

Pétanque England



Minutes of the Meeting of the Board of Directors held on Thursday 8th July 2021 by videoconference	
Present:	Colin Roper (CR), Ken Buchan (KB), Cary Bush (CB), Toni Gates (TG), Ray Keemer-Richards (RK-R), Ajay Keemer-Richards (AK-R), Jim Marstin (JM), Barry Wing (BW).
1 Apologies for Absence	None
2 Minutes of the Previous Meeting	The previously circulated minutes of the meeting held on 8 th May were approved as a true and correct record.
3 Matters Arising	None
4 Appointment of Review Tribunal	<p>KB explained that the officers were of the view that the issues surrounding the resignations of the President and Vice President could not be seen to be dealt with fairly and impartially within the Board and that they should be decided by respected members of PE acting independently and objectively. The officers proposed that the three members of the Review Tribunal should be Bob Rumble (chair), Ged Barton & Bernie Miles. The proposed terms of reference of the tribunal were:-</p> <p>“(1) To examine the circumstances surrounding the recent resignations of the President and Vice President and to determine whether in the opinion of the Tribunal the behaviour of any Board Member has fallen below the standards of conduct appropriate to that office.</p> <p>(2) To advise the Board and to make recommendations as to how any failing can be resolved or addressed and/or what steps should be taken to help prevent future failings”</p>

BW did not wish to raise any objection to any of the proposed tribunal members but would have liked to have had some prior involvement in the choice.

In response to a query from RK-R, KB explained that the Board could not be bound by decisions taken by the Tribunal because their role was advisory.

AKR asked how the enquiry would be conducted and KB explained that the Tribunal would be supplied with copies of all internal emails and any other evidence relevant to the enquiry. The Tribunal would be free to conduct the enquiry as they saw fit and if need be they could ask for further information.

BW asked if there would be a timescale for completion. KB indicated that we could not dictate any timescale but would indicate that we would prefer to conclude the matter before the AGM.

KB confirmed that all the material submitted in connection with disciplinary complaints against Board Members would be supplied to the Tribunal. The Tribunal would not be asked to decide upon any Disciplinary Action but would be able to recommend that action be taken under the Disciplinary Procedures.

The proposed composition and terms of reference of the Review Tribunal were approved unanimously.

Action
KB

5. Melton Mowbray Hire Agreement

A copy of the Hire Agreement for the Inter Regionals Venue had been circulated to all Board Members and had been judged to be satisfactory by Bob Rumble. It was agreed that it should be signed by KB on behalf of PE and submitted to Melton Mowbray Market. The total hiring fee for the 2 weekends amounted to £3000 + VAT. A deposit of 25% was payable within 7 days of signing together with a bond amounting to £1,000 which would be returned if the venue was left in a satisfactory condition.

Action
KB

CR queried whether satisfactory arrangements had been made regarding the provision of first aid facilities. BW would be covering that point together with other issues at the upcoming site visit between the Market officials and PE representatives consisting of himself David Baxter and Mike Cubitt. He also pointed out that the Market was adjacent to a Hospital, which provided emergency medical cover.

Action
BW

6 Convening the AGM

CR confirmed that he had reserved a venue in Farnborough for Saturday 14th August which could accommodate 35/40 people. The room was available all day and it would be possible to hold a Board Meeting in advance of the AGM if desired. AK-R asked if masks would have to be worn. CR suggested that members may have to if that was the ruling which prevailed at the time. DW asked what the number of director vacancies would be. KB pointed out that this depended on whether the proposition to reduce the size of the Board is to go ahead.

CR pointed out that we needed to complete the AGM documentation urgently. Essentially this consisted of the Annual Accounts and the Annual Report. KB agreed to circulate those who can assist with sectional contributions.

**Action
KB**

7. Appointment of Administrators for PE Facebook

BW explained that he was now the only administrator on Facebook. Martin Hughes was a moderator. He further explained that an administrator had authority to admit members whilst moderators had the power to approve or remove posts. He suggested that we approach Glen Woodward and/or Martin Hughes to act as Administrators. KB suggested we should approach Paul Leverett who is our webmaster to see if he would act as an Administrator. CR asked if Administrators should be Board Members. KB could see no reason why this should be so but suggested that Administrators and Moderators should be appointed by the Board. Our Facebook page was incredibly important because to all intents and purposes it was the public face of PE. And should not be despoiled. It was important therefore for the Board to retain control over it. BW indicated that he had tried to keep the Facebook postings as positive as possible by reminding contributors of the need to keep comments kind etc.

BW indicated that PE was involved in other Social Media Accounts including Instagram Twitter and Tik Tok. He thought that David Plumhoff was involved in the Instagram Account and that Tik Tok was something Tom Wilson had set up. BW was involved only with the Facebook account. Facebook accounts had to have at least one Administrator who could then add other administrators providing they had their own Facebook profiles.

CR thought there was a need for a Media PR person to supervise all social media outlets. He knew someone suitable who may be interested and would make the necessary approach.

BW thought that PE should increase its ability to livestream events and suggested that we should purchase better camera equipment to improve the quality. AK-R reminded members that anyone livestreaming events would need to seek authorisation and sign the necessary declaration.

8 Date of Next Meeting

Saturday 17 July 2021 at 10.00 a.m. by videoconference