

MINUTES OF MEETING OF THE ENGLISH CARPET BOWLS ASSOCIATION HELD ON SATURDAY 18 JANUARY, 2014

Present: Chairman, Vice Chairman, Secretary, Treasurer, Child Protection Officer, and representatives from Bedfordshire, Cambridgeshire, Durham, Essex, Northumberland & South Tyneside.

1. **Apologies for absence**
Jill Emms (Norfolk), Colin Young (Sunderland), David Storey (Referee/Durham) & Mick Watkins (Suffolk)
2. **Minutes of last meeting**
The minutes were agreed and signed as a true record.
3. **Matters Arising from previous minutes**
The Treasurer reported the new bank signatories were now in place.
4. **Correspondence**
There had been no correspondence.
5. **Chairman's Report**
The Chairman reported:
Congratulations to Suffolk on their double win.
Thanks to Jamie Smith for his help at the Nationals, and to the referees.
There had been one dress code infringement, despite the Friday night reminder, but it was resolved with no action taken.
A toddler was playing on the carpets during the presentations and this was unacceptable.
A useful meeting had been held with Potters on the subject of marketing, and this would be dealt with more fully later in the meeting.
Bookings were going well for the Festival and a full report would be submitted later in the meeting.
A lot of work had gone into making the ECBA a success and, if to continue, it was essential that we all work together, even if individuals did not always agree with majority decisions.
He appealed to members who had real concerns to attend meetings or address the concerns to him or the Secretary, rather than air them through widely-circulated emails.
6. **Secretary's Report**
The Secretary had nothing to report that was not covered by the agenda.
7. **Treasurer's Report**
Community Account - £530.62
Business Saving Account 1 - £322.56 (for development of bowls)
Business Saving Account 2 - £15,559.16 . The total balances were £16,412.34
A donation of £2640 had been received from Potters in respect of the National Championships, and a balance of £566.67 from the Norbreck in final settlement of accrued commission.
It was agreed to consider future meeting dates after consideration of the AGM arrangements.
8. **Referee's Report**
There was no report.
9. **Child Protection Officer's Report**
The Child Protection Officer reported:

December 2012, the government announced that it was going to have an urgent review on the registration of people working with children and vulnerable adults. This was due to an antiquated system which in some areas was failing to do its job and they wanted a central body to be responsible for this process.

June 2013 it all started. Government decided to amalgamate the 2 vetting agencies used by all companies, voluntary services and NHS departments to vet their staff. One was the Criminal Records Bureau (CRB,) the second the Independent Safeguarding Authority (ISA.) They joined and formed the Disclosure and Barring Service (DBS.)

Originally, the CRB would check all criminal records of any individual who completed a special form and the CRB would confidentially notify the company and the individual of its findings, the instigator of the report would then decide if that individual was suitable to do the tasks within his work criteria, i.e. look after children or vulnerable adults. The ISA was more of a register of people within the NHS and all related bodies who worked with children and vulnerable adults on a regular basis, keeping records of disciplinary against individuals and anything relating to possible indiscrepancies relating to the individual.

Now all that information is handled by the one government office and is called the Disclosure and Barring Service (DBS.) this service holds all records for individuals who have applied for a disclosure notice and work with children and vulnerable adults. It is all held on one computer in the Midlands area and when you are on the register, you are on it until you request to be removed or they bar you from working with children and vulnerable adults. Your disclosure form is sent to you as an individual; your employer can request a copy of this certificate from you and contact the DBS to gain any further information, with your permission, that has been added to your file. They can then decide on your employment suitability. You will need to be registered on their update service at a cost of £13 per year, (certificate holder responsible for paying.)

The next question is, how does this all affect carpet bowls? The simple answer is that it does not affect carpet bowls.

Whilst changing the way things are done, they reviewed the criteria required to have a disclosure made. If you work with children or vulnerable adults, part or full time, you will need a disclosure done. If your club or county has children or vulnerable adults at their meetings or competitions, which means that they are not in your care for long periods, it is felt that a family member would nearly always accompany that individual, thus take the responsibility from the club for their wellbeing. Thus carpet bowls clubs do not have to have a designated person responsible. The only time this would change is if your county or club decided to do regular and specific coaching sessions for children or vulnerable adults.

The Child Protection Policy we currently have in place shows that the sport of carpet bowls takes things such as child and vulnerable adult protection very seriously and should this criteria change again from the government directives, we have a policy in place which we can implement to the letter to suit.

Should anyone have any questions regarding child protection, please contact me via e-mail busman62@live.co.uk or letter (1 Windmill Close, Somersham, Ipswich IP8 BQ,) and I will answer your question as soon as I can.

The Chairman thanked Andy Gilder for his comprehensive report.

10. Review of National County Championships 2013

The raffle had raised £457.50 – less than previously owing to one less county participating. The Vice-Chairman expressed thanks to Paul Daniels for the efficient and speedy production of the results. He regretted that, once again, there had been a mass exodus before the presentations and it was agreed that a special appeal to remain for the presentations be made in future.

11. Champion of Champions 7/8 June 2014

The Champion of Champions weekend would be held at Wolsingham, and participating counties would be required to pay an entry fee of £100 to the ECBA Treasurer in place of the previous supplement of £10 per player which had been collected by the Norbreck.

The carpets would be in place on Friday night and the food was organised.

The Treasurer would provide the prizes for the raffle, which would be organised by Hertfordshire.

It would be necessary for players to make their own accommodation arrangements, and an accommodation list would be circulated.

It was hoped that all counties would be present – Bedfordshire hoped to have a team.

12. Competitions

Rinks, 20th April, Pelton Community Centre, Durham – organised by Sunderland. It was explained that the original venue of the Riverside Cricket Ground had proved unavailable. The revised arrangements were now on the website, together with the application form.

Triples, 14th September, Braintree Leisure Centre, Essex. The venue was booked.

13. Festival of Carpet Bowls

Rita Daniels reported:

“At this time Potters have no more bungalow accommodation available which is causing a bit of a problem as there are still people who would like to go but are not prepared to pay the hotel price. I have managed to persuade them to release two of their four person bungalows to 2 couples this week.

I have had some queries such as people who have booked with me to bowl or are coming with others who are bowling and have not been on the accommodation list but after taking this up with Potters, everyone at this date are accounted for although I still await some entry forms.

There are 211 guests on the accommodation list and of these 152 have paid to bowl, there are another 6 non-bowlers leaving the rest that I am hopeful will send their entry forms to me before the closing date on 24th February 2014.

The amount paid to the Treasurer totals £1,520.00

Entries so far are:

RINKS: 37 with a few of these requiring others to make a full rink with them.

PAIRS: 72 with a few opting out of this.

SINGLES: 100 with 52 opting out of this discipline.

I have one person who is booked to bowl but to date has not reserved accommodation. I have queried this with others bowling with him and apparently he is on the waiting list for cheaper accommodation. As there is a closing date for this event I have to assume that everyone must have booked accommodation by that time.

I am not sure when next committee meeting will be so we need to look towards the 2015 Festival of Bowls.

Many guests will choose to book in order to secure their desired accommodation for the following year whilst they are there this year. The paperwork needs to be printed ready for them to do this.

I have to let you know now that as much as I have enjoyed doing the paper work to this stage, I feel I cannot commit to another year. I was hopeful that Paul might like to reconsider but he is still unable to take the time away from work. I trust that I have given sufficient notice of my intentions to enable the committee to find a replacement."

The Chairman pointed out that a new organiser would be needed for 2015 and his only contact so far had been unsuccessful.

14. Marketing

The Chairman reported that he had discussed the matter with a marketing consultant whose advice was that a national approach would be prohibitably expensive. Instead, his advice was to concentrate on local newspapers and television.

At a meeting with Potters representatives, there was willingness shown to assist with promoting carpet bowls. They were willing to place our promotional leaflet in dispensers at carpet bowls events, and could mailshot their mailing list of 22,000. Potters' printing facilities might also be available.

They invited the ECBA to submit a promotional article to the next edition of "Bowls News" and this had been done.

15. Promotional DVD

The DVD was now available and two copies had been provided to each county. It was agreed that further copies could be made available if they could be put to good use and five further copies were issued to Suffolk. A shortened version would be produced for the website.

16. Annual General Meeting 2014

It was agreed to review the earlier decision to hold the Annual General Meeting at the National Championships. While most serious bowlers would be present at the Championships, there were problems with the timing, and at least one county would not be present. Holding the AGM in conjunction with a regular meeting at Rotherham would be administratively easier, and it would be available to all counties.

It was proposed by Essex, seconded by Suffolk and agreed by seven votes to nil that the AGM from 2015 onwards be held at Rotherham following the regular meeting on the last Saturday in April.

It was proposed by Northumberland, seconded by Essex and agreed by six votes to nil that the 2014 AGM be held on the Saturday evening, 7th June, at the Champion of Champions.

17. Dates of Next Meetings

The next meeting would take place on 29th March 2014. It was agreed to arrange future meetings more equally spaced through the year – the last Saturday in January, late April and September.

18. Any Other Business

The Chairman reminded members that the Secretary was not seeking re-election and it was now urgent to find a successor.

Tony Cuthbert regretted the confusion over the observation of the remembrance day silence at the National Championships. It was pointed out that future events would probably not coincide with Remembrance Day. The Secretary reported that there had been no progress in setting a fixed date for the National Championships.

Essex asked that players in national championships should be restricted to the teams of their home counties. It was agreed that this restriction would not be in the interests of carpet bowls.