



## MINUTES

**TITLE OF MEETING:** Board Meeting  
**DATE AND TIME:** Monday 19<sup>th</sup> October 2020 – 5pm  
**LOCATION:** Virtual Meeting

**Action Target**

### 1. Welcome and apologies

The Chair welcomed all present to the meeting.

Board Chair: David Tucker (Chair)

Director of Competitive Events: Margaret Docherty (COM)

Director of Coaching: Mal Evans (COA)

Director of Development: Adam Tanner (DEV)

Director of Governance: Foster Johnson (GOV)

Director of Finance: Stephen Hemsley (FIN)

Independent Director: Dr Anna Molony (IND)

Independent Director – Marketing & Communications: Harry Nijjar (MAR) Item 1-4

Bowls England 2020 President – Paul Robson (PRE)

Chief Executive: Jon Cockcroft (CE)

Operational Services Manager: Alistair Hollis (OSM)

Business Services Manager: Penny Maguire (BSM)

Executive Assistant: Helen Slimm (EA)

### 2. Previous minutes – accuracy/matters arising

The minutes of the Board Meeting held on 26<sup>th</sup> August 2020 be signed as a true and correct record.

**CHAIR 19.10.20**

### 3. Declarations of Interest

None declared

### 4. Operational Report

The CE had circulated an operational report, in advance, to provide all board members with an overview of activity since the previous meeting. A summary of the report, which was compiled by both board and staff members, has been circulated within the accompanying synopsis. During the meeting there the following further discussions took place:

a) Sport England CWG funding outcome

The CE gave an update on the response from Sport England in regards to the funding application. Currently the paperwork at Sport England is being finalised and we are expecting an announcement.

b) Performance Leadership Group

The Chair offered congratulations to Alistair Hollis, on the role of Team Leader at Birmingham 2022.

c) Coaching

The CE advised the meeting that following the actions from the Coaching County Workshop, we reached out to arrange a meeting with the EBCS. As yet the EBCS representatives have declined to meet with us and it was agreed we would continue to try to create a means of developing a shared understanding.

CE 19.11.20

d) Brand and Communications

The DEV gave a brief update on the marketing working group. Inspired by the success stories from hard working volunteers during a trying season the 'Bowls England Story of the Year' award will continue to be presented for the 2020 season. The marketing working group are hoping for as many nominations and will be looking to focus on these nominations and publicise the dedication and commitment of our volunteers at grass root level. The recommendation received full support from the Board. In addition, the current structure of the podcasts has been under review and going forward the segments will be shorter with increased frequency. The next podcast will involve a Data Protection and Legal Update.

DEV 19.11.20

e) EBU

The European Bowls Union, at its recent special general meeting, agreed to form a working party with the aim of reviewing a possible restructure. Following a full Board discussion, it was agreed that Bowls England should put forward a member of the current staff team to join their working party.

CE 19.11.20

## 5. Operational Plan and Budget

The CE and FIN had prepared and circulated the proposed 2020/1 Operational Plan and Budget, which included a 5-year forecast, to the Board in advance of the meeting.

CE

The Board discussed the details in full before supporting both the plan and budget. The C thanked both the CE and the FIN for all the work that had been put into the report.

Appraisals are taking place amongst the BE Staff team and work programmes are being developed based on the operational plan. The CE will work with BSM to allocate budgets accordingly.

With the ongoing work on the Bowls England strategy it was agreed that the virtual counties meeting scheduled in November, should take the form of a working meeting. Attendance will be open to County Administrators, Board and Staff.

An additional virtual meeting will be arranged in December for key stakeholders to review the draft strategy ahead of the launch date in the New Year.

## 6. Victoria Park Lodge Report

FIN presented a report on Victoria Park Lodge, which proposed reviewing the decisions to develop Victoria Park Lodge. The report was accepted and the plans for Victoria Park Lodge are to be put on hold. With FIN and CE to pick up further discussions with Warwick District Council.

**CE/FIN**

**7. Any other notified business**

With no other notified business the meeting closed at 6.20pm