Minutes of Bowls Devon Executive Committee meeting held at the Exeter Golf & Country Club, Monday 23rd April 2012, 6.00pm.

Present: Presidential Team: Mrs C. Rockey and Mr B. Corps (Presidents), Mr E. Melluish (S.V.P.), Mr D. Butterworth (J.V.P.)

Executive Officers: Mr A. Mann (Chairman), Mrs C. Horgan (Administrator), Mr D. Tucker (Treasurer), Mrs D. Yeowell (Assistant Treasurer), Mrs K. Page and Mr H. Riley (Assistant Administrators), Mr T. Howle and Mrs R. Mayne (Match Secretaries), Mr B. Blatchford (Bowls Development Officer).

Mr R. Smith (Web site Manager) and Mrs M. Robertson (Year Book/Diary Secretary), in attendance.

Section Representatives: Mr M. Rowe and Mrs L. Joachim-Rowe (Section 1), Mrs S. Trott (Section 2), Mrs S. Harriott and Mr D. Coyne (Section 3), Mr B. Baker and Mrs J. Dawson (Section 4), Mr D. Mercer (Section 5), Mr M. Birch (Section 6), Mr J. Kelly and Miss S. Parnell (Section 7), Mr P. Chudley and Mrs J. Crocker (Section 8).

	Action
1.Welcome: Chairman Alan opened the meeting.	
2. Apologies: Patrons Secretaries Mr G. Thomas and Mrs T. Day, Section 5 delegate Mrs M. Jones, Section 6 delegate Mrs M. Wellington.	
3. Minutes of Meeting 5th January 2012: Having been previously circulated the minutes were agreed as a true copy and signed by Chairman Alan.	
4. Matters Arising: There were no matters arising.	

5. Correspondence: Administrator Carol had circulated, prior to the commencement of the meeting, a list of correspondence received. Since preparation of the correspondence list a request to register a new club shirt for Feniton B.C. had been received. A query regarding a letter from Madeira concerning Tournament Licenses was discussed and it was explained that Devon and Cumbria have been given special dispensation to issue Tournament Licenses for their individual counties on behalf of Bowls England. The query had arisen because of a difference in the information received from England and Devon. However it was re-iterated that licenses for Tournaments within Devon must be applied for via the County. Full information is available on the Bowls England Web site. Leading on from this, a question regarding the playing of non-affiliated players in Tournaments was raised and whether this could result in an insurance issue. The need for appropriate insurance cover is referred to in the Bowls England minutes of 15th/16th February, Item 10.3 final paragraph.	**Agreed**
6. Finance and General Purposes Committee Report: **Finance Committee Meeting of 21st February.** Treasurer David referred to **Item 9** of the minutes and advised the meeting that having made further enquiries on publication matters he wished to withdraw the proposed increase in the cost of the 2013 Diary and Year Books. **Item 10.** Bowls Devon Affiliation Fees for 2013, a proposed increase of 50p to £3.50 was recommended. This was the first increase for 3 years and for the ladies would put the fees back to the level of the DCLBA prior to unification. Carried 2 against and 4 abstentions. Treasurer David further recommended that the Bowls Devon affiliation fee for Junior bowlers (being defined as under 18 years of age), would be set at £2. The Bowls England affiliation will remain at £5 for all for 2013. In answer to a query raised by a club within Section 7, regarding why there was the necessity of a proposed increase in the affiliation fees, given the assets of Bowls Devon, Treasurer David replied that the figures quoted in the letter had not taken into account the £39,208 that had been paid to Bowls England for affiliation and competition fees. Chairman Alan also pointed out that the cash balance was not relative to the matter of affiliation fees and that the association had a duty of care to the members. One of the duties was to ensure the level of assets were maintained and not eroded.	**Carried** **Carried**

7. Report from Competitions Committee: **Minutes of the Competitions Committee meeting of 20th April** had been circulated with the Agenda for tonight's meeting. Assistant Administrator Harry drew the meetings attention to the final paragraph of **Item 5 a) Dress Code** and stated that this should read National Competitions and not National Championships. **Item 5 b) Code of Conduct**. It was the intention of the Competitions Committee to have copies of the Schedule 1 Code of Conduct, if approved this evening, available to all players taking part in the County play-offs. **Item 8 Proposed amendment to Schedule 7 Rule 1.1.** This was to bring the schedule in line with reference contained within Schedule 8 clause 2 (b). **Item 9** The members of the Competitions Committee are concerned that, in some cases, information is still not reaching the Clubs. It is recommending that Section Secretaries ensure clubs receive all documents/minutes of all meetings. The recommendations contained in the report were accepted.	
8. Report from Bowls Development Officer: Bowls Development Officer Bernard's report had previously been circulated and the meeting was asked if there were any questions, clarification required. **Item 6 County BDA Coaching Representative.** There was still a vacancy for a coaching coordinator for Devon. Please contact Bernard direct 01752 339683 or via the BDA web site. **Item 8 Local Council Greens.** If you are experiencing any problems with your local council greens please contact Bernard asap. **Item 9 Dress Code**, Bernard emphasized that although a formal Dress Code was an essential part of competitive play, it had been recognised as a barrier to gaining new members. With this in mind he suggested that casual wear should be encouraged when playing club events.	
9. Ladies President's Matches: There was a general discussion regarding a 50% drop in the number of Ladies Presidential matches since unification. Concern was expressed over the reduced number of playing opportunites for Lady County players and the idea that all available places in Ladies Presidential matches should be reserved for County players, had been put forward. However this would	

involve a change to rule 7.15.5.clause 3 and can only be decided at a General Meeting. At this point a query regarding the selection process of Ladies County matches was raised. The decisions of the selectors, made at the Ladies Selection Committee meeting, were explained. There was a suggestion that this could actually be regarded as discriminatory. Assistant Administrator Kay will feed these comments back to the next full selection meeting due in May.	
10. Job Descriptions: In order to tidy up and cross reference the duties of Bowls Devon Officers a list of additions to the Job Descriptions of a number of Officers was tabled. The Job Description of the Bowls Development Officer was also proposed as an addition to Schedule 10. The additions were accepted and the schedules will be updated and circulated.	
11. Dress Code: Proposed addition of a Bowls Devon dress code to the schedules. This item had been circulated and with very minor amendments it was agreed to be adopted as Schedule 9, within the new schedules which are in the process of being produced.	
12. End of Year Forms: The necessity of producing end of year forms was the subject of a long discussion. Suggestions that end of year's forms should be uniform for the use of all sections. The forms would be issued by Administrator Carol to Section Secretaries for completion by clubs and returned to the Section Secretaries, before noting and returning to Carol. The method of accessing the forms was discussed, (see item 14 - Web site). Administrator Carol was in the process of completing a list of affiliated members of Bowls Devon, which would be sent to the appropriate sections. This would make future updating of membership information easier in future years.	
13. Year Book/Diary: Year Book/Diary Secretary Maureen explained the difficulties she had encountered over the production of the Men's Diary and how disappointed she was with the end product. Maureen thanked Carol for her support and for appreciating the trouble she had been encountering with the publishers.	

There was a general feeling that an alternative supplier should be sought. A quote for the production of next years Men's Diary had been received from Maslands and had been passed to Treasurer David. John Kelly, Section 7 rep, had obtained a quote from his contact and this had also been passed to Treasurer David, to make further enquiries.	
14. Report from Web Site Manager: The report of the Web site Manager Bob Smith had been circulated and although more figures were still in the process of being finalised, at present there had been over 2000 visitors to the web site with a 61% return rate. Surprisingly the known visitors to the site came from many parts of the world. Progress was still being made in some areas and advertisers were still required. However as the web site is a very new part of Bowls Devon guidance was needed as to what charges should be made to advertisers who wished to use the web site. Manager Bob is awaiting year's figures of hits to be able to more accurately assess the charges the County should be thinking of asking. Martin Rowe of Section 1 offered to make enquiries on the County's behalf. On the subject of end of year forms as raised in item 12 above, Bob advised that the web site could be put to good use for this purpose. Forms could be put onto the web site and then easily downloaded for completion. This would in turn save work as the forms would need to be uploaded again after completion to update the web site. Chairman Alan took the opportunity to thank Bob and Maureen for attending the meeting and for the work they have undertaken to ensure information is available to the members.	
15. Report from Patrons Secretaries: A report from the Ladies Patrons Secretary, Terri had been circulated with the Agenda. Patrons Days will be played on a Mixed Fours format. All names to Terri by 1st July. For any further information please contact Terri on 01803 213021 or mobile 07989935251 or email theresaday696@gmail.com	
16. Report from Bowls England:	

Administrator Carol had circulated notes from the recent Bowls England Annual Conference. An item that may benefit many clubs was the Blue Castle Energy Group, who will give free advice to all clubs on the best energy supplier and also arrange the change over from existing supplier. Contact sales@bluecastle.co.uk or telephone 01400 283500. The BDA van is to follow the Olympic Torch with the Play Bowls Road Show. The BDA hope clubs within the areas being visited will come along to help promote our sport as well as their own club. From 2013 Regional Finals will be re-introduced for the White Rose Trophy, as per Item 12 (paragraph 3) of the Bowls England AGM Minutes of 25th February. The proposal regarding Competitors Expenses was withdrawn at the Bowls England AGM. Only County registered shirts are to be worn during National Championship events, as per Item 12 (paragraph 1). Club shirts would be permitted for representation in National Competitions, i.e. were entry is via a card issued by Bowls England.	
17. Reports from Sections: **Section 2 Secretary Sue Trott**, warned the meeting about computer fraud after having had her email address book hacked into. **Section 7** raised the following questions. The date clubs are required to pay the affiliation fees to Bowls Devon on behalf of their membership, is felt to be too early. It was explained that other dates lead Bowls Devon to require the affiliation monies at the designated date. This matter is out of the County's hands. How would Bowls Devon stand should they require any grant from Bowls England or the lottery, when there is so much money held in the funds? Why were the County winners of the Men's Pairs not offered a trial. David Tucker as Middleton Cup Manager answered that they had not been nominated by their section or any other selector. Section 7 Secretary Sharon had been unable to contact Peter Savage the Section selector but she was aware he hadn't been well. Although there is still no Ladies competitions secretary this years comps have been sorted and someone is prepared to do part of the work required for next season. Not an ideal situation but hopefully it may improve.	

Secretary Sharon, thanked Kay for her help with arranging the draws etc. **Section 8**. Confirmation that Mr Larry Ireland, Ivybridge B.C. has been appointed as their Section selector.	
18. Any Other Business: There being no further business, Chairman Alan closed the meeting and confirmed the next meeting will be on Tuesday 24th July 6.00pm at the Exeter Golf and Country Club.	

Signed……. Date……