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| Glouc Bowls Assoc  TRANSPARENT | **GLOUCESTERSHIRE BOWLS ASSOCIATION**  **A Member of Bowls England.** |

**G.B.A Joint Executive Committee**

**Minutes of meeting of Saturday 13 April 2019**

**Falcon B.C. : 10.00 a.m.**

**Members present**: Acting chair and Secretary - Lindsay Collin (County Administrator and WD BE Delegate) LC, Anne Beaven (WD co-opted Delegate) AB, Keith Hawkes (Deputy County Treasurer) KH, Jane Hawkes (County Treasurer) JH, Myra Savage (GBA Match Secretary) MS, Roger Harrison (GBA Match Secretary) RH

**Apologies**  Martin Bevan (Deputy County Administrator) MB, Linda Bennett (WD Delegate) LB, Avril Hole (Deputy County Treasurer) AH, David Rolls (MD Delegate) DR – coaching commitments.

Chair made respectful mention of Clive Bennett’s sad passing, including reference to his many roles in the GBA and wide experience of County and national matters.

1. **Minutes of Joint Executive Meeting of Saturday 9 February 2019** Accepted as a correct record, and ratified.
2. **Matters arising from minutes**

2.1 Review of developments in the Men’s Division, with Extraordinary Management Committee Meeting due shortly, primarily to fill the now-vacant JEC role (County Authorised Representative). Concern expressed by several members re the role that Sylvia Pearse had taken on and felt that the Chair should check that she was comfortable with her albeit temporary input.  (Action : LC)

2.2 Chair requested update on revised Men’s Division meetings dates, as she did not know them all. Provided with :

* 27 April Extraordinary Management Committee Meeting
* 29 June Management Committee Meeting
* 20 July Delegate Meeting

A revised list of GBA 2019 meeting dates would be circulated by LC. (Action : LC)

2.3 Chair updated committee on agreed menu for Annual Presentation Luncheon. Deposit now paid

1. **Executive Committee Chair**

The acting Chair (LC) proposed by AB, seconded by MS and unanimously agreed as the JEC Chair for the rest of the current year, especially with her previous experience of the role.

1. **Updates on handbooks and Web sites**

4.1 Chair updated the committee on the situation with the three GBA Handbooks

* Distribution of all publications now complete
* Some clubs had not been taking notice of the ‘handbook order form’ in December, nor of any of the other repeated prompts, and were still looking for copies of some of the handbooks that they imagined that they were due. Always the same clubs who had not returned the required paperwork in the first place
* Extra copies still available of all three publications, all at £1.50 :
	+ Club Handbooks still reasonable number, but muted demand (JH handling these)
	+ MD Yearbooks still quite a few available (KH handling these)
	+ WD Yearbook down to a small number now (AH handling these)
* Errata would be listed on the appropriate Web sites (see 4.2) once such notifications had been compiled. (Action : LC)
* LC thanked by the committee for her work on all the handbooks
* Three bills not yet received, but LC had chased these, so hopefully imminent. To be paid from the GBA2010, MD and WD accounts separately. (Action : LC)

4.2 Situation on the three Web sites described by LC :

* WD Web site (ww.gcwba.org.uk), run by LC, now largely updated. Admin aspects had been removed to the GBA Web Portal. Functional and available; new season County teams for first three games now uploaded.
* MD Web site ([www.glosbowls.co.uk](http://www.glosbowls.co.uk)), had now been constructed – very effectively – by Sylvia Pearse, and had been uploaded to the Web host (ONE.COM). Still a few pages to be completed, but now largely functional and available
* New Gloucestershire Bowls Web Portal’ ([www.gloucestershirebowls.org.uk](http://www.gloucestershirebowls.org.uk)) now largely complete. Run by LC. Content similar to GBA Club Handbook, but also some additional items not possible in the conventional publication. 18 of about 20 pages now complete; remaining two relate to a consideration of GDPR issues, since personal data is involved [Officers/Officials and Club Contacts]. Few individual photographs of officers/officials still required. Site should be uploaded to ONE.COM in the next few days. (Action : LC)
* Committee considered just what personal information should be included on Web sites :
	+ Nearly all GBA officers and officials had given permission in 2018, on forms circulated at that time and received back by David Skeats. Only new 2019 appointments need to be looked at – RH took down list of names and would contact these people. JH indicated that her interpretation was that we should not need to be review until circa 4 years had elapsed from permission being given. (Action : RH)
	+ Club secretaries had given permission this year (November 2018), on the ‘GBA 2019 Club Information Form’. Agreed by committee that clubs would be informed that only those who returned the form (and given permission – which was everyone) would be included in the lists of club contact details on the Web Portal. (Action : LC)

4.3 LC would shortly send an information circular about handbooks and Web sites generally, round all clubs. Would include the point about listing of club contact details on the Web Portal. (Action : LC)

4.4 Final point on handbooks related to Bowls England Yearbooks. Delayed delivery of these had produced a distribution problem. Some had now been delivered round the three northern sections, but none of the large numbers of clubs in Bristol had received theirs. LC would take this on board and confer with Derek Turner; she would take the four box loads today ! (Action : LC)

1. **Key financial matters**

Payment of GBA Club Handbook invoice had already referred to (4.1), but JH thought nothing else to be considered today. All financial processes working well.

1. **Executive Committee priorities**

6.1 Reference made to items 8.1 and 13.6 from previous minutes, in part relating to matters that Clive Bennett had previously been actioning.

1. Financial support for U-18 players at Leamington. No problem in principle with this, but uncertain how it would be made available and to what degree. Also link with previous GBYDS monies needed further consideration; these monies, currently just a cheque held by JH, would be passed to AH and held for now in the WD Account. (Action : JH)
2. Youth development in Gloucestershire. Universally supported, but – as always – the difficulty is finding someone to take responsibility. Also felt that County Development Officer David Rolls (DR) had views on this, but he should not be asked for these until he had completed his very demanding Coach Bowls Level 3 course and all the associated coaching that he is undertaking in the County. Known also that Dave Williams (MD Past President) had strong views on this, so his views might also be sought.
3. Promotion of bowls in Gloucestershire. This had been discussed/attempted previously, including in recent times, but never really successfully. National initiatives also complicated this. Needed further consideration. ‘Family’ involvement seemed to be a worthwhile direction to look at.
4. **GBA mixed fixtures**

Bristol Arrow anniversary match on 8 May 2019 needed publicity. Unfortunately this clashes with

women’s match against Somerset. MS will pass details for LC to circulate. 12 women, 12 men required. (Action : LC)

1. **AOB**

8.1 Comparative competition income and costs between the two divisions. KH provided a useful tabulation of this, but we would defer further consideration until the next meeting, due to lack of time.

8.2 LC noted that the Women’s President and Secretary had agreed to acquire green blazers, principally for participating in gatherings at the National Championships, but which could be used on other suitable occasions. Not a precedent, but felt that other incumbents of the two roles might feel likewise.

8.3 Safeguarding JH gave further details of both requirements of which we should take note, and of courses that we might publicise. She herself had recently gained qualifications in this area, and would be prepared to become the ‘County Safeguarding Officer’ and give advice as required. Agreed. Will also take further action in relation to stimulating club involvement. (Action : LC, JH)

Meeting closed at 11.30 am

**Date of next meeting - Saturday 27 July 2019 - 10.00 am - Falcon B.C**