



Suffolk **Carpet Bowls** *Association*

**The Minutes of the Executive Committee Meeting of
the Suffolk Carpet Bowls Association
held at Needham Market Community Centre on Monday 14th July 2008**

The meeting commenced at 7.30pm.

Those present: Jeremy Brown (Chairman), Keith Jolly (Treasurer), Keith Hull, Sally Goodrich, Jim Goodrich, Margaret Southgate, Steven Cain, Neil Jolly, Graham Robinson, Peter Jones, Mick Watkins, Andy Gilder.

1. **Apologies for absence:** Keith Armes, Richard Sago, Jane Sago.
2. **Approval of previous Minutes:** The minutes of the Committee Meeting of 28th April 2008 were confirmed as a true record, proposed by G Robinson, seconded by M Southgate and signed by the Chairman.
3. **Matters Arising:** Peter Jones confirmed that the SCBA information on the Suffolk Infolink website has now been updated (item 12).
4. **Chairman's Report:** The Chairman welcomed the new committee and congratulated the players at the Champion of Champions for their good performances and being a credit to the county.
He took the opportunity to thank John Varden and Marion Brown for their great services to the county over the years.
5. **Secretary's Report:** There was no secretary's report.
6. **Match Secretary's Report:**
 - a) Summer League - Some results sheets had been returned with 8 points instead of 10 showing confusion by a few clubs.
 - b) Winter League - Entries are nearly all in for Winter Leagues, Cup and Plate, to date 35 for league, 17 for cup. With several still to come there is likely to be a small reduction on last year's entries. The decline in cup entries is worrying and consideration needs to be given to possibly changing the format for future years, also discussion is required on the way of charging for league and cup. These to be discussed at a future meeting.
7. **Treasurers Report:** Keith Jolly was welcomed as the new treasurer. He presented an income/expenditure sheet to 30th June in a revised format, which he plans to use. This was welcomed. Keith agreed to add explanatory notes where necessary e.g. against "Trophies" where two year's trophies had been bought in the same financial year.
The treasurer raised a number of points:
 - 1) The keeping of old records. It was agreed that all records should be kept for 6 years. All older records could be destroyed with the exception of the ledgers.
 - 2) Club Membership fees - 24 clubs and 1 associate club have yet to pay.

- 3) Payment Receipts - For reclaiming expenditure a revised form has been produced, receipts should be attached to the claim form.
- 4) Charity Fours - Keith sought clarification on what administration charges were claimed by the SCBA. It was confirmed that the raffle ticket printing and venue hire would come out of the total collected.
- 5) Hall Invoices - It was agreed that Hall and other invoices would in future go direct to the treasurer to avoid double handling.
- 6) Change of Signatures - It was agreed that the future signatories would be Jeremy Brown, Keith Jolly and Keith Armes (subject to K Armes, who was not present, agreeing). A nominal secretary name will be submitted for banking purposes. KJ will progress the changes. Rita Daniels is still receiving bank statements and KJ will arrange for her to forward these until the new arrangements are in place.

8. County Business:

- a) Election of County Captain - Neil Jolly was proposed by Graham Robinson, seconded by Margaret Southgate, elected unopposed.
- b) Election of County Selectors - Jeremy Brown and Sally Goodrich were elected unopposed. The three county selectors for 2008/9 will be Neil Jolly, Sally Goodrich and Jeremy Brown.
- c) Durham Visit - The coach and other arrangements are all in place. Numbers travelling by bus is in mid 30s. Bus will leave at 6am, Risby 6.30. Thanks go to Margaret Southgate and Neil Jolly for making the arrangements.
- d) National Championships (Blackpool) - Andy Gilder to obtain quote for coach as last year. Selectors will pick team and send letters out. Programme should be available following next ECBA meeting.
- e) Charity Tournament - 39 teams so far. Neil Jolly/Graham Robinson/Jeremy Brown to meet this week, make draw, and send out paperwork. Jeremy Brown will obtain trophies. Margaret Southgate to discuss with John Varden the value of the hamper and let Jeremy know, Jeremy will then arrange to supply.
- f) Refreshments at County Home games - Last year's arrangements worked well and had been complimented on. Jeremy to ask Freda Wright if she will cater again this year.
- g) Home County Matches - There are three home games this season, Neil Jolly has booked Bildeston for two and because of non availability of halls sought agreement to book Risby for the Cambridge match. This was agreed, also that he book Risby for a practice evening on 4th November and a practice night at Bildeston.

9. Closed Championships:

- a) Election of Sub Committee - Richard and Jane Sago had agreed to continue and were elected unopposed.
- b) Venues for Championships - East Bergholt has been booked for all four disciplines. Discussion on other venues was deferred until Richard & Jane are present.
- c) Raffles - Jane Sago to be asked if she will obtain raffle prizes again.
- d) Revised Competition Rules - It was agreed that the recently adopted revised closed tournament rules should be sent out with the first tournament details (triples). Neil to speak to Richard about this.

10. **Eastern Counties Carpet Bowls Association:** A report of the AGM of the ECCBA by our delegate Peter Jones is enclosed. Discussion on options for playing format if counties are short of players is to be on agenda for next meeting.
Peter Jones was re-elected ECCBA delegate unopposed.
11. **English Carpet Bowls Association:** A report of the AGM of the ECBA and of the Champion of Champions by our delegate Mick Watkins is enclosed. MW highlighted the need for additional referees and agreed to take on the task in Suffolk if agreed by David Storey. He also explained that ECBA would be adopting a Child Protection Policy and Suffolk would need to appoint a Child Protection Officer to ensure the policy was put in place in Suffolk. **Any club member who is interested in the position of Child protection Officer should contact the chairman.**
Mick Watkins was re-elected ECBA delegate unopposed.
12. **Matters arising from the Annual General Meeting:** Mr Richard Jones has agreed to be the Association's honorary auditor for this year. Grateful thanks are extended to retiring auditor Mr Cedric Bennett for his fine work in auditing our accounts.
13. **Any Other Business:**
- 1) **Finals Days** - Summer Finals Day arrangements need to be sorted as we have no secretary in position. Jim & Sally Goodrich agreed to arrange as last year and will deal with paperwork. Mick Watkins will arrange carpets. Neil Jolly & Steven Cain volunteered to help on the day. Refreshments will be tea and coffee only.
 - 2) **Bowls Development** - Thanks had been received from Ipswich Mencap for the demonstration session and the supply of mats and equipment. Peter Jones has had a meeting at Stowmarket High School regarding introducing carpet bowls in schools. Agreed that he should pursue this further, SCBA will pay for CRB checks if required, Mick Watkins may be able to help with loan of equipment.
 - 3) **Secretary** - The SCBA has no secretary and cannot function properly without one. **A volunteer is required to be the SCBA secretary.** Neil Jolly agreed to draft out an A4 size advert, which will accompany these minutes. There was discussion on the problems caused by all offices retiring at the same time but even if the constitution was changed it would be difficult to stop this.

The meeting closed at 10.00pm.

