc would - as has been agreed for County Matches and Competitions - write to clubs in Division 1 asking if they wished to host. RMc

9. Appointment of co-opted GPC member for Div 1.

- a) The three candidates who had been nominated by their clubs to fill the vacant position of GPC member to this committee were considered and after due consideration it was agreed that David Bizat be appointed. RMc to notify and thank all three candidates and their clubs. RMc

10. New DCS for Div 4.

- a) This item had been dealt with under item 4 b) above. RMc to write to Div 4 clubs.

11. Coaches

- a) KW reported that Bowls England will now only recognise Coach Bowls and that clubs should get at least one of their EBCS coaches registered with Coach Bowls to enable them to access funding. See also item d) i) above.

12. Safeguarding Officer

- a) KW reported that we did not have a safeguarding officer at the moment and he was holding the fort at the moment as he had obtained the paperwork. This matter was being raised at the Secretaries meeting to be held in the afternoon.

He continued to report that safeguarding was not just about children anymore but related to people of all ages who may be vulnerable for whatever reason.

RMc reported that BE has stated that every clubs should have a safeguarding officer and that at the recent Management Committee Meeting it had been agreed that when the Annual Affiliation Form is sent out this year it will have a requirement to enter the details of a club safeguarding officer.

13. Development Committee

- a) i) It was agreed that the County would pay the cost of £369 for the car stickers and paperwork that had been purchases and would be issued to clubs at the Secretaries meeting later today, together with the sum of £108 for the tea and biscuits being provided for the Secretaries attending. The sum of £108 as agreed to be paid from the joint Account and JA to also seek consideration of the payment of £369, from the joint fund. JA
- ii) RMc stressed that he felt that it was important that authority for any expenditure should in future be sought beforehand.
- iii) Thanks were expressed to Kenny Bolton for the design of the sticker.

14. Any other Business.

- a) KW reported that he was at a meeting at BE tomorrow and he would seek information on the use of a mobile phone as a measuring devise as raised at the recent Executive Meeting by the Delegate from Chichester. KW
- b) RMc raised the matter of embroidery of the new County shirts in order to get uniformity of embroidery and it was agreed that a player may if he wishes to do so, have just his name embroidered on a County shirt – in the designated font, size and colour - and that **only**: RMc
- i) the six Senior officers as per the Constitution (Chairman, Secretary, Treasurer, Asst. Secretary, Comp. Secretary and Match Secretary),
- ii) the Presidential team (past and present) and honorary members.

will be permitted to have a second line of embroidery with their Designation – i.e. Treasurer, President 2017 etc. It was further agreed that as the Vice President and Junior Vice President would not wish to have shirts embroidered with their designation as it would change the following year, it was acceptable for a pin -on badge stating Vice President to be used.

- c) RMc reported that he had received a query from a club asking if they could register as club colours - blue trousers and shorts – but these would only be worn by certain players at certain times. He had raised the query with Bowls England and had at the time of the meeting received no reply.

Secretary's Note: During the lunch time a reply was received from BE indicating that this was acceptable - providing that the shorts if worn, were Bowls England Aceit approved shorts and all players in any team wore the same colour. Different teams - in different events - could therefore wear either white/grey or blue unless specific rules were laid down as to the contrary.

However, our current Dress Code for Qtr. Final stages onwards para 6. a. Specific County Regulations (b) - state that only white below the waist is acceptable and that 'no other colour will be permitted' - which may now need consideration.

- d) Tony Sharman reported that he had previously notified that the Constitution for the Benevolent Fund had been amended to remove a certain word - but that following ongoing problems with the Charity Commission concerning this change to the wording, it had now reverted back to the previous wording until such time as the situation can be resolved.

16. Date of Next Meeting.

- a) The date of the next Meeting will be at 10.00 hours on Tuesday 25th June, 2019 at Adur IBC. MB Notified apologies for that meeting.

There being no other business, the Chairman declared the Meeting closed at 12:25 hours.

Signed:

Ken Woodcock (Chairman)

Date: 25th June, 2019