

## Wellington Bowling Club

Minutes of General Meeting held on Thursday 17th May at the Clubhouse  
The meeting commenced at 9.30am

### Members

Role	Name	Initials	Role	Name	Initials
President	Roland Bath	RB	Mixed Captain	Ian Thomson	IT
Chairman	Geoff Stamp	GS	Ladies Captain	Yvonne Abbott	YA
Secretary	Clive Manning	CM	Indoor Sec.	John Cherry	JC
Asst. Secretary	Brian Wombwell	BW	Bar Steward	Steve Lovell	SL
Treasurer	Tony Gibson	TG	Green keeper	Paul Kelly	PK
Asst. Treasurer	Bill Warnett	WW	Publicity Officer	Di Dagg	DD
Dev. Officer	Richard Manning	RM	Catering Manager	Liz Bowrah	LB
Membership Sec.	Chris Williams	CW	Ladies Admin	Position Vacant	
Fixture Secretary	Jay Merrell	JM	Men's Captain	Position Vacant	
Estates Manager	Vic Horne	VC			

### 1) Apologies for Absence

Jay Merrell, Bill Warnett, Liz Bowrah, Yvonne Abbott, Steve Lovell, Di Dagg.

### 2) Chairman

Everything appears to be going well this summer, but we are experiencing a problem with too many names being put down for friendlies which is presenting problems for the selectors. The hanging baskets have been ordered and will be arriving soon. We have had a lot of compliments from visiting teams about our Green and the areas surrounding the Green. The changing rooms have now been painted and look very smart.

### 3) Minutes of Last Meeting

The minutes of the previous meeting were accepted and approved.

### 4) Matters Arising

None

### 5) Secretary Report

It is obviously impractical to list everything that Brian and I have done and carried out since the last meeting on the 28<sup>th</sup> of March but the following I would regard as significant, although not in any particular order.

Following agreement from the Executive to proceed with the fence repairs, I spoke to Vic and asked him to contact Wadham Fencing with a view to going ahead with their quotation for the fence. He was also asked to contact some window repairers to obtain quotations for replacing the misted windows units. Obviously the fence has now been replaced and we are waiting to hear from A1 Windows when they are coming to replace the 12 window units

The upgrade in the alarm system has been completed and we are now monitored by Abel Central Monitoring unit and Walford Security. The new Keysafe has also been installed and both seem to be working well and indeed the alarm has been tested albeit accidentally!

Abel Alarms have now added additional sensors in the Indoor Rink and also moved the existing one. They have also at no cost repositioned an Emergency Lighting test switch and we understand that we are now compliant.

Alan Marshall & Ernie have agreed between them to test the Fire & Emergency Lighting (as legally required to do so) every month.

In addition, it is hoped to soon have a presentation by Abel alarms on an alternative door entry system.

The SBA had advised that the Spring Communication meeting was to be held in April and Mike Groves attended on behalf of the Club and picked up our handbooks for this year.

The re-registration process was now complete and it was generally felt that it had gone well and lessons had been learnt for next year. No doubt the Membership Secretary will tell us more later.

The new lockers had been moved into the Ladies changing rooms and once Registration is finalised, then David Dagg will begin allocating any vacant lockers to those on the waiting list.

Confirmation had been received from Mike Groves that he had attended the Exeter & District over 60's Triples League meeting and had paid our fees of £10 per team. Jay had also confirmed that he had sent an invoice to Tony Gibson in respect of the West Somerset Bowls League for our fees of £10 per team e.g. £90 in total. These were the only two leagues that had to be registered for now. The ladies League team would be registered by Gill Groves but that it was not until September.

The wording of the Constitution (following last year's AGM) has been amended as agreed by the Executive and sent out by email to all Members and also posted out to those Members not having email. (34 Members)

Brian has completed the provisional Tea Rota for 2018, which will be finalised in the coming days, once we have the revised Membership lists from Chris Williams.

The Opening of the Green ceremony had taken place. Despite occasional rain showers, David Dagg had managed to take the Club Member's official photograph. Members then managed to enjoy 1 hour on the Green before being rained off. Liz Bowrah provided a plentiful supply of cakes for tea and her husband Bob organised a raffle which almost covered the cost of the cakes leaving a shortfall of only £6.40p. The Mayor and his wife have sent a very complimentary email which thanked us for inviting them and confirming that they had really enjoyed the afternoon with us. A copy of the email has been distributed by email to our members and posted on the Notice board.

In the latter part of last year, we were advised by Bowls England of the extra measures required of us in order for us to comply with the new GDPR Regulations and indeed these were implemented. However, Bowls England then sent us revised guidelines from the Sporting & Recreation Alliance on the 20<sup>th</sup> April. These far exceeded what had been previously suggested and significant work has had to be done since then (including a Compliance Questionnaire and an internal Audit) and is still not complete as we are still waiting to receive the template to create a DPA Policy. A Members Privacy Notice has been prepared and will be placed on our Website shortly and Members advised. An Employee Privacy Notice has also had to be completed.

Tony and I have this week reset all the Indoor Rink bell timings for John Cherry, so that the Indoor Summer Roll Ups can take place.

Brian has done some excellent work on the Rink Booking Forms - the Yellow folder now contains forms up to June and they appear to be working well. It has been suggested that we inform members that some rinks are available when matches are in progress but members should respect our visitors and act accordingly.

The Draw for the Outside Competitions has been held and is now posted on the Notice Board.

Feedback has been received from various members re the recent Bowls Tour at Torquay and it was generally felt that it was excellent value for money and everyone thoroughly enjoyed it. I have agreed with Brian that hopefully in July (or asap afterwards) that a review will take place of all Job Descriptions.

Finally, I have made an "Executive Decision" and have confirmed to everyone that with immediate effect that "Tea & Biscuits" will now include chocolate biscuits!!

## **6) Treasurers Report**

Tony presented the monthly financial report and it was accepted.

## **7) Ladies Administrator**

This position is Vacant

## **8) Development Officer**

A copy of the Development Officers Report is attached.

## **9) Membership Secretary**

The Membership Secretary's report is attached. This report shows that the current membership is Outdoor 114, Indoor only 41, Junior 3, Life members 5, Social members only 74, Life Social 2. Total of all categories 191. Chris pointed out that the Outdoor playing membership has decreased by 11 since last year. The Social membership is down but that was expected when the membership fee was raised to £10.

Committee Members were advised that the Executive had agreed that membership should be limited to 140 full playing members. Chris Williams posed several questions to determine the parameters as to how the limit should be controlled. A copy of the questions is attached and it was agreed that the Executive would carefully list the parameters, so they cannot be misconstrued and present them to the General Committee at the next meeting.

## **10) Men's Captain Position**

Nick Channon is taking over the day to day running of the Captain's duties but not selection.

## **11) Lady's Captain**

Yvonne said that she was very encouraged by the attendance at the match selection event. Many of the newer members have little knowledge of Etiquette and she suggested that Martin be asked to arrange a session as he has done previously. There are not enough places in the Ladies League and the Think Tank was asked how this could be addressed. It was suggested that we apply to the league for admission of another team or to look into the possibility of Ladies Friendly matches.

## **12) Mixed Captain's Report**

Nothing to Report

## **13) Fixture Secretary's Report**

1. A mixed friendly fixture versus "The Friends of English Bowling" has been arranged for Thursday 25th July 2019. This prestigious fixture is a knock on from us winning Regional Club of the Year in 2016 and has been made through a contact of Julia Stanton. The "friends" are a charitable organisation who don't pay rink fees. All money they make goes back into English Bowling. We already support the Nomads who are similar so we don't need to go overboard, however, a spider before we start with a £ from each player and a bottle for the winner donated by the club should suffice. This match is on a Thursday 1.30pm (as they journey home from a tour of Cornwall) and will clash with men's WSBL games that evening so will be challenging. As far as possible I will deconflict with Ladies league and friendly matches in order that maximum participation from Ladies can be obtained.

2. Feedback has been received from several members suggesting they would like more opportunities to play. In particular Ladies competitively. I genuinely feel the potential for more mixed friendlies is pretty well exhausted. However, I've started a further survey to see if there is enough interest in joining the East of Exe mixed league, which is typically played on a Monday night. If I receive enough interest this year I will refer it back to the committee for a final decision, last year we didn't have enough interest from our Ladies. We need to know by early September. Another option is entering a men's C team in the Saturday Somerset league. A decision on this would be required by the 30th July. Either of these options requires careful consideration. Not least due to the extra strain they would place on the green.

#### **14) Outdoor Competition Secretary's Report**

A copy of the Competition Secretary's Report is attached.

#### **15) Indoor Secretary's Report**

A copy of the Indoor Secretary's Report is attached.

The committee accepted all of the proposals suggested in John's report.

John also issued a document titled "Basis for the organisation and management of winter bowling Activities and this is also included in the documents attached. The committee agreed that the document was a sensible way forward and accepted all of the proposals.

The committee were pleased that a regular Indoor roll up has been organised for the Indoor Green. If the demand increases a second Roll up will be arranged.

#### **16) Bar Secretary's Report**

No report

#### **17) Think Tank Report**

A copy of the report is attached.

Shelving for Metal Garage. Agreed to be ordered.

Honour Boards - ongoing

Middleton Cup - No arrangements have been made yet

Ladies Outdoor Roll Up Friday evenings - It was agreed that Booking should continue.

Outdoor benches - the committee noted that three of the benches were found to be dangerous and not repairable so they was no alternative but to scrap them.

John asked if he could proceed with arrangements for a 2019 Torquay tour similar to last year. The committee agreed that it was a considerable success last year and that it should go ahead if there is sufficient interest from members.

#### **18) Social Team Report**

There is no Social Team at the moment but a short report is included with the Development Officers Report.

#### **19) Green Representatives Report**

Nothing to report

#### **20) Building Representatives Report**

The new double glazed windows will be delivered next week and installed the following week. During installation members should be made aware that the path immediately outside the clubroom will be out of bounds for H&S reasons.

#### **21) Catering Officers Report**

1. The hot meal on May 28th, I know what I am doing but need a time for when they want to sit down. Have a team in place to help. The meal will be Chicken Casserole, new and roast potatoes, followed by Apple Crumble. I also need to know of anything dietary. If this goes

well I will do the same in July, with maybe a choice of Ham Salad instead of Chicken. Would like feedback asap please.

Cost per head is also required for these events.

2. Opening of the Green. Cost to the Club £6.50, thanks to Bob doing a raffle and selling off fridge items.

3. Open Day was a shambles! I was there at 1000hrs and 2 people turned up and I left at 1300hrs. I understand that quite a few people turned up later. Maybe the next should be 1400-1700hrs as quite a few people would have been out or at home having Sunday Lunch.

## **22) Publicity Officer's Report**

Firstly I would like to thank all those who have kept me informed during the winter months and to thank those who have agreed to let me have information about summer matches. That said, I can only report on the information given to me and assume that it is correct at the time. Also, I just send a report to Barry Knott at the Wellington Weekly and it is up to him whether he puts it in and how he does it. This also applies to the Photos David sends him and sometimes they are not in for a few weeks as there is shortage of space.

In the winter I have tried to report on all the inter club competitions but, as there are so many in the summer, I will wait until we get to, possibly, the semi-finals before I put anything in. This is unless there is a 'shock' result beforehand (unfortunately I couldn't manage to beat Nick!). The league and friendly matches will have short reports when I am given them.

If anyone has any suggestions about what they would like me to send in please tell me.

## **23) Any other Business**

The Privacy Notice to comply with the new DPA laws (GDPR) has yet to be finalised. Clive is busy working on this and will get it completed as quickly as possible.

**Date of next meeting Wednesday 11th July 2018**  
**Venue - The clubhouse at 9.30am**

From: Richard Manning richard.jmanning@btinternet.com  
Subject: General committee meeting 17/5/2018  
Date: 16 May 2018 at 10:20:02  
To: brenda.hellings@btinternet.com

#### Grants.

- a) S.W.Lottery fund application consisting of a 60 page document including 7 boxes to be filled 0-1,000 words, requiring all sorts of Information. eg what impact would this funding have on the local community. Awarded £400 which has been banked and I've sent an email to Rebecca Pow for her supporting letter.
- b) Received an email from Somerset/ Surrey Development manager that applications for funding from the Bowling Tours Excellence Award will be open again for clubs to apply. In 2017, awarded £500 and named top Somerset club.
- c) In discussions with TDBC to apply for a grant of £1000 or 33% funding for a specific project. To date over £10,000 has been to the club
- d) Friends of the Park has given the club £27.50 which is 50% funding from a stall organised by Nic Channon & Ed Dilley.

#### Recruitment.

Our first venue was at the Park on Sunday, 6th May 2018 supported by club members- P. & M. Brigden / B & J Vile / M.Connor/ R.Whiting. Nice sunny day compared with last year where it rained most of the day. x700 people attended. Some interest expressed, good for club Visibility

#### Open Day.

The day was supported by over 20 members. I am in the process of discussing with the 11 signed up visitors their availability. We have also have 6 other interested parties.

#### Social.

The Social Team have agreed to a) fund new blinds for the Indoor rink and the supplier has deducted a further £200 In respect of sponsorship for the club. June has been agreed as the date when this work commence. b) on order a covered Pergola so that our smoking members & visitors are sheltered from the rain.

RJM 16/5/2018

Sent from my iPad

## **MEMBERSHIP NUMBERS**

**2018/19**

**(as at May 10th 2018)**

***Membership Numbers for 2017/18 in brackets***

Gentlemen Outdoor (Voting)	80	(91)
Ladies Outdoor (Voting)	34	(34)
<b><u>(Total Voting Membership)</u></b>	114	(125)
Gentlemen Indoor (Non Voting)	25	(25)
Ladies Indoor (Non Voting)	14	(16)
Gentlemen Junior (Non Voting)	1	( 1)
Ladies Junior (Non Voting)	1	( 2)
Gentlemen Life Members	4	( 4)
Ladies Life Members	1	( 1)
Gentlemen Social (Non Voting)	9	(29)
Ladies Social (Non Voting)	20	(45)
Life Social	2	( 2)
<b><u>TOTAL MEMBERSHIP</u></b>	191	(250)



# GENERAL COMMITTEE MEETING

Thursday May 17<sup>th</sup> 2018

## **Proposal to limit Membership to 140**

- 1 From what date will this limit come into force?
- 2 Should there be a residential qualification for new members, both Indoor and outdoor?
- 3 If so, should this be geographical – ie restricted to Wellington TC area plus, possibly, some surrounding parishes OR a five mile radius of the Club?
- 4 Will a chance to continue membership be given to EXISTING members living outside such an area  
  
Full voting Outdoor members  
Indoor only (non-voting) members  
  
until they decide not to renew membership?
- 5 Will an exception be made for Junior members?
- 6 Will an exception be made for any category of member whose membership has temporarily lapsed BY AGREEMENT due to a medical condition?
- 7 To maintain gender balance in the Club does the suggested limit include an upper limit for Men (ie 95) and Ladies (ie) 45?
- 8 What is the future for recruitment 'specials' such as the day in the Park, Street Fair etc?
- 9 If a waiting list for Membership is necessary – Who will keep it? Will priority be given to existing bowlers moving into the area rather than beginners? Will it be a public document?
- 10 Do the Executive propose to hold an Extraordinary Meeting of VOTING members to consider what is a major change?

1. **Name Badges** have been received and distributed. A new list will be started, and I will order when there are 25 requests.
2. **Club shirts** arrived on Tuesday (15 May) and those who have pre-ordered will have their shirts during the next few days. I ordered 50 and 10 have been ordered already.
3. **Tea Rota**:- is more or less organised up until <sup>mid</sup>~~A~~ August. I am compiling a list of members who have not done a tea duty who have entered the 'Friendlies'. The tea rota appears to be working well.
4. **Competition Entries**: Jay, Henry Richbell and Eddie Dilley sorted out the entries (approx. 260 in total). Jay prepared the competition sheets and these were on the notice board on 4 May as planned. The 'Draw' worked well without any hitches!
5. **Rink booking forms**: now updated to the end of June.

Brian Wombwell

## **INDOOR SECRETARY'S REPORT**

### **Summer Organised Indoor Roll Ups 2018**

1. Following promotion & invitations on notice boards, a total of 14 members showed interest in bowling indoors during the outdoor summer season. This group will now play on Tuesday mornings (10am - 12noon) from 15<sup>th</sup> May to 2<sup>nd</sup> October 2018 on a play schedule giving everyone 12 roll ups through the season.
2. Rink fees of £2.00pp per session will be payable in advance in the same way as the winter programme. Should more members wish to join in, then Thursday morning roll ups will be introduced.
3. Apart from this, the indoor rink will be available for casual roll ups via the booking binder at £1pp per hour (£2.00 for a full 2hr session).

### **Changes to Indoor Roll Ups for Winter 2018-19**

4. Consultations have taken place with our winter Indoor Roll Up Secretaries to introduce roll up changes to session durations and start timings. This to allow more members to join organised roll ups rather than being shut out for lack of places.
5. A second proposal (to that given at the last GC meeting) has been supported whereby the five newly created group sessions will be those to start at 9.00am (format supplied to Club Secretary). With an average group membership of 12 players, this allows another 60 members to participate.
6. During the period when the new sessions are being populated with members, unused sessions will be deemed "vacant" and available for casual roll ups via the rink booking binder (at £1.50pp per 1hr 40 min session). This will require each new session to be filled in turn.

### **Closer Control of League/Roll Up Group Memberships**

7. Preparations are underway for the Indoor Secretary to present draft proposals for Committee approval to more closely control indoor league teams & rollup group creations, team memberships, player transfers & replacements for losses to avoid the confusions of the past. The proposals will involve pre-approval of all such changes by the Indoor Secretary, all as proposed and carried at the 23/10/17 AGM.

John Cherry Indoor Secretary

# WELLINGTON BOWLING CLUB

## **BASIS FOR THE ORGANISATION & MANAGEMENT OF WINTER INDOOR BOWLING ACTIVITIES**

### **RESPONSIBILITY**

1. The Indoor Secretary (I.S.) is responsible to the General Committee for planning and controlling all indoor bowling activities. This encompasses the number, structure and the population by paid up members of:-

- a) League Teams.
- b) Organised Roll up Groups.
- c) Casual roll up sessions in "vacant" rink periods.

### **COMPOSITION OF TEAMS & GROUPS**

2. Members of league teams and roll up groups for an indoor season **are deemed to automatically retain that membership in the following indoor season.**

3. When requested by the I.S. (in early summer), league team & roll up group secretaries must confirm back to I.S. their members names and of any drop-outs or losses which need replacements (ie left the Club, temporary/permanent disability, etc).

### **4. Losses & Shortages**

Once I.S. has a full picture of all teams/groups needing replacement players he/she will liaise with the Development Officer to identify suitable and willing new recruits (for roll ups) and more experienced recent members (for leagues) to fill the vacancies. I.S. will then contact the team/group secretaries to slot the new members in.

### **5. Transfers**

If members themselves wish to withdraw or transfer from one team/group to another, **they must first contact the I.S.** The I.S. will then contact both team/group secretaries concerned to mediate and approve the transfer.

### **6. Poaching**

The practise of team/group secretaries approaching players of other teams/groups to agree their transfer over **is not permitted.** No agreement to such a transfer can be made without the pre-knowledge and agreement of the I.S.

### **7. New Teams & Groups**

Members considering the creation of additional teams/groups must first consult the I.S. before making any firm arrangements with people. There is a finite limit on the capacity of our single indoor bowling rink.

8. New Club members with no previous bowling experience (eg no other club membership) should not join indoor league teams without an initial season in organised roll ups for developing their knowledge and techniques.

9. Starting in October 2018, the new organised roll up programme will allow another sixty or more members to participate in indoor bowling through the winter.

10. The I.S. will ensure all League Secretaries are kept informed of the developing winter programmes so that they can carry out their supporting duties satisfactorily.

John Cherry  
(Indoor Secretary)

Bow.is.control (16/05/18)

# WELLINGTON BOWLING CLUB - INDOOR RINK TIMETABLE AND BOOKINGS 2018/2019

Week Commencing .....

Rink fees = £1.50pp Roll Ups & LFTL, £2.00pp Leagues, £1.00pp for 1 hour sessions.  
(AL= Afternoon League, ML= Men's League, LL= Ladies League, WTL= Weekend Triples League, LFTL= Ladies Friday Triples League)

DAY	9.00 - 10.40am	10.40 - 12.20pm	12.20 - 2.00pm	2.00 - 4.00pm	4.00 - 6.00pm	6.00 - 8.00pm	8.00 - 10.00pm
MON	Roll up NEW 1	Roll up Geoff Stamp	VACANT**	AL	AL	6.00pm - Club Night 7.30-9.30 Coaching	Club Night
TUE	Roll up Chris Williams	Roll up Lynda Manning	Roll up NEW 2	AL	AL	ML	ML
WED	Roll up Ian Thomson	Roll up NEW 3	VACANT**	Roll up Win Courtney (2.00-3.40pm)	AL (provisional - extra team added)	ML	ML
THUR	Roll up NEW 4	Roll up Gwyneth Philip	Roll up Don Salisbury	LL	VACANT**	ML	VACANT**
FRI	Roll up NEW 5	Roll up Derek Vile	Roll up John Cherry	LL	VACANT**	6.00-7.30pm LFTL1 7.30-9.00pm LFTL2	VACANT**
SAT	9.00-11.00am VACANT**/ Competitions*	11.00-1.00pm VACANT**/ Competitions*	1.00-2.00pm VACANT** (1 hour session)	WTL	WTL	VACANT**/ Competitions*	VACANT**
SUN	9.00-11.00am VACANT**/ Competitions*	11.00-1.00pm VACANT**/ Competitions*	1.00-2.00pm VACANT** (1 hour session)	VACANT**/ Competitions*	WTL	VACANT**/ Competitions*	VACANT**

\*Winter Competitions begin mid November and finish by end of March. \*\*Vacant sessions can be reserved for up to 8 players by entering names in sheets within the rink booking binder. Bow.is.rink.003 (07/06/18)

# **WELLINGTON BOWLING CLUB**

## **GENERAL COMMITTEE MEETING - 17/05/18**

### **THINK TANK SUMMARY REPORT**

The Think Tank (TT) met just yesterday (16<sup>th</sup>) and a full report has yet to be completed. A summary of the main issues arising are as below.

#### Shelving in Metal Garage Store

This was reported to the last GC meeting but no direction was given in the subsequent minutes. Should the TT go ahead and order the shelving or not?

#### Honours Boards

This is difficult to investigate, no modern system has yet been identified from the internet (Google). TT members and Committee members are asked to look out for better/more modern systems for displaying past championship honours and let Mike Connor or myself know of any good ones that we can follow up on.

#### Middleton Cup

7<sup>th</sup> July we host the match between Cornwall and Herefordshire in what is a highly prestigious event in the bowling world. What preparations are planned to give this maximum exposure (ie WWNews & Somerset CG press coverage, bar facilities, food, Club helpers, promotion to our members as spectators, etc)?

#### Ladies Outdoor Friday Evenings

For the last 5 weeks, two outdoor rinks have been fully utilised for ladies roll up on Fridays from 6pm up to 8pm. The rinks have had to be booked each week but, given the consistently high usage, should this be a fixed allocation for the whole season?

#### Outdoor Benches

Where are the three outdoor benches that were along the side of the Clubhouse? Do they need repair or replacement? Comments from members indicate their amenity is being sadly missed.

John Cherry  
16/05/18

