

## English Bowls Umpires Association

### **Minutes of an Executive Meeting held on 19 February 2017 at Oxford City & County BC**

#### Present

Mavis Wellington – Chairman  
Vernon Findell – Secretary/Treasurer  
Jessie Clark – Deputy Secretary  
Phyl Jones – Deputy Chairman  
Ray Keen – Area Secretary  
Carol Watt Sullivan – Area secretary  
John Davies Area Secretary

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

Mavis welcomed everyone and thanked them for giving up their time to travel to Oxford. She acknowledged that there was a quorum, but there was business that needed to be discussed or ratified

She had been sad to hear of Malcolm Griffith who had been forced to stand down as Area Secretary for Area 2. Alison Welsted had stepped in to cover to see that the necessary duties were 'covered'.

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

Apologies had been received from Allan Thornhill (Development Officer), Bob Penny - Area Secretary, Val Coldwell – Area Secretary, Alison Welstead – Area Secretary

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

It was noted that Jessie Clark had been at the previous meeting but not shown in the list of those attending. Carol said that she had incorrectly spelt a name in her report and it should read Staton not as shown.

The minutes of the previous meeting were proposed as accurate by Carol Watt Sullivan and seconded by Vernon and duly signed by the Chairman.

#### **4. Matters Arising**

##### a) Recruiting/raising profile

Vernon was going to confirm with the EIBA that they were prepared to allow us to be at their Championships to bring the Association to the attention of players/supporters there.

It was agreed that Phyl would liaise with Mavis over who was attending and when

##### a) Material

Bowls England had kindly let Phyl have the art work of our 'advert' published in their year book. She had printed off some colour copies which she proposed using as literature at the Championships.

##### b) Failure to requalify

This had now be resolved

##### c) Certification of Markers

The procedure used by Areas was confirmed prior to Allan being notified that they had reached the required standard was con firmed

#### **5. Correspondence**

Vernon reported on the correspondence he had received. These centred around a few principle issues, complaints about markers, queries about marking courses and the use of the plastic aid to deciding shot.

## 6. Secretary's report

Vernon reported as follows

This being a meeting so soon after the last one I have nothing to report, except the death of our previous Secretary Rick Moore, who passed away in January this year, and 4 members of our Association attended his cremation. Ray Keen, Graham Gibbins, Alison Welsted and myself.

## 7. Treasurer's Report

Vernon reported as follows

### Notes on accounts.

#### INCOME.

Sales, down £1800-00

Course Exam fees down £1300-00, but would have been a lot more if it had not been for the markers courses.

Subscriptions, down £215-00, but not so much, again due to new markers.

Donations, down £120-00, for obvious reasons, due to our levy to Counties.

Umpires Donations, up £127-00 due to the generosity of some of our members.

#### EXPENSES.

Purchases down £1135-00, due to fewer sales.

Course /Exam expenses down £559-00, due to fewer courses.

Training Costs should be in Course /Exam expenses.

Postage, down £438-00, as bought heavily due to impending increase in 2015.

Telephone, down £217-00 less members to contact.

Travelling, down £1357-00 fewer jobs allocated.

Printing & Stationery, down £376-00.

Computer Costs, down £389-00.

Donations Paid, Main cost is the LOTS for WIBC free to each paid up member.

Bank Interest, up by £174-00.

Depreciation, down £75-00, for ever decreasing value of assets.

#### BANK ACCOUNTS.

Current Account up, £1014-00

Deposit Account up £4005-00

6 Month Deposit Account up £258-00 to £30339-00

Stock, up by £383-00.

Prepayments, [Advance subs] down by £14-00 to £9879-00.

Excess of Income over Expenditure is therefore £5721.00.

List of Membership list, as of today's date, and 2015

Umpires.472, of which 3 are Life Members. Last year, at the same time 498

Markers 177. Same time last year 112.

This shows a very disturbing trend, in 2009 when we amalgamated we had 1180 members, in 2011 we had 950 members, to date, excluding the markers we have got 472. I do not know the reason, but maybe the length of the courses, and the pass rate may put many off, but if we carry on like this, what with age catching us all up I can see we will be a spent force by 2020.

**ENGLISH BOWLS UMPIRES**  
**ASSOCIATION**  
**FINANCIAL STATEMENT**  
**FOR THE YEAR ENDIED 31ST**  
**DECEMBER 2016**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
<b><u>INCOME</u></b>		
Sales-Blazers,General & Manuals	6859.80	8660.84
Course/Exam Fees	5397.95	6705.55
Subscriptions Received	7440.00	7650.00
Donations Received-Outdoor/Indoor	520.00	640.00
Grant B.E	9000.00	9000.00
Grant EIBA	2300.00	2300.00
Interest Received		89.71
Donations Received-Umpires	692.50	565.94
	32210.25	35612.04
<b><u>EXPENSES</u></b>		
Purchase-Materials & Blazers	5190.42	6225.26
Production of Manuals	0	2726.66
Course/Exam Expenses	3552.60	4111.30
Development Expenses	0	0
Contribution to Expenses	0	0
Umpires Expenses	0	0
Training Costs	596.88	0
Postage	950.16	1388.44
Telephone	1190.26	1407.58
Travelling	11535.89	12892.74
Printing	420.00	350.00
Stationery	946.04	1392.18
Computer Costs	270.16	659.88
Audit & Accountancy Fees	250.00	250.00
Insurance	138.36	80.50
Maintenance Costs	0	153.60
Donations Paid	1515.00	88.50
Bank Charges & Interest	-263.78	0
Friendly Matches	0	0
Depreciation Equipment	197.10	268.43
Hire	0	0
Stock Write Off/Down	0	954.71
Profit/Loss on Fixed Assets	0	0
Miscellaneous	0	0
	26489.09	32949.78

**FINANCIAL STATEMENT**  
**FOR THE YEAR ENDED 31ST**  
**DECEMBER 2016**

	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Income	32210.25	35612.04
Previous Year Adjustment	0	0
Expenses	26489.09	32949.78
<b>Excess of Income over Expenditure</b>	<b>5721.16</b>	<b>2662.26</b>
Members Funds brought forward	30534.06	27871.8
<b>Members Funds carried forward</b>	<b>36255.22</b>	<b>30534.06</b>
Made up as follows:		
Current Account	2550.83	1536.91
Deposit Account	7736.65	3731.37
Deposit Account 6 Months Fixed	30339.56	30081.06
Deposit Account 12 Months Fixed	0	0
Petty Cash	50.00	50.00
Cash Float Mrs K.Wood	200.00	200.00
Equipment	282.10	220.20
Stock	4990.08	4607.52
Development Interest	0	0
Prepayments	-9879.00	-9893.00
Creditors and Accruals	-15.00	0.00
	<b>36255.22</b>	<b>30534.06</b>

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

I have examined the Financial Statement for the year ended 31<sup>st</sup> December 2016. 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 the Audit Standards Guidelines and Regulations as issued by accountancy bodies.

I confirm that the Financial Statement for the year ended 31<sup>st</sup> December 2016 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***

A.R. Bugby  
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## **8. Development Officer's Report**

None submitted

## **9 Area Secretaries Reports**

### Area 1 – Val Coldwell

None submitted

### Area 2 –

None submitted

### Area 3 – Bob Penny

None submitted

### Area 4 – Carol Watt Sullivan

Carol reported follows

In the counties as

Peter Marshall has relinquished the role of Surrey county-coordinator from the beginning of 2017 and I am pleased to report that Ken Bickley has taken on the role, not without a few ruffled feathers. He is looking to be more proactive and possibly seeking an assessment venue.

As previously reported an assessment centre has been arranged for Eastbourne IBC in Sussex on 13 & 14 May and names of those coming forward for assessment is being compiled and there are already enough names to make the event worthwhile with some months to go.

Markers courses still prove popular with a number (as also reported by our web-master) taking place in the Area throughout most of the counties.

Kent – Courses will be arranged in the Spring at both Deal and New Romney in the east of the county, though dates have yet to be agreed; Sussex; further seminars taking place as per web-site with dates towards the end of the summer; Middlesex: seminars have been held in the county; Surrey- at least one is planned for the near future

We will soon be coming round to doing the second cycle of courses on our Markers courses, so it will be interesting to see what new ideas come to keep these courses up to date with the new Development team. At the same time we still need to encourage our umpires to keep their skills level up to date, even by shadowing others. This is particularly important given the marked reduction in the demand for umpire services I have seen in my area.

### Area 5 –Ray Keen

Ray said that he had lost Peter Stuart as his county coordinator for Wiltshire, and he had also had to cease as an umpire due to an injury, but he was continuing to help out.

Julie Skelly had taken on the role as coordinator for Buckinghamshire

There had been an umpire seminar at Westlecott with 21 participants who all passed, and shortly there would be a marker course at Bletchley.

### Area 6 – John Davies

John said that seminars were needed for 4 counties in the summer, and he had booked those for Devon & Cornwall.

He announced that he was retiring as Area Secretary. He had enjoyed being the Area Secretary and had arranged for Alexander Wilson to succeed him.

The whole committee expressed their thanks for all the hard work he had done over the years for the Association as Area secretary both before and after the merger.

## **10. AGM**

### a) Arrangements.

It was confirmed that the venue (Naval Club Leamington) had been booked for a 12.00 noon start with tea and coffee available before the meeting

### b) Nominations

#### i) National Development Officer

Vic Perry had expressed an interest and his appointment was agreed by the EC

#### li) Secretary

Phyl Jones

Proposed Mavis Wellington

Seconded Val Coldwell

c) It was agreed that Vernon would issue details of the date, time and venue to all members

### d) Motions from the EC

Phyl had prepared the motions concerning the change of date of the AGM as follows

The constitution currently reads as follows:-

## **6. UNIFORM.**

*The following shall be the uniform for all members undertaking duties on behalf of the Association*

*Navy blue EBUA 'approved' shirt*

*Predominantly white shoes*

*White/navy socks*

### For men

*Navy trousers*

### For women

*Navy trousers*

*Or navy cropped trousers*

*Or navy skirt*

*Waterproof outerwear (if required) to be predominantly navy*

Insert between the words 'socks' and 'For' after lines 7 and 9 the following:-

'Navy shorts bearing the Bowls England logo'

The constitution currently reads as follows:

## **7 ANNUAL GENERAL MEETING**

*7. The Annual General Meeting (AGM) shall normally be held each year on the Sunday of week 17 (Seventeen).*

Delete 17 (Seventeen) and insert 33 (thirty three)

The constitution currently reads as follows;

*Vii) Except for motions put forward by the Executive or for consideration of a Special General Meeting, (SGM) all other motions shall be notified to the Secretary no later than the end of week 06 prior to the AGM.*

Delete 06 (six) and insert 22 (twenty two)

### **11. Any other business**

a) Newsletter. It was noted that a newsletter had not been issued for some time. Jessie agreed to take on this task.

b) Vernon said he wanted it put on record his thanks to John for all the work he had done for the Association for some years, and in particular the considerable help he had given to him during the Men's Championships at Worthing.

c) Jessie said that many members (including herself) did not consult the Association Website. As it seemed that most communications were now being issued this way it seems this was failing to get information to the membership. Vernon said that he always sent out 'paper' copies to those who did not have an email address registered with him.

It was agreed that the way we communicate would be reviewed to ensure that we were reaching all members

### **Next meeting**

AGM – Sunday 23 April 2017 12.00 at Leamington with an informal 'get to know you' brief meeting after so that the new EC members could meet everyone.

The date of the next meetings was discussed and it was agreed as 20 August 2017 (this was the equivalent date for AGMs in future) at Leamington. It was agreed to discuss the dates for successive EC meetings then as these would change based on the revised AGM date

Mavis thanked everyone for their hard work and for attending the meeting. There being no further business she closed the meeting at 13.00, wished everyone a safe journey home and looked forward to seeing them at the next meeting.

M Wellington  
Chairman