

Board Meeting – July 20th 2022 start 7.00 p.m.

Present - Board: Colin Roper (CR), Martin Hughes (MH), Tom Wilson (TW), Cary Bush (CB)

- Invited Guests: Kevin Moss (KM), John Edmondson (JE), Shirley King (SK)
- Apologies: R Keemer-Richards, A Keemer-Richards

Colin welcomed everyone to the meeting and anticipated that the meeting would take no longer than 2 Hours.

1. Resolutions: - Kevin Moss: He advised the board that there are currently 9 open cases of which 5 have been put on hold as the individuals concerned are no longer members of PE. He is awaiting approval of a letter to close on of the cases (CTB to provide)
CTB stated that at the time of the AGM there were 35 outstanding cases and what progress had been made on these cases. KM stated that at the time of taking the position there were only 15. CR mentioned that prior to the appointment approx. 20 of these were closed.
2. Safeguarding -Sheila King: Sheila advised that the one open case was currently with the police and it is estimated that there will be at least 3 months before any action is take. **Action:** SK to keep the board informed of any progress
Flow charts have been completed with the emphasis being on a simplified and consistent version across all regions. There were no additional comments. So far 7 regions have responded. **Action:** SK to follow up with the remaining 10 regions
SK will develop a safeguarding training program which she plans to roll out to all regions. **Action:** SK needs to identify all regions safeguarding officers
JE questioned whether the program will be rolled out to the clubs and SK responded that this would be the responsibility of the regions. The question was raised whether the Safeguarding Officers understood their responsibilities which given feedback from some of the members it was felt knowledge was lacking.
SK emphasised **that many of the requirements are now mandatory** having been put into law by Acts of Parliament. Each Safeguarding Officer will require DBS Certification
3. New Membership System – C Bush: CB advised that we have signed upto a new membership system (Sport 80) and there is a project team of himself, Paul Leverett and David Baxter who are working on the implementation. Paul is leading the project utilising his background in Project Management. The team meet on a weekly basis with embers of Sport 80 to make the necessary changes to support PE and to ensure the system is thoroughly tested before roll out. Sport 80 have around 60 NGB's as clients versus Love Admin who seem to focus on small clubs. Much of the benefits of the system will be to integrate the membership with events, and also allow both regions and clubs to manage their own memberships. The planned launch date is October 1st and has been built to handle multi tiered membership. In the initial year the system will be rolled out nationally and also to one or two regions and approximately 10 clubs. The initial testing will encompass 10 to 15 people around the country. Given the size of the client list they have ensured that the system is fully GDPR compliant.
The multi tiered option will be tested next year with one or two leagues to see whether there is an appetite for the lower membership fee but will be restricted to confirm whether or not it works by bringing in new members. The will also tie in with policies that need to be developed providing guidelines as to how new regions are implemented/
4. Financials – Cary Bush: CB demonstrated the SYFT analytical system that he has set up allowing individuals to look at the financials at both top level and drilling down by class as well comparative date from previous years. The information all feeds in from Quicbooks. There was also a quick demonstration of how the system can be used to drill down to source documents such as invoices etc. Umpires and Organisers costs are separately recorded and it planned that where these costs relate to tournaments the costs will be charged out to each tournament leaving the net costs to cover training and meetings.
It is planned to have a full blown budget meeting in November to identify and fix how revenues and expenses will be allocated by division (cost centre).
CB stated that he did not expect any surprises this year although he was having some trouble with the bank trying to identify club remittances. He has also completed an analysis of 35 different clubs to look at leases, membership fees and number of competitions held to enable clubs to make decisions. On fees, rental payments and whether to rent or lease premises.
5. Events – John Edmondson: John mentioned that his role had been hampered as historical information was not always available
 - a) Ferndown, site of the national titles weekend had been successful and thanks go to Tom Wilson for the organisation he had undertaken

- b) Cash prizes continues to be an unknown given the lack of historical data. MH mentioned that the only events that were not subject to cash prizes were the SSE events (proceeds put towards the international program) Home Nations (goes as a subsidy to play in the final event) and CoC which is a free event.
- c) It was agreed that the 2022 Vets event in October would distribute cash prizes.
- d) CB felt that we are paying out too much in cash and to too many individuals. The National Titles comprised 95 individuals with amounts as little as £5. JE stated that he had used the 80% formula from 2021. It was agreed that the formula will be revisited during the Budget Process
- e) Inter Regionals: loW have confirmed that 755 members had registered. Kent region had raised the question as to why non members should be paying an additional £20. Initially it was felt that this would be the shortfall of the membership fee and encourage people to take up a licence. It was agreed that the £20 would be waived.

The question of an additional competition was raised and loW had advised JE that it would cost extra to have the additional space. This was not the understanding of CB and CR. **Action:** Follow up needed with loW to clarify the position. This should be part of the discussions for next year after a settling in year in 2022.

Currently there are 3 regions who will be sending junior teams. JE also advised that will be 14 teams in the main competition and 16 in the challenge.

SK mentioned that parents need to sign forms giving permission for pictures and streaming of the Juniors

Adnams was mentioned as a sponsor – this was Paul Reeves initiative and no further action has been taken

Medals have been ordered for both 2022 and 2023. Ribbons will not have the year but this will be engraved on the back of the medal.

This year for the first time will generate sufficient income to cover all expenses – the first time this has happened.

6. International Playing – Martin Hughes: The SSE competition at Leicester was a success and thanks go to JE and his team. Currently the numbers for the second SSE competitions are low and it appears that this is driven by players who deem that they cannot qualify do not see any point in continuing.
The International Competitiveness feeds in from the Juniors and the Espoirs. MH has a concern that people are not coming into the system and that we need to have a wrap up meeting after the season to what can be changed and what is realistically achievable.
The success seems to come down to consistency in selection and this also applies to the coaches. When going around the circuit we continue to see the same faces for many other countries.
Streaming appears to be deterring people from entering the PE competitions as they do not feel they can compete. Additionally JE feels that by having the letters PE in front of the event also deters a lot of people.
7. Veterans – General: It was agreed that the selection of the team for 2022 would not be held over to 2023 however in recognition of them qualifying PE will provide some financial support to compete in a Veterans competition of their choice.
It was agreed to hold a separate event in 2023 to qualify for the 2023 Europeans Veterans event.
8. Governance Documents – Tom Wilson: Many of the documents that PE live by are not fit for purpose. TW has been set the task of looking at Service Level Agreements and Job Descriptions. The initial review has identified that this is a much larger task than expected. Many of the updates cannot be done immediately. SK noted that we need a clarity of all competition rules which will be a big job. **Action:** TW will develop a list of priorities for discussion at the next board meeting.
9. AOB Items – Colin Roper:
 - a. Facebook moderator: Currently there are no takers for the role. TW believes that this needs to be an external party with no attachment to Petanque which will allow them to moderate without being affected by the negative comments frequently posted.
 - b. Home Nations: Both CR and David Baxter will be attending the Home nations Competition in Troon. There was a brief discussion regarding potential locations for the next Home Nations. It was highlighted that there are around 3 to 4 locations that are able to host large competitions but one of the issues is transporting the equipment around the country each time a competition is held. CB said he would like to see each of these facilities provided with the equipment which will cut down significantly on transportation costs. **Action:** Locations to be agreed and costs included in the budget to purchase any additional equipment required.

- c. Give aways: CR mentioned that he had purchased 3000 lapel pins and 12 paper weights to distribute at International Competitions. Additionally 250 bespoke jacks had been purchased.
- d. Espoir teams are to be announced in the near future
- e. Suffolk proposal to become a region. Information had been received from Simon Fletcher and a proposal is being put together to use this league as a test within the Sport 80 membership system in 2023. It was also agreed that criteria needs to be clearly defined for future regions as well as compliance with policies and procedures to support the application.
- f. Tribunal: we are still awaiting the outcome of the investigation. No final date has been given yet.
- g. AGM: MH mentioned that the last AGM had been Sept 25th and we needed to hold one within 15 months (December 25th was mooted !!). It was suggested that we may request David Baxter help this year. **Action:** Date of AGM to be fixed and Request forwarded to David Baxter to support the process.
- h. International Representation: This year we will only be sending a girl's junior team and a boys espoirs team. CR explained that only one of the four junior boys nominated had the time to attend the competition.
- i. TW advised the board that he had contacted a couple of events companies about the possibility of staging a large event and he will be meeting with them to ascertain the viability of such an event and will keep the board informed.
- j. TW also advised that he had been working with Bournemouth University and that they will be registering a PE Club and will be promoting the sport to the freshers. There is no other university in the country that currently has a petanque Club.

The meeting closed at 9.16 p.m.



10th OCT 2022