

Pétanque England



**Minutes of the Meeting of the Board of Directors held on
Saturday 19th January 2019 at
Elizabeth Fry 2 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), Alan Roden (AR), Jim Marstin (JM) Ray
Keemer-Richards (R K-R), Annette Eggleton (Minute Taker),

1 Apologies for Absence

Glenn Floyd (GF), Alan Forse (AF), Kath Brooks (KB), David
Baxter (DB), Bob Parker (BP)

2 Minutes of the Previous Meeting

The previously circulated minutes of the meeting held on
Saturday 20th October 2018 were approved as a true and
correct record subject to the addition of Alan Roden as one of
the attendees.

3 Matters Arising

3.4 Charitable Status

The application for charitable status has not yet been submitted
due to the absence of the required documentation for
2017/2018. As we are now into a new year, we will need to
base our application upon an annual report for 2018 and a
business plan for 2019. KB will prepare a first draft of these
documents within the next few weeks for the consideration of
group leaders. The directors' report for 2018 will also have to
be filed at companies house although CB recommended that
this should not be unnecessarily detailed. We will also need to
submit the audited accounts for the first year of trading. CB will
contact the prospective auditors to see if they are willing to act

Action
KNB
Action
CB

4 Nomination for Honorary Life Membership

The Board's decision had been reported to the Region
concerned but there had been no comeback.

7 Table of Recommended Disciplinary Sanctions

This item was deferred until the next meeting

Action
KNB

8 Health & Safety

Quotes for the cost of supplying first aid cover had been requested from various organisations but there had been no constructive response so far.

Action
ME

4 Membership

R K-R reported that our total membership for 2018 was 2,805 compared with 2,720 for 2017.

The LoveAdmin system was proving to be a great success. To date a total of 1,350 members had registered compared with 970 at the same time last year. There had been a few teething problems, but these were mainly members experiencing difficulties rather than issues with the software.

Unlike the IMG system the treasurer will have to refund the regional precepts to the Regions.

J M reported that the system had been adapted to enable clubs to renew membership online and to date 86 out of a possible 171 had done so.

The competition entry function in the new system was also working well and already entries were coming in for the new year.

5 Finance

5.1 Draft Accounts

CB circulated the draft accounts for the year to 31 December 2018. Various adjustments still had to be made but at present the Profit & Loss Account showed a deficit of £6,505 compared with a deficit of £3,514 in 2017. CB estimated that a similar deficit in 2019 would be covered by the 2019 membership fee increase. Competition expenses had increased because of the policy of returning entry fees in prizes. Next year the organising expenses would be deducted before awarding prizes. The cost of Insurance had increased but it reflected much better package of benefits.

The draft balance sheet showed accumulated reserves of £28,794. Of particular concern was the increasing amount of Accounts Receivable. Much of this was due to outstanding player contributions and it was agreed that longer periods of licence suspension would be imposed for continuing defaulters.

Action
CB & R K-R

Resource – Draft Accounts for the year to 31 December 2018

Annexe 1

5.2 Membership Fees for 2020

In accordance with our long-term plan fee increases were due to take place in alternate years. The next fee increase was due in 2021 so it was agreed to recommend no fee increase for 2020

Action
KNB

5.3 International Players Financial Contribution Relief Scheme

The propriety and effectiveness of the International Players financial contribution relief scheme was discussed in some depth by the board. The following matters were considered: -

- Successful players now benefit from prize money available at ranking events
- The scheme had been used only once in the last 2 years
- Selected players should expect to demonstrate a level of commitment to the team and the sport
- Many amateur sports do not subsidise their international athletes
- Some members believe that players should not have to contribute to the costs of international representation
- Players are not sufficiently aware of what is involved or how the scheme works
- The amount paid to players devalues the contribution made by our coaches
- Players need the certainty of knowing in advance the amount of money they will have to pay
- The financial contribution ought not to depend on the location of the championships

The Board was evenly decided about the value of the scheme but on the casting vote of the President it was decided to continue with it.

It was agreed that only a proportion of the competition entry fees would be distributed as prizes.

It was agreed that international players would be required to make the following financial contribution:-

- Juniors – No Fee
- Espoirs - £150
- Adult - £250 (regardless of location)

The rates of offset fees were set at: -

- Espoirs £75 per day
- Adults £125 per day

It was agreed that for any offset activity players would pay their own travel expenses and retain any prizes which they win.

Players would have to pay the financial contribution in full unless they had already earned offset credit or had agreed firm arrangements to do so. All qualifying activity must be agreed with the Head of the Coaching Commission.

Action
KNB; CB;
CR

Resource – Draft International Playing Fee Scheme

Annexe 2

5.4 Insurance

CB reported that the Insurance Policy had been renewed with additional sections covering legal fees, GDPR indemnity (at a cost of £336) and improved Personal Accident cover. The brokers had prepared a comprehensive website page providing a full explanation of what was covered, and this can be accessed via a portal on the website.

CB had been asked by a league with a membership including unlicensed players whether it could be included in the PE Insurance Scheme. The Insurers are happy to do this provided the League is registered with them and all the committee are PE members. This would have the same drawback which mixed membership clubs have in that unlicensed players would not be covered, and licensed members would not be covered for loss or damage caused by unlicensed members. KNB asked whether we could consider a scheme whereby (for a larger premium) leagues could cover all their members. It was felt however that such a scheme would undermine the leagues and regions which required full PE membership and could lead to an exodus of licenced members. It was agreed that Leagues should be allowed to affiliate on the same basis as clubs and to qualify for the same level of insurance cover. It was noted that our existing rules requiring leagues to have 100% PE membership and that this would have to be altered to bring it into line with the club requirements. KNB would prepare a suitable amendment and circulate for the Board's approval.

Action
KNB

6 Website

MH presented the Board with a preview of the new website as it stands at present. The site is more dynamic with the capacity to display more images and to embed videos more easily. The content has been taken substantially from the existing website although the navigation has been improved so that visitors can easily find the material they are looking for.

It was agreed that the front page should be more focussed on what the sport is about with the internal information shown further down. There will be a news section which will need to be managed to ensure that it is immediate and current. MH explained that it would be useful for news items to be notified to

members by email with a link to the website as this would generate traffic.

KNB had been updating various information documents from the old website and can supply these for use in the About section on the new website.

Action
KNB

The new site does not have a function enabling clubs to upload details of their upcoming events, but it may be possible to add a tab under competitions for local events. HH will investigate. It will also be possible to add a password protected members only section if this is required.

Action
MH

It was agreed that the website should officially go live at the Assembly, but that Regional Presidents should be given prior access to judge its effectiveness.

Action
MH

7 Events Group

7.1 2018 Review & 2019 Plan

DM had circulated the minutes of the Events Group meeting held on 19th November 2018 and the Summary Plan for 2019. The proposal to institute timed games at the Inter Regional's was agreed in principle and it was agreed that this should be placed before the Assembly to obtain the views of Regional Presidents as to the details of implementation.

Action
DM & KNB

The participation by juniors at the Inter Regional's was also discussed and it was agreed that there would be no fundamental changes to this year's championships although there should be better organisation and more games for juniors.

Action
Events
Group

*Resources: -
Events Group Minutes 19th November
Business Plan for 2019*

*Annexe 3
Annexe 4*

7.2 World Transplant Games

Northern Region have not been able to supply any volunteers to help. We have enough people to run the event, but we need a further 10 – 12 volunteers to “nursemaid” the teams. It was agreed that it would be included on the Agenda for the March Assembly meeting.

Action
DM & KNB

It was also agreed to ask Scotland if they can help

Action ME

7.3 Kit Fine Dispute

Some Chiltern members had complained about the fines levied on the Region in respect of non-compliance with the dress code at the Champion of Champions. It was agreed that the Board cannot and should not challenge the umpire's findings.

The fines should therefore remain payable by the Region. If the Region wishes to recover the fines from the individuals concerned that is a matter for the Region.

Action CB

It was agreed that the Rules for the Champion of Champions competition should be amended to require players to appear in matching kit at registration.

Action
Events
Group

Confidential Resource- emails from Chiltern Members

Annexe 5

7.4 Euro Cup

AR reported that the semi-finals were due to take place on 6th / 7th April at Leicester and Luton. The finals would take place on 27 / 28th April at a venue to be decided when the finalists were known.

Action
AR / Events
Group

It was agreed to award a grant of £1,500 to the winning club team towards the expenses of the CEP semi-finals and a further £1,000 if they make it to the finals.

Action CB

8 N.P.P.

8.1 Review of 2018

MH presented a summary of the NPP activity during 2018. The NPP came into being as part of the New PE Structure. Terms of Reference and a set of national selection criteria were agreed by the Board in June 2018. Members of the NPP appointed by the Board are Martin Hughes (Chair), Colin Roper (Coaching Commission) and Martin Eggleton (ex-officio). ME does not attend meetings but is kept fully briefed. The other members of the Panel include Nic Baxter (lead member for Senior Women, Simon Bird (lead member for Espoirs men), Paul Lancaster (lead member for Espoirs Women), Toni Gates (lead member for Juniors) & Glenn Floyd (lead member for veterans). ME also undertook the role of lead member for men. Kath Brooks was added as a member to assist Nic Baxter. Throughout 2018 there was a vacancy for the lead member for international event logistics. Going forward for 2019 Clive De Silva had agreed to act as the lead for veterans and Annette Eggleton had agreed to become the member for international competition logistics.

The NPP had met formally on 2 occasions during 2018. It met in July to review the effectiveness of the ranking system and to agree selections for the FIPJP Men's Triple Championship, The CEP Women's Championship and the CEP Singles championships. A second meeting was held in November to review the performance of our international teams during the year and to discuss logistical problems that had been encountered. The meeting also considered how to move forward into 2019 and agreed in principle to explore the

practicalities of moving to a squad system for the adult men and women's teams. The November meeting also agreed the selection of the players for the FIPJP Singles, Doubles and Mixed doubles championships. The selections were communicated to and extensive feedback given to all the players concerned. Despite this there has been considerable debate about the selections on social media.

Resources: -

Report to PE Board – Martin Hughes

NPP Terms of Reference 2018

Selection Criteria 2018

Confidential Draft Minutes of NPP Meeting – 18th November 2018

Annexe 5

Annexe 6

Annexe 7

Annexe 8

8.2 NPP 2019 Playing Programme & Selection Process

Squad Selection

MH presented a discussion document setting out various options for the playing programme for 2019. After considerable discussion the Board endorsed the NPP recommendation to move towards a squad-based selection system for the men and women. The success of this approach can be seen from the Juniors & Espoirs, but squad selection would be more difficult because there is a larger population of eligible adult players. Other problems included the possible increased cost of a squad system, player commitment, availability, and the recruitment of suitable squad managers. It was agreed that the NPP should formulate more detailed proposals by the end of March. It was also agreed that 2019 would be a transitional year to the new system and that players should be informed that rankings etc would be used not only for the selection of teams for 2019 but also for selection to the squads for 2019/2020.

Action NPP

Men & Women Playing & Selection Programme

A number of proposals for the 2019 playing programme put forward by the NPP were considered and it was agreed to adopt the following programme for both men & women:-

- Ranking Triples - 11th May
- National Singles - 25th May (Men & Women)
- National Doubles – 26th May (Men & Women)
- Ranking Triples – 16th June
- Ranking Doubles – 29th June
- National Triples – 30th June

**Action
Events /
NPP**

The Precision shooting has been removed as a ranking competition to focus emphasis on competitive play in the principal formats. An extra triples competition has been

introduced, replacing one of the singles competitions to ensure more emphasis on triples which is the only format for which we will be selecting in 2019. All the above competitions will count, and the ranking points system will be the same as in 2018. There will be no restriction on who plays with who and triples can only enter as a three. A selection panel of three will be present at all competitions and will use an agreed assessment system. No-one on the panel can compete. There will be an emphasis on technical pistes where possible and the poule stages will be seeded using 2018 rankings. The NPP selection criteria will be applied in the formulation of the recommended team selections and the NPP will meet with the top 6 players in July before deciding the final selection.

Action NPP

Veterans Playing & Selection Programme

It was agreed that the Veteran's selection would be based upon their performance in Saturday competitions to be held on 18th May, 1st June & 22nd June. Triple teams will be restricted to 3 players and ranking points will be awarded in the same manner as the National Rankings. The top 3 ranked players will become the PE National Veteran Champions and will be invited to represent England at the CEP Veterans Championship. The 4th member of the team will be selected from the players ranked 4 to 6 following a recommendation from the NPP Lead member for veterans made after consulting the other team members.

Action
Events /
NPP

Precision Shooting

The Board considered the possibility of moving the precision shooting tournament to the National Titles Weekend and the Ranking Doubles & Triples weekend, but it was felt that there were not enough resources to conduct the precision shooting at those events. It was agreed that the final stages of the shooting championship should take place at the Inter Regional Championships but rather than being confined to regional champions it should be contested between those who had achieved the best scores in regional heats.

Action
Events /
NPP

FIPJP Head of Delegation

It was agreed that Martin Eggleton should act as the Head of Delegation for the FIPJP Singles, Doubles and Mixed Doubles championships

Action ME

Resource – NPP 2019 Playing Programme Options Report

Annexe 9

9 NYS

Toni Gates had invited the Board to approve an amendment to the NYS policy document relating to breaches of the parents code of conduct. There was now a national code of conduct for parents and carers and whilst the NYS parents code of conduct was not dissimilar it would be preferable if any NYS policy

document referred to the national parents code. KNB also questioned whether the Board should formally recognise the NYS structure and formulate its terms of reference. If so, would it also be necessary draw up terms of reference for the Espoirs and Veterans. It was agreed that KNB would speak to Toni Gates to see how they wished to proceed.

Action
KNB

Resource – Draft Amendments to NYS Policy Document

Annexe 10

10 Coaching

10.1 Programme for 2019

CR submitted a report outlining the following plans for 2019

- Day 2 of a club coach course for GWR, Devon & Kernow candidates has been fixed for March
- A further club coach course for candidates in Kent, Eastern and Chiltern regions is planned for February or March
- An Advanced club coach course is planned for March/April
- The County Coach Qualification is receiving its final review and is intended to be launched in the spring.
- Senior coaches will be carrying out an evaluation and assessment of coaching that is being carried out at club level
- The support documentation for the introduction of Petanque into schools will be rolled out to YDOs
- The next Coaching Commission will review the current coaching qualification levels.

Resource - CR Report

Annexe 11

10.2 CEP Coaching Course

CEP are running a course for coaches in Luxembourg on the weekend of 15-17 March. The Course topics include

- Building Foundation for selection of teams
- Selection of Players teams
- Preparation for Competitions
- Tactical Coaching
- Mental Coaching
- Team Evaluation
- Knowledge Sharing

It was agreed that CR & MH should attend the course. CR to make the arrangements

Action
CR & MH

11 Umpiring

RP has reported that there is to be an Umpires Commission Meeting on 23rd February to discuss The Code of Conduct and other matters. An Umpire's Course is planned for 9-10th March at a venue to be arranged. Some concern was expressed concerning the short notice of this course. ME would speak to John Thatcher about it

Action
ME

- 12 Sport Development**
 KNB is still engaged on researching our grass roots activities. It was agreed that the Sport Development group should meet to consider those findings and any other matters on a suitable date to be fixed. **Action KNB**
- 13 Safeguarding Officer**
 KNB reported that due to other sporting commitments Alan Forse had indicated that he intends to resign as a director and from his post as safeguarding officer as from the date of the AGM. David Mason agreed to take on the role of Safeguarding Officer on a temporary basis until a more permanent replacement can be found. **Action DM**
- 14 CEP Congress 13 April 2019**
 ME & KNB will be attending the CEP Congress on 13th April 2019. There were no proposals that the Board would like to make to Congress although it would like clarification about when gender specific junior championships are to be introduced. **Action ME & KNB**
- 15 AGM**
 In accordance with the Articles one third of the “elected” directors are required to retire from office each year. As all the “elected” directors were appointed on the same date it was agreed that the directors selected to retire would be those who had served the longest on the EPA MC. These were Ken Buchan, Ray Keemer-Richards & Alan Forse. Ken Buchan and Ray Keemer-Richards were willing to stand for re-election and it was agreed that the Board will support their nomination.
 .
 There were no proposals that the Board wished to put to the AGM. **Action KNB**
- 16 Assembly Agenda**
 It was agreed that the Assembly agenda would include topics relating to Events, Coaching, Website Umpiring and Sport Development **Action KNB**
- 15 Any Other Business**
 R K-R asked for suggestions as to the content of the new members pack. Pin badges were not thought to be suitable for posting. It was agreed that R K-R would investigate car stickers. **Action R K-R**

R K-R had received an invitation to send a team to a competition in Belgium. As the invitation had been made to him personally there was no need for the composition of the team to be agreed by the Board

Action
R K-R

14 Date of Next Meeting

KNB will circulate a list of possible dates for agreement by the Board

Action
KNB