

# **English Bowls Umpires Association**

## **Minutes of an Executive Meeting held on 2 June 2019 at Oxford & City BC, Oxford**

### **Present**

Mavis Wellington – Chairman  
Ken Bickley – Deputy Chairman  
Phyl Jones – Secretary  
Vic Perry – National Development Officer  
Jessie Clark – Deputy Secretary  
Carol Watt Sullivan – Area secretary  
Tony Hatch – Area Secretary  
Colin Wilson – Area Secretary  
Steve Alway – Area Secretary  
Alexander Wilson – Area Secretary

### **1. Chairman's Opening Remarks**

Mavis welcomed everyone to the meeting and hoped everyone's season was going well

### **2. Apologies for Absence**

Apologies had been received from Sandi Cooper (Treasurer), Bernie Hill (Area Secretary)

### **3. Minutes of the previous meeting**

The minutes were proposed as correct by Ken and seconded by Alexander and duly signed by Mavis.

### **4. Matters Arising**

- a) The training manual had been updated (both paper and electronic) and everyone who needs a stock now has some. It was agreed that the old versions could be sold off for £5 each at MAC courses
- b) PayPal account. This has now been resolved and all was proceeding smoothly
- c) The expenses policy was now on the site.
- d) SOPS – The draft SOPS had been circulated to all. Sandi raised an item which seemed to be omitted concerning logbooks. It was agreed that SOP 1 would be amended and Vic to clarify the position with Sandi.
- e) Road to International – This document was discussed as some were not happy with what it appeared to be stating and its tone. Some changes were debated, and it was agreed that Phyl and Vic would agree some changes then submit these to the other members for their comments before being put on the site.

## **5. Correspondence**

Phyl told the meeting that she had received a request for a statement from Bowls England to put on their new web site (which she believed would go live in July). Ken had drafted this, and she would forward it after this meeting.

The committee then discussed some of the other items of correspondence that Phyl had received.

## **6. Secretary's report**

Phyl reported as follows

Since the last meeting the British Isles events (ladies & Men) took place at Falcon IBC in Chelmsford. I spent the whole of the period of the events (both ladies & men's International series and championships) acting as liaison and generally looking after the umpires! I received a lot of unsolicited praise for the whole team of umpires and the hard work they all put in during the period (some nine days), I know I was certainly very tired by the time it finished. I would like to thank them for all the hard work they put in, with long and exhausting days.

The team was

Paul Costin

Ray Keen

Bob Penny

Vic Perry

Roy Smith

Tony Strudwick

Ian Vanns

Colin Wilson

Paul and Ian were presented with their international flashes by Mark Cohen (EIBA President)

The next event is the junior men's event at Essex BC in September. This requires four umpires for three sessions over two days. I am recommending that we take this opportunity to appoint two more umpires to the International grade to work with two established members of that grade for the period. I also intend to ensure that their flashes are presented, as was arranged for Paul and Ian.

The lists of duties for Leamington were issued to members just before Easter and I'm please to say that the numbers working at the Championships have increased. I issued ninety members with lists of their duties which is a good indication of the interest in working there shown by the members, and the fruits of the work that has gone into recruiting new members and Vic in running exams etc. to get them qualified. Most are umpires but a few markers (with competency three) are starting to come through volunteering to work and I hope in future years more will be suitably qualified to work at Leamington.

Most have confirmed their acceptance or notified the changes they need however at the time of writing there still one or two who have not replied, and they are/have been reminded so hopefully by the meeting date all will have responded one way or another.

The Bowls England regional meetings did not seem to bring up many items relating to the umpires – hence I did not issue a report of items reported to me, as there was nothing to report.

The Portacabin for Leamington has been booked, surprisingly for the same cost as last year, and Bowls England have offered to provide us with a 'banner' I shall be looking for someone to liaise with Penny on the design etc. of that.

I have arranged to meet the EIBA in the summer to discuss with them their requirements for next season, when I hear there may be some changes and 'encourage' them to let us know of alterations they make during the season as early as possible so that we can adapt what we are providing.

Phyl asked the committee to confirm the items she was raising in her report

- a) BI – September. It was agreed that we should appoint two established international grade umpires and two 'new' internationals to be presented with their flashes there, hopefully by the BE President. Phyl would be there just to see to that (and arrange for photographs). Ken would be dealing with the Top Club at Leamington which was the same weekend.
- b) She had now to go to the EIBA in the middle of July
- c) She discussed with the committee getting a response from those members who had not responded.
- d) The main issue arising from the BE regional meetings had been the draw for rinks and enforcing the proper procedure was discussed. This concerned both indoor and outdoor bowls.
- e) Jessie agreed to liaise with Penny over the promised banner for the EUBA.
- f) Jessie also agreed to deal with publicity for the AGM,
- g) Phyl was arranging for EBUA merchandise to be available at Leamington for members to buy, and anticipated that there would also be chalk, string for long measures and 'lollipops' for sale
- h) Tea, coffee and water would also be available for members to buy, and she had asked members to bring their own mugs as the ones she bought every year seemed to 'disappear'

## **7. Treasurer's Report**

Sandi reported as follows

### **1. Membership**

Membership currently stands at 670. 259 Markers and 411 Umpires. The database is almost updated with just a few non-payments of subs – these will be removed shortly and transferred to non-active.

### **2. Accounts**

We are currently showing a profit and I have transferred £20k to a fixed term deposit account with a slightly better rate of interest.

After discussions with the auditor, it has been agreed to insert an addendum to the audited accounts for period ending December 31<sup>st</sup> 2018 which reads :-

*'Since the accounts were closed on December 31st 2018, an account has come to light which was unknown about at the time.'*

The value of this account is roughly £594 and these figures, and any in year changes to it, will be added to the 2019 accounts.'

This covers the PayPal account which was discussed at the last meeting.

A donation of £2,300 has been received from the E.I.B.A. and £5,500 from Bowls England.

### 3. General matters

a) There is nothing in the SOP number 1 concerning the issue of a logbook to new umpires, and I thought that this was done by Vic. I currently issue them to new Markers but have had to issue them to umpires on request – needs clarification.

b) I am still receiving appointment letters/claims on the old forms and would request Secretaries to ensure that their co-ordinators are aware of the new policy and claim forms.

c) I have been approached to find out if we could possibly make up an umpire's kit for new umpires, which they could purchase with their uniforms.

Unfortunately, Sandi was unable to be at the meeting to deal with questions arising from her report. Some had already been discussed in matters arising.

Her enquiry concerning an EBUA umpire kit was discussed. It was noted that despite the 'conversation' Vic had had with Drakes Pride, there did not appear to be any progress concerning their kits which were still being sold.

The issue of composing a list of 'approved' suppliers was discussed as an alternative to selling an 'authorised' kit. It was agreed that we would not go down this road as there could be legal implications.

### **8 National Development Officer's Report**

Vic reported as follows

He had not prepared a formal report as the things he would be covering had been included in the Area Secretaries reports.

He said that everything was running smoothly with umpire assessment weekends (and examinations being organised) as well as a programme of MACs. The whole of the country was now covered with tutors and examiners and he would be progressing to assess umpires marking skills.

He said he was always impressed with marks obtained by the 'new' umpires in their exams. The 'retake' umpires consistently failed to obtain marks anywhere near as high.

He had assembled a new Development sub-committee

Greg Brown

Francis Fletcher

Julie Greenwood

He said he would be extending the reviewing of marking skills to umpires in due course – expecting them all to reach competence level 3. His sub-committee would review this and report to the EC in due course.

## **9 Area Secretaries Reports**

### Area 1 – Bernie Hill

Bernie reported as follows

All current duties for the outdoor season have been covered, thanks to the hard work of the County Coordinators. I currently have three members who have applied to become umpires.

The MAC sessions are popular, and Greg and I have recently completed two at Cumbria and Harrogate Indoor Bowling Clubs. Harrogate IBC have already indicated that they would like another one, and I'm currently looking at scheduling this for October. The details will be placed on the website shortly.

Maxine Groce has now come onboard as an examiner and has been a great help with the MACS

I have two umpires who are interested in becoming Mentors for Markers. I am trying to find willing volunteers from the other counties and then I am hoping to have a get together to go through the requirements for this.

### Area 2 – Colin Wilson

Colin reported as follows

The final stages of the indoor season were completed without any issues and the changeover to outdoors has gone smoothly.

I have been able to organise 2 MAC Courses for the 8<sup>th</sup> and 9<sup>th</sup> June @ Melton Mowbray I B C with 40 Applicants filled within 2 weeks. The 2<sup>nd</sup> will be on 22<sup>nd</sup> and 23<sup>rd</sup> June @ Spalding I B C but I only issued posters at Easter. Also, there will be an Umpires Workshop at Leicester I B C on 14<sup>th</sup> and 15<sup>th</sup> September. I already have 13 possible, but 5 have already sent apologies 4 are the Bowls England contingent and one other is retiring at end of Summer Season 2019.

Northamptonshire have held one Markers Course in Daventry during the spring and now are keen to hold a second at Wellingborough. Awaiting confirmation from the B D officer.

### Area 3 – Tony Hatch

Tony reported as follows

I attended the Bowls England regional meeting at Newmarket along with the Essex and Suffolk county coordinators. The following week I also attended the Essex Umpire and Markers spring meeting and reported on the executive meetings, held in December and March, I also updated the meeting regarding the BE regional meeting.

In April all EIBA area 9 Umpire requests for area finals were fulfilled. Also, an Umpire workshop was held at Barking IBC, my thanks to Vic and his team for their time. Nine Umpires from area 3 renewed their certificates and two new regional Umpires completed the weekend. I organised a MAC course at Romford BC for 17 bowlers assisted by Eddy Hall and Richard Strauss.

All first round Umpire requests for Middleton Cup and Johns Trophy have been completed and Umpires are assigned to the BE regional finals of the Balcombe and White Rose my thanks to Colin Wilson for assisting at Parkway venue as no Cambridgeshire Officials were available.

#### Area 4 – Carol Watt Sullivan

Carol reported as follows

An Assessment centres was organised for 27 & 28 April at Bromley IBC with all candidates successfully passing their assessments. Early plans are in place for one at Wealden IBC (A22/A26 junction with A272) on 7 & 8 September and also at Horsham IBC for 22<sup>nd</sup> and 23<sup>rd</sup> September 2020. My thanks are expressed to the clubs for supporting the EBUA in this regard.

Markers Awareness courses continue to attract interest with some attendees moving onto umpire training. We are also finding new locations in the area now expressing an interest in such courses and hopefully this will not only improve marking skills at club level but also provide a good recruitment ground. Successful events were held at Swale IBC in Kent and in Sussex will be at Grattons IBC in 13 July.

With regards to Surrey County, specifically the Surrey Bowls Markers and Association of Surrey Bowls Coaches [ASBC] (the only county where some marker training is not done through EBUA). On 16 April a rumour reached Ken Bickley (Surrey County Co-ordinator) that the ASBC intended to introduce a uniform for the Surrey Markers who had reached their (ASBC) qualification standard. The rumour was that the shirt would be navy blue with a Surrey badge. Ken immediately contacted the Secretary of the SCBA who is also heavily involved with ASBC who confirmed the substance of the rumour. On 17 April Ken replied raising an objection on the grounds of confusion with umpires because the Markers would be wearing this shirt at all County comps and of course our members would also be present. As a result, Ken was informed on 7 May that the Surrey organisation had changed the colour of the shirt to maroon. We are still awaiting dates to set up a meeting with Surrey regarding marking generally.

By now matters are in hand to sort out the various duties and allocations within county and also for the various BE inter-county games and regional finals. My thanks as always to all my umpires and markers supporting their county co-ordinators to make things happen and fulfil duties requested.

#### Area 5 – Steve Alway

Steve reported as follows

With the outdoors seasons started all duties are covered and I would like to wish a big thanks to all the county co-ordinators. There are plans for a workshop and examinations course in winter months.

#### Area 6 – Alexander Wilson

Alexander reported as follows

I attended Bowls England's Regional Meeting West together with County Coordinators. Umpiring did not feature in the discussions that took place. Four new Regional Umpires qualified at the Umpire Training Workshop and Examination in Hampshire in May together with one successfully upgrading to National and a number passing their 4 yearly assessment. A further weekend is programmed in Cornwall in September. Marking Awareness Courses are well received with one run in Hampshire, another due to run in June and one programmed for September in Devon. My thanks go to my hard working County Coordinators for ensuring the necessary appointments are made and to the Area's Umpires who give their time for duties

## **10 GDPR**

A draft policy for the Association had been kindly supplied by David Skeats. The committee review this (line by line) amending it and refining it to suit our needs. The revised version was proposed for adoption by Alexander Wilson and seconded by Ken Bickley and unanimously accepted. It was also agreed that it be placed on the web site

## **11 AGM**

- i) Phyl had confirmed the arrangements for Avenue BC to host the AGM on 18 August. After a discussion it was agreed that the start time would be revised to 18.00.
- ii) Phyl had received no nomination for the third place on the International Selection Sub-committee (the other two are the Secretary and Development officer), and asked the members of the committee to come up with suggestions for this position and let her know

## **12 Any Other Business**

- a) The officers would be having a meeting before the AGM to ensure that all the relevant reports etc were ready and put on the site where possible.
- b) Alexander raised the question of the 'retest' date shown on certificates for umpires, as the 'anniversary' date Vic was using was causing difficulties. It was agreed that in future the 31 December date would be used.
- c) The procedure for appointing umpires for games in 'neutral' counties was discussed, and it was agreed that this would be discussed by the Area Secretaries with their counties to ensure that everyone knew how they should proceed.
- d) Ken had produced a 'measuring equipment policy' listing the 'approved' items for umpires. It was proposed Alexander Seconded Jessie that this be approved and put on the web site.
- e) Vid had obtained a copy of an 'old' BE' document concerning long grass at the edges of greens. It was understood they would be publishing it, meanwhile Vic agreed to distribute it
- f) Steve raised the problems he had in Oxfordshire where he now had only one umpire, and asked the people help him out if they could.

## **13 Next meeting**

AGM - 18 August 2019 at Leamington.

## **12 Chairman's closing remarks**

Mavis thanked everyone for coming and wished them a safe journey home. There being no further business Mavis closed the meeting at 14.20

M Wellington  
(Chairman)

English Bowl Umpires Association

**Profit and Loss Statement**

For the period from 1/01/2019 to 16/05/2019

Accrual basis

16/05/2019

**Less: Expenses**

Fixed assets - depreciation	-
Fixed assets - loss on disposal	-
Accounting fees	100.00
Bank charges	-
Computer equipment	-
Course/Exam expenses	76.72
Depreciation	-
Donations	50.00
Insurance	93.00
Leamington Office Expenses	89.97
Postage	461.63
Printing and stationery	1,151.92
Purchases - uniform	229.50
Telephone	-
Travelling expenses	4,310.66
Ad hoc expenses	407.36
Uniform delivery charges	123.43
Subsistence	1,140.00
E.I.B.A. events	(3,894.30)
Officers expenses	2,550.00
Inventory - cost	632.42
Purchases - Manuals etc	2,794.73
<b>Total — Expenses</b>	<b>10,317.04</b>

**Income**

Inventory - sales	910.50
current Account	-
Donations	404.10
Umpire's workshops	765.50
Grants	-
Interest received	4.14
MACS courses	1,611.87
Sales - Manuals DVD etc	520.10
Subscriptions	5,215.00
Joining fee	390.00
E.I.B.A. Annual donation	2,300.00
Bowls England Annual Donation	5,500.00
E.I.B.A. Events	-



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**Profit and Loss Statement**

For the period from 1/01/2019 to 16/05/2019

Accrual basis

	16/05/2019
<b>Total — Income</b>	<b>17,621.21</b>
<b>Net profit (loss)</b>	<b>7,304.17</b>