

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 12th June 2006**

The meeting commenced at 7.30pm under the Chairman of the Association John Varden

In attendance 24 clubs were represented: Barking, Belstead, Bramford, Brantham, Brockley, Burstall, Capel St Mary, Claydon, East Bergholt, Great Blakenham, Hintlesham and Chattisham, Hoggards Green, Kelsale, Lavenham, Offton & Willisham, Old Felixstowe, St Mary's Haverhill, Somersham, Stanningfield, Stratford St Mary, Stutton, Thorndon, Tostock, Tuddenham St Martin.

1. Apologies for absence had been received from David Schofield, Jane Pitcher, David Cask, Neil Jolly, Keith Hull and from Cockfield, Chelmondiston, Harkstead, Kesgrave, Martlesham, Needham Market, Polstead, Tattingstone, Whatfield and Woolpit.
2. The minutes of the last Annual General Meeting of 20th June 2005 were proposed by Mick Watkins seconded by Keith Armes and confirmed by the meeting as a true record and signed.
3. There were no matters arising

4. **Chairman's Report: -**

The past twelve months have proven to be very challenging and, at times, quite difficult. As those of you who attended the 2005 Annual General Meeting will know, there was an overwhelming desire by clubs to change the long standing winter league rules but the rule change proposed by the retiring committee was rejected. This meant that an emergency meeting had to be convened to explore an alternative that would be acceptable, given that the new winter league matches were about to be booked. I believe that, whilst the new rule changes are not perfect, results over the season have created a fairer system without adversely affecting the number of league clubs participating.

The current size of Division 1 & 2 west leagues gives the county cause for concern and further discussions will be necessary. The options seem to be a) encourage some of the affiliated clubs to enter the league, b) develop carpet bowls around Long Melford/Sudbury/Stowmarket areas or. c) attempt to persuade a few clubs who are currently on the borders to move to play in the west. It must be made clear that no pressure will be exerted.

As you will be aware, the Suffolk Charity Rinks Competition is being staged by the county committee on Sunday 16th July at Brackenbury Sports Centre in Felixstowe. Multiple Sclerosis is our nominated charity and Ipswich Plumbers are our generous sponsors. Meld Leisure also come up trumps again, by allowing us to have a raffle at the "English Pairs" at Hemsby, which raised £344, and are supplying the carpets at this event; so a sincere thank you to Meld and to those who gave up their time to sell the tickets at Hemsby. There are some great prizes promised by local businesses for the Charity Rinks Competition and your help in selling the tickets would be greatly appreciated. Thanks are due to Rita & Paul Daniels who are undertaking the administration for this event.

This year's Junior Championships were held at Burstall Village Hall and organised by Jeremy Brown who did a great job. The day's arrangements went well and the standard of play, together with the spirit amongst the competitors, was a joy to watch.

Contact has been made with the Bury League Chairman and it is hoped to arrange an annual friendly match with them in the next few months.

Unfortunately this year's Durham visit has had to be cancelled due to a shortage of players, but we look forward to seeing our friends from Durham here in Suffolk in 2007.

Registration of bowlers within all clubs in Suffolk is underway and if your club has not replied to date, then please would you. There is no intention of levying any fee now or in the future but this would allow the county to know how many carpet bowlers they represent within the county and help with possible sports funding at a national level.

This year's Summer League is being played on a triples basis as it was generally felt fairer on team members that a select few didn't always get to play four wood pairs, and we will monitor how this is received.

Consideration of a County "B" Team

Could this be a stepping stone into the County "A" Team and a safety net for those not currently playing in the "A" team. It could be the team that Suffolk use for the matches against Heritage League and the Bury League on a non-county player basis thereby reducing the call on the squads time. It could appeal to those wishing to trial for the county team as they are likely to have put their toes into the water by playing one of the above matches and give selectors the opportunity of watching players performing with those of equal ability. It would also ensure the viability of the Durham trip by producing a much wider list of potential players who could all be invited together with the supporters of the county team. It might also provide a path for some county juniors to migrate to the county team. Should this idea be worth pursuing then some thought would need to be given to the following:

- 1) Who selects the "B" team.
- 2) Do we have County "B" Team trials.

There are a lot of players out there who, unfairly in my opinion based on results, who think the county team is impenetrable.

Your committee has given much of their time and energy to the Executive Committee Meetings and the events held during this past year and I would like to take this opportunity to thank them all. In particular, I would like to thank Marion Brown, our Secretary, for her guidance and administration, enabling all clubs to be kept informed of decisions reached by the committee. Margaret Southgate, my Vice Chairman, who has played an important role with co-ordination of dates within the county calendar amongst many other tasks, has decided to have a break from committee work having served in various capacities for seventeen years. Well done Margaret. My sincere thanks also go to Tony Webber, your County Captain who is moving to France having served this county as County Captain for several years and done an immense amount to develop Carpet Bowls not only within Suffolk but throughout the country. Tony together with selectors Steven Cain & Neil Jolly, won the Eastern Counties Championship for the 4th time and also the National Championships which is no mean feat. My thanks also go to Paul Goulding, the County Treasurer, who, is standing down from this responsibility this year. Richard & Jane Sago should be mentioned for all the work they put into the running of the County Championships at various venues in Suffolk and miraculously managing to get carpets and equipment to enable these events to run. Thanks to Sally & Jim Goodrich who coordinate the results for the summer and winter leagues and are always happy to take the latest results to competitions. Thanks also to David Cobbold, who has acted as Minute Secretary, and Rita Daniels for her splendid catering, Derek Brown, Carl Buckle, Keith Armes, Keith Hull & Mick Watkins who have all given their support throughout the year which has made my job as chairman very satisfying. Thank you.

5. Secretary's Report:

Thank you Mr Chairman and it is a pleasure to stand before you once again and report on another year of carpet bowls in Suffolk.

My report will be brief, as thankfully our Chairman has commented on most of the past years activities. Membership of the Association now stands at 105 clubs. We welcomed Lavenham, Horringer and also Kirkley & Upend who rejoined the Association.

Our Chairman has given thanks to Richard & Jane Sago for all their hard work organising the Closed Championships, Congratulations are sent to all the winners of these, they represented us at the Eastern Counties Champion of Champions, and this Friday they travel to Blackpool for the Champion of Champions, we wish them well, and hope they do Suffolk proud.

As our Chairman has already mentioned our County Team have really done us proud again this year, Congratulations to all County players. What next? Just keep on winning. Very sincere thanks go to Tony Webber, as you have heard he is moving away, thank you Tony I am sure this comes from all of Suffolk, you *will* be missed, you are the heart and soul of Carpet Bowls in Suffolk. Perhaps you will get a team going in France, then we can have a trip over there.

I was sorry we had to cancel the Durham trip this year due to lack of support, also I am very disappointed with the response we have received for the forthcoming Charity Rinks Tournament. We had hoped to have 70 Rinks but to date have only 55, the closing date was last week.

The Insurance scheme renewal policy has come through and I am very pleased to say that there will not be an increase again for equipment and public liability for the coming year.

Thank you to Shirley Watkins who has taken our photographs when needed.

Paul Goulding, Carl Buckle and Margaret Southgate have not put their names forward for the Committee for the forthcoming year.

Paul has done a grand job as treasurer over the past few years, his health has not been good but I thank him for keeping the books in good order, Carl has made himself available at County Matches and tournaments, he was always willing to be there to get the equipment out.

Margaret Southgate has been on the Committee for 17 years, she will be missed, she has been a very valuable member of this Committee. She has helped me for the past 10 years. I have valued her help.

To all Committee members, thank you for the past year, I think it has been quite a challenging one but we have come through.

Derek has been at my beck and call over the last few months, It has been difficult at times and very frustrating not being able to drive or get about. Thank you Derek, I think we make a good team, your job hasn't finished yet.

Our Chairman, I think has settled into his post very well I hope he will be with us for a few years to come.

Thank you John.

6. Treasurer's Report

The Treasurer presented his accounts (enclosed) and spoke of them. There were no questions and it was proposed by Richard Sago, seconded by Rita Daniels and confirmed by the meeting they be accepted.

7. There were no resolutions to amend the Constitution

8. Elections:

The following were nominated and elected unopposed:

John Varden – Chairman	Old Felixstowe
Keith Armes – Vice Chairman	Burstall
Marion Brown – Secretary	Offton & Willisham
Rita Daniels - Treasurer	Kelsale
Sally Goodrich – Match Secretary	Claydon

Executive Committee :

There were 11 nominations for the 11 positions and were elected as follows.

Derek Brown -	Offton & Willisham	Steven Cain -	Great Blakenham
David Cobbold -	Belstead	Jim Goodrich -	Claydon
Keith Hull -	Tuddenham St Martin	Richard Sago -	Burstall
Mick Watkins -	Barking	Sue Jones -	Brockley
Peter Jones -	Brockley	Patrick Lingley -	Brantham
Jane Sago -	Burstall		

Honorary Auditor:

It was proposed by Kelsale and seconded by Knodishall and agreed by the meeting that ex banker Cedric Bennett be appointed.

9. Annual Subscription:

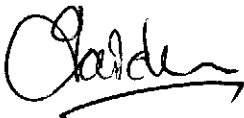
The meeting accepted the Treasurers recommendation that there be no change.

10. Any other Business:

Ron Back of Stanningfield asked the clubs present what views they had of the custom of most Clubs of providing substantial refreshments at matches. The meeting felt overall it was a positive factor which they hoped would continue at the level each club were happy with. Ron thanked the meeting.

John Mower of Hintlesham & Chattisham asked if there was any result from the consultation with clubs on possible changes to the Cup & Plate competitions. The Secretary said that half the clubs who normally enter had yet to reply. The Chairman said that any decision was unlikely for the next season and after that it would require a substantial amount of support for any change to take place.

There being no other business the Chairman thanked all the clubs attending and closed the meeting at 8.10pm



SUFFOLK CARPET BOWLS ASSOCIATION
Income & Expenditure For The Year Ending 30th April 2006

Income:	2004/05		Expenditure:	2004/05	
Opening Bank Balance as at 1/6/05	3,943.02				
	£	£		£	£
Eastern Counties Carpet Bowls		240.00	Eastern Counties Carpet Bowls	410.00	510.00
Summer League	380.00	390.00	Summer League	80.00	80.00
Raffles	1,192.00	1,370.29	Raffles	620.00	604.00
County Matches	1,078.00	338.00	County Matches	2,607.00	1,845.22
Suffolk Triples	540.00	585.00	Suffolk Triples	257.50	377.22
Suffolk Pairs	768.00	780.00	Suffolk Pairs	317.50	382.50
Suffolk Singles	372.00	528.00	Suffolk Singles	257.50	562.50
Suffolk Fours	640.80	708.00	Suffolk Fours		257.50
Suffolk Juniors	16.00	16.00	Suffolk Juniors		
Associated Members	60.00	60.00	Champion of Champions	460.00	530.00
Suffolk County Squad		171.57	Junior Championship		112.96
Charity	580.00		Charity	363.33	
Insurance	1,157.50	1,072.50	Insurance	1,530.90	1,431.15
Public Liability Insurance	679.00	637.00	Finals Day		160.00
Annual Subs	2,650.00	2,050.00	County Trials	80.00	80.00
Club Raffle Fees	535.00	510.00	Meetings	116.15	110.00
Joe Rice Cup & Plate	120.00	125.00	Delegated Expenses	130.67	77.79
Winter League	615.00	645.00	Correspondance		22.62
Sponsorship		500.00	Replacement of Equipment		117.50
Bank Interest	46.84	39.93	Postage	383.78	515.62
Trials	90.00	90.00	County Squad Uniforms		
Rule Books		0.50	Photocopy	556.86	401.77
Cancelled cheques b/f 2004		350.70	Telephone	160.40	215.20
Club Trophy Purchase	31.97		Trophies & Engraving	603.78	1,075.22
Donation	30.00		Equipment	20.00	60.00
			Stationery	40.62	33.50
			Lottery Licence	17.50	17.50
			Rule Books	15.00	
			Accountant's fees	60.00	60.00
			English Carpet Bowls Assoc.	100.00	
			Bank Charges	24.39	
			Closing Bank Balance at 31/04/06	£ 6,312.25	
				£ 15,525.13	£ 15,525.13

Hon. Treasurer - P. Goulding
Hon. Auditor - A. Curley

Bank Account Summery 2005/2006

Community Account at 30/04/2006	3,203.81
Bus. Reserve Account at 31/03/2006	<u>3,176.03</u>
	6,379.84

Less Outstanding Cheques

101205 18/04/2006	24.95
101206 18/04/2006	20.00
101207 21/04/2006	32.64

Closing Balance at 30/04/2006 **6,302.25**

2006

English Carpet Bowls Association

Code of conduct

It is the policy of the Association that all Carpet Bowlers and spectators show respect and understanding for each other and conduct themselves in a way that reflects the principles of the Association.

All players and supporters of teams are expected to act in a manner which does not prejudice the good name the English Carpet Bowls Association or their county, and to conduct themselves in a manner that will not have any reproach on the English Carpet Bowls Association or the whole sport of Carpet Bowls.

Guidelines

The ECBA will not tolerate or condone any of the following from players or spectators either during an event or whilst socialising.

DRUNKEN OR LOUISH BEHAVIOUR WHICH CAUSES ANNOYANCE TO OTHER PEOPLE (E.G CAUSING AN UNNECESSARY DISTURBANCE SUCH AS RUNNING AND SHOUTING THROUGH CONFINED AREAS SUCH AS CORRIDORS)

THE USE OF FOUL AND ABUSIVE LANGUAGE IN SUCH A MANNER AS TO CAUSE OFFENCE TO THE PERSON THAT IS BEING SPOKEN TO, OR PEOPLE IN THE VICINITY.

UNDER NO CIRCUMSTANCES WILL ANY FORM OF THREATS OR DEROGATORY REMARKS DIRECTED AT INDIVIDUALS, PLAYERS, OR SPECTATORS BE ACCEPTED.

CAUSING DAMAGE TO OTHER PEOPLES PROPERTY (WILLFUL OR ACCIDENTAL)
THE THEFT OF OTHER PEOPLES PROPERTY.
CAUSING AN AFFRAY

This is not an exhaustive list but it does give an outline of actions that may result in a complaint being made against an individual or group of people that are attending a venue which is being used to hold an ECBA event.

Making a Complaint

All members have the right to complain (**in writing**) via the ECBA secretary.

Complaints should be sent to the current ECBA secretary Mrs Ann Hardy, 55 Longstraw Close, Stanway, Colchester, CO3 0YZ, or via e-mail to: ecba-secretary@supanet.com.

Anyone or a County Association may make a complaint; the ECBA will keep you informed at all stages.

This procedure applies to all members and supporters of the English Carpet Bowls Association. Your complaint should include your name, telephone number and address and the nature of the complaint.

The details of the incident you are complaining about needs to reach the **ECBA secretary** within seven days of the incident taking place using either of the methods mentioned above.

All complaints will be acknowledged within seven days of receipt.

The secretary will ensure that your complaint is investigated and that you receive a response within twenty eight days of the progress of the complaint, then every fourteen days until the Disciplinary panel has reached a conclusion.

Any person/team that has had a complaint made against them, will be contacted by the ECBA secretary as soon as practicably possible to make them aware of the nature of the complaint and to make a copy of the complaint available to them.

Disciplinary Panel

All complaints will be fully investigated; this could mean that individuals may be asked to make statements which will aid the disciplinary panel to make a decision about a complaint and the severity of any penalty it should impose.

Depending on the considered severity of the complaint the ECBA disciplinary panel may impose a written caution or as much as a 5 year ban or more against an individual that is proven to have been involved in an incident at an event that the ECBA organises or is organised by a third party on it's behalf. Should an individual in the twelve months immediately prior to the current incident had similar accusations proven against them for any reason, then the disciplinary panel may choose to use that information when setting the penalty relating to the latest complaint.

Cases of criminal damage or violent conduct may be referred to the police, if financial recompense is required legal action could be taken against the guilty party.

The executive committee of any county from which the perpetrator(s) of an incident that is investigated by the ECBA disciplinary panel originates, will be informed in writing of the findings of any investigation following a complaint being made against that person(s), and may choose to impose it's own penalty, but cannot rescind an ECBA penalty.

Disciplinary measures will be taken against any County that knowingly fails to co-operate or tries to cover up any of their members involvement in a misdemeanor.

Anyone not satisfied with the disciplinary panels decision will have 15 days to make an appeal.

Appeals Panel

An individual has the right to an appeal either in person or via their county secretary. All appeals must be made in writing and to be received by the ECBA secretary within 15 days after receiving a disciplinary penalty; if no appeal is received the penalty will take effect.

An individual or team that has made an appeal against an imposed penalty will not be allowed to play in an ECBA event until the appeal is settled. It should be noted that an appeal may result in a penalty either being increased as well as decreased, and the result of any appeal will be final.

IMPORTANT NOTICE

For any reports received after an event has finished, which may have serious consequences, (provided the complaint is made within the required timescale), the disciplinary panel will have the power and the authority to fully investigate and take the necessary action as appropriate. No one should be able to escape disciplinary actions just because a complaint was not made immediately.

The Executive Committee of the ECBA fully intends to protect its members, players, and the good name of the ECBA and the whole sport of Carpet Bowls, and will seek to impose penalties against those who willfully break the expected code of conduct.

The Executive Committee of the ECBA shall accept no responsibilities for any misinterpretation of this code of conduct, if you are uncertain about any issues printed here then it is in your own interest to seek clarification first.

NOTES:

1. The Disciplinary Panel will consist of the ECBA Vice Chairperson, another ECBA officer but not the Chairperson and a randomly selected delegate from a member county.
2. The Appeal Panel will consist of the ECBA Chairperson, another ECBA officer but not the Vice Chairperson and a randomly selected delegate from a member county.
3. No two people from the same County may sit on either panel. Both panels will have a secretary present to take notes.
4. A written warning will be held on record for a period of twelve months, at the end of which it will be destroyed.
5. Records of Suspensions to be destroyed as soon as they have expired. The minimum suspension will be 1 year (12 calendar months) from the date it is imposed not the date of the incident.