



Norfolk Bowls Association – CLUB UPDATE

August 2020

Firstly, I hope you, your family & fellow Club members are all keeping safe & well during the challenging times we all find ourselves in. Sadly, several of our members have passed away in recent months and I offer my sincere condolences to their families & friends

On a brighter note, it is good to see so many of our Clubs opening, albeit not as fully as we hoped & I trust that your members who have returned to the greens are enjoying the bowling that is allowed.

Over the past weeks & months Bowls England has issued various guidance notes on the return to bowls & actions that Clubs need to take as well as on funding that is available to help clubs through the period we find ourselves in. This has been very comprehensive and Bowls England continue to work & offer guidance & support to Clubs and will continue to do so as circumstances change to what we all hope will be for the best. If you do have concerns or need help and advice please do not hesitate to contact them and I am always available to give assistance where I can

On the bowling front, with the 2020 County programme having to be cancelled, our attention must now be focused on the 2021 season. As we begin to return to a new form of normality we must now begin to plan for what we all hope will be a more normal season in 2021.

At this stage, no one can be certain as to what this will look like but the plans that we will put in place will be for a full programme of matches & events. However, I must stress that if restrictions do remain we may well have to pull back from this and adjust the programme accordingly but at this stage, our planning is for a 'normal' season. We will now begin to put the necessary framework in place but if things change, our plans & programme will be reviewed.

In view of the unprecedented times we find ourselves in it may be necessary for us to impose certain approaches in the short term and that are not fully in line with our Constitution & Rules. Any actions & decisions made will always be made with the best interests of the County & its Clubs in line with Object 2(a) of our Constitution "to promote, foster & safeguard the game of outdoor flat green bowls in the County of Norfolk" and I hope I will have your support as we move forward.

I now set out our current planning and the actions that will need to take place over the coming weeks & months. A summary of what this document covers is below.

Summary of contents

1. Norfolk Bowls Association Men's AGM – *motions & nominations required*
2. Advice on holding AGMs – *guidance from Bowls England to follow*
3. Middleton Cup Manager – *appointment for a further year*
4. Affiliation Fee payment – *payment date put back to 30th April*
5. Annual Club Return – *to follow at a later date*
6. County Championships 2021 – *entry closing date put back to 1st February*
7. County League – *team entries for 2021 season*

8. Clubs Meeting – *plans for next meeting*
9. Sponsorship – *this is to continue in 2021*
10. County Friendly & President Invitation Matches – *nomination process for matches in 2021*
11. Norfolk Bowls Association Men’s Management Committee - *update*
12. Norfolk Bowls Association Executive Board
13. Bowls England matters

1) Annual General Meeting

This is still scheduled to take place on **Sunday 13th December 2020** but will be subject to review but we must act on the basis that the AGM will be held so need to proceed with Nominations, Motions & other business that is conducted at the AGM.

a) Notices of Motions

Any Notices of Motions to the AGM must be submitted in writing to the Men’s Hon. Secretary by **15th October 2020** with details set out in Rule 2 of the Men’s Rules (which are on the County website:-- www.norfolkbowls.co.uk.) If you have any motions to put forward then please submit accordingly.

b) Nominations for Management Committee & Non Management Committee positions

Your Management Committee is appointed at our AGM along with the non-Management Committee positions:-

- *President (by succession)*
- *Senior Vice President*
- *Junior Vice President*
- *Chairman (currently Alan Willer - Ashill)*
- *Hon. Secretary (currently John Ottaway – Wymondham Dell)*
- *Hon. Assistant Secretary (currently John Mason – County Arts)*
- *Hon. Treasurer (currently David Naunton – Wymondham Dell)*
- *Hon. League Secretary (currently Mark Elliott – Acle St Edmund)*
- *Hon. Competition Secretary (currently John George – Wymondham Dell)*
- *Hon. Match Secretary (currently David Naunton – Wymondham Dell)*
- *Hon. Assistant Match Secretary (currently Barney Wymer - Caister)*

c) Nominations for non-Management Committee

- *Visiting Tourist Liaison Officer (currently Barney Wymer - Caister)*
- *County Tour Manager (currently Brian Howes – Norfolk BC)*
- *Benevolent Committee members (currently Derek Talbot & Ken Ince)*
- *Greens Maintenance Advisory Officer (currently Brian Taylor – County Arts)*
- *Greens Inspection Committee (currently vacant)*
- *County Coach*
- *Eastern Counties Bowling Association Co-ordinator (currently Don Whyatt – Downham Market)*
- *Child Protection Officer (currently Richard Chapple – RG Carter Group)*
- *Press Officer (currently John Ottaway – Wymondham Dell)*
- *Webmaster (currently Allan Covell – Downham Market)*
- *English Bowls Umpires Association (Eastern Area) Committee Representative (currently Roger Jarvis - Martham)*

Nominations are invited from members for any of these positions and anyone interested should seek the nomination of their Club and submit an application to me in writing **by 15th September 2020** by completing & returning to me **the attached Nomination form**. Existing officers need formal nomination by their Clubs and assuming they wish to stand again then please ensure that a formal nomination is submitted.

Other Management Committee positions include a Bowls England Delegate, which is appointed by the Management Committee and a Delegate appointed by Norfolk County Indoor Bowling Association. The County Administrator (John George) is also entitled to attend Men's Management meetings. Representatives of the four Groups also attend meetings and they are appointed by their respective Groups. The representatives are currently

- Group 1 - John Mason (County Arts),
- Group 2 – Roger Greef (North Walsham)
- Group 3 – Malcolm Struthers (GW Staniforth)
- Group 4 – Andrew Howlett (Shouldham)

Should anyone wish to have an informal conversation about any of the above positions then please contact me and I will be happy to provide any further information required.

2) Advice on holding AGMs etc.

On AGMs in general, I appreciate we are approaching the time when Club AGMs are due. I can confirm that Bowls England are putting together guidance on the holding of such meetings and the format they may take, subject to current restrictions, and I will pass this on when received

3) Middleton Cup Manager

With the 2020 Middleton Cup programme cancelled I can confirm that the appointment of Mark Turner as Middleton Cup Manager will be extended by 1 year and Mark will continue in this position up to and including the 2022 season

4) Fees & Subscriptions (Affiliation Fees)

Under our Constitution, Affiliation Fees are due on 30th November and these fees include the Bowls England fees which we are due to pass to them by 1st February. Discussions have been taking place with Bowls England & I can confirm that Bowls England have delayed the date of payment to them to 31st May 2021 when Clubs will have a clearer indication of their membership numbers for 2021.

Fees are also payable to & retained by the Norfolk Bowls Association & we too will delay the payment of these. To enable our Treasurer to properly process all fee payments & to enable the Bowls England date to be met I can confirm that **payment by Clubs of all the fees due will be put back to 30th APRIL 2021**.

I hope this change will assist Clubs with cash-flow etc. and although not in accordance with our Constitution, and may be interpreted as being made under Object 2(a) of our Constitution as referred to earlier and I trust you agree with this approach.

These date changes will apply for all future years. Steps will be taken to formalise this by a change to our Constitution, and this will be dealt with in due course.

If the next Clubs Meeting (see below) goes ahead, we will have the opportunity to discuss this then.

In view of the above, **the Affiliation Fees Form will be sent in due course** but I can confirm that these will remain unchanged and will be:-

Bowls England playing member levy -	£5.00 per player
Norfolk Bowls Association playing member levy -	£2.00 per player
Annual Club Subscription to Norfolk Bowls Association -	£6.00

5) Annual Club Return Form

This is the annual return form giving Club/Officer details and will be issued later in the year

6) County Championships

We are planning a full programme of County Championships for 2021 on a similar basis to previous years but as with everything else, this will be subject to review and possible change depending on the circumstances prevalent as the 2021 season approaches.

By way of summary, the Championships are:-

- Singles (two bowl)
- Singles (4 bowl)
- Pairs
- Triples
- Fours
- Senior (over 55) Fours
- Junior (under 25) Singles
- Junior (under 25) Pairs
- Bales Cup
- Lord Fermoy Cup
- Jermy Cup

I can confirm the entry fees are unchanged.

Currently entries must be submitted by 31 October. This date was fixed partly to allow us to meet the deadline set by Bowls England for submission of details & their element of the fees. The date on which details have to be sent to Bowls England is 1st February but I can confirm that Bowls England have put this date back to 1st March 2021. As a result of this and allow time for entries to be validated **the date for submission of entries to the Norfolk Bowls Association has also been put back to 1st FEBRUARY 2021** which is in accordance with Competition Rule & Byelaw 27. This date has been set one month prior to the Bowls England date to enable entries to be checked & validated and to allow us to process & publish the draws in order so as to allow Clubs & players sufficient time to plan their programme for the season.

I can confirm that this date change will apply to future years.

Competition Secretary (John George) will be sending the relevant entry forms direct to you shortly and it is hoped that you will be able to distribute these amongst your membership although I appreciate that this might prove challenging. You should have details of those members that entered in 2020 but if not then John George will be able to provide you with details to assist you in distributing to these members. The forms will also be available for download from our website.

I would add that as a condition of entry, all entrants must give contact information in accordance with 'test & trace' requirements and I am waiting for Bowls England to clarify if this will be when each match is actually played rather than at the point of entry.

Bowls England have also introduced a requirement that all entrants will be given a choice to 'opt-in' to Bowls England communications but is it not yet clear what this involves and further clarification is awaited from Bowls England

I would also confirm that should National & County Championships not take place in 2021 due to Covid 19 restrictions then full refund of entry fees will be offered.

The Entry form includes entries for the **County League** and please see below for details pertaining to the League.

Further, the entry form also includes orders for the County Supplement and all Clubs are asked to order at least one copy as this contains important information including full details of the County League and Norfolk Men's County Competition draws & rules.

The payment of Competition entry fees, League entry fees & Supplement orders must be made to the Competition Secretary, John George, as shown on the Summary Entry Form. I would ask that you please return your entries in a timely manner and if you have **any queries to raise these direct to John George**

7) County League

The planning is a full County League for 2021 much as in previous years. It is appreciated that Clubs will have difficulty at this time to determine their team entries for the league as will be dependent on their membership when the season gets underway. However, what we will need is an indication as to whether you intend to compete in the League and the number of teams you will enter.

Under the League Constitution, entries must be made not later than 1st November but due to the circumstances we now find ourselves in that date for entries for the 2021 season **has been put back to 1st February 2021**. The date cannot be put back any further as the League Secretary will need to then work on the league structure and compilation of fixtures and make these available to Clubs to assist them in formulating the programmes for the season.

Entry of teams is made on the County Championship Entry Summary Form as referred to above.

The league entry closing date change will apply for future years and steps will be taken to formalise this by a change to the League Constitution at the next League AGM scheduled for December 2020.

We appreciate that when the season comes round Clubs might have difficulties fielding teams depending on their membership numbers but we can only cross that bridge at the time including the refund of entry fees. Should you wish to discuss any matters pertaining to the League then **please address these to Mark Elliott the Hon. League Secretary**. If the Clubs Meeting referred to below takes place then this will give the opportunity to raise and discuss with other Clubs.

8) Clubs Meeting

The last Clubs Meeting scheduled for March had to be cancelled but we hope to be able to go ahead with a meeting in September but this will be subject to any restrictions which might be in place and I will advise further in due course. I really do hope the meeting will be able to be held as this does provide an ideal opportunity to get together to discuss not only what has happened over the past months but the way forward into 2021 & beyond.

9) Sponsorship

This year should have marked the 2nd year of our sponsorship with East Bilney Garage in association with Renault & Dacia but unfortunately as with most other things this did not go ahead but I am pleased to be able to advise that this will be in place again in 2021 with similar arrangements to the past.

10) County Friendly, President Invitation & Bowls England Celebration Matches

A programme of County Friendly matches is being planned for 2021 but as with everything else, these will be subject to review depending on the situation prevalent at the time. Match Secretary, David Naunton will be issuing details to Clubs in due course. Similarly, President Invitation matches will also be played and any Club celebrating a special event, being for example a 50 year, 75 year or 100 year anniversary is welcome to apply for a match against our President's team. Applications for these matches should be sent to Hon. Match Secretary (David Naunton) by 1st December.

Clubs can request a visit from a Bowls England team for a celebration of 50, 75, 100 years etc. and applications for these matches must be received at Bowls England (Riverside House, Milverton Hill, Leamington Spa, CV32 5HZ) by 1st February in the year prior to the requested game i.e. by February 2021 for a game in 2022. I can provide details and these are also on the Bowls England website.

11) Men's Management Committee

Circumstances have meant that the Management Committee have been unable to meet until only recently but up until then I can assure you that much work continued behind the scenes and will continue albeit in a different & somewhat challenging form.

12) Executive Board

The constitution of the Norfolk Bowls Association provides for the affairs of the Association to be managed by an Executive Board which consists of Officers from both the ladies and men's sections. As previously advised, Peter Cottee has been elected as Executive Officer for a 3 year term from 2020. John George continues as County Administrator until 2021 when re-election will be required and I will advise further on this in due course.

13) Bowls England matters

Much work has been undertaken by Bowls England, not only with advice & guidance on the COVID 19 situation, but on many other matters and details on all relevant matters have been circulated to Clubs & is also available on the Bowls England website.

As you will have seen, Jon Cockcroft took up the position of Chief Executive on 1st June and he is now getting a grasp on how Bowls England and the affiliated Counties & Clubs function including the challenges now being faced as well as on the way forward for our sport. Jon has already had discussions with all County Associations to get their views & opinions and these will be discussed in a series of discussions groups, in which I will be involved, over the coming weeks. From my

discussions with Jon, I have been impressed with what he has done in a relatively short & challenging time and we will wait and see how this progresses and what results. Support from both Counties & Clubs will be vital in taking the sport forward.

One major initiative introduced is the “Let’s Roll” recruitment campaign and it is hoped many clubs have or will participate. Alongside this Bowls England are running a Participation Survey and again it is hoped that many of your members will complete this so as to provide a bigger picture on who takes part in the sport.

A concern that I have raised is the proposed Membership Register. In the light of all that has happened over recent months, work on the Register has been put on hold and from my discussions with Bowls England, it is still the intention to proceed with the Register but what form it will take is not clear. I will report further in due course but I will continue to put forward the concerns & issues that Clubs have with this.

If you have any comments on the Register that have not already been raised or on any other matters then please let me know.

I appreciate that I have covered many topics but I hope you find the all of the above useful and if you have any queries or require further information then please let me know otherwise I look forward to seeing you at the next Clubs meeting or the AGM should we be able to hold these.

Regards & keep safe,

John

John Ottaway

Hon. Men’s Secretary
Norfolk Bowls Association
tele: 01953 605879



www.norfolkbowls.co.uk

Circulation:-

1. *Norfolk Bowls Association Men’s Club Secretaries*
2. *Norfolk Bowls Association Men’s Management Committee*
3. *Norfolk Bowls Association Men’s Benevolent Fund Committee*
4. *Norfolk Bowls Association Ladies Secretary – Dawn Cousins*
5. *Norfolk Bowls Association Executive Officer – Peter Cottee*
6. *Norfolk Bowls Association website*