

Pétanque England



**Minutes of the Meeting of the Board of Directors held on
Saturday 20th October 2018 at
Elizabeth Fry 1 Room, Friends House, 173 Euston Road, London NW1 2BJ**

Present:

Martin Eggleton (ME); David Mason; Ken Buchan (KNB); Colin Roper (CR),
Martin Hughes (MH), Cary Bush (CB), David Baxter (DB), Annette Eggleton (AE),
Alan Roden (AR)

1 Apologies for Absence

Glenn Floyd (GF), Ray Keemer-Richards (RK-R), Jim Marstin (JM), Alan Forse (AF), Kath Brooks (KB).

2 Minutes of the Previous Meeting

The previously circulated minutes of the meeting held on Saturday 14th July 2018 were approved as a true and correct record subject to corrections to the names of Paul Lancaster and Judy Constable in item 7.

3 Matters Arising

4. Charitable Status

Numerous documents had to be prepared in support of the application for charitable status including an annual report for 2017/8, a business plan and a public interest statement. KNB was hoping to obtain assistance in the preparation of a public interest statement from a Chiltern member with experience in such matters. KNB hoped that the preparation of a business plan would be assisted by any discussions and discussions at today's meeting.

Action KNB

4 Nomination for Honorary Life Membership

A nomination had been received from a Regional Management Committee for the appointment of one of their members as an Honorary Life Member of the company. After some discussion it was decided not to make the appointment. The nominee had performed some tasks at a national level, but the bulk of his contribution had been at a regional level. KNB would notify the Region accordingly.

Action KNB

5 Paysubsonline Membership System

DB reported that the online membership system was now operational. It was agreed to activate the system for any new membership applications after the end of October. (These would include membership for 2019 at the current rates). The system enables members to print their own membership cards including a facility to add their own photograph. The card is overprinted "Paid" once the renewal subscription has been paid.

It was agreed not to provide Regional Membership Secretaries with laminators, but one could be made available at national competitions.

The system cannot be used to collect club subscriptions, but clubs can take out a separate standalone system with Paysubsonline if they wish to do so.

Action DB &
RK-R

DB is preparing guidance material which will be issued to Regional Membership secretaries as soon as it has been finalised.

Action DB

DB has asked Regions to provide details of their precepts for next year. Access to the system will be suspended on 1 December in order to update the membership rates and will reopen on 1st January.

Emails will be sent to all members in the new year to explain the new procedure, including the process where members are not using their own unique email address. Once the website portal to PaySubsOnline is operational the link to IMG will be suspended, However, this will not prevent people from logging in directly to IMG. ME suggested that an email should be sent out via the IMG system to alert members that renewal notifications will come from PaySubsOnline.

Action DB

Action ME

IMG have been pressing for a meeting to discuss our arrangements. This will be an opportunity to explain what we are doing to them face to face.

The new system will result in substantial savings because of the lower transaction fee and the obviation of printed licences.

6 Website

MH has spoken to a web designer who is willing to design a new website for £2,000. It will be built using Wordpress which enables content to be generated and added by a number of

people rather than being confined to one webmaster. The system is image heavy with clear navigation.

The object of the redesign is to have separate pages for each of our areas of activity which can be refreshed and updated regularly. It is not helpful to have separate websites for Coaching, NYS etc. Our insurers will build an insurance section which will look like our website. There should be scope to move some of the social media communication through to the website. The front page should be less cluttered and made more attractive to visitors to the site. It could be technically possible to have a password protected area if necessary.

The time frame for completing the design would be about 6 weeks. It was agreed that MH should instruct his designer to go ahead with the project for a fee of £2,000.

Action MH

It was agreed that we would still need a Technical / Content Manager with the new website and it was agreed that MGH would ask Alan Cregeen if he would undertake that role.

Action MH

Following criticisms made at the last Assembly KNB had updated the governance documents in the information page of the existing website by substituting references to EPA with PE. The information page had been retitled "Governance" and various information documents relating to piste construction etc had been removed pending revision.

The 15-minute coaching video on the website was too detailed for non-players and should be replaced with a 2- or 3-minute video on how to play aimed at attracting the attention of visitors to the site. It was agreed to seek a volunteer to do this through social media.

Action MH

7 Table of Recommended Disciplinary Sanctions

This item was deferred until the next meeting

Action KNB

8 Health & Safety

Concerns had been raised by a Region following an incident at Mill Rythe in which a player tripped and suffered a facial injury. There had also been a incident on another occasion when a player tripped backwards and suffered a minor injury. It was noted that the incident at Mill Rythe was dealt with satisfactorily by the qualified first aiders employed by the site owner. The cost of engaging St John's Ambulance to attend events was probably prohibitive but it may be possible to make use of the voluntary "first responders" service.

The following measures were agreed: -

- Venue operators for National events should be asked to state what first aid arrangements there are, and we should then decide what further action is necessary
- ME would raise the absence of a defibulator at Mill Rythe with IOW tours
- CB will ask the insurers if there are any requirements about the provision of first aid
- Wider walkways between lanes should be provided at Mill Rythe.
- Encourage Regions to seek volunteers to undertake the “coaching” first aid module.

Action
Events

Action ME

Action CB
Action
Events

Action
Events

9 Umpiring

ME reported that John Thatcher had agreed to act as the Umpiring Commission Administrator with Bob Parker continuing as the Chair of the Commission. John Thatcher had agreed that we should plan to have at least 50 qualified umpires by 2020 with at least one in each region. From 2020 we would be insisting that any Region seeking to host a national event must provide a qualified umpire. The Umpires Commission must set up umpiring courses and push regions to supply candidates. ME will agree a detailed plan with John Thatcher by the end of the year

Action ME

10 Coaching

CR reported that the completion of the national and international playing season enabled more attention to be devoted to the domestic coaching structure. He identified the main priorities to be :-

- Continuation of the club course and exams to those who have recently submitted applications, particularly those who have been committed to regional and national events.,
- Implementation of further advanced workshop sessions for coaches wishing to enhance their current level
- Introduction of the County Coach level
- Evaluation by senior coaches of the quality of club level coaching
- Introduction of the Approach to Schools Preparation paper through regional YDOs
- Develop a much broader and aggressive coaching structure for our elite players in association with the National Performance Panel
- Issue new Petanque England Coaching Licences

Action
Coaching
Commission

11 National Performance Panel

MH reported that the NPP was due to meet on 18th November and plans for 2019 had not yet been formulated. He intended to ask the Performance Panel to consider a more squad-based system for elite players with more time freed up for elite players to get more international/high level experience. He felt that our current elite players had hit a glass ceiling in terms of international achievement.

He also felt that it was still important for there to be ranking events to provide an incentive for good players to get into the squad.

ME felt that if we move to a squad / selection system we must give players a full explanation of the system and tell them what the new criteria are. The process must be transparent with a proper “selection panel” who are out watching players and not competing themselves.

Action NPP

The problems regarding the finalisation of the 2019 Playing Calendar were discussed. This had to be issued by the end of October to give Regions and Clubs an opportunity to avoid clashes in finalising their own calendars. It was agreed that the National Calendar would be issued with dates reserved for “national days” The calendar would be updated once the NPP had decided what events would be taking place.

Action NPP
& Events

It was also agreed that the NPP would provide guidance for elite players on the priority to be given to national events over club events. It was noted that there is a potential clash between the Eurocup finals and the Worlds Singles, Doubles & Mixed Doubles.

Action NPP

12 Events Group

Transplant Games

It was agreed that the Events Group would take on the oversight of PE’s role in the transplant games. ME and DB would manage the event but will be looking for volunteers to assist. It was taking place on one day of the games on the weekend of 17th/18th August. The organisers were dealing with the provision of a terrain and setting the format. It will involve 6 age groups for each gender. The event is essentially a “2nd Sport” for competitors involved in other sports. Some training has already been provided but at least 1 further participant requires some training. CR is in touch with the organisers and will organise any further coaching required.

Action
ME & DB

Action
CR

Inter-Regional Championships

ME considered that the Juniors competition and the shooting competition were the main areas of concern regarding the Inter Regionals. Various problems or options were discussed: -

- Providing more games for the juniors
- Asking the NYS to prune the junior shooting participants to the last 4
- Timed Games
- Reducing the number of participants in the adult shooting event and / or improving the logistics
- Undisciplined behaviour
- Participants believing that the Inter Regionals are a source of income for PE
- Awarding a "President's" Cup to the Region with the best score in all three competitions
- Creation of a separate competition for elite players
- Obtaining a new venue (possibly overseas)
- Some elite players not attending the Inter Regionals

It was agreed that the Events Group would consider these options and throw some ideas out at the next presidents' meeting.

**Action
Events
Group**

13 Sport Development Group

KNB had invited Tom Wilson to join the group but he is currently occupied with a family matter and will respond in a few weeks.

**Action
KNB**

The Presidents' Meeting in October threw up some suggestions regarding tiered membership and unaffiliated clubs. There is a need to get more data about what is going on in clubs and what grass roots members are doing. It would be useful to gather additional data at club membership renewal time. It would also be informative to engage with high membership clubs to find out how they have achieved their membership levels. Similarly, it would be helpful to know more about local leagues and how the more successful ones attract new members. Jim Marston is keen to help with this. One of the tasks of the Group should be to identify what playing opportunities would attract grass roots players to move to a wider playing area. ME suggested that it would be courteous to contact Regional Presidents to explain what we were doing.

**Action
KNB & JM**

CR had received some material from Tom Wilson relating to the introduction of Petanque into schools and would pass this to KNB. It was agreed that any contact with schools must be supported with adequate regional resources. If Petanque was successfully taken up by schools, it might be possible to

Action CR

arrange inter school matches through the school games organisers. We would need someone from the teaching profession to establish contact with them.

ME had met Andrew Lloyd from U3A regarding possible affiliation models. There is a wide variety of groups playing but we might consider a discount for initial membership and access to coaching.

Action ME

14 Finance

CB reported that the arrangements to open a bank account with Metro Bank were nearly complete. He had submitted a formal complaint to HSBC about the delay in opening an account there. The new account comes with a debit card and the account is operated with a single signature.

Action
CB

The insurance arrangements have been switched into the name of Petanque England. All directors will be required to submit a form of declaration to the insurers. CB was investigating an expansion of the professional indemnity policy to give £2M coverage and was awaiting a quote for GDPR coverage.

Action All

Action CB

CB mentioned that the costs for junior activities seemed to be getting out of hand. There should be clearer guidelines about what expenses can be claimed.

Action CB

CB also mentioned that the costs of procuring kit seemed to be escalating. ME suggested that we should look more closely at who we provide kit to and possibly seek a sponsor. Tog 24 who were marketing pre-printed shirts for the Inter Regionals may be interested in a partnership agreement for team kit. ME to investigate.

Action ME

15 Any Other Business

AE reported that the PE pins are selling well.

ME felt that the new prize-winners medals at Hayling Island were well received.

We still had about 50% of the paperweight gifts for presentation to other international teams.

14 Date of Next Meeting

The next meeting will take place on Saturday 19th January 2019 at 9.30 a.m. at the Elizabeth Fry 2 Room, Friends House, 173 Euston Road, London, NW1 2BJ

The AGM will take place on Saturday 23rd March 2019 followed by the Presidents' Meeting.