

English Bowls Umpires Association

Minutes of an Executive Meeting held on
Saturday 17 March 2012 at Leamington Spa.

Present -

Mavis Wellington – Deputy Chairman
Rick Moore – Secretary
Jessie Clark – Deputy Secretary
Vernon Findell – Treasurer
Allan Thornhill – (Retiring) Development Officer (and Area Secretary),
Phyl Jones – Executive Member and Zone Representative
Bob Penny – Development Officer
Val Coldwell – Zone Representative and Northern Area Secretary
Michelle Van Putt – Zone Representative
Carol Watt Sullivan – Child Protection Officer and Zone Representative
Ray Keen – Area Secretary
Brian Burton - Area Secretary
Trevor Hackett – Area Secretary
Sue Trott - Zone Representative

1. Chairman's opening remarks

Mavis welcomed everyone to the meeting, especially Bob who was taking over as Development Officer.

Mavis said that she had been saddened to hear of the death of Cheryl Condon and asked the committee to spend a few moments of remembrance. Flowers had been sent to Cheryl from the Association before she died.

Mavis then said that there was a lot to discuss at this meeting and time was limited and so she would make no further remarks.

2. Apologies for absence

Apologies had been received from John Davies (Area Secretary)

3. Minutes of previous meeting

The minutes the minutes were proposed as correct by Brian Burton and seconded by Val Coldwell and signed as correct by Mavis

4. Matters Arising

a) Copy Uniform items– the copies were being produced by Valance Bowls of Brentwood. Rick had still to write to them

b) An assurance had been received from Peter Thompson that the 'indoor' provisions would be amended to remove the phrase 'competent person'.

c) Travel expenses Vernon confirmed that the mileage rate had been increased to 30p per mile. He would be revising any claims received to include the new rate.

5. Correspondence received

- a) Rick had received a letter from the Avenue Bowls Club agreeing to allow the EC to hold this meeting at their club at a cost of £20 plus a charge for food, (rolls, tea and biscuits) and saying they were 'honoured' to provide the facilities and hoped we would use them again.
- b) Rick had also received a letter from Sue Hawksworth resigning as Zone Representative and saying her husband was improving. The Committee thanked Sue for all her efforts, both as zone representative and on the examinations for the ladies association.
- c) A letter had also been received from Tony Allcock regarding CRB clearances, explaining that things were now fully in place at Bowls England to deal with these. Only those applications in respect of BE and EIBA, not Crown Green, could be dealt with.

6. Secretary's report

a) Manual – Rick congratulated Allan on his work on producing the Training Manual, remarking that it had been well received world-wide and was being used as the basis of umpire training in several other countries.

He proposed that the manual should be made a compulsory part of the umpire's kit (when reviewed for the examination). After a discussion it was proposed by Bob Penny, seconded Allan Thornhill that from 1 January 2013 the manual would form part of the kit for those taking 'upgrades'. This was agreed.

b) AGM –Rick had received the following nominations for officers

Mavis Wellington	Chairman
Phyl Jones	Deputy Chairman

He proposed that the following should be put forward as Life members by the Executive Committee

Jessie Clark
Ray White

This was seconded by Val Coldwell and unanimously agreed

He had received no motions from the members for the meeting

c) Rick said that he thought that now was the time for the Association to be sorting out its structure for the future. He wanted the areas and job descriptions sorted out so that they could be put to the Area meetings held in the autumn. He proposed that there should be 6 regions/areas, and the secretary for an area should live within the area.

As a fundamental it was agreed that the policies etc should be set by the EC and the areas would then implement the, leaving the secretary to deal with other problems.

After a discussion it was agreed that Phyl would prepare a draft job description for the area officer for EC members to comment or add to.

7. Treasurer's report

Vernon said that he had not much to report

1. 2 lots of £10000-00 were now in 6 month & 12 month high interest account.
2. Current account stood at £2300-00
3. Deposit account stood at £7600-00
4. Bowls England invoiced for £5500-00 (this would be in the bank by time this meeting finished but was not included in above figures)
5. A claim for Worthing umpires and markers totalling £6000-00 had been submitted.
6. Awaiting numbers from Rick and Jessie so that I can put in the claim for Leamington.
7. Membership, fully paid up qualified members
 - Men 444
 - Ladies 441
 - Non active/life members 164
 - Members now deleted (non payment, or not renewing) - 149
8. Revenue from sales £1410-00
9. Revenue from DVD and manuals, (including new members' starter pack) £717-00

8. Development Officers' reports

Allan Thornhill reported that no date nor venue had yet been fixed for the ITO exam, neither had arrangements been announced for their training. Seven people had made applications.

He said that even when they passed the examination there would be issues as there would be no opportunities for them to be utilised in England in the foreseeable future.

Allan had handed over all the files etc to Bob but he had retained the Manual and DVD stock as this was easier than moving it.

The Committee thanked Allan for all the work he had done as Development Officer and wished him a happy 'retirement'!

Bob Penny reported as follows:-

As this is my first appearance at an EBUA Executive meeting and I am new to the position, I do not propose to give a detailed retrospective report. I recognise that my predecessor Allan Thornhill has contributed an enormous amount of effort and commitment in getting the training programme to its current position and for that I hope the Association has recorded its sincere appreciation to Allan.

Nothing can be achieved by one person alone and it is clear that many others have supported Allan. Being new to the Executive I am very much aware that there are many around me who have put numerous hours of effort in the last few years to establish this 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. There are advantages for not having been on the Executive or the Development Committee as I can see things from a fresh perspective. 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.

At the end of the day my interest is in improving the depth and quality of English Umpiring and to provide all umpires with a clear understanding of the opportunities for development, training and selection so they can perform at the highest levels in the confidence that they have the necessary skills and experience.

I am aware that workshops and assessments are being planned around the country for new umpires, retests and upgrades. My appreciation goes to the Area Secretaries, National Tutors and National Examiners who work together to deliver these events

I believe there is scope to provide a more consistent approach in arranging workshops and assessments. This may involve a review of the roles of Area Secretaries and Zone Representatives and is something for consideration by the Executive and something I would gladly raise later.

For all umpires, new and existing, their interest is in providing services to support the sport of bowls. I am questioning the merits of the 1 year certificate for Regional umpires and feel that having completed their Module 4 workshop and Module 5 assessment they should be treated the same as other Regional Umpires and be issued with a 4 year certificate without the need for a 1 year probationary period. If there are those who know the justification for the probationary approach I would be pleased to hear from them.

In my other role of Training Administrator I have been in receipt of a number of enquiries from new Club Umpires who have completed their Home Study Module. Having completed Module 1 they then feel they have entered a black hole and receive no further contact from the Association until a workshop is planned. I have proposals in mind to keep the new Club Umpires and this would be subject to the Executives approval and the support of Area Secretaries and Regional Examiners. I am happy for this proposal to be discussed by the Executive later in the meeting.

I will learn from others how long Officer Reports to the Executive are expected to be so I apologise if I have gone beyond the normal allocation. Allan has provided a strong base on which the Association can develop quality umpires. 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.

The question of whether the one year certificate for mentoring new umpires was really serving any useful purpose was discussed and it was agreed that it would be very useful for this if we could publish on the website details of what duties each grade could be expected to do as there was some confusion over what Club umpires could be asked to do and this was resulting in

embarrassment when they were asked to take on duties that they were not yet competent to do.

9. Regional Secretaries/Zone Representative reports

i) Carol Watt Sullivan reported Zone 4b and as Child Protection Officer as follows:-

'CPO

Work with the CPOs of the National Governing Bodies is ongoing – we are still in a state of limbo as the Protection of Freedom's Bill is unlikely to become law until late 2013 and as yet the government have not produced their promised guidance paper on who is likely to require a CRB.

Documentation from the EBUA formed part of the overall submission from BOWLS for the CPSU Intermediate Standard (which our NGBs are required to obtain) and a very heavy parcel was delivered to the NSPCC in February. It is now with the independent assessor and is going to the CPSU Panel at the end of this month.

The CPSU have been complimentary about the work of the panel and their involvement of other interested bodies, seeing that different perspectives add to the diversity of the panel as well as help spread the workload.

CRBs – I have processed 2 for Umpires (who incidentally also declared coaching interests) with no problems. I have one to verify documents today – Michelle van Put, before despatch.

Liaison with the Training Administrator in vetting the voluntary Disclosures will continue apace and works well, with turnaround usually within 24 hours of advice.

Zone 4B

Plans are well advanced in coping with demands from outdoor counties, while we have facilitated coaches for indoor events. Apart from the slight hick-up of family illness and snow, all ran to form.

We still have a problem in arranging seminars to try and catch up with those who need to re-qualify in the Region as well as incorporate those applying to join as Club Umpires as well as those looking to upgrade.'

ii) Val Coldwell reported for the Northern Area as follows:-

"Since my last report the northern area has had examinations in York these were a success and the timing worked well.

A 1 day PBA at New Earswick, Yorkshire was also successfully covered by 4 of our association umpires.

The next event is a PBA at Stanley tomorrow. Also another 3 day event planned in April

My last report said my aim for the New Year is to try to get a venue in Durham or Northumberland for examinations I contacted The Parks in Northumberland but unfortunately I was quoted £198 pounds for 1 day.

Exams have been arranged for September 15th at Carlisle, free of charge.

A new county co-ordinator has been appointed in Cumbria, probably the first woman to hold this title.'

iii) Brian Burton – Midlands

The workshop arranged for April in Leicester was expected to have 25 attending. He had received some 'bookings' for umpires for the outdoor season, but the EIBA U25 championships had provided him with a problem, but he had managed to solve it.

He had sent a letter to the secretaries in the Midland Counties Association concerning donations and enclosing a chart showing who has contributed what so that they can discuss it at their April meeting.

The drive to obtain new members in Notts and Derbyshire has not been successful.

iv) Trevor Hackett –Eastern

The training workshop arranged for 23/4 June should have 56 people attending, but this number was expected to fall.

Some of his county co-ordinators had stood down and he was finding replacing them difficult, either no one wanted to take on the work, or they were only prepared to do so on a temporary basis.

v) Ray Keen – South Central – A single day of examinations had been held for those who needed to retest and all had passed. A further workshop and examinations had been fixed for May and so far of 26 invited 12 had replied.

vi) Sue Trott –zone 3A – Examinations had been arranged for 31 March at Tiverton and another at Taunton Deane in September. The Top Club finals were to be held at Torquay on 23/25 March.

vii) Allan Thornhill – South Eastern - It looked as though all requests for umpires would be met. The umpires for the VIBE championships had been arranged, although there had been a discussion concerning whether anyone umpiring for the VIBE next year would gain their 'International' status. As the controlling body was neither BIBC nor World Bowls this would not be so.

10. Any Other Business

a) Jessie reminded everyone that the AGM would be on 22 April, the venue was not yet confirmed as there was now a charge for using Victoria Park.

b) Everyone was also reminded that they should let Rick have details of obituaries for the AGM before the day.

c) Jessie said that a further issue of availability forms for Leamington had been made and this had resulted in 20 more people being available. In future we must make sure that the forms go out in all formats so that everyone sees them

d) Vernon raised the question of a training programme for those working at the national Finals. At the very least they should be reminded that they were part of a team.

e) The question of having a metal lapel badge was discussed and it was agreed that these should be purchased

f) Vernon raised the question of having an 'event' shirt issued only to those working at Indoor National Events. It was agreed no action be taken at this time.

g) Vernon also raised the question of examinees wedging bowls in the examination. It was agreed that this would be considered in the review of the examinations

- h) Carol asked for a donation to be made to the CP panel from the Association. It was agreed that £25 should be sent.
- i) Ray asked what was happening about an Association tie. In view of the time constraints on this meeting it was agreed that this would be deferred to the next meeting.

11. Next Meetings

- a) The AGM would take place on Sunday 22 April 2012 at 11.00 am at Leamington Spa
- b) The next EC meeting would take place Sunday 5 August at 11.00am at Leamington Spa - probably in the Cricket pavilion

There being no other business the Chairman closed the meeting at 2.15pm.

Mavis Wellington
Chairman