



**Minutes of an Annual General Meeting of Bowls England
(Company No. 06297656 England and Wales)**

Held on Saturday 24th February 2018 at 1pm

The Doubletree by Hilton Coventry Hotel, Paradise Way, Walsgrave Triangle, Coventry CV2 2ST.

1. Welcome by the Chair

The Chair welcomed all present to the meeting of the Company, Bowls England. All were reminded that it was a formal Company Meeting and that only County Authorised Representatives were invited to attend. It was noted that special invitations had been extended to the Presidential Team, those Staff Members nominated by the Chief Executive and John McGuinness in his position as incoming Director of Coaching.

It was approved that, in case of an item requiring a formal vote, Penny Maguire (Business Services Manager) and Alistair Hollis (Operational Services Manager) be appointed as Tellers.

The Chair thanked all present for their continued efforts, paying a special tribute to all county personnel who may be retiring, including Administrators and County Authorised Representatives, and offered a warm welcome to new attendees at the meeting.

Present

60 Delegates representing 34 Counties (Oxfordshire not in attendance)

Seven Directors plus John McGuinness

One Life Member

Chief Executive

Administrative Staff

Presidential Team

2. Notice convening the meeting – Chief Executive

The Chief Executive read:

This is the 11th Annual General Meeting of the Company known as Bowls England whose company number is 06297656 which was convened by Notice dated 26th January 2018. This meeting has been called under Regulations of the Articles of Association. The Notice of Meeting will have provided you with the business that is to be dealt with on this occasion.

3. Obituaries (submitted since AGM held on 25th February 2017)

Stan Allcock	President Norfolk 2002
Ken Boobyer	Bowls England Honorary Member, President Devon 1984
John Booth	President Berkshire 1995
Colin Brown	President Norfolk 2017
Mary Buckle	President Wiltshire 2011
Eilene Burton	President Dorset 2003

Norman Deeprise	Bowls England Honorary Member
Ernie Douglas	President Yorkshire 1986
Maxine Glazebrook	President Surrey 2014
James Douglas Gibson	President Yorkshire 1980
John Fox	President Norfolk 1984
Julian Haines	Bowls England International 1982-86
Janet Halloway	President Northamptonshire 2000
Bill Howe	President Durham 2004
May Lashmar	President Isle of Wight 1976
Verinia Lewis	President Cambridgeshire 1983
Liz Lipscomb	President Dorset 1995
Leonard Oatey	President Wiltshire 1993
Pat Osborne	President Sussex 1997
Anita Petrucci	President Northamptonshire 2014
I. H. Phillips	President Essex 1994
Dian Place	President Hampshire 2002
Pam Rampton	President Sussex 2006
Connie Richardson	President Yorkshire 1992
Pat Rowe	President Hampshire 2004
Rosie Smith	Bowls England Honorary Member, Norfolk President 1991
Mabel Welch	President Yorkshire 1973
George Willmott	President Northamptonshire 2001 and 2015
Greta Winstone	Past International 1993
Marjorie (Madge) Zimnoch	President Yorkshire 1991

4. Apologies

None

5. Minutes

It was **resolved** to approve the Minutes of the Annual General Meeting of Bowls England held on 25th February 2017 as a true and correct record. The Chair signed.

It was **resolved** to approve the Minutes of the Special General Meeting of Bowls England held on 25th November 2017 as a true and correct record. The Chair signed.

The Chair of the Board adjourned the Company Meeting for the purpose of the investiture of the 2018 Presidential Team.

- President: Joseph (Bill) Smith (Leicestershire)
- Senior Vice President: Hazel Marke (Hampshire)
- Junior Vice President: Paul Robson (Hampshire)
- Immediate Past President: Viv Tomlinson (Lancashire)
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At the conclusion of the investiture, the Chair of the Board re-opened the meeting.

The Chair of the Board announced that Norma Hazzledine (Derbyshire) and Jeff Applegate (Buckinghamshire) had been awarded Bowls England Life Membership and conducted a special presentation to both.

6. To receive the Chief Executive's Report for the purpose of publication in the 2018 Yearbook

The Chief Executive's Report had been circulated in advance of the meeting. It was **resolved** to approve for inclusion in the Bowls England Yearbook.

In addition, the Chief Executive provided an update on the following items:

World Bowls President

It was announced John Bell (England) had been elected as World Bowls President for a second term.

National Membership Register

It was announced that work on the National Membership Register had been progressing since the presentation at the Counties Meeting in November 2017. The Board, at its Meeting on Friday 23rd February 2018, had reached agreement on a preferred supplier subject to a period of due diligence. It was added that the National Membership Register will feature as an agenda item at the forthcoming Regional Meetings as part of the implementation process.

Commonwealth Games 2022

It was announced that Bowls England would be meeting shortly with representatives of the Commonwealth Games Federation, Birmingham City Council and Warwick District Council. It was added that Bowls England will be looking at the implications of the Games on its schedule for 2022, including any impact on the National Championships, and would update County Associations at the earliest opportunity.

National Championships

It was confirmed that due to the closure of the Royal Naval Association (RNA) Club alternative hospitality arrangements had been made and communicated. The Chief Executive has also written to all County Presidents to inform them of their potential involvement during the National Championships, including the badge presentation and trophy presentations.

Independent Director

It was announced that a number of applications have been received for the position of Independent Director. County Associations were asked to encourage potential candidates to apply by the deadline of Monday 19th March 2018.

7. To receive any additional comments from the Board Chair

The Chair paid tribute to volunteers at club, county and national level for the work they do on behalf of the sport, including his fellow Directors. He also thanked the Chief Executive and Staff for the work that they undertake on behalf of the membership.

The Chair provided an update on the following items:

Bowls England Head Office

The lease at Riverside House has been extended to Spring 2021 following discussion with Warwick District Council. Bowls England will, however, continue to seek potential office accommodation within the vicinity of Royal Leamington Spa area.

Staffing

It was announced that Tom Millership (Administrator – Competitions) had been offered a new job opportunity and would be leaving Bowls England in mid-March. The vacancy will be advertised week commencing Monday 26th February.

8. To receive the 2017 Directors Report and Audited Financial Statement

The Directors' Report and Audited Financial Statement had been circulated to all attendees prior to the meeting. Bowls England had recorded a surplus for the year ended 30th September 2017.

The Business Services Manager provided an explanation of the accounts. It was highlighted that substantial savings had once again been recorded, primarily due to the current agreement with Warwick District Council for office accommodation at Riverside House.

Supplementary costs had been incurred during the year due to the 10th Anniversary Celebration event, the Governance Consultative Meeting and Regional Meetings.

Legal costs showed a significant increase in comparison to the previous year due to Bowls England seeking advice from Queen's Counsel following the closure of an affiliated club in Middlesex.

It was resolved to approve the Annual Accounts.

9. To ratify the following for 2019:

9.1 *Membership Affiliation Fees*

It was resolved that no change will be made to the Bowls England Membership Affiliation Fees and they will remain at £5 per playing member for fees payable on 30th September 2018. It was further resolved that the fee charged for Associate Membership would remain at £30.

9.2 *National Championship Entry Fees*

It was resolved that no change will be made to the Bowls England National Championship Entry Fees and that they will remain at £2.50 per head in 2019.

9.3 *National Competition Entry Fees*

It was resolved that no change will be made to Bowls England National Competition Entry Fees and they will remain as follows in 2019:

- National Competitions (individual/team events): £4.50 per person
- National Competitions (side events): £30
- National Champion of Champions: £6.50 per person
- Sutton Winson Tournament: £5 per person
- Johns Trophy: £70 per entry
- Amy Rose Bowl: £16 per entry
- Middleton Cup: £70 per entry
- White Rose Trophy: £30 per entry

10. To announce Electronic Ballot results and to formally ratify the following appointments

10.1 *Bowls England Directors – period 2018 to 2021*

It was noted that the following had been elected to the Board:

- Director of Coaching – John McGuinness, Buckinghamshire
- Director of Development – Adam Tanner, Wiltshire (Unopposed)

10.2 *Bowls England Selection Committee*

It was noted that the following had been elected by their Regional Group:

- Men's Selection Committee East: 3 years – John Ottaway, Norfolk (Unopposed)
- Women's Selection Committee East: 3 years – Jayne Christie, Bedfordshire (Unopposed)

10.3 *Bowls England Audit and Review Committee*

It was noted that the following had been elected by their Regional Group:

- 1 year – Tony Ellis, Essex – East (Unopposed)
- 1 year – Kath Lloyd, Wiltshire – West (Unopposed)
- 2 years – Foster Johnson, Durham – North (Unopposed)
- 2 years – Ken Woodcock, Sussex – South

It was noted that the Independent Director, when appointed, would act as the Facilitator for the Audit and Review Committee.

11. To receive propositions, amendments or additions to the Rules and Regulations and Articles of Association of Bowls England

11.1 *Amy Rose Plate – Norfolk Bowls Association*

Norfolk Bowls Association had submitted the following proposition:

Amy Rose Competition

“That the first game losers play for an Amy Rose Plate.”

Following discussion and a formal vote, the motion was lost.

11.2 *Articles of Association - Amendments following the SGM*

The Articles of Association had been updated following the SGM in conjunction with Bowls England's Lawyer and circulated in advance of the Meeting. It was resolved to approve the Articles of Association.

12. To approve Board Recommendations

12.1 *The appointment of Bowls England Independent Director*

It was noted that this post is currently being advertised with a closing date for applications of Monday 19th March 2018.

12.2 *The appointment of Bowls England Lawyers*

It was resolved to appoint Blythe Liggins as the Bowls England Lawyer.

12.3 *The appointment of Bowls England Accountants and Auditors*

It was resolved to appoint Dafferns as the Bowls England Accountants and Auditors.

12.4 *The appointment of Bowls England Disciplinary Committee*

The following had been appointed by the Board:

- John Durston (Somerset) – Chair
- Pauline Biddlecombe (Surrey)
- Chris Smith (Nottinghamshire)
- Keith Young (Warwickshire)

13. Chair’s Closing Remarks

The Chair thanked all for their attendance and co-operation. The Chair also acknowledged the Presidential Team, his fellow Directors, Chief Executive and Staff for their support throughout the year.

The Chair reiterated to County Associations the need to seek potential new Directors who may also wish to offer their skills to the Company in future years.

There being no further business the meeting closed at 2.15pm.

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Signed:

Date: