

Yealmpton Bowling Club

Minutes of Management Committee Meeting held at the Clubhouse on 20 January 2022

Committee Members present: Fred Lewis (FL) (President & Fixtures Secretary), Roy Holland (RH) (Club Captain), Colin Burgess (CB) (Club Coach & Safeguarding), Mike Hexter (MHe) (Treasurer), ColinGeorge (CG) (Men's Team Captain), Annette Court-Hampton (ACH) (Ladies Team Captain), Bob Smith (BS) (Club Secretary).

Volunteer Officers present: Andy Lugg (AL) (Club Vice Captain & Estate Manager), Mandy Holland (MHo) (Ladies Vice Team Captain), Yvonne Willis (YW) & Viv Marsden (VM) (Admin Support), Peter Ford (PF) (Website Manager)

1. Apologies for Absence

Mark Pope (Green Keeper)

2. Management Structure

Following the deferral of the 2021 AGM an AGM Briefing Note was issued to all Members giving them the opportunity to object to the new Management Structure being trialled from 1st January 2022. There were no objections. The new structure is now in operation. The Committee will undertake a review of the new structure at the Committee meeting to be held prior to the 2022 AGM. This will allow time for the amendments to the Constitution to be prepared for presentation to Members at the 2022 AGM.

Committee Members agreed that Volunteer Officers should attend all Management Committee meetings but they will not be entitled to vote.

3. AGM 2021 / Spring Meeting 2022

The AGM has been deferred due to Covid. BS suggested that the 2021 AGM should be combined with the 2022 Spring Meeting. All agreed. The combined meeting will take place on Thursday 17 March 2022 at 2pm.

4. Officer Reports

Officers had previously reported in readiness for the AGM. The key items from their reports were included in the AGM Briefing Note. MHe wished to add that since his previous report the final instalment of the loan from Bowls Devon had been paid in December 2021.

5. Volunteer Reports

YW asked if it was permitted to share Committee Members and Volunteer Officers email addresses openly with the group. This would avoid accidental breaches of GDPR. All were in favour. BS added that at the AGM each member will agree/not agree to their email address being openly available to selected officers and volunteers.

6. Website Review

PF informed the meeting that the 2022 fixtures were on the website and he will be working to tidy these up very soon. It was agreed that PF would share information with the Club Captain, Men's Team Captain, Ladies Team Captain and the Chair of the Competitions Committee as appropriate.

From the responses received from the Website Questionnaire, the majority of members were:

- a) in favour of a 'blog'. PF has set up a section on the website which is ready to receive Officer's blogs. This will be managed by YW & VM on a fortnightly basis. The blogs will relate to bowls items only.
- b) In favour of the Club Constitution, Club Rules and Fixtures only being available via the website. Members can request a paper copy from the Secretary or the Admin Support Team if they do not have website access or are unable to print them. CB was concerned that this change would mean that new members received nothing in exchange for their Club dues except their bowls stickers.
- c) In favour of additional security surrounding Members personal information. A Members section, which will be password protected, will be developed on the website to house the membership list.

In addition, it was agreed that the Rules should be updated to include a definition of which Officers are authorised to change documents on the website.

The rink booking will continue for matches, but not for roll-ups.

7. Rules Update

BS is working on defining the Officer & Volunteer Roles.

BS informed the meeting that responses from the Website Questionnaire indicated that some Members were unaware of the various Team Selection processes. It was agreed that this information should be included on the website and in the Rules. It was also agreed that it was up to each Member to inform the Club of their intention to play League/Friendly matches at the start of each season.

The Rules will be updated to indicate that Tuesday and Thursday mornings would be reserved for roll-ups & coaching. Club Night will resume on Friday evenings.

8. Competition Committee

The Management Committee had charged the Competitions Committee with reviewing all Club Competitions to ensure they were still fit for purpose. The results of the review would be presented at the AGM for agreement by members.

9. AOB

- There will be a Management meeting prior to the AGM.
- Adverts need to be placed in the Parish magazines covering Wembury, Newton & Noss, Yealmpton & Brixton. YW to liaise with the Newton and Yealmpton advertising managers.
- The gate lock needs to be changed subject to MP agreement.
- AL to advise the Members cleaning day prior to opening on 10 April
- YW & VM to draw up the cleaning rota for the open season
- The tea rota for mixed friendlies to be carried forward to the Spring Meeting
- Significant dates to be updated to include the Ladies County & the Patrons match.
- The Honours Board will be updated to show Officers for 2021 & 2022 and the Competition winners for 2021. No competitions were held in 2020. The design of the Board will need to be reviewed in due course to reflect the new Management structure.
- Date of next meeting agreed – 3 March @ 2pm at the Clubhouse.

BS,YW,VM,
23/1/22