



Suffolk Carpet Bowls Association

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Minutes of the Executive Committee Meeting of the Suffolk Carpet Bowls Association held at Needham Market Community Centre on Monday 1st July 2024

Those Present: Andy Gilder **AG** (Chairman) Sally Goodrich **SG** (County Captain) Richard Sago **RS** (Match Secretary) Jane Sago **JS**, Sue Gilder **SCG**, Andy Pooley **AP**, Frank Wilkin **FW**, Neil Jolly **NJ**, Jim Goodrich **JG** Adam Hubbard **AH**, Peter Dent **PD1** (Secretary)

1. Apologies for absence: Paul Daniels **PD** (Treasurer) and Ralph Sadgrove **RS1**

2. Approval of previous minutes:

The minutes of the meeting held on 2 May 2024 were proposed by **JG**, seconded by **FW** and unanimously approved.

3. Matters arising:

There were no matters raised from the previous committee meeting.

4. Chairman's Report:

Good evening everyone, thank you for your attendance.

Quick report tonight, most was said at the AGM, which I thought went smoothly and efficiently.

Only things raised were the playing numbers, the old chestnut and Data Protection for the SCBA which we will discuss later.

Would just like to remind everyone that I cannot do this job without all your assistance, for this I am grateful to you all and I am pleased you are willing to work with me again.

5. Secretary's Report: There was nothing to report.

6. Treasurers Report:

The latest Income and Expenditure statement was circulated. So far, 24 out of 67 clubs have renewed their subscriptions. Oak Employment have renewed their sponsorship for the next year. Insurance was generally discussed and it was agreed that the group insurance offered by the SCBA was likely to be more competitive than if clubs looked elsewhere individually.

7. Match Secretary's Report:

There was nothing of any issue to report. **RS** advised that the Summer League results were coming in quickly and everything was running well.

8. Captains Report:

SG said that there was nothing to report.

9. ECBA Report:

NJ reported that there has not been an ECBA meeting since our last SCBA meeting. The next ECBA meeting is online, on Saturday 14 September, which **NJ** will attend.

Over the weekend of 1 & 2 June, was the ECBA Champion of Champions event at Stanley, in Durham. Whilst there was no Suffolk success, there were some creditable performances. In the pairs, Paul Daniels & Oscar Mew (Belstead/ Kelsale) won their first three games & were always in the mix for top spot. However, a few losses on the second day meant they finished as worthy runners up. In the fours, Colin, Keith & Sheila Fellingham & Sue Davey (Cockfield) were competitive all weekend. Winning four out of their seven games was enough for them to finish third overall. In the triples, (Stanningfield) Trevor Bean, Paul Leach & Neil Jolly (late replacement due to illness) lost only two games, again finishing in third position. Finally in the singles, Peter Fellingham (Cockfield) was involved in a high-quality event. Involved in some tight battles, he was able to win twice & draw one, for a sixth-place finish. The next ECBA event is the ECBA Triples on Sunday 1 September at Littleport Leisure Centre. Entry is still open & the entry form is on the SCBA & ECBA websites.

10. ECCBA: SG advised she had attended the recent ECCBA AGM, which had been fairly uneventful. There was reference and discussion to dress code at ECCBA events, following an incident at the Champion of Champions. Further to this and a proposal put forward/ agreed, a revised dress code wording had been added to the ECCBA rules. AGM Minutes are available on the ECCBA website.

11. Social Media Report: AP said there was nothing to report this month

12. Election of Officers:

AG asked **NJ** (Vice Chair) if he wished to stay in the role and this was confirmed.

AG asked **SG** (County Captain) if she wished to remain in the role and this was confirmed.

Absent any other candidates for the roles, the positions were unchanged.

SG advised that her current selectors (Ally Hobbs, Karen Hubbard, Ralph Sadgrove) had confirmed that they also wished to continue in their roles. **SG** confirmed she was happy with them, and the number of selectors, absent any other candidates, it was agreed the selector group would remain as is.

13. Matters arising from the AGM (10 June 2024):

The issue of Data Protection had been raised at the AGM and whether the SCBA needed to have a specific Date Protection policy. **AG** handed over to **NJ** who had done some research on Data Protection generally and in relation to groups

Do the SCBA comply with the UK General Data Protection Regulation (GDPR) and the Data Protection Act 2018?

Data protection is about protecting people's privacy. Personal data is information about a person which is identifiable as being about them.

For the SCBA, the only personal data we hold is limited to individual names, email addresses and a few postal addresses. The SCBA's purpose for holding that information is so:

- SCBA member clubs can contact each other to arrange matches;
- SCBA can contact member clubs to share information about SCBA news and events.

The individual/ SCBA member club has given us that personal information in the knowledge that the above are the only reasons for which it will be used, as such the SCBA has their consent to do so.

The personal information held by the SCBA is not shared outside the SCBA's member clubs and Executive Committee.

When an SCBA member club contact name/ email address/ postal address changes, the previously held information is immediately deleted, as the SCBA no longer has a reason to hold on to it.

When the SCBA sends emails to member clubs the "BCC" option is always used.

The personal data provided to the SCBA by its member clubs is held securely on a password protected computer and a separately password protected email account.

In conclusion, **NJ** summarised that to the best of his knowledge there is no legal obligation on the SCBA, as a small voluntarily run organisation to have a specific Data Protection Policy. The procedures followed by the SCBA ensure that we protect, as far as we reasonably can, the very limited personal data that we hold and it is only used for SCBA business purposes.

The matter was then further discussed and it was agreed that the SCBA had suitable processes in place and no further action was needed.

The only additional matter discussed, related to photographs and videos taken by the SCBA at our events. We have never had anyone say that they do not want their photograph or match video published on our website, Facebook page or on Youtube. However, it was acknowledged that if someone did make such a request, we would have to honour it.

14. Forthcoming events: The following events are happening between now and the next meeting:

English Open Fours and Pairs – Stanley, 12 and 13 July

Barrow Mens and Ladies Pairs – Barrow, 4 August

ECBA Triples – Littleport, 1 September

SCBA meeting – Needham Market – 2 September

15. Any other business:

FW reported back on a very successful venture organised by the Hintlesham & Chattisham club, in conjunction with their local primary school. A few weeks ago, “have a go” sessions were arranged, attended by three different age groups, totalling 74 children and their teachers. **FW** advised that all had an enjoyable time and it was hoped that some who attended will wish to play some more. **AG** congratulated **FW** and his club bowlers on their efforts.

SG reported that for the next county event (ECCBA Teambowl, 6 October), a number from the current county squad are unavailable for a variety of reasons. **SG** asked if it was ok to go outside of the squad to fill the spots. **AG** advised that **SG** had the authority, together with her selectors to pick who they wished, to ensure if possible, for a full team to be fielded.

NJ advised on an email received in the SCBA inbox, from a league club asking if the Joe Rice Cup draw and league division information could be sent out at the same time. Currently the club fixture secretaries organize their league games and then within a week the Joe Rice Cup fixtures are sent out. As the Cup takes priority over league games this leads to fixture secretaries having to change or receive requests to rearrange league matches to fit in cup matches. The suggestion made was that the cup draw take place earlier (before the SCBA September meeting) and then sent out together with the league information. This was discussed and agreed, there was no reason this could not be done, to make life easier for our club fixture secretaries. **RS** will put together the League/ Cup entry form, to be sent out shortly.

NJ suggested, regarding the Cup/ Plate events, why not give clubs a “travelling” option, like we did in the Summer League. This may attract more entries if there is the possibility of clubs not playing their local/ league teams in the early rounds. It was agreed to try this and **RS** to update the entry form accordingly.

JS reported that the 2024 charity event recipient (Blood Runners) had sent her a letter and certificate, in thanks for the donation. It was agreed they should be retained in SCBA records. **JS** also advised that the 2025 event charity would need to be discussed at the next meeting. She had a few ideas and **AG** asked all present to consider this ready for our September meeting.

RS advised that sadly the Hadleigh club had folded due to a lack of numbers. They still have some bowls and equipment available (for a donation) should any club want anything.

AG advised that his efforts to date, to track down the East v West trophy had been unsuccessful.

AG advised that the Suffolk Squad Fundraising Committee will be running a Race Night at Hintlesham Community Hall on Sunday 10 August. He congratulated Karen Hubbard and Lauren De-Banks on arranging it so quickly and the quality of the advertising flyer (included with these Minutes)

The Meeting closed: 8.49pm