

LANCASTER BOWLING LEAGUE

MINUTES OF COMMITTEE MEETING HELD AT 7.30PM ON THURSDAY 7 MARCH 2024

AT SKERTON LIBERAL CLUB

Present:-

Vice Chairman	Janine Bebbington
Fixtures' Secretary	Mike Armishaw
Secretary	Mark Norcliffe
	Julie Norcliffe
Treasurer	Denise Nardone
Committee member	Barry Kendall

1. Apologies for absence

Apologies for absence were received from Dave Clarkson, Chairman and David Hoyle, President.

2. Minutes of last meeting

The minutes of the last meeting were agreed as a true record, proposed by Denise Nardone and seconded by Mark Norcliffe. However, Mike Armishaw asked that the previous minutes be updated to include the fact that the draw for the first round of the Challenge Cup was carried out after the meeting. This has been actioned.

3. Matters arising

Mike Armishaw raised the issue of the number of clubs per division. Mike said that the current constitution states that the construction of divisions, if not divisible by ten, should be agreed at the AGM so this needs to be raised in January 2025.

4. Chairman's report

Julie Norcliffe read an email from Dave Clarkson, Chairman, as he was unable to attend the meeting. Dave said he had been unable to make contact with Dave Kelly. He also believed any rule changes would have to be agreed at an AGM.

5. President's report

David Hoyle was not present and did not provide a report.

6. Secretary's report

Mark Norcliffe informed the meeting that he had circulated a document to all club secretaries regarding several areas including the cup draw, league fees, the new management Committee and the work being undertaken by them behind the scenes, the new website and honorariums. He said he had attended the North Lancs & Fylde AGM which included a presentation on fund raising opportunities for clubs which Mark has also circulated to clubs.

Mark said he had spoken with Tony Hunter regarding the Lancaster Trophy and it seems that the League contribution is more than the £3 previously thought. He said Tony was happy to host the event again this year at Highfield and he would let us know the full monetary contribution required from the League once

he knew the number of entries he had. After discussion it was agreed that this should be raised as an agenda item at the AGM with other clubs being given the opportunity to host the event and that prize money should be determined once entries are known rather than being a set amount.

7. Fixtures' Secretary's report

Mike Armishaw explained that the new website is now up and running and he has received five or six requests for assistance from clubs which he has dealt with. He said the site is considerably easier than on-line bowls and that all fixtures and cup draws have now been uploaded.

A discussion ensued regarding the new team/result sheets and Mike questioned whether the Committee should print and distribute copies to all teams as some may not have access to printers. He said he has in the past received old versions of the document from different people. It was agreed that he should wait until the first matches have taken place to determine if clubs have adopted the new forms and then take appropriate action if necessary.

8. Treasurer's report (see full report at foot of these minutes)

Denise Nardone reported that the new bank account is up and running with the old balance and monies having been transferred, and that league fee invoices had been sent out.

She also said that Amanda Oakeshott had requested reimbursement for some items but she did not have a receipt. Denise said this was bad practice and after discussion it was agreed that this should have been resolved with the previous Committee. Mike Armishaw then raised expenditure he had incurred to enable him to manage on-line bowls but again it was agreed this was the responsibility of the previous Committee.

Denise said she would now pay the honorariums previously agreed.

Denise provided a profit and loss report together with an assets and liabilities report and she said these would be available at all future meetings.

9. Rules

The Committee agreed a new version of the rules and Mark Norcliffe queried whether we should circulate them to all clubs in advance of the season rather than waiting for the AGM. This was felt to be a sensible option and Janine Bebbington asked that the absent Committee members be consulted on this before any action was taken.

Mike Armishaw also raised the issue of changing the way the `best player` is calculated. It was agreed this would need approval at the AGM and an update to the rules. Mike agreed to draft a set of rules to cater for this.

He also said the current setup of the new website might lead to confusion for captains trying to establish the aggregate order of players. It was agreed that he would speak to each captain to explain how to find the correct information and that he would also contact Mike Beckett, the website provider, to see if changes could be made to simplify this process.

10. Constitution

Deferred until the next meeting.

11. Any Other Business

Mike Armishaw suggested holding a divisional tournament to encourage players in the lower divisions to take part. After discussion it was agreed that as a trial this year we would promote this for divisions three and four. Clubs will be asked for volunteers to host the event on Saturday 24 August, £5 entry fee with prizes for first and second places.

12. Date of next meeting

The next meeting will be held at Greaves Park at 7pm on Thursday 4 April 2024.

The meeting concluded at 9.30pm.

Treasurer's full report

Treasurer's report 7th March 2024

1. Following numerous telephone calls and a fair bit of sorting through past accounts, lost cheque books and very little in the way of financial recording, it seemed the only way forward with the financial situation, was to put the old accounts to bed and begin again. The new account is up and running and with more telephone calls, toing and froing of bank statements and cheque books, the closing balance of the old accounts has now been transferred to the new account.

2. Invoices for league fees were sent out on the 29th February with the balance to be paid 29th March. All invoices had a unique invoice number on them with instructions of how to pay, whether by cheque or bank transfer. Up to now, 2 teams have paid via bank transfer. I rang all the clubs to introduce myself, and to tell them that their invoices were on the way. The phone calls were well received, and people seemed pleased that I'd rung.

3. I saw Amanda Oakshott in Asda a few weeks ago. She said she needed reimbursing for ink a printer paper and a few things. I asked if to email or send any receipts to me so that I could sort it out for her. She said she had no receipts but could hand write one. This appears to be something that might have happened in the past, however, this is not good practice. So, just for the record, if anyone needs reimbursing for anything in the future, you must keep your receipts. We don't want to get into the habits of the past.

4. Financial reports from the new Club Treasurer system.