

Pétanque England



Minutes of the Meeting of the Board of Directors held on Saturday 17th October 2020 by videoconference

Present:

Clive De Silva (CDS), Ken Buchan (KB), Martin Hughes (MH), Alan Roden (AR), Ray Keemer-Richards (R K-R), Ajay Keemer-Richards (AK-R), Cary Bush (CB), David Baxter (DB), Colin Roper (CR), Christine Spray (CS), Toni Gates (TG)

In Attendance:

Gareth Sullivan (GS)

1 Apologies for Absence

Barry Wing, Jim Marstin

2 Minutes of the Previous Meeting

The previously circulated minutes of the meeting held on 15th August 2020 were approved as a true and correct record subject to replacing “Kath Knight” with “Kath Brooks” in the Matters Arising 3.2.

3 Matters Arising

3.2 Survey Statistics

MH had yet to extract the gender analysis for the responses about the Women in Petanque Programme but would do so shortly

Action
MH

4 Treasurer’s Report

4.1 Accounts

CB presented the Year to Date accounts with end of year forecasts showing a predicted surplus of £35,690. He estimated that if all predicted expenses are taken into account including the refunds to members, the end of year outcome is likely to be a surplus of £15,508.

4.2 Insurance

CB had been discussing our insurance requirements with the new brokers. He had clarified that each club would be entitled to hold 5 “come and try events” events each year and would also be able to hold a monthly “melee” competition and to organise a club-based league. He had asked the brokers to supply a tiered personal accident option with different levels of cover according to the level of playing. The grass-roots option would cost 52p per head, more active players would cost 84p per head and the top range of player would cost 1.38p. All types of member would have the same level of public liability cover. CB was still awaiting receipt of quotes for directors liability insurance,

data protection insurance and other constituent parts of the insurance package.

In response to a query from RK-R, CB confirmed that club members playing from third party owned venues such as public parks etc would not be covered by the owners insurance as this would extend only to the third party owned assets and not the public liability of individuals using it.

CB confirmed that clubs need not notify the insurers of any “come and try” or melee competitions being held but must record attendances in a register and maintain an incident log. DB suggested that we provide clubs with a suitable attendance log and incident book as part of a welcome package for new clubs. TG suggested that we include a downloadable version on the website.

CB confirmed that non PE registered clubs were not protected by PE insurance although PE members would still have individual protection. MH suggested that we should build up a database of non PE clubs in order to assist with marketing PE membership and services.

4.3 2021 Budgets

MH asked when it would be possible to set the budgets for 2021. CB pointed out that this exercise should be completed by December. There was no certainty that membership levels would remain the same in 2021. Many members this year had renewed before the full affects of the lockdown had occurred and may be less inclined to do so next year. Many members did not need to renew their memberships until the playing season starts in the spring. MH pointed out that the attrition in membership this year had mainly taken place in those regions where participation in local leagues was dependent upon being a member of PE. RK-R favoured agreeing a budget and presenting this to members as our intended plan for 2021. TG thought that it was impracticable to wait until membership renewal levels were known before fixing a budget. NYA were at an advanced stage in selecting the teams for 2021 and the juniors concerned would require considerable support and preparation in the early part of next year. MH pointed out that it was the duty of the directors to set the budgets and not the members. KB agreed that directors had an overriding responsibility to ensure the financial viability of the company. It was agreed that budget holders/sub groups would prepare and circulate draft budgets within the next two weeks to ensure that they are available in good time before the next Board meeting.

**Action
Board**

5 Safeguarding policy

AK-R had reviewed PE’s existing safeguarding policy and had noted that it did not adequately cover issues surrounding the use of photography and social media. She had therefore made some

proposed revisions to the policy by incorporating some of the material in the Kent Regional Safeguarding policy. DB queried how we would be able to prevent photographs being taken should parents opt out of giving this permission, Most competitions took place in public places and it was impossible to prevent participants from taking photographs on their phones etc. . It would also be most difficult for “official photographers” to know who had given permission and who had not. TG pointed out that the NYA documentation required parents to acknowledge that photographs might be taken. Juniors would not be able to take part without this written acknowledgement. It was agreed that a similar acknowledgement should be written into the member’s consent options on Loveadmin.

Action
DB

GS pointed out that there could be very legitimate reasons why the personal information or images of juniors or vulnerable adults should not be made public and he did not think it right that a junior or vulnerable adult should be excluded from competitions for that reason. We cannot control what individuals do with photos they may take but we can control what appears on our website or social media. It was agreed that we should undertake to remove photos from the PE Website or Social Media within 24 hours at most if requested by the subject or the subject’s guardian.

Action
MH

CR suggested that Regional Safeguarding Officers should be invited to take the Safeguarding Course recommended for coaches. JK-R had yet to identify all the regional safeguarding officers but would make this suggestion when she had.

Action
JK-R

TG asked whether volunteer such as competition organisers should have DBS checks. JK-R would investigate.

Action
J-KR

JK-R agreed to amend the Safeguarding Policy by replacing the “opting out” provisions with something more appropriate and to circulate the revised version to the Board

Action
J-KR

6 PE Lottery

KB reported that Barry Wing had suggested that PE organises a monthly lottery for the purpose of raising funds to finance the purchase of equipment to Improve the standard of live streaming. His suggestion was that the monthly draw would be made via Zoom and that half the proceeds would be distributed in prizes. MH supported the idea of running s lottery but thought that it would be a mistake to hypothecate the proceeds solely for the purpose of visual recording equipment. It would cost about £2k to materially improve the standard of livestreaming but it would not be possible to operate it single handedly and in most settings it would be impracticable to operate. AR had experience of running a regional 100 club and recommended that entry should be by way of a regular direct debit rather than one off cash/cheque payments. DB confirmed that it would be possible to

operate the direct debit system via Loveadmin. MH suggested that it would be a good idea to conduct a one-off raffle to test the viability.

KB pointed out that a Lottery Licence would be required. The application fee was £40 with an annual renewal fee of £20 thereafter. It was agreed that KB should apply for a licence

Action
KB

7 Umpiring

CDS reported that the umpiring commission has become inoperable because there are only 3 or 4 regional umpires who are qualified umpires. GS explained that the Umpiring Commission has been operating on the basis that all qualified umpires are invited to its meetings and that unless the rules are changed to allow this to continue it will not be able to function. MH felt that the “representational” concept of the Board and its sub-groups was outmoded. It was more important to ensure that members were appointed on the basis of their skills and attributes. KB was concerned that sub-groups such as the Umpiring Commission would become unaccountable if they were able to decide their own composition. Concern was expressed that the Umpiring Commission would become too large if all qualified umpires were included. CDS suggested that the Umpiring Commission should comprise qualified umpires up to a maximum number. DB felt that this might lead to the controversial exclusion of “troublemakers” and suggested that the rule should be amended simply to include all existing qualified umpires. The Board had power to review the rules at any time. It was unanimously agreed that Rule 7.3.1 be amended by replacing “Regional Umpires” with “all qualified umpires”

GS expressed surprise that some directors felt that the umpiring examination included questions which were too advanced. He understood that all questions were based upon situations encountered at regional level. The Umpiring Executive felt however that the pass mark for club level umpiring qualification should be reduced from 75% to 65%.

Action
KB

CDS would like to invite a member of the Umpiring Commission to Board Meetings.

KB reported that Morris Goodman had submitted a suggestion that candidates for the umpiring examination should be allowed to shadow existing umpires at national events. GS fully supported this idea but suggested that large events may need to have more umpires in attendance if they were engaged in mentoring. It was agreed that the umpiring budget would include provision for the payment of the travel expenses of umpiring candidates who were shadowing.

Action
GS

8 National Titles 2020

A report was received from the Events Group listing the winners and runners-up in the singles, doubles and mixed doubles events. Some concern was expressed at the lack of social distancing as evidenced by the amount of fist and elbow pumping going on and the clustering of players listening to the pre-event announcements. The PA system being used was not very audible and MH suggested that we should invest in a new portable PA system.

9 Covid-19 Update

An updated statement on covid-19 guidance had been prepared by MH. Essentially the new tiered restriction regime did not affect amateur sport which could still continue provided our existing guidelines were followed and subject to risk assessments being prepared. Anyone in a tier 3 area was being discouraged to travel in or out but this not a legal requirement except in Wales.

TG expressed some reservations about how the guidance was being interpreted. She felt that having only 1 metre between pistes at the National Titles events instead of a full piste was trying to cram more teams into the event than could be safely accommodated. DB pointed out that the width of the pistes at Gravesend was sufficient to enable players to maintain 2 metre social distancing. Risk assessments should take account of piste widths as well as the distance between them. He had found that organising events in compliance with covid restrictions was very onerous and he questioned whether it would be possible to carry out the full envisaged programme for 2021 if the restrictions continued.

10 Inter-Regional Championships 2021

CDS reported that Isle of Wight Tours had now ceased trading. He remained in touch with Kim & Geoff who were still acting on our behalf to preserve the contact with Pontins. He was expecting a further update within the week. Pontins were still closed for visitors and we were still unable to arrange a date to visit the site.

**Action
CDS**

11. Tiered Membership Proposals

KB reported that the Sport Development Group has been looking at possible tiered membership solutions and is of the view that a system involving more than 2 tiers is likely to be too complicated. If a lower "Associate" form of membership is introduced, it carries with it the probability of some members "downgrading" to the lower level. KB had circulated a report showing that if the 40% of our members who consider themselves in our recent survey to be "Social" members downgrade to an Associate membership of say £9 the subscription for ordinary members would have to increase to £35 in order to maintain the income at existing levels. If we succeed in obtaining charitable status and secure a gift aid scheme the tax recovery could enable the normal fee to be set at £30. Alternatively, if we wanted to keep the normal subscription at £25 we would need to recruit more than 4,000 additional associate members. This is an unlikely outcome unless

clubs are required to ensure that non-PE members are signed up as “Associate” members. There is also a case for considering this option because of the duty of care we have to PE members in mixed membership clubs where PE members are playing against non PE members who are therefore uninsured.

DB considered that a tiered membership system would have a greater appeal to many active unaffiliated clubs but he felt that Regions should be consulted because some would face adverse financial consequences because of the lost precepts.

MH felt that if a tiered system was introduced it would make it all the more important to establish a value proposition for ordinary members.

MH considered that we should press on with securing charitable status regardless of whether a tiered membership system was adopted. KB indicated that this could only be progressed if we formulated a business plan for submission to the Charity Commission. The action plans being prepared by sub-groups could assist in this. MH had some experience of preparing business plans and volunteered to distribute a skeleton business plan for completion by those with the necessary information.

Action
MH

CDS asked members to submit any written comments about KBs briefing note to KB within the next 2 weeks.

Action
Board

KB was anxious to establish a more accurate picture of the extent of non PE activity in the country and it was agreed that he should conduct a survey among club secretaries to obtain some information about the numbers of non PE members and their involvement in local leagues etc.

Action
KB

12. Any Other Business

12.1 Organisers’ Manual – Paul Simkins, Northern Region

It was agreed that when completed, the Organisers’ Manual would be made available to PE Clubs free of charge

Action
DB

12.2 Marketing & Sport Development – Bill Wood, Heart of England)

Issues arising from the Survey in relation to marketing and sport development are being identified for possible inclusion in sectional action plans and the 2021 business plan

Action
KB

12.3 Use of PE Photos and Logo - Graeme Kirkham, Kernow Region

DB will supply a digital copy of the logo and find out which photos are required. TG can assist with the supply of photos of juniors

Action
DB

- 12.4 Procedure for reporting coaching sessions – Christine Kateley, Southern Region**
CR will proffer advice on the coaching procedure **Action CR**
- 12.5 Veterans – Teams of 4 – Les Gardiner, Chiltern Region**
Teams of 4 are not allowed in the Veterans Ranking Events **Action CDS**
- 12.6 Honorary Life Members – Payment of Regional Precept – Mike Pegg, Devon Region**
Normally, Honorary Life Members of PE would not be expected to pay a Regional Precept, but the Board has no means of enforcing a Regional waiver. **Action CDS**
- 12.7 Inter-Regional Championships – off site accommodation – Mike Stocks, Mercia Region**
The conditions of our use of the Accommodation at Pontins have yet to be agreed but it is unlikely that access to non-residents will be permitted. **Action KB**
- 12.8 Sport Promotion and Development – David Saunders Southern Region**
A membership recruitment incentive scheme is under development and will be released before the end of the year **Action KB**
- 12.9 Inter Regionals Provision of Petanque Stall - Ghislaine Chalmers, Mercia Region**
Details of the venue for the 2021 Inter Regionals have yet to be finalised but as soon as they have, potential stall holders will be contacted **Action KNB**
- 12.10 Titles Championship Prizes – Nouri Beladaci, London Region**
The award of cash prizes to those reaching the finals of the Consolage Gold in the mixed doubles was introduced as a result of critical feedback concerning the lack of prizes in the men’s doubles. **Action KNB**
- 13 Date of Next Meeting**
It was agreed to hold the next meeting by way of video conference on Saturday 21st November 2020 at 10.00 a.m. **Action KNB**