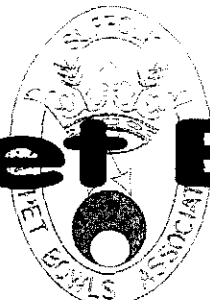


# Suffolk Carpet Bowls Association



## The Minutes of the Annual General Meeting of the Suffolk Carpet Bowls Association held at Needham Market Community Centre on Monday, 22nd June, 1998

The Chairman opened with a warm welcome to all who were attending in spite of the fact that England were playing in a World Cup game that evening. A substantial gathering of some 70 people represented 35 Clubs. She thanked Needham Market CBC for getting the hall ready and being on hand to provide refreshments at the start of the meeting.

In attendance were representatives from the following Clubs:-

Barking	Belstead
Bramford	Brantham
Brockley	Burstall
Chelmondiston	Claydon
Cockfield	Elmsett
Great Blakenham	Harkstead
Hoggards Green	Hundon
Kelsale	Kesgrave
Martlesham	Nayland
Needham Market	Offton & Willisham
Old Felixstowe	Old Newton
Polstead	Rattlesden
Ringshall	Risby
Somersham	Stanningfield
Stradbroke	Stutton
Tattingstone	Thurston
Tuddenham St Martin	Walpole & Cookley
Whelnetham	

1. Apologies for absence had been received from:- Capel St Mary, Hintlesham, Nacton & Ousden Clubs and from Nancy and Jane Pitcher and Keith Armes.
2. Approval of Minutes of the last Annual General Meeting.  
Acceptance of these minutes were proposed by David Schofield and seconded by Mick Adams.
3. Matters Arising.  
From the floor it was asked whether the query about playing the Joe Rice Cup and Chairman's Plate Competitions throughout the year had been resolved. The Chairman replied that a letter had been sent to all Clubs and the majority replies were in favour to retain these competitions during the winter season, the result of this poll had been circulated in previous minutes.
4. A transcript of the Chairman's Report is attached hereto.
5. The Secretary's report is attached to these minutes.

6. Treasurer's report. A full report was circulated at the meeting. As there were no questions raised, the adoption of this financial statement was proposed by Arvon Evans and seconded by John Hayward.
7. Presentation. The Chairman told the meeting that in addition to all the Senior County Events a County Juniors Competition is held each year. She said that to win this Competition once is an achievement, to win it twice, amazing, but to win it three times deserves recognition. The Committee had felt that this feat should be acknowledged and it gave her great pleasure to present to Eddie Simpson of Elmsett who had achieved this remarkable record a replica of the County Junior Carpet Bowls Trophy for him to keep. A truly amazing 'Hat Trick'
8. There had been no proposals for amendment to the Constitution.
9. The Election of the Officers, Executive Committee and Honorary Auditor followed:-  
There was only 1 candidate nominated for each of the named positions and they were duly elected.

The Association Chairman	Trevor Girling	Claydon
Vice Chairman	Margaret Southgate	Bramford
Honorary Secretary	Marion Brown	Elmsett
Honorary Treasurer	Paul Goulding	Hundon
Press Secretary	Sally Goodrich	Claydon
Honorary Auditor	Clare Utting	

There were 16 nominations for the 11 executive committee members. A ballot followed for the 11 Committee members required and the following were elected:-

Mick Adams	Hoggards Green
Keith Armes	Burstall
Derek Brown	Elmsett
Rita Daniels	Kelsale
Arvon Evans	Cockfield
Mervyn Farthing	Nayland
John Hayward	Belstead
Judith Longman	Harkstead
David Mittell	Great Blakenham
Richard Sago	Burstall
Tony Webber	Offton and Willisham

The Chairman thanked all those who had put their names forward, it is very encouraging to see so much interest in our Association. He hoped that those who were unlucky and not elected will come forward again next year. He informed the new committee that the date for the next meeting had been set for 20th July, 1998.

On entering the hall each club was given a raffle ticket and as in previous years a draw was made to distribute unclaimed prizes from County Competition Raffles. This draw took place whilst the votes were being counted.

10. Annual Membership Subscription The Treasurer recommended that this should remain the same for the coming year i.e. £17 for members (consisting of £12 Subscription + £5 levy for Raffle Prizes) and £12 for Associate Members. Your Subscriptions are now due and all clubs should have received entry forms. This year it will be a condition of entry into the Winter Leagues, Joe Rice Cup and Plate Competitions that Club subscriptions must be paid by the date stated.

**PLEASE DO NOT FORCE OUR SECRETARY TO TELEPHONE YOU TO CHECK WHETHER YOUR CLUB WISHES TO PLAY IN THE WINTER LEAGUES (as she has to each year). WE MUST KNOW BY THE 18TH JULY, 1998 AT THE LATEST TO INCLUDE YOUR CLUB IN THE LEAGUES.**

11. County Competitions. A report from Tony Webber is enclosed in these minutes.
12. The following matters were raised under Any Other Business:-

Ray White from Polstead asked if the Committee will give some serious thought to publishing the results of the Joe Rice Competition and the Chairman's Plate games on a regular basis this season. This will be discussed at the Committee meeting in July.

Rev David Streeter from Stradbroke made an impassioned plea to allow his young people to play in the County Competitions next season. Last year the Committee had reluctantly asked Rev. Streeter to withdraw his entries as they were proving disruptive to the Competitions. Rev Streeter accepted some, if not all, of the responsibility for the way his entrants had behaved. However he requested that the Committee give favourable attention to allowing the youngsters to enter next year. He stated that Stradbroke had more young players than many other Clubs. He said that their choice would be to enter Suffolk Competitions but if forced they would attempt to be included in the Norfolk Competitions (Stradbroke is close to the border of both Counties). Stradbroke had won the 'Best Village' Competition and he had high hopes for the Carpet Bowls.

David Schofield of Offton & Willisham and our Life President said that Suffolk had always led the way in Carpet Bowls. We now had 3 Officers on the National Executive Committee. At the AGM in April Mr Ray White was elected Chairman, Mrs Margaret Southgate, Treasurer and Mr Tony Webber as Development Officer. This would ensure that Suffolk would continue to spearhead the game of Carpet Bowls into the future. He added that he always felt that Carpet Bowls should be a game for the whole Community. He hoped that the Committee and all members will support the Reverend David Streeter and his efforts with the young people involved.

John Varden of Old Felixstowe thanked Tony Webber and Marion Brown for all their help and support when they ran their first Competition earlier in the year.

The Chairman thanked everyone for coming and closed the meeting at 8.30 p.m.

Next Committee Meeting Monday 20th July.

## Chairmans Report

Once again it is time for me to collect my thoughts of the past year in Suffolk carpet bowls, the year seems to pass so quickly and we suddenly realise that it is June and another AGM is upon us. It has been another busy year for the Committee, especially the sub committee of Tony Webber, Mick Adams and Judith Longman who undertook the task of re-organising the format of the Suffolk Championships, these have been straight knockout since they were first held, however, this year it was decided to try running them on a round robin basis, using 2 or 3 venues as numbers dictated culminating in a finals day in April. As you might expect there have been one or two hiccups but on balance I feel that the new system was successful. I actually prefer the knockout format for county championships but we are a democratic association and the majority wanted a round robin competition so this is what we gave you. This format will be used again in 1998/99 and if you have any useful comments or suggestions to make the committee would like to hear them.

The County team were not quite so successful this year but last September we went to Littleport in Cambridgeshire and retained the Eastern Counties Championship and at Hemsby on the National Championship weekend we again beat Northumberland to retain the National Inter League Trophy. Several new players came into the squad this season and I am sure you will join me in wishing the team good luck when they defend the Eastern Counties title in September and try to win the National Championships at the end of October.

Doncaster was again the venue for the National Champion of Champions and although Suffolk were not able to bring home a trophy this year I am sure all the participants enjoyed the experience of playing against the champions of the other 9 counties of the ECBA. Yesterday saw Suffolk hosting the Eastern Counties Champion of Champions but again our representatives were not able to win a trophy.

As I come to the end of my report for this year I have to tell you that I received a letter from David Cobbold prior to the last committee meeting informing me that he did not intend to stand this year. David has been a committee member since the association was formed and during that time also served as Treasurer and Press Officer. He will be missed at our meetings, I could always rely on David to ensure the correct procedure was followed on any constitution or rule problem. When the English Assn wished to amend the Rules for playing carpet bowls David went through them with a fine tooth comb to make sure we got them right, again when the Constitution needed amending he studied it closely and made the necessary alterations and it was passed without any problems at the English AGM in April. Not only do my sincere thanks go to David but also the rest of the committee join me in wishing him all the best for the future. My thanks also go to the Committee for the work they have done over the past year, it is a commitment which they all take seriously and it appreciated by me and I am sure by the members. I would like to mention two committee members by name, they are Judith Longman, who took on the task of minute secretary, which I know has been a help to Marion. Marion is the other person I thank most sincerely, she really has coped remarkably well this year especially as she did not have the best of health for part of the year.

I have decided not to stand for re-election as Chairman this year, I have served for three years and I feel that it is time for a new face to come forward. I have enjoyed my time as your Chairman and hope I have served the county well, I am always proud to carry the name of Suffolk Carpet Bowls around the country. I have been supported in this task by my husband Jim, I could not have done it without his help and support, he has been my sounding board and on occasions the shoulder to lean on, so my final thanks must go to him. I wish my successor good luck, I know they will get the full support of the new committee.

Margaret Southgate  
22nd June 1998

## Secretary's Report

Mr President, Madam Chairman and Ladies and Gentleman.

This last year has been a very interesting and varied year. I am pleased to report that we have had an increase in Membership. We started the year with 107 Member Clubs and 10 Associates. At the moment in time there are 108 Member Clubs with 4 more starting the new year with us, also 2 Associate Clubs are waiting to join.

Your Committee has worked hard throughout the past year, some of the Committee meetings have been very lively.

The County teams haven't done so well this year but we congratulate them for their dedication to the sport. The County selectors Tony Webber (Captain), Arvon Evans and Derek Brown have had a difficult time as we all have different ideas on who should be chosen for the teams.

The Suffolk Championships were held on a Round Robin basis this year, most of the venues proved successful. A roll of honour will be circulated as soon as possible. With regard to the Suffolk Tournaments and County games I express our thanks to Doreen Dedman and Val Porter for providing a wide range of refreshments for these events.

The Insurance scheme for equipment continues to be a popular service to member clubs, by the closing date for renewal this year of 31st May, 211 sets had been confirmed and paid for. Thank you to most clubs for their prompt payment.

Our Chairman is standing down this year but thankfully not leaving the Committee. Margaret has been a tremendous help to me over the last year and I thank her sincerely for this. The Committee has worked hard and I thank everyone for their support and help. I must give a special thank you to Judith Longman who has been the minute secretary again this year it's not easy trying to put down on paper what everyone has said.

I send all Clubs best wishes for the 1999 Season.

Thank you

Marion Brown  
22nd June, 1998

## 1998 SUFFOLK CHAMPIONSHIPS

On deciding to change the way we run our County Championships a sub - committee was formed, consisting of myself, Judith Longman and Mick Adams. Our task was to look at venues in various parts of the county and to encourage more bowlers to take part, also to deal with the paperwork and the finances. Basically get the competition of the ground and make it work, which I feel we have done.

Overall the Championships have been a great success, with a few teething troubles. Some possibly expected, others not foreseen, i.e. :- bowlers not turning up on the day and the behaviour of some during the competitions.

### **Entries**

The response from the Heritage Leagues has been most encouraging, and although only a few extra entries have come from the Bury area, we must remember that this the first year using the new format. Hopefully entries will improve as the format settles down. We originally intended to run the three venues for each discipline, but the number of teams entered in the Triples and Fours meant that only Hadleigh and Leiston were needed. The Singles and pairs were run as intended at all three centres. However we had about 400 bowlers in each of the competitions, which I think is a great response and is up on previous years.

### **Venues**

The Hadleigh and Leiston Sports centres went well, with helpful staff and refreshments on hand if required ( laid on by other bowlers ). The Newmarket Sports centre was less successful, due mainly to it's location and the lack of refreshments ( meant to be laid on by the centre ). All three centres were very pleasant, bright and airy, much better than our previous venue at Holywells School in Ipswich.

### **Finance**

This years competitions have been financially successful. After paying for the venues, trophies and the running expenses we were left with a surplus of between £700 and £800. As the organising sub - committee we felt that some of this surplus should be used to subsidise the expenses of the Champions in the four disciplines who would represent us at the Champion of Champions events. This was put to the Suffolk Committee and agreed upon.

### **Playing Format**

In the disciplines that warranted two groups on each mat, we opted to run groups together rather than in two halves i.e. :- a morning and an afternoon group. With this method the longest wait between games would be 90 mins. With the second method the morning winners would wait 3hrs to play their knockout games, and if the number of mats warranted runners up, they might wait 3hrs and not play at all.

### **1999 Championships**

Regarding the Newmarket venue. It is our intention to seek a venue further East, possibly Bury Sports centre, which would make it more acceptable if we have to move clubs, as we had to this year. I have visited the centre with Judith Longman but have yet to agree a price with them. We have also looked to possibly bring the bowlers who played at Leiston slightly closer to Ipswich, for the same reason, but have shelved this idea for the time being.

SUFFOLK LEAGUE CHAMPIONS for the Scapa Leisure Surfaces Shield

BROCKLEY

JOE RICE CUP

WINNERS - BARKING

CHAIRMAN'S PLATE

WINNERS - HUNDON

MICK McNEIL SPORTS SHIELDS

East Suffolk Champions - BELSTEAD

West Suffolk Champions - BROCKLEY

SECOND DIVISION CHAMPIONS for the Chips Ltd. trophy

BRAMFORD

THIRD DIVISION CHAMPIONS for the Shire Sports trophy

HARKSTEAD

SUFFOLK SINGLES CHAMPION

Steven Cain (Great Blakenham)

SUFFOLK PAIRS CHAMPIONS

Paul and Mike Daniels (Kelsale)

SUFFOLK TRIPLES CHAMPIONS

Joan & Paul Goulding and Peter Curtis (Hundon)

SUFFOLK FOURS CHAMPIONS

Pauline & John Hayward, Maureen & Doug Howes (Belstead)

SUFFOLK JUNIOR CHAMPION

EDWARD SIMPSON (Elmsett)

) )  
SUFFOLK CARPET BOWLS ASSOCIATION  
INCOME AND EXPENDITURE FOR THE YEAR ENDED 31ST MAY 1998

	INCOME		EXPENDITURE		
	1997/98	1996/97	1997/98	1996/97	
Membership Subscriptions	1893.00	1780.00	Affiliation Fees	75.00	162.50
Raffles	1500.39	510.63	Raffle Prizes	626.35	442.50
Winter League	750.00	758.50	Trophies	1018.03	1092.00
Summer League	440.00	460.00	Sports Hall Hire	2598.00	1582.12
Singles Championships	634.00	430.00	Photocopying And Stationery	554.79	813.56
Pairs Championships	884.00	1004.40	Insurance	1176.44	1150.19
Triples Championships	780.00	0.00	Country Matches	1657.00	2051.70
Fours Championships	816.00	652.00	Charity & Other Tournaments	668.00	0.00
Joe Rice Cup	185.00	205.00	Sundries	0.00	378.00
Insurance	1149.50	2272.00	SCBA Meetings	80.00	90.00
Country Matches	664.00	1465.00	Postage	481.85	440.54
Charity & Other Tournaments	668.00	0.00	Telephone	213.18	248.58
Bank Interest	167.51	96.52	Bank Charges	46.80	12.00
Sundries	16.50	28.50	Catering	125.00	0.00
			Champion Of Champions Expenses	428.00	0.00
			Delegate Expenses	107.97	0.00
			Purchase Of Photocopier	1527.50	0.00
<b>TOTAL FOR YEAR</b>	<b>10547.90</b>	<b>9662.55</b>		<b>11383.91</b>	<b>8463.69</b>



) SUFFOLK CARPET BOWLS ASSOCIATION )  
 STATEMENT OF FUNDS FOR THE YEAR ENDED 31ST MAY 1998

	1997/98	1996/97
Balance Of Business Premium Account	0.00	3545.28
Balance Of High Interest Account	4934.50	0.00
Balance Of Current Account	(936.97)	1288.26
<b>Funds Available At Year End</b>	<b>3997.53</b>	<b>4833.54</b>
Profit / (Loss) Made During Year	(836.01)	1198.86

# ENGLISH CARPET BOWLS ASSOCIATION

## CONSTITUTION DRAFT DOCUMENT FOR DISCUSSION

### 1. NAME & OBJECT

1.1. The Association shall be called the English Carpet Bowls Association, hereinafter called the Association.

1.2. The Association shall

- (a) represent the game of carpet bowls at a national level,
- (b) promote the game and its' growth in England,
- (c) administer English Championships and other carpet bowls competitions for individuals, clubs and counties,
- (d) advise and rule on the technical aspects of the game, including the Rules and equipment,
- (e) be the ultimate arbitrator on any dispute between member counties,
- (f) form links with the Sports Council and other bowling associations, if appropriate,
- (g) form links with other countries, if appropriate

1.3. To uphold the good name of the Association and not allow the use directly or indirectly the name of the Association for the purpose of personal gain by any individual and/or organisation.

1.4. The Committee shall be empowered after due investigation of the facts and if need be the examination of witnesses or evidence, to recommend to the Annual General Meeting the cessation of membership of any County and/or individual contravening 1.3. above.

### 2. ADMINISTRATION

2.1. The day to day affairs of the Association, subject to the overriding authority of the Annual General Meeting, shall be conducted by the Officers of the Association, viz.:-

Hon Chairperson  
Hon Vice Chairperson  
Hon Secretary  
Hon Treasurer  
Hon Development Officer  
Hon Referee

in association with one named delegate from affiliated counties forming an Executive Committee.

x 2.2. In order to facilitate continuity, Officers and delegates of the Executive Committee to serve for a period of 2 years.

2.3. The Executive Committee shall have power to

- (a) act on all matters not required to be settled at an Annual General Meeting,
- (b) give notice of motion or make recommendations to the Annual General Meeting,
- (c) fill any vacancy arising within the Executive Committee,
- (d) appoint Sub-Committees.

2.4. This committee shall meet as often as the business of the Association demands, but not less than 3 times per year. 50% of members shall be a quorum providing all members have been properly notified of such a meeting in writing.

2.5. An additional two representatives from each county will be entitled to attend the Executive Committee meetings but only the delegate allowed to vote.

2.6. Only Member Counties on the Executive Committee will be allowed to vote, but when votes cast are equal then the Hon Chairperson has the casting vote.

2.7. Reasonable expenses incurred by the Officers on behalf of the Association will be re-imbursed by the Association.

x 2.8. Reasonable travelling expenses/overnight accommodation expenses incurred by the members of the Executive Committee of each county for attending Executive Committee meetings will be re-imbursed by the Association.

2.9. The Hon Secretary shall keep records of all business transacted at meetings of the Association and submit a report at the Annual General Meetings.

2.10. The Hon Treasurer shall be responsible for the handling of all the Association money which shall be deposited in an approved account(s) in the name of the Association. Money in this account shall be authorised for disbursement upon the signature of the Hon Treasurer and either of the Hon Chairperson or Hon Secretary.

2.11. The Hon Treasurer shall render to the Annual General Meeting a precise account of income and expenditure or at any time, with reasonable notice, to the Executives Committee.

2.12. The Association accounts shall be audited annually.

2.13. In the event of the Association being disbanded all money, after the settlement of debts and liabilities, shall be distributed equally to those affiliated to it.

### **3. MEMBERSHIP**

3.1. Each member shall be an Association formed to represent a County or Metropolitan Borough and they shall become members upon payment of an annual subscription which shall become due for payment on 1st May each year.

#### **4 ANNUAL GENERAL MEETING**

4.1 The Annual General Meeting shall be held in April of each year. At least 35 days written notice of an Annual General Meeting shall be given to each Member.

4.2 The business transacted shall include:

- approval of the minutes of the previous A G M
- the Chairman's remarks
- the Honorary Secretary's report
- the Honorary Treasurers financial statement
- the Honorary Development Officers report
- the election of the Officers and Honorary Auditor
- any amendments/proposals
- the level of subscription

4.3 This meeting may be attended by any member of a affiliated county or of those seeking membership. Any person may speak but only one representative from each Member County may make proposals or vote.

4.4 Any proposed amendments/proposals on matters that may properly be discussed at the Annual General Meeting shall be received by the Secretary in writing at least 21 days before the date of the meeting.

4.5 The Agenda of this meeting shall be sent to affiliated clubs at least 14 days before the date of the meeting together with any relevant documents for discussion.

4.6 Nominations for Officers will be accepted in writing from affiliated clubs and also from the floor during the relevant Agenda item at the Annual General Meeting.

4.7 Voting shall be by show of hands or by ballot card should the Chairperson or any other person entitled to vote so wish.

#### **5. SPECIAL GENERAL MEETING**

5.1. A Special General Meeting may be called by the Executive Committee or upon written request giving details of the business to be discussed to the Hon Secretary signed on behalf of at least 25% of the affiliated membership.

5.2. At least 14 days notice of any Special General Meeting shall be given to all members.

5.3. The powers and methods of voting shall be those described for the Annual General Meeting.

January 1998