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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 Friday 2 October 2020**

**On ‘Zoom’ : 6.00 p.m.**

**Members present**: Chair and Secretary - Lindsay Collin (County Administrator and WD BE Delegate) LC, Myra Savage (GBA Match Secretary) MS, David Rolls (MD Representative) DR, Anne Beaven (WD co-opted Delegate) AB, Les Hanley (Deputy County Treasurer) LH, Roger Harrison (GBA Deputy Match Secretary) RH, Linda Bennett (WD Representative), David Skeats (Deputy County Administrator) DS

1. **Apologies** Avril Hole (Deputy County Treasurer) AH, Craig Guthrie (MD BE Delegate) CG
2. **Minutes of ‘Zoom’ meeting of 23 July 2020** Accepted as a correct record
3. **Matters arising from minutes (not otherwise on the agenda)**

3.1 (item 7.1) Competitions. LC has conveyed the JEC’s ideas to Bowls England.

3.2 (Item 7.2) County Champion of Champions competitions 2021. Winners of 2020 club singles competitions would be permitted to enter the C of Cs in 2021, but only if they had won a 21-up all-club singles competition. Necessary to modify Competition Rule 1.7 to confirm the ends requirement.

3.3 (Item 6.5) 2021 BE Annual Dinner. This has now been cancelled.

3.4 (Item 8) GBA Club Audit. Few additional submissions, so no real change to summary of responses.

3.5 (Item 15) Etiquette publication. LC gave quotes from our handbook/yearbook printers, Greens. Generally agreed that the GBA should acquire these and pass to clubs a copy for each of their members (though DS noted that some clubs had their own equivalent publications and might prefer not to use the GBA publication). Committee liked the idea of the folding ‘Panel Card’ rather than a booklet; £380 for 3000 copies. LC asked to find out how much an extra 1000 copies would cost. LH asked that clubs also be circulated with a PDF version for their own uses, such as on notice board. [Action : LC]

1. **Preliminary update on GBA matters – County Administrator/Chair LC**

4.1 Little to report beyond fairly constant work in relation to Bowls England matters, Covid-19 most of all.

4.2 Known that one club has resigned (Arrow Ladies) due to complete lack of numbers. Presently, all remaining AL members have agreed to keep together and go to the same club – Henleaze BC. Churchdown BC have had some serious difficulties, but the gaining of a sizeable Sport England grant will change their situation re their ‘landlords’. Many other clubs have suggested that they will be losing members, but the numbers will not be clear now until just before the 2021 season. Only Weston sub Edge have discussed their difficulties in detail with LC, but appear to be carrying on.

1. **Financial matters LC**

5.1 All refunds have now been paid – Affiliations plus Championship and County competitions. LC handling financial matters for the present.

5.2 All clubs circulated by Administrator re lack of County Treasurer, with a view to particular individuals being identified, but no comeback whatsoever. The lack of most normal financial activity eases the situation, but still puts more work on the Administrator. This will change once the 2020/1 affiliations need to be collected (see Item 11 below).

5.3 Barclays Bank have been less than 100% helpful in the last 6 months. Changing the mandate is a long battle – nothing is made easy. Even now, there a re things that LC has been unable to get sent to her, though this should change shortly.

5.4 Maddie Hale has agreed to help produce the 2019/20 GBA2010 accounts. LC will ensure that she has all the necessary documentation. The company inspecting the accounts need to be written to. [Action : LC]

5.5 Need for levy. Agreed that 2019/20 GBA2010 expenditure needs to be covered to some degree. 50p per head agreed from next year’s Affiliation Fees. [Action : LC]

1. **Actions by Bowls England, including during Covid-19 (Summary provided) LC**

LC had produced a summary of actions by Bowls England since the start of the Covid-19 pandemic and circulated this to the committee. Some of these had been dealt with in greater detail at the previous JEC meeting, but there have been many other actions in the last two months or so; see circulated document below:

* Undertaking a dialogue on our sport’s behalf with the government, in relation to Covid-19 and the administration and playing of lawn bowls in England during the pandemic
* Passing on DCMS Covid-19 guidance directly to counties and clubs
  + Where necessary interpreting Covid-19 guidance from DCMS in relation to bowls
  + Producing bowls-oriented Covid-19 guidance for counties and clubs
    - Regarding the playing of the game
    - Regarding clubs reopening more widely
    - Regarding the running of meetings
    - Regarding disciplinary matters
* Making decisions for the sport of lawn bowls in England
  + Decisions about the playing of the sport domestically
  + Decisions about competitive bowls
  + Decisions about the administration and running of the sport
  + Decisions about scheduled national events and celebrations
* Making decisions about international events
* Still taking forward Commonwealth Games staffing, administration and green preparations. Posts advertised during this period
* Needing to modify BE staff working arrangements and some responsibilities. Communicating these responsibilities to members
* Needing to work ‘virtually’ in all aspects, including many BE Board meetings
* Collating and advising clubs on all financial implications of Covid-19 and available grant support
  + Refunding BE affiliation fees
  + Dealing with BE national competition entries and fees and re-entries for 2021
  + Advising on all local authority and national grant aid schemes and business loans
* Continuing in the background with setting up of National Membership Register
* Promoting and maintaining interest and development in the sport
  + Podcasts on YouTube
  + Webinars on various topics, including Social Networking for clubs
* Encouraging ongoing recruitment to the sport during 2020. ‘Let’s roll’ campaign
* Moving some training online
  + Safeguarding courses
  + Coaching courses
* Planning in advance for 2021, including consultations
* Strategic development needing to move forward, despite effects of Covid-19 (bearing in mind recent appointment of new Chief Executive, Jon Cockcroft, just before Covid struck)
  + Consultations with counties – discussion groups (LC on ‘Player Retention’ and DS on ‘Communications’ for Gloucestershire) in September
  + Focus Groups (interested individuals) - voluntary. Yet to be formally set up
  + Review of governance, embracing Sport England’s ‘Tier 3’ Code of Governance. BE Governance Working Party just set up, after interviews
  + Directorship renewal/replacement. Two posts currently on offer – Director of Development and Director of Coaching

1. **GBA Meetings during 2020/1 (Proposal circulated) DS**

7.1 A proposal re the extreme difficulties that the GBA finds itself in in respect of Association meetings, was offered by DS :

The Constitution requires that Men’s and Women’s Divisional Delegates’ meetings are held in October (§ 9.6) with a Joint Council meeting normally no later than the fourth week in November (§8.16) followed by the AGM normally no later than the third week in January (§8.1).

It is clear that it will not be possible to hold these as ‘live’ meetings given the current regulations relating to the Covid infection. Whilst it might be seen as possible to hold these as on-line meetings via Zoom or some other such platform, experience is that holding such meetings with a large number of people is neither an effective nor efficient way to discuss issues.

Under Section 21 of the Constitution, if a matter arises which, in the opinion of the JEC, is not provided for in the Constitution then the matter may be determined by the JEC. It is suggested, therefore, that:

* The JEC uses this power to defer both Divisional Delegates’ meetings until at least January
* The Joint Council and AGM meetings be arranged following any Divisional Delegates’ meetings
* The exact timetable for these to be set depending on Government advice
* The County Administrator writes to all clubs to inform them of these arrangements and to ask whether they have any items that they might have raised at the Joint Council meeting
* The JEC be empowered to make a provisional decision on any such items if necessary, and any other business pending confirmation at the AGM

This should enable us to continue to operate and ensure that the 2021 season runs normally (if this becomes possible), and prepare the Club Handbook and Divisional Yearbooks for next year.

Agreed that this summary should go to all clubs. [Action : LC]

7.2 In the Men’s Division, Section Secretaries are receiving matters for consideration, which will then be brought to a Management Meeting, where decisions can be taken, instead of at Delegate Meeting. The Women’s Division Management meet on Monday 5 October to consider how to cover the requirements of the Delegate Meeting; outcomes will also be included in the circular. [Action : LC]

1. **Prospects for 2021 season.**

8.1 Need for GBA to plan for 2021 on the basis that it will happen, as normal.

8.2 Should ask clubs how they fared during the Covid Summer. Things like competitions, mini-leagues or social activities (socially-distanced) might encourage clubs who didn’t play this year to play if 2021 proves to be a repeat.

8.3 Could be as-yet-undeclared changes in competitions to be taken into account.

1. **Youth coaching/GBA Youth Academy DR**

9.1 Two taster days with 11 and 12 participants at each session of around 2 hours at Cheltenham BC. 17 different bowlers attended over the two days

9.2 Feedback on both days was very positive and they all wanted to do it again.

9.3 Floated possible start early 2021 indoors progressing outdoors as weather and Covid-19 allowed, perhaps once a month. Need to progress the idea of a Gloucestershire Youth Academy and give it some structure over the next 3 months. David Rolls and Ken Tudor prepared to run the coaching, but an administrator ideally needed.

9.4 DR is in contact with the following youth academies:

* + Bucks: John Lonergan and Terri Keen. 4 years. In U14 and U18 groups.
  + Dorset: Julie Leake. Running 3 years.
  + Herts: no contact yet, but have a coaching contact there
  + Adam Tanner, Bowls England Director of Development, runs National Youth Academy, lives in Swindon

Plan to meet with some or all of these over next 2-4 weeks. [Action : DR]

9.5 Support generally agreed and minuted previously, with up to £1K from each Division. Can also confirm that previous GBYDR monies can be factored in, these now held (ring-fenced) in WD account.

1. **GBA publications 2021 LC/DS**

10.1 The plan is to produce the 2021 Club Handbook and Divisional Yearbooks just as previously. Competition draws will need to be made on a similar timescale to that expected. [Action : LC, DS and Competition Secretaries]

10.2 LH confirmed that, after consulting with LC, adverts for Divisional Yearbooks would not be sought next year.

1. **2021 Affiliation process and the National Membership Register LC**

11.1 An absolutely crucial change by BE, but not necessarily Covid-related (more likely associated with the new Membership Register), is the retiming of the Affiliation process. Details if this had been circulated two weeks ago. Numbers must in future be submitted to BE, as at 1 May, with associated fees submitted to BE by 31 May. We will need to ask clubs to submit their numbers to the County Treasurer at least a month before the deadline; 1 April agreed. [Action : LC]

11.2 The progress of the National Membership Register nationwide (and locally) will be vital in determining how the affiliation data is collected in 2021. Not yet clear.

11.3 LC will circulate all clubs now asking those who have not submitted their National Register data, to do so. [Action : LC]

1. **Changes in GBA Constitution and Rules and in GBA Divisional Rules (where these affect GBA C & R) LC/DS**

12.1 No proposals at all from clubs had been submitted before the closing date.

12.2 Divisional meetings shortly, so something could come out of those.

12.3 LC apologised that she has not had the time to look at possible minor rewordings and changes in the Constitution & Rules, but this might yet be possible.

12.4 A few Competition Rules need minor changes. See Item 3.2, but also it has just been announced on Facebook that the National Junior Pairs (both genders) will in future be three woods, 18 ends. This had yet to be officially confirmed. [Action : LC]

12.5 DS proposed that, in the future, changes in the Competition Rules should be agreed by a group of three – Administrator, MD Competition Secretary and the representative of the WD Competition Secretaries, and would not have to be passed by the JEC. Agreed.

1. **Any other business**

13.1 A County disciplinary case is currently under way, but LC unwilling to divulge details. BE’s rulings re such cases, in the Covid-19 circumstances, are proving a difficulty.

**Date of next meeting - will be decided according to events**