

**The Minutes of the Executive Committee Meeting of the  
Suffolk Carpet Bowls Association  
Held at Needham Market Community Centre on Monday 9<sup>th</sup>. September 2013.**

The meeting commenced at 7.30pm

Those present: Neil West (NW) Vice Chairman, Keith Jolly (KJ) Treasurer, Graham Robinson (GR) Secretary, Neil Jolly (NJ), Mick Watkins (MW), John Varden (JV) Andy Gilder (AG)

**1. Apologies for absence:** Jane Sago (JS), Richard Sago (RS), Freda Wright (FW), Jim Goodrich (JG) & Sally Goodrich (SG).

**2. Approval of previous Minutes:** The minutes were approved with some minor corrections and expansion of point 12 as follows:

**ECCBA League Match Postponement:** In the past season, following the cancellation due to snow of the Norfolk / Cambs match, it was re-arranged and played after the last set of matches. The ECCBA rules have now been revised to state that should a match need to be re-arranged, every effort should be made for the match to be played before the last set of matches are played.

**Player Registration:** The ECCBA rule has been revised to say: Once a bowler has played in a closed competition or county team match for a county, that is the county they have chosen to represent for that season (commencing 1<sup>st</sup>. September) and is the only county in which you can play in either closed competitions or ECCBA county team events during that season.

It was agreed that the onus is on the counties to ensure their clubs and bowlers are aware of this rule.

**3. Matters Arising:**

- MW has collected the new equipment.
- Fitting a lock to the trophy cabinet is ongoing. **(MW)**
- Amended rules have been published and issued to participating clubs. JV thanked NJ for his efforts.

**4. Chairman's report:** Following the resignation of the Chairman there was no report. There was some discussion about the possible election of a new Chairman. NW agreed to act as Chairman until the next AGM when a new Chairman can be elected. It was agreed by the committee that GR should write to Keith Armes on behalf of the SCBA thanking him for all his work. **(GR)**

**5. Secretary's report:** GR mentioned that the entries for the Suffolk closed pairs and triples competitions were coming in slowly. It was expected that entries for both competitions would increase nearer the deadline.

Correspondence was received from Hadleigh explaining that they had lost a number of key players and had considered having to withdraw from the league. However, following removal of the 5 shot penalty they decided they could continue in spite of the reduced membership.

An email was received from Bealings asking the committee to consider replacing the triples round in the summer league game with another round of fours. The reason was that some players felt the triples game was over too quickly. The letter recognised that comments from at the last AGM meant that the idea of increasing the number of players to 16 was unlikely to be well received. After some discussion the committee were agreed that the suggested change should not be made.

There was some discussion about the contacts list. Clubs notify GR at various times with changes to their contacts. Changes are made to the contact list in readiness for its next issue. However, because the contact list is only issued twice a year it is not always current. It was agreed that a new contact list shall be issued to clubs in April, prior to the start of the Summer League and in September, prior to the start of the Winter League. Any changes to the contact list between these dates will be conveyed to clubs as a foot note to executive committee meeting minutes. **(GR)**

**6. Treasurer's report:** KJ provided an income/expenditure report and indicated that the new carpet had been added as capital equipment.

KJ reported that we have 94 clubs in the SCBA. One club had not rejoined this year however, there was one new member club joined and one old club rejoined. It was noted that changes made to the league entry and insurance forms appeared to have had a positive result. KJ passed insurance documentation to GR to send to relevant clubs with these minutes. **(GR)**

It was agreed that KJ should be reimbursed 50% of the cost of printer cartridges.

**7. Match Secretary's report:** NW read a report from JG, summarised as follows: The Summer League ran reasonably well. The winning teams are as follows Belstead, Brockley, Gt. Blakenham, Nayland and Barking. All teams have been informed of the play-offs on Wednesday September 11<sup>th</sup>. at Needham Market.

JG has made contact with a sports writer from the Evening Star who seems to be interested in featuring Carpet Bowls. JG has arranged to meet with him on his return from abroad.

Help is required to set out carpets for the Summer League Finals Evening. Committee members able to help were asked by MW to arrive at 18:45. NJ said that SG would bring along tea and coffee supplies to allow people to make their own refreshments, to be paid for by an honesty box. It was agreed that there should also be a raffle which SG has offered to organise. NW said he would bring a camera.

NJ said that the draw for the Joe Rice had been completed. The increased entry was a sign of the changes having been favorably received.

**8. CPO Report:** AG reported that the Criminal Records Bureau (CRB) and Independent Safeguarding Authority (ISA) have merged to form the Disclosure and Barring Service (DBS). The DBS certificate replaces the previous CRB enhanced and standard disclosure certificate. Unlike the CRB disclosure, DBS certification is transferable from one organisation to another. AG said that clubs with young or vulnerable adult members only need to be concerned with the regulations where they offer specific training sessions for these members, and then only when such members are not accompanied by a family member or legal guardian. AG confirmed that no changes to existing SCBA CP policies are required.

**9. County Captains report:** NJ stated that Marion's Fab 4s was oversubscribed, even with the increase in number of teams. Competition was good with teams from Norfolk and Essex in the final. The forthcoming Chairman's Triples also has a good entry.

NJ mentioned some events coming up:  
29<sup>th</sup> September ECCBA Six Counties Charity Team Bowl at Littleport.

13<sup>th</sup> October Suffolk Squad Trials at Needham Market (NJ will be asking for markers)

8<sup>th</sup> – 11<sup>th</sup> November National Championships at Potters

**10. English Carpet Bowls Association:** MW presented his report (attached) and went on to confirm that the promotion DVD is now complete. 60 copies have been produced from which each county will receive one copy free of charge. It was proposed by JV and seconded by AG that SCBA approach

ECBA to purchase a further 5 copies to be used to promote Carpet Bowls within the Suffolk. NW noted the suggestion that the National Championships be held in early October from 2015 and asked what effect this would have on the SCBA calendar. MW said that there was a desire to establish a regular date for this event. When a date is agreed we will have plenty of time to make adjustments to our calendar. MW commented that there appeared to be no further repercussions to the ECBA Chairman election.

**11. ECCBA:** As there has been no meeting NJ has nothing to report other than to state that the next meeting is scheduled for 10<sup>th</sup>. October.

**12. Charity Tournament:** The date for this competition was confirmed as Saturday 4<sup>th</sup> January 2014 at Needham Market. After much discussion the committee decided that none of the three charities previously suggested were considered suitable, two due to a lack of local presence. NJ said that JS & RS had spoken to him and asked that the Suffolk Accident Rescue Service (SARS) and The East Anglian Air Ambulance be considered. After some discussion it was agreed that SARS should be supported. NW was asked to contact JS to confirm the committee's decision. **(NW)**

*Please see attached/enclosed entry form.*

**13. Any other business:**

- AG was concerned about the initial costs of establishing the Suffolk Squad uniform logos being lost. NJ agreed to write to the company concerned, after discussion with AG & SG, to make a final attempt to recover the masters to provide consistency with uniform items being produced by an alternative supplier. **(NJ)**

- MW pointed out that the Chairman's resignation meant that there are two vacancies on the committee. KJ was concerned that Sally and Jim Goodrich having stated that they will be standing down at the next AGM, more effort is required to find suitable replacements in advance. After some discussion it was agreed that committee members should come up with suggestions of suitable people to approach to join the committee. The benefit of the committee being made up of representatives of a greater number of clubs was noted. **(ALL)**

- NJ suggested that the SCBA would benefit from having a single email address to use to distribute mail to members. Currently emails to clubs are sent from individual's mail accounts. A central email account, accessible to relevant committee members, would allow continuity in the event of a change of individual. NJ was asked to investigate if a suitable email address is available and to make a start on the registration process. **(NJ)**

The meeting closed at 9:55pm.

The date of the next meeting will be Monday 18<sup>th</sup>.November 2013 at Needham Market Community Centre