

**Minutes of the third Annual General meeting of the  
English Bowls Umpires Association  
held on 22 April 2012 At Rugby Thornfield IBC**

Present: 55 members

1. Chairman's Welcome

Mavis Wellington welcomed all those attending, some of whom had travelled a long distance to be there.

She told the meeting that the Constitution of the Association requires 70 members to be at the AGM within 30 minutes of the published start time for there to be a quorum, unfortunately there were only 55 members here today and so she should close the meeting and re-arrange it for another date, hoping more than 70 members would attend then. She asked the wishes of the meeting and it was unanimously agreed that the meeting should go ahead and the Executive be asked to review the Constitution and present a motion to the next AGM revising the quorum.

2. In Remembrance

The members stood in remembrance of those members who had died during the past year.

3. Apologies for absence

Rick Moore (Secretary) had received 75 apologies

4. Minutes of the previous meeting

The minutes of the first AGM were proposed as a true record by Jessie Clark and seconded by Sue Trott and duly signed by the Chairman.

5. Matters Arising

Nil

6. Chairman's Report

Mavis reported this had been another exciting year. She said that actions taken had not always been well received, but she reminded the members that the Executive Committee were trying to do what is right for the whole Association and its future. As resolved by the last AGM, the Executive had been expanded to include all the Area Secretaries and Zone Representatives, and this was working well.

There were always issues pending and she felt it would be five years before there was a properly combined organisation. The major issue for the forthcoming year was the reorganisation into new areas (on which the current thinking was there would be six) and settling the various job descriptions that went with that.

Mavis then thanked everyone for the hard work they had put in during the year and especially Allan Thornhill for huge amount of work he had put in as National Development Officer setting up and organising the development scheme.

## 7. Secretary's Report

Rick Moore began his report by saying that the Association had received an invitation to play a match at Kettering Lodge on 21 June, but the team was still short by six players and he asked for volunteers.

This had been a good year for the Association, with things generally going well. He had tried to attend as many Area meetings as possible which had given him the chance to meet and hear the opinions of a large proportion of the membership. He thanked Allan Thornhill for all the work he had put in over the last ten plus years and especially in the development of the new training system and manual. Bob Penny had a difficult act to follow. It may be that he would take the development of umpires down a slightly different route, but still using the much acclaimed manual. He also wanted to thank Ray White who had stood down as Chairman last August. Ray had been in the 'firing line' for some six years and had been an outstanding Chairman. He had been direct and forceful when this was needed and appreciated for that!

Rick had written to Tony Allcock concerning the situation facing ITOs. He was not happy that we had been asked to put forward some members and some members had applied; thinking that it might give them an opportunity to work at World Bowls, when the English representatives had already been chosen. Why had this been allowed to happen when it was not possible for them to be involved?

Rick congratulated Ray Keen, Graham Gibbins and Angie Watkins who had been selected to work at World Bowls, and said that the situation concerning those newly applying did not reflect on those selected. He would circulate any reply if and when he got one.

Rick also said that an Association tie had been ordered (blue with the Association badge) and this would be available from the Merchandising Officer shortly for members to wear with their club/county blazer whilst the transition to the new uniform was taking place.

## 8. Treasurer's Report and proposal of accounts

Vernon Findell reported as follows:-

'It has been another successful year, making a slight profit of £393-31.

Sales are up to £19481-00, due to the new uniform coming into service.

I would like to say a very big thank you to Karen for all the hard work she does for the Association in this respect. I would also like to add she is a volunteer like most of us, and does not need rude and abusive comments from some members, who if they cannot state their sizes, as per the order form. It is not her fault that they have to have gear returned, and postage paid again. So to those who know who you are stop it!

Course/Exam fees up, but against this there is a total expense of £4526-00

Subscriptions are up, as it was a full year for all members after amalgamation.

Donations from Clubs, Counties and Associations, are about the same, but very gratefully received. Everyone who made a donation has been sent a letter of thanks.

Grants received from Bowls England & E.I.B.A. Ltd, are "down" as the EIBA paid 2009 & 2010 donation in one financial year.

Donations from Umpires, I must say a special thank you to all members who do duties, then donate their expenses **THANK YOU**

Purchases have obviously increased to account for increase in sales.

Postage paid is down, as more members are now on the Internet, and I have over 600 e-mail addresses. The amount spent on the telephone is also down, again due to Internet.

Travel costs have increased due to the high cost of fuel and more claims are being made. There is a bigger Executive Committee at the moment as area reps and zone reps attend meetings, this will be reduced in the future after re-organising of the areas.

Printing, Stationery & Computer costs, just about the same as last year.

Friendly matches, subsidy on these.

Depreciation, this is high as all the cost of the DVD has been written off this year, as opposed to another 2 years as originally wanted to do.

Miscellaneous: £402-00 for shirt vote costs, flowers for funerals, Associate membership to Bowls England.'

Vernon then answered questions on accounts related matters, particularly in respect of expense paid and donations received. He reminded members that the expenses that the Association would cover were stated on the web site (and the information had been included in the last Newsletter).He restated his view that the Association needed to formulate a plan concerning this and then stick to it.

Vernon then proposed that the accounts (attached at Appendix A) be accepted; this was seconded by Peter Price and agreed by the meeting.

#### 9. Appointment of competent person with reference to the accounts

Vernon asked the meeting to confirm Mr A R Bugby in this position again for the coming year .Proposed Vernon Findell, Seconded Phyl Jones this was agreed by the meeting.

#### 10. National Development Officers' Reports

Allan Thornhill reported as follows:-

A great deal has been achieved in the last 12 Months and I am grateful to all of the Tutors, Examiners, Assistants and Administrators who have made the Training Programme such a success.

We have processed 86 new candidates as Club Umpires and 38 umpires have successfully upgraded to National grade in the past year.

We have always been under no illusion that all would go smoothly and there have been some hiccups along the way. Most of thee have been addressed or will be addressed in the near future.

I am sure you are all now aware that I have stepped down as National Development Officer due to work and personal circumstances. It was a tough decision to make as I always saw the NDO role as a long term commitment and had plenty of items on the 'To Do' list to progress. Unfortunately, I cannot pay the mortgage on the back of being the NDO and have been unable to commit the time required to the role since taking a significant promotion at work. I will continue as a National Tutor – if the new Development Officer wants me, and will also continue to support the NDO as much as I can.

Personally, the one item that I wish to see developed as a matter of priority is a Marking Programme. It was the one area that I was keen to progress and have a great interest in, so I do hope the Development Committee takes its development seriously and recognises its importance to our membership and new recruits

I am extremely proud of what I have achieved in the short period I have acted as NDO but particularly proud of the Home Study Manual and DVD which has proved to

be extremely well received by everyone who has seen them. They have also been the envy of umpire development programmes around the world and I am aware of a number of areas where our programme is used as the benchmark for training umpires.

I would finally like to wish the new NDO every success in their role and hope that we can continue to offer the best training programme anywhere in the World.

Mavis, on behalf of all those at the meeting (and the rest of the membership) thanked Allan for the huge amount of work he had put in as NDO and wished him well for the future.

Bob Penny reported as follows:-

'Being new to the Executive I am very much aware that there are many around me who have put in numerous hours of effort over the last few years to establish the current training programme. I am therefore taking tentative steps to become fully familiar with the training and development arrangements before making suggestions which I consider will improve the training process.

I believe there are advantages in not having previously been on the Executive or the Development Committee as I can see things from a fresh perspective but I am also very aware of the efforts that have been made so far. This may result in some new ideas being put forward which are accepted and some which are not. I fully appreciate that I will not have all the answers and I hope I can call on the support of others to be critical friends to provide constructive feedback to future suggestions.

The amalgamation of the Ladies and Men's Associations has meant creating structures which are not always a perfect fit. I genuinely believe that the development programme is an excellent foundation for the Association but there will need to be some further changes to the roles of Area Secretaries and Zone Representatives to create clearer lines of responsibility and better defined roles to assist the training programmes.

Within the development programme I will be considering a less complex route for new Regional umpires and will be seeking ways in which newly qualified Club Umpires can be given opportunities to work with more experienced umpires to gain a greater awareness, understanding and knowledge. There will be an important role for County Co-ordinators to ensure new umpires have suitable opportunities to perform and are not expected to work solo in situations where their experience and knowledge could be under pressure which is not good for the individual, not good for the Association and certainly not good for the players they are assisting. It is for this reason that I feel a review of the Club Umpire arrangements is necessary to make sure it fits the individual's and Association's expectations.

Any changes to the Training and Development programme will be presented to the Executive Committee for their consideration and support.

I appreciate that some members are quite satisfied performing at local level and do not want to participate in higher level competitions. My focus is to make the training and development interesting, effective and relevant so that all Umpires have the skills, attitude and requirements to be able to perform at the levels they choose. Those that know me will be aware that I am very open to suggestions and will consider ideas which will help improve the standard of marking and umpiring. Those of you that do not know me have now had the chance to put a face to a name and I welcome constructive ideas from the membership so that we can continue to improve our reputation on the green.'

### 11. Match Secretary's Report

Eileen Haddleton reported as follows:-

'Every match that took place was enjoyed by all participants. However, it appears that the majority of clubs are struggling to fulfil their fixtures, so we are not alone in that fewer players are willing to drive long distances at their own expense to play bowls.

Of the nine matches arranged this season, only five took place. In some, the number of applicants was too small to be viable. Adur in Brighton helped to keep the fixture alive by allowing their own umpires to play for the Association, and the match secretary was active in finding some more players for us. In Somerset, the Victoria Club in Street attracted 14 players for 12 places, but 2 weeks before the game we had illness, other commitments and family reasons to leave us only five to play so unfortunately this match was cancelled.

I have enjoyed my time as match secretary, but I think that this function needs to be run within each area enabling umpires to get to know each other. However, it would be good to publish all the matches on the website and in the newsletter thus enabling players to come from the Isle of Wight, Yorkshire Middlesex and Scotland to play with their fellow umpires.

For the first time, we have been challenged for an outdoor game by an umpire who is president of his club. Therefore we are playing Kettering Lodge on Thursday 21 June at 2.30. The match fee is £10 but this can be revised. So far I have 18 players for 6 rinks. It promises to be a good afternoon.

This year there are no expenses to claim. I have kept the surplus income towards my costs. I have used all but one pair of stickers for the last match, they were supplied by Clegplan. I have a few pens left. I have two files with details of matches, East and West, arranged for early 2013 and the contact details for the clubs.'

Eileen then formally retired as Match Secretary and proposed that the office be allowed to lapse. This was formally agreed by the meeting. Mavis Wellington on behalf of the meeting thanked Eileen for all the hard work she had put into arranging the matches over the years.

### 12. Motions

No motions had been received from the membership.

Rick said that there were however, two motions from the EC for the meeting to consider.

- a) That Ray White be made a life member of the Association
- b) That Jessie Clark be made a life member of the Association.

Both were unanimously agreed by the meeting.

### 13. Election of officers/Confirmation of Area secretaries/zone representatives

Rick Moore had received nominations for the post of Chairman and Deputy Chairman and he proposed that as there were no other nominations the officers and zone representatives for the year should be as follows:-

### Officers

Chairman	Mavis Wellington	Proposed	Rick Moore
		Seconded	Vernon Findell
Deputy Chairman	Phyl Jones	Proposed	Ray Keen
		Seconded	John Higgs
Hon Secretary	Rick Moore		
Deputy Hon Secretary	Jessie Clark		
Treasurer	Vernon Findell		
Development Officer	Bob Penny	Proposed	Rick Moore
		Seconded	Val Coldwell

### Zone representatives

Val Coldwell	Zone 1
Phyl Jones	Zone 2a
Sue Trott	Zone 3a
Mich Van Put	Zone 4a
Carol Watt-Sullivan	Zone 4b

### Area Secretaries

Val Coldwell	Northern
Brian Burton	Midland
Trevor Hackett	Eastern
South Eastern	Allan Thornhill
South Central	Ray Keen
South Western	John Davies

This was accepted by the meeting and the officers, zone representatives and area secretaries were confirmed.

#### 14. Subscriptions for the year 2013

The Treasurer confirmed that the subscriptions would remain unchanged for next year.

#### 15. Next Meeting

The AGM next year would take place on Sunday 21 April 2013 – the venue would be notified near to the date

Mavis Wellington explained that she was now going to close the meeting to allow discussion of other matters not relevant to an AGM.

There being no further business the Chairman formally closed the meeting at 12.50pm.

Chairman

Date: 31/12/2011  
Time: 14:06:18

**ENGLISH BOWLS UMPIRES ASSOCIATION**

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**Balance Sheet**

From: Brought forward  
To: Brought forward

Chart of Account: Default Layout of Accounts

	<u>Period</u>		<u>Year to Date</u>	
<b>Fixed Assets</b>				
Office Equipment	1,517.48		1,517.48	
		1,517.48		1,517.48
<b>Current Assets</b>				
Stock	6,398.65		6,398.65	
Prepayments	2,344.00		2,344.00	
Lloyds TSB - Current Account	198.08		198.08	
Lloyds TSB - Deposit Account	2,629.36		2,629.36	
Lloyds Bank - 6 Months Deposit Account	10,000.00		10,000.00	
Lloyds Bank - 12 Months Deposit Account	10,000.00		10,000.00	
Petty Cash	50.00		50.00	
Cash Float - Mrs K Wood	200.00		200.00	
		31,820.09		31,820.09
<b>Current Liabilities</b>				
Trade Creditors	1,173.01		1,173.01	
Other Creditors	12,866.00		12,866.00	
Accruals	448.80		448.80	
		14,487.81		14,487.81
<b>Current Assets less Current Liabilities:</b>		17,332.28		17,332.28
<b>Total Assets less Current Liabilities:</b>		18,849.76		18,849.76
<b>Long Term Liabilities</b>				
		0.00		0.00
<b>Total Assets less Total Liabilities:</b>		18,849.76		18,849.76
<b>Capital &amp; Reserves</b>				
Retained Earnings	18,849.76		18,849.76	
P&L Account	0.00		0.00	
		18,849.76		18,849.76

ENGLISH BOWLS UMPIRES ASSOCIATION

FINANCIAL STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 2011

	2011 £	2010 £
Income	44,760.85	22,905.28
Expenses	44,367.54	26,495.05
Excess of income over expenditure	393.31 -	3,589.77
Members' Funds brought forward	18,456.45	22,046.22
Members' Funds carried forward	18,849.76	18,456.45
Made up as follows:		
Current Account	198.08	2,905.14
Deposit Account	2,629.36	20,618.97
Deposit Account - 6 Months Fixed	10,000.00	-
Deposit Account - 12 Months Fixed	10,000.00	-
Petty Cash	50.00	50.00
Cash Float - Mrs K Wood	200.00	100.00
Equipment	1,517.48	7,553.48
Stock	6,398.65	3,535.66
Development Investment	-	-
Prepayments	2,344.00 -	14,972.00
Creditors and Accruals	- 14,487.81 -	1,334.80
	18,849.76	18,456.45

**Report to the Members of English Bowls Umpires Association**

I have examined the Financial Statement for the year ended 31st December 2011. My examination included checking the basis on which the accounts were prepared, together with the underlying accounting records and source documentation. This examination has been carried out on a test basis. I have not carried out an audit in the technical sense of formally complying with Audit Standards Guidelines and Regulations as issued by accountancy bodies.

I confirm that the Financial Statement for the year ended 31st December 2011 is in accordance with the accounting records, underlying documentation, and the policy adopted towards equipment purchased (which is to write the cost off over the estimated life of the equipment).

*A.R. Bugby*

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