

# Minutes of EBUA Executive Meeting

25<sup>th</sup> October 2020

Held virtually

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| <b>Present</b>   | Angie Thompson (Chair) | AT  |
|                  | Greg Brown             | GB  |
|                  | Bernie Hill            | BH  |
|                  | Jessie Clark           | JC  |
|                  | Vic Perry              | VP  |
|                  | Alexander Wilson       | AW  |
|                  | Maxine Groce           | MG  |
|                  | Colin Wilson           | CW  |
|                  | Bob Penny              | BP  |
|                  | Carol Watt Sullivan    | CWS |
| <b>Guest</b>     | Francis Fletcher       | FF  |
| <b>Apologies</b> | Steve Alway            | SA  |

## Minutes

| Item | Notes  | Actions |
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| 1    | <u>Welcome</u><br>AT opened the meeting and welcomed all   |         |
| 2    | <u>Apologies:</u><br>Steven Alway  |         |
| 3    | <u>International Selection Committee Updates (FF)</u><br>FF explained: <ul style="list-style-type: none"><li>About the regular meetings that had taken place and the proposed procedures</li></ul> |         |

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|   | <ul style="list-style-type: none"> <li>• His nomination is now ratified. The original nomination was at the General Meeting which was not quorate in August 2019</li> <li>• No materials have yet been published outside of the ISC, as have no current mandate</li> <li>• ISC Regulation circulated to the Executive for agreement</li> <li>• Some amendments to be made to 'Regulations and Responsibilities Document' and the name of the Group will be changed to match the Current Constitution as International Selection Panel</li> <li>• Clarification regarding how appointments are made</li> <li>• Document adopted in principle, with amends</li> <li>• MG: Clarification regarding Level 3 Markers. Confirmed that this can be awarded at the discretion of the National Development Team. Area assessment considered with mentors in each of the Areas</li> </ul> | <p>FF to make amendments<br/>BH to circulate and liaise with Ron Eden regarding posting on to the website</p>   |
| 4 | <p><u>Minutes of previous meeting/s</u></p> <ul style="list-style-type: none"> <li>• 18.8.19           General Meeting</li> <li>• 1.12.19           Executive Meeting</li> <li>• 16.2.2020       Special Executive Meeting</li> <li>• 1.3.2020        Executive Meeting</li> <li>• 21.6.2020       Online Meeting</li> <li>• 17.7.2020       Online Meeting</li> </ul>  | <p>Accepted at AGM 2020</p> <p>Amended by JC, as agreed by the Executive. Accepted</p> <p>Accepted. The Executive agreed that a truncated version of this be published on the website. Complete Minutes filed.</p> <p>Amendments noted, e.g. attendance and reports. Accepted with amendments.</p> <p>Amendment: add names of resigned members<br/>Noted and accepted with amendments</p> <p>Noted</p> <p>Noted</p> |

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|   | <ul style="list-style-type: none"> <li>• 9.8.2020 Online Meeting</li> <li>• 16.8.2020 AGM</li> <li>• 16.8.2020 Executive Meeting</li> </ul> <p>The Minutes of the previous meetings were read and approved, following the noted amendments by the Executive.</p>   | <p>Accepted and published on the website</p> <p>Accepted with amendments. BH to send to Ron Eden for website publication</p> <p>Proposed by VP<br/>Seconded by CWS<br/>Carried</p>   |
| 5 | <p><u>Matters arising</u></p> <ul style="list-style-type: none"> <li>• Update in Officers' expenses</li> <li>• Merchandise pricing review</li> <li>• EBUA banner update</li> <li>• Insurance update</li> </ul>   | <p>Clarified by AW. Also recorded in Minutes of 1.12.19 meeting</p> <p>Postponed and to be reviewed next season</p> <p>BH currently liaising with Penny Maguire at Bowls England. The Printer need an image of higher quality for this project. AW has agreed to produce this image in 2021</p> <p>AW confirmed that the Association are now covered for outdoor and indoor bowls, with no increase in premium</p> |
| 6 | <p><u>Recommendations</u></p> <p>Dec 2019: FF Requirements and Recommendations</p> <p>AT sought clarification redgarding implementation of these. It was confirmed that these had now been shared but to present not actioned.</p> <p>AT recommended that the following be considered:</p> <ul style="list-style-type: none"> <li>• Job descriptions for all Officers to be formulated and agreed</li> </ul> |  |

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|   | <ul style="list-style-type: none"> <li>• Constitution update</li> <li>• Develop Code of Conduct</li> </ul> <p>It was agreed that all of the above items would be dealt with the reworking/refreshing of the current Constitution.</p> <p>There was a very positive response to the callout for the formation of a Sub-Committee, with 25 members offering to help. Volunteers reviewed to join Honorary Secretary (Ex-Officio)</p> <p>JC proposed that a draft version of the above be prepared for the Executive to review by 1.3.2021. Seconded by CWS and accepted by all.</p> | <p>Proposal: To establish a Committee to review the Constitution, including consideration of Item 10 (Disciplinary and Appeals Procedures), including the recommendations made by FF</p> <p><u>Sub Committee:</u><br/> Bernie Hill<br/> Maxine Groce<br/> Charlotte Emanuel<br/> Vic Perry<br/> Jeff Henshaw<br/> John McKenzie<br/> Allan Thornhill<br/> Peter Harris</p> <p>BH to contact all members who volunteered and inform about the decision and to post on the website</p> <p>BH and AT to arrange a virtual meeting of this group later this week.</p> |
| 7 | <p><u>Disciplinary Process</u><br/> Small group to form a Disciplinary Panel is now in place. Currently looking to extend this pool of members with appropriate knowledge and experience</p>  | <p>AT to review membership of this group</p>  |
| 8 | <p><u>Correspondence</u><br/> All correspondence recorded, the main items being:<br/> BH:</p> <ul style="list-style-type: none"> <li>• Communications with BE, e.g. ITO applications</li> <li>• Notification from Vernon Findell, re retirement</li> </ul>  | <p>Completed</p> <p>Completed and posted on EBUA website</p>  |

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|            | <ul style="list-style-type: none"> <li>Request from Allan Thornhill regarding permission to use of EBUA photographs</li> </ul> <p>CWS:</p> <ul style="list-style-type: none"> <li>Contact had been made by a member seeking transferred from the South Africa Association</li> </ul>   | <p>Completed</p> <p>VP aware of this candidate</p> |                                   |       |           |                                |       |            |  |       |                                     |
| <p>9</p>   | <p><u>Secretary's Report</u></p> <p>Secretarial tasks started immediately after the AGM, with some of the early tasks including submission of ITO Applications and production of an EBUA Executive Members Contact List, which was forwarded to Bowls England and the EIBA.</p> <p>Some time was spent on producing email groups, with accurate contact details for members, liaison with Alexander and the Area Secretaries have helped enormously with this.</p> <p>There has been regular contact with John and Jeanette Bell with regard to shorts produced for the EBUA. They have worked tirelessly on the design to get the colour and design as we requested. Being aware that we have approved tailored navy shorts, I would ask you to consider how we make these available for sale.</p> <p>Some work was undertaken in regard to the rescheduling of the EIBA National Finals, which were postponed from Easter 2020. These were subsequently postponed again, and the current plan is to play these during the Easter period 2021. Any new competitions for the 2020/21 season have been cancelled.</p> <p>The EBUA now have their own Zoom Subscription and several meetings have taken place recently:</p> <table border="0"> <tr> <td>30.9.2020</td> <td>Meeting with Peter Thompson, EIBA</td> <td>AW/BH</td> </tr> <tr> <td>2.10.2020</td> <td>Meeting with Jon Cockcroft, BE</td> <td>AT/BH</td> </tr> <tr> <td>20.10.2020</td> <td>Meeting with Amanda Scriven-Purcell, Coach Bowls</td> <td>AT/BH</td> </tr> </table> | 30.9.2020  | Meeting with Peter Thompson, EIBA | AW/BH | 2.10.2020 | Meeting with Jon Cockcroft, BE | AT/BH | 20.10.2020 | Meeting with Amanda Scriven-Purcell, Coach Bowls | AT/BH | <p>Agenda item for next meeting</p> |
| 30.9.2020  | Meeting with Peter Thompson, EIBA  | AW/BH  |                                   |       |           |                                |       |            |  |       |                                     |
| 2.10.2020  | Meeting with Jon Cockcroft, BE   | AT/BH  |                                   |       |           |                                |       |            |  |       |                                     |
| 20.10.2020 | Meeting with Amanda Scriven-Purcell, Coach Bowls   | AT/BH  |                                   |       |           |                                |       |            |  |       |                                     |

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|    | <p>21.10.2020 Meeting with Penny Maguire, regarding EBUA banner BH</p> <p>22.10.2020 Meeting with Lisa Graham, BDA BH</p> <p>Contact has been made with Bowls England and the EIBA regarding next year's schedules. Additional meetings and information sharing will follow in the new year.</p> <p>I have recently been asked to sit on the Coach Bowls Education Advisory Group, as I'm already a member of their Tutor Workforce.<br/> Position Proposed by JC<br/> Seconded by GB<br/> Supported unanimously</p> <p>24 members responded positively to the call out for members of the sub-committee to refresh our current Constitution, with many positive and encouraging comments.</p>  |  |
| 10 | <p><u>Treasurer's Report</u></p> <p><b>Membership</b><br/> The Membership database has been collated and updated. It will continue to be updated where necessary. The active list currently has 405 umpires and 254 markers, a total of 659 which includes 4 Life Members. The non-active list currently has 24 members together with 11 non-active Life Members. It should be noted however that a number on the active list may already have indicated that they do not wish to continue and this will be confirmed when annual subscription payments for 2020 are checked. I anticipate that this together with Covid will see a reduction in the active list.</p> <p><b>Accounts</b><br/> The production of accounts for the year to 31 December 2019 is a work in progress and needs to be completed before collation of accounts for this year can sensibly be started. Both these stages include checking annual subscription payments already referred to. The Association does have full access to its Bank Accounts with two signatories and a third in the process of being added. Consequently payments in can be checked and, where required, payments out made.</p> |  |

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|           | <p>I am pleased to note that the EIBA has indicated that the grant given annually to the Association would continue and that there is also the possibility of further grants for specific purposes.</p>  | <p>AW to sort payment to Iver Heath BC for use as AGM venue</p>  |
| <p>11</p> | <p><u>Development Officer's Report</u><br/> We have tried to arrange Workshops &amp; examinations for the new Regionals so that they don't lose interest we got as far as arranging two limited workshops with the tutorial &amp; examination teams in place then the club closed until further notice.<br/> We haven't given up, and I would like to thank the Tutorial and examination teams for offering to help under these difficult times.<br/> I have been working with Allan Thornhill in updating the Home study Manual, with supplement pages.<br/> We have also upgraded the Regional Workbook and the National upgrade workbooks.<br/> We have also upgraded the 4 yearly practical examination so we comply with World Bowls.<br/> We also have Paul Costin on board as one of our Workshop Book Examiners.<br/> The new assessment form is now finished and is just one form for Markers to get there L3 and Umpires assessments I will be sending it out to all County Mentors very soon, if any area secretaries have changed their mentors please let me know. I will take this opportunity to thank the mentors for their sterling work.<br/> We have asked that the forms be returned to Francis Fletcher for Collation and will be kept on file for the ISC's use for International Upgrade.</p> <p>Comments:<br/> AW: asked if marker's Assessment results and issue of all Level of Marking Certificates could be forwarded to him to keep records up to date<br/> BP: asked about the current situation with certificate extensions<br/> Clarified that a new message will be placed on the website</p> | <p>VP/FF will arrange for AW to be notified</p> <p>BH will post to website: 'Any certificates with an expiry date of 2019 or 2020 will be extended until the end of 2021. This will be reviewed next year, if necessary'.</p> <p>Area Secretaries to chase members in their Areas who have certificates that expired pre-2019.</p> |

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| 12 | <p><u>Area Secretary's Reports</u></p> <p><u>Area 1</u></p> <p>Since taking on the role of Secretary for Area 1 in September I have worked closely with Bernie Hill to ensure that we have a smooth transition. I would like to place on record my thanks to Bernie for all the hard work she put in to Area 1 and to wish her every success as she embarks in her new role as an officer of the Association in the capacity of the Secretary.</p> <p>Just before lockdown we held a workshop and 4 people were successful in becoming Regional Umpires, Lesley Dearlove, David Dearlove, Graham Ellis and Barry Miltenburg, to whom I offer my congratulations. With all assessments on hold, it will certainly be a busy time for us when we are in a position to restart them with, 13 4 yearly assessments, 1 upgrade from Regional to National and the initial assessment of 2 new candidates who have successfully completed their workbooks. We also have 5 candidates currently working on their workbooks.</p> <p><u>Area 2</u></p> <p>Assessments are currently outstanding for 10 new Regional candidates. Also waiting are Upgrades: (2) Lincs. Retests: (5) Leics, (3) Northants, (4) Warwks. Most of these have an expiry date of 2020, which has now been extended to 2021, but 4 have an expiry of 2019.</p> <p><u>Area 3</u></p> <p>Obviously very little activity on the umpiring/marking front. In Essex, 3 minor County singles finals were held in September with EBUA officials present as markers and umpire to oversee the semi-finals and finals. Events were well organised by ECBA and the host clubs ensuring safe operating procedures for players, officials and spectators. As the new Area 3 Secretary I've been in contact with all the Outdoor and Indoor Ladies and Men's County Secretaries in Area 3 to introduce myself and to give them my new contact details. I've set up a specific email address <a href="mailto:ebuaarea3secretary@gmail.com">ebuaarea3secretary@gmail.com</a> which</p> |  |
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is getting known and circulated and is in the same style as other officers' email contacts for the Association.

In my contact with County Secretaries I have made them aware of the halt in arranging workshops and MACs and I have also asked for their cooperation and support in making indoor facilities available for the Association to host such training and development events. I anticipate that many indoor venues will be facing financial challenges (as with many outdoor clubs) and it can be expected that several venues will now be looking for some payments towards venue hire. Hopefully I can encourage counties to realise and appreciate the importance of these training and development events if we are to continue providing match officials of a high calibre.

#### Area 4

My thanks to all my umpires who have made themselves available to do umpiring and marking duty in their own environments (with all due care to safe working under Covid-19 conditions). Some events have been reported on Facebook and the like.

An assessment centre planned at Arun IBC (Bognor Regis, West Sussex) in October had regrettably to be postponed due to safety conditions at the request of the Chief Examiner/ Development Officer.

The impact of Coronavirus (with increasing levels in parts of the South East) does continue to give cause for concern for our sport and our services, particularly with the fact that no PBA events are scheduled.

#### Area 5

Outstanding assessments: 3 plus 1 new person and 2 for retest. There is one umpire going for National Upgrade. There have been two umpire retirements. There might be another umpire course next year.

#### Area 6

With the impact on bowls of Covid and the consequential cancellation or postponement of competitions at all levels, there is nothing to report regarding fulfilment of umpiring duties across Area 6. However, prior to the national lockdown coming into effect, I did not anticipate any problem in that regard.

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|    | <p>Two Regional Umpires in Area 6 have successfully completed upgrade workbooks in February and are waiting for an Umpire Training Workshop &amp; Examination weekend. While they are subject to the Certificate expiry extension already announced, across Area 6 there were 3 umpires with Certificates expiring end 2019 and 10 expiring end 2020 for whom Workshops &amp; Examinations need to be planned as circumstances permit.</p> <p>I have a list of around 30 bowlers in Hampshire who, prior to Covid, were interested in attending a Marking Awareness Course and also had interest from other Counties. Obviously, demand may have now changed and will need to be gauged when circumstances permit Courses to be run.</p> |   |
| 14 | <p><u>Friendly Games</u></p> <ul style="list-style-type: none"> <li>• EIBA at Tamworth IBC 21.1.21 at 12.30</li> <li>• Ross on Wye 16.5.21</li> </ul>  | <p>AT asked if other Area Secretaries would consider compiling a newsletter, as Area 1</p> <p>To be discussed at the next meeting when playing conditions may be clearer. JC to organise these.</p> |
| 15 | <p><u>Any other business</u></p> <ul style="list-style-type: none"> <li>• CWS: Laser Measure</li> <br/> <li>• BP: Umpire Bowls Club membership</li> </ul>  | <p>Currently awaiting a response from BE and EIBA about their use, following approval from World Bowls</p> <p>Club membership is necessary when initially becoming an umpire</p>                    |

Meeting closed at 1.55 pm

Date of next meeting: Friday 18<sup>th</sup> December 2020, at 7.00 pm