BOWLS SURREY AGM MINUTES

Notice was hereby given that the 8th Annual General Meeting of Bowls Surrey was held at **Southey Bowls Club, 72 Lower Downs Road, Raynes Park, London, SW20 8QQ on 29 November 2025 commencing at 10 am.**

The meeting was to receive the Annual Report and Statement of Accounts, and to appoint accounts verifiers and transact the ordinary business of Bowls Surrey. For and on behalf of the Board

With Will Matthews the Bowls Surrey Chairperson in the Chair

Remembering Departed Members –

There was a two minutes time of reflection whilst the 54 names of those who had passed away in 2025 were read out.

1. **Apologies for absence.**
   Peter Wallace - Haslemere, Mary Green - Epsom, Jorn Cooper - Bensham Manor, Sylvia Russell - Cheam Fields, David Regan - Auriol, , Richard Clements - Spring Park Shirley, Sue Lamas - Croydon, David Ewins - Merrow, Carolyn Lowry - Ewell Village, Val Knight - Reigate Priory, Mark Medhurst - Stoke Park, Jon Whitwell - Shirley Park, Harry Lidster - Addlestone Victory Park, Martin Harbottle - Epsom, Rosemary Waddy – Cobham, Howard Quinnell – Knaphill, Diane Double – Sutton.

2. **Attendees.**
   Officers (15)
   Charlotte Emanuel**,** David Aburn, David Tucker, Will Matthews, John Tucker, Colin Mitchell, Sheron Mitchell, Colin Homes, David K Thomas, Pam Garden, Tony Bourne, Ann Rapley, Colin Clarke, Barrie Emanuel, Shan Maylin.
   Club Delegates (46)
   Graham Law – Ashtead, Chris Shipley – Banstead Neville, Trevor Pocock – Bletchingley, Paul Barrett – Bookham, Graham Hinks – Burpham, Tony Foy – Byfleet, Tony Woolf – Camberley, Elaine Dearmer – Carshalton, Jan Healey – Cheam Fields, Mike Dillon – Chessington, Ian Steele – Chipstead, Eamon O'Flynn – Cranleigh, Barry Swannie – Croydon, David Hilton – Cuddington, Ian Crook – Egham, Linda Pillman – Ember, David Fearn – Epsom, Roger Rashleigh – Epsom Park, Colin Clarke – Hook & Southborough, Brian Wilson – Horley, Miles Havey – Horsell, Cornish Petok – Imber Court, Penny Bruno – Knaphill, Norma Powell – Malden Lime Grove, Wendy Dunne – Malden Manor, Joyce Clay – Merton, Stephen Hammond – Merton, Marion Keane – Mytchett, David Richards – New Addington, Tony Baker – North Sheen, Marjorie Cole – Old Coulsdon, Ian McCarthy – Old Dean, Graham Dear – Ottershaw, Ursula Wharf – Purley, Don Davies – Rosehill, Amanda Thomas – Southey, Peter Harwood – Supreme, Diane Cooke – Surbiton, Maureen Vandrau – Sutton, Stuart Aitken – Tongham, Margaret Woods – Wallington, Alan Endersby – West Byfleet, John Bagley – West Wimbledon, Barry Willingham – Wimbledon Park, Jan Saunders – Windlesham, Greg Martin – Wonersh.
   Other Attendees (16)

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Heather Tucker – West Byfleet, Robin Fudge – West Byfleet, Joanna Barrow – Epsom Park, Ray Saunders – Windlesham, Steve Kercher – Woodbridge Hill, Sarah Endersby – West Byfleet, Jan Pedersen – Mytchett, Jane Feducia – Bookham, Chris Healey – Cheam Fields, Brian Shellard – Malden Manor, Jean Gould – Old Coulsdon, Paul Songer – Carshalton, Sally Wilson – Chipstead, Melanie Evans – Byfleet, Keith Woods – Wallington.

3. To receive and adopt the minutes of the Bowls Surrey AGM of 30th November 2024
Proposed by Colin Homes, Seconded by Linda Pillman - Accepted unanimously.
These have been published separately on the website.

4. Matters Arising - None

5. To receive and adopt the reports of:

5.1. **Bowls Surrey Chairperson.**

A pleasure to welcome you all today to the 2025 AGM for Bowls Surrey. I would like to extend our thanks to Southey BC for hosting this meeting. It is very much appreciated.

I've been in the role of Chair for around 6 months now and have had a chance to look at the way the Board and Management Committees work together, to communicate and govern Bowls Surrey on behalf of you, the membership. I have been made to feel welcome by the majority of committee members, and (hopefully) bring a different perspective to how things can be approached.

I've been impressed with a number of things, particularly the improvements made in the competitions area, where we've seen more people taking part in competitions across all disciplines compared to 2024. With a number of national titles won by Surrey this year, we are representing well on the national stage.

Bowls Surrey continues to develop and amalgamate – you can see in the agenda a number of topics dealing with the associations continuing to merge and having the identity of Bowls Surrey front and centre in communications, social media and across the bowls match calendar.

As Zoe said in her Chair statement at the last AGM, the transformation to Bowls Surrey still has some teething problems, so we continue to review and look to improvements across the county, with a number of recommendations for roles and amendments to constitution to be agreed with you all today.

Again, thank you for attending today, and now let's get to the formal agenda.

5.2. **Bowls Surrey General Secretary**

This year has been my second year as Bowls Surrey General Secretary, having been SCBA Secretary from 2019 – 2023. This is also my last year as per the constitution. I have enjoyed my time, despite it being very challenging, demanding & frustrating at times.

With the help of the Board, Management Committee & in particular Sheron Mitchell, I would like to think that we have moved the county forward in becoming unified.

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You will see from the agenda, that we are proposing to make it even more unified, wherever we go now, I am pleased to say we are referred to as Bowls Surrey, no longer two separate associations.

Over the past year I have been wearing four hats, (Temporary Administrator, General Secretary, IT Coordinator & Chandler). I am so pleased that Charlotte Emanuel has come forward to take on the General Secretary role. As a result I have offered to stand for the Administrator's role.

Now to my report, what has gone on since the 2024 AGM.

December Most of December was spent finalizing the 2025 calendar.

January This is when things start to happen, this year there was a major task to be performed, we had to ensure that all clubs had at least one safeguarding officer in place by May 1st, that they had a recognized Safeguarding certificate & a DBS certificate. Up to this point the task had been undertaken by Sheron Mitchell who was still our Administrator, but was standing down at the end of February. Sheron very kindly offered to continue overseeing the safeguarding project, which we as a Board gratefully accepted, I can honestly say that without her we would not have reached our goal. Sheron is now the Safeguarding Administrator and is working alongside our Safeguarding Officer Diane Double.

A Management meeting took place, where Jeff O'Leary, Chris Jones & Eamon O'Flynn presented a proposed change to the way we run our competitions. It was decided that it should be put to the members to decide in the form of a vote, also it should be discussed at the Area meetings in April. The vote was to open in March & close at the end of May, and only individuals could vote.

February This saw the first Board meeting after the AGM. This meeting was mainly taken up with finances, it was agreed that we would no longer provide a daily playing allowance for players at Leamington, instead we would adjust the prize money for the winners and finalists in the Surrey competitions.

It was also agreed that we would pursue the possibility of introducing "quick books" as our accounting system.

Affiliations took place, unfortunately we lost three clubs, Croygas, Gonville & Wandilea, all in Area 1.

All the County & Presidents matches were published in addition to these there were eight celebration matches. The Celebration matches are open to all players in the county, if you wish to be considered for these matches, please contact the match secretaries.

March Competition entries are checked and draws take place, venues for the latter stages have already been confirmed by this point.

We were pleased to have "Carey Care" as our new competition sponsor.

April The main item in the calendar is meeting up with the clubs at the Area meetings, these meetings are very important to the management as it is a forum for clubs to share their concerns, also for the BS management to bring everyone up to speed with what is happening. I would encourage all clubs to send a representative to these meetings. This year we discussed Safeguarding and the proposal for the competitions.

May The deadline for safeguarding was 1st May, at that time out of 115 clubs, only eight clubs had not completed, this was mainly down to administrative issues with either Bowls England or those issuing the DBS certificate. As far as Bowls England were concerned we were at 100% complete, a fantastic achievement. (well done to all the clubs and of course Sheron Mitchell)

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Area 4 for the third year running won the Walter Cross, in the final they won by only seven shots against Area 1.

Bowls Big Weekend took place over the Spring Bank Holiday again, I managed to visit eight clubs, at each one they had members of the public having a go, the youngest I saw was 10 she was a natural, the eldest was 86. It is true that bowls is a sport for everyone. It is also true that we need to recruit to survive.

The voting for the proposed new competition format closed, over a thousand emails were sent out to competitors, **we received a total 168 votes, 124 - 74.7% in favour and 42 - 25.3% against** therefore the proposal was passed as we had stated at the start it had to be at least 60% in favour.

June I had the pleasure of watching the Juniors play in the White Rose. As the Amy Rose was being played at the same time at a different venue I was unable to attend both. Surrey had put two teams into both events, one team was the most experienced juniors, the other team was to give up and coming players the experience. I can honestly say that all teams were amazing, the end result being that the girls senior team qualified for Leamington and the boys senior team just missed out coming second.

Gill Platt & Mike McDonagh were selected to represent England and Jane Harding was a travelling reserve in the British Bowls Para series which took place at Leamington on 27th-29th June

Yasmina Hasan, Jemma Tuohy & Will Vizer-Allen are in the squads to represent England in the Under 25 Women & Men's teams respectively.

We also saw the inaugural Mixed Over 60's inter county match Surrey had to play Berkshire away at Desborough BC, in my view one of the finest if not the finest club in the country, Surrey won by 23 shots.

July The competition working group met to put the final touches to the competition for 2026, taking on board the feedback we had received. They would be put to the Management committee for final agreement.

This month is a very busy month for me with competitions reaching the final stages and preparing for Finals Day and Leamington.

August This month is reasonably quiet from an admin point of view, as a lot of attention is on those representing Bowls Surrey at Leamington. I spent 10 days at Leamington helping out in the Tournament office with Lee Roland & Alistair Hollis. Our bowlers did exceptionally well, we currently have four national champions.

NATIONAL JUNIOR PAIRS CHAMPIONS

AVA KARANTH of Bletchingley BC & YASMINA HASAN of Southey BC

NATIONAL SENIOR SINGLES CHAMPION

PAULINE CLARKE of Egham BC

NATIONAL PARA PAIRS CHAMPIONS

MIKE McDONAUGH of Cheam BC & STEPHEN STOCKLEY of Alexandra BC Hampshire

NATIONAL MIXED FOURS CHAMPIONS

LIZ ANDERSON, DEBBIE SOUTER, CHARLIE SOUTER of Southey BC & MARK BISHOPP of Egham BC

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The following players were Non-Travelling Reserves for the Junior Internationals & the Para Internationals respectively. WILL VIZER-ALLEN & JANE HARDING

September Everyone is starting to wind down as we are drawing close to the end of the season, but for me the work is starting to build up.

It is time to start preparing the 2026 calendar, for the past few years there have been two calendars one for men & one for women, **in 2026 there will be only one calendar, this can be found on the website under "MIXED", you will also find the competitions there as well.**

Area AGM's are held, it would be good to see more clubs being represented at these Area meetings.

October The board meet to discuss the finances & prepare documents for the AGM, putting together proposals to enhance the constitution.

The existing code of conduct was updated & **a new code of conduct for WhatsApp & social media was published on the website.**

Affiliation fees & Competition fees for 2026 were sent to all clubs. Bowls England have increased both, Bowls Surrey have not. Go to "CLUB SUPPORT" on website for details.

2026 DATES FOR YOUR DIARY

Affiliations including competitions will run from 1st February – 28th February.

Competition draws publish no later than 15th March

Area meetings 13th-16th April.

Area AGM's 21st – 24th September.

Late affiliations 1st March – 31st August (payment due by 14th September, as we have to pay Bowls England)

Bowls Surrey AGM (Provisional) 28th November.

Finally I wish to thank everyone who holds a position in a club or at county level for all the work you do to keep the sport we love going, and for the support you have given me as General Secretary.

John Tucker

Both reports proposed by John Bagley, Seconded by Ian Steele Accepted unanimously.

6. **To receive and approve the financial report of:** Bowls Surrey **–**

The board were not prepared to accept the accounts, therefore they were not put forward for acceptance.

7. **Statement to be made by Chairperson Will Matthews regarding a vote of no confidence in** Howard Quinnell Bowls Surrey Treasurer. –

It is with considerable disappointment that we must submit a vote of no confidence in the Treasurer of Bowls Surrey. This decision has not been taken lightly; however, over an extended period, essential actions and deliverables have consistently not been completed or provided. The membership must now vote and decide on this important matter. The other board members are united in their view and believe this change is necessary to move Bowls Surrey forward.

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We regret having to bring this issue forward but believe it is crucial for the effective management and accountability of the association.

The meeting was then open for questions, these were answered providing examples of discrepancies within the accounts.

A vote took place the result being 43 votes in support of "No Confidence" & 1 not in support of "No Confidence"

8. **Motion to appoint new signatories to the bank account if vote in item 7 supported & remove Treasurer Howard Qunnell.**

   New signatories, David Kenyon Thomas, Charlotte Elizabeth Emanuel, William Edward Matthews.

   A vote took place the result being 43 votes in support & 1 not in support.

9. **To receive and approve the Benevolent Fund Statements of accounts of:** Surrey County Bowling Association and Surrey County Women's Bowling Association for 2025

   Accepted unanimously.

   However, there was a £10 discrepancy in the SCWBA accounts, which is to be followed up.

10. **Vote of thanks to the Executives**

    On behalf of all Surrey bowlers, I want to express our gratitude to the Bowls Surrey Board for their dedicated efforts throughout the year. While we see Board Members from time to time at meetings, events, and club visits, much of their valuable work occurs behind the scenes. Today's packed agenda is a testament to the significant planning and commitment required to report on a year's business plus all the necessary items to keep us on track.

    For those members who may be stepping down or transitioning to new roles, we hope you have cherished your time in office and are looking forward to the opportunities that lie ahead.

    I would especially like to recognise John and Sheron, who skilfully guided the SCBA, SCWBA and the fledgling Bowls Surrey through challenging times. Thanks to their leadership, our men and women bowlers now unite under the Bowls Surrey banner, with the rich histories of our founding associations preserved for all to see. As a result we move forward as one enjoying the sport we love.

    Thank you once again to our officers for everything you do to support bowlers in Surrey. Your dedication is truly appreciated!

    Colin Homes Carshalton Bowling Club Area 1 Secretary

11. **The following Motions were proposed by the Bowls Surrey Board, each motion was voted on separately – All were passed unanimously except for the heading "Chairperson" there was 1 vote against.**

Club Constitutions

Club constitutions are currently sent to the BS Administrator but it is more appropriate for them to be sent to the BS Governance Officer.

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Current version:

4.2 Affiliated clubs shall have constitutions/rules for their self-government which must include reference of conformity to all BE Regulations and Policies. A copy of such constitutions/rules as amended from time to time shall be sent to the BS Administrator.

Proposed version:

4.2 Affiliated clubs shall have constitutions/rules for their self-government which must include reference of conformity to all BE Regulations and Policies. A copy of such constitutions/rules as amended from time to time shall be sent to the BS Governance Officer.

Compliance with Bowls England Regulations

Clauses 6.3.2 – 6.3.4 will be renumbered so that they are in the same order as in the Bowls England and Bowls Surrey templates for club constitutions.

Current version:

6.3.2 All members shall be deemed to have made themselves familiar with and agreed to be bound by the UK Anti-Doping Rules and to submit to the authority of UK Anti-Doping in the application and enforcement of the Anti-Doping Rules.

6.3.3 All sanctions, recommendations and/or decisions from the Safeguarding Case Management Panel or National Disciplinary Panel.

6.3.4 All procedures set out in BE Regulation 9 when dealing with any disciplinary/misconduct issues.

Proposed version:

6.3.2 All procedures set out in BE Regulation 9 when dealing with any disciplinary/misconduct issues.

6.3.3 All members shall be deemed to have made themselves familiar with and agreed to be bound by the UK Anti-Doping Rules and to submit to the authority of UK Anti-Doping in the application and enforcement of the Anti-Doping Rules.

6.3.4 All sanctions, recommendations and/or decisions from the Safeguarding Case Management Panel or National Disciplinary Panel.

Board Structure

The Board believe that the Communications Officer should continue to be on the Management Committee but does not need to be a member of the Board.

They believe that it would be helpful to have a Players Representative on the Board to broaden the base of input and possibly provide a different perspective on matters. This person would be appointed by the Board and would serve for two years with the possibility of being reappointed at the end of their term.

In order to maintain as wide a range of input as possible across the three levels of management no member of the Board may simultaneously be a member of an Area Committee.

As it is proposed that the Treasurer will no longer be a member of the Management Committee (see below), the Assistant Treasurer will not deputise for the Treasurer at Management Committee meetings.

Current version:

8.1 Structure

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The Board shall comprise – Chairperson, Administrator, General Secretary, Treasurer, Communications Officer, Governance Officer.

8.1.1 All persons serving on the Board or reporting to the Board shall be affiliated members of BS and BE.

8.1.2 The Treasurer shall be appointed by the Board at the Annual General Meeting for a period of three years but may be reappointed thereafter.

8.1.3 All other Board members shall be elected at the AGM for a period of three years but may stand again for re-election thereafter.

8.1.4 The Board, Management Committee, Area Committees and each affiliated club may make nominations with regard to the election of the members of the Board with the exception of the Treasurer. Such nominations must be made in writing at least 28 days before the date fixed for the AGM. Such nominations must conform to the requirements for giving notice of motions in Clause 12 below.

8.1.5 In the event of nominations being oversubscribed, an election shall take place at the AGM in the form of a ballot by the club delegates present at the meeting. In the event of a tie the Chairperson has the casting vote.

8.1.6 In the event that the post of Treasurer becomes vacant by virtue of death, resignation or any other cause, the Board shall appoint a replacement who shall serve for the remainder of the appointment.

8.1.7 In the event that any of the other posts on the Board becomes vacant by virtue of death, resignation or any other cause, the Board shall, at its discretion, appoint a replacement who shall serve until the following AGM when an election shall take place to fill that post for the remainder of the appointment.

8.1.8 The Discipline/Misconduct Officer, Safeguarding Officer, Development Officer and Information Technology Officer shall be appointed by the Board and shall report to the Board.

8.1.9 The Assistant Treasurer shall be appointed by the Board at the AGM for a period of three years. This officer may deputise for the Treasurer at Board meetings or Management Committee meetings.

Proposed version:

8.1 Structure

The Board shall comprise – Chairperson, Administrator, General Secretary, Treasurer, Governance Officer, Players Representative.

8.1.1 All persons serving on the Board or reporting to the Board shall be affiliated members of BS and BE.

8.1.2 No member of the Board may simultaneously be a member of an Area Committee.

8.1.3 The Treasurer shall be appointed by the Board at the Annual General Meeting for a period of three years but may be reappointed thereafter.

8.1.4 The Players Representative shall be appointed by the Board at the Annual General Meeting for a period of two years but may be reappointed thereafter.

8.1.5 All other Board members shall be elected at the AGM for a period of three years but may stand again for re-election thereafter.

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8.1.6 The Board, Management Committee, Area Committees and each affiliated club may make nominations with regard to the election of the members of the Board with the exception of the Treasurer and the Players Representative. Such nominations must be made in writing at least 28 days before the date fixed for the AGM. Such nominations must conform to the requirements for giving notice of motions in Clause 12 below.

8.1.7 In the event of nominations being oversubscribed, an election shall take place at the AGM in the form of a ballot by the club delegates present at the meeting. In the event of a tie the Chairperson has the casting vote.

8.1.8 In the event that the post of Treasurer or Players Representative becomes vacant by virtue of death, resignation or any other cause, the Board shall appoint a replacement who shall serve for the remainder of the appointment.

8.1.9 In the event that any of the other posts on the Board becomes vacant by virtue of death, resignation or any other cause, the Board shall, at its discretion, appoint a replacement who shall serve until the following AGM when an election shall take place to fill that post for the remainder of the appointment.

8.1.10 The Discipline/Misconduct Officer, Safeguarding Officer, Development Officer and Information Technology Officer shall be appointed by the Board and shall report to the Board.

8.1.11 The Assistant Treasurer shall be appointed by the Board at the AGM for a period of three years. This officer may deputise for the Treasurer at Board meetings.

New Posts
From time to time it is appropriate for the Board to create new posts to facilitate the running of the County.

Current version:

8.2.4 The Board may set up committees or working parties as it deems necessary.

Proposed version:

8.2.4 The Board may set up committees or working parties and create new posts as it deems necessary.

Voting at Board Meetings
If the Chairperson is not able to attend a Board meeting and one of the other officers takes the role of acting Chairperson, they lose their normal vote and simply have the casting vote if a vote is tied. Clause 8.2.8 is being adjusted to make this clear.

Current version:

8.2.8 The Chairperson does not have a vote except when a vote is tied when the Chairperson or acting Chairperson has the casting vote.

Proposed version:

8.2.8 The Chairperson or acting Chairperson does not have a vote except when a vote is tied when the Chairperson or acting Chairperson has the casting vote.

Management Committee
The Board believe that the following changes should be made to the Management Committee:

- The Administrator, Treasurer, Men's Vice President and Women's Vice President will no longer be part of the Management Committee.

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- The Chairperson will be a member of the Management Committee and will chair Management Committee meetings. If the Chairperson is unable to attend a Management Committee meeting, then another member of the Board, apart from the General Secretary, will chair the meeting.
- The Assistant Competitions Coordinator, appointed by the Management Committee, will become a member of the Management Committee.
- A Junior Players Representative, appointed by the Management Committee, will become a member of the Management Committee. He/she must be under 25 years of age at 1 April preceding the AGM when they are appointed and will serve for a period of two years.

Current version:

9.1 Structure

The Management Committee shall comprise – Administrator (who shall be Chairperson), General Secretary, Treasurer, Communications Officer, Competitions Coordinator, Men's President, Men's Vice President, Men's Match Secretary, Women's President, Women's Vice President, Women's Match Secretary plus the Secretary or an alternate from each of the areas.

9.1.11 The Men's Match Secretary, Women's Match Secretary, Competitions Co-ordinator, Men's Senior Team Manager, Women's Senior Team Manager and Junior Team Managers shall be appointed by the Management Committee.

9.2 Responsibilities

9.2.6 The Administrator and the General Secretary shall not have a vote except when a vote is tied when the Administrator or in their absence the General Secretary has the casting vote.

Proposed version:

9.1 Structure

The Management Committee shall comprise – Chairperson, General Secretary, Communications Officer, Competitions Coordinator, Assistant Competitions Coordinator, Men's President, Women's President, Men's Match Secretary, Women's Match Secretary, Junior Players Representative plus the Secretary or an alternate from each of the areas.

9.1.11 The Men's Match Secretary, Women's Match Secretary, Competitions Co-ordinator, Assistant Competitions Co-ordinator, Men's Senior Team Manager, Women's Senior Team Manager and Junior Team Manager shall be appointed by the Management Committee.

9.1.12 The Junior Players Representative shall be appointed by the Management Committee at the Annual General Meeting for a period of two years. He/she must be under 25 years of age at 1 April preceding the AGM when they are appointed.

9.2 Responsibilities

9.2.6 If the Chairperson is unable to attend a Management Committee meeting, then another member of the Board, apart from the General Secretary, will chair the meeting.

9.2.7 The Chairperson and the General Secretary shall not have a vote except when a vote is tied when the Chairperson or in their absence the acting Chairperson has the casting vote.

Area Meetings
The number and nature of Area meetings has in practice differed from what was originally proposed. The relevant clause is being changed to reflect what actually happens.

Current version:

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10.2.3 Each Area shall hold at least 3 meetings per year, as follows, to which each affiliated club within their Area may send one delegate entitled to vote.

April: All areas shall meet together

September: Area AGM when the Area Committee is elected

December: Follows the BS AGM

Proposed version:

10.2.3 Each Area shall hold at least 2 meetings per year, as follows, to which each affiliated club within their Area may send one delegate entitled to vote.

April: General meeting

September: Area AGM when the Area Committee is elected

Combined Areas Meeting
The original plan was for the Area Committees of all areas to meet together in January each year. This was found to be unwieldy the first year and so the second year a limited number of representatives from each area met together. As most decisions had to go to the Management Committee to be agreed, it was felt that this was not a good use of time. Instead any area specific matters can be raised at any Management Committee meeting where they will be voted on by the Area representatives only.

Current version:

10.2.4 The Area Committees of all areas shall meet together in January each year.

Proposed version:

Clause 10.2.4 will be deleted and clauses 10.2.5 – 10.2.7 will be renumbered as 10.2.4 – 10.2.6.

An additional clause will be added to the section on Management Committee – Responsibilities:

10.2.7 The agenda will indicate any area specific items. There will be one vote per area via the nominated area delegate. No other person at the meeting shall have a vote. A straight majority will apply. In the event of no majority, the status quo will be recorded.

Notice of Meetings and Motions
A notice given by the Management Committee must currently be signed by two of the Administrator or the General Secretary and one other member of the Management Committee. As the Administrator is being replaced by the Chairperson on the Management Committee, any notice from the Management Committee should be signed by two of the Chairperson or the General Secretary and one other member of the Management Committee.

This section does not say who should sign notices put forward by Area Committees. Therefore a new clause, comparable to the other clauses in this section, will be added to the Constitution:

Current version:

12.5 Such notice may also be given by the Management Committee. In that event, the notice must be signed by two of the Administrator or the General Secretary and one other member of the Management Committee.

Proposed version:

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12.5 Such notice may also be given by the Management Committee. In that event, the notice must be signed by two of the Chairperson or the General Secretary and one other member of the Management Committee.

12.6 Such notice may also be given by any Area Committee. In that event, it must be signed by two members of the Area Committee giving such notice of motion.

Chairperson, Administrator and Treasurer
This section was carried through from an earlier version of the Constitution and does not reflect current practice. Therefore it is proposed to rename it and to state what actually happens.

Current version:

13. CHAIRPERSON, ADMINISTRATOR AND TREASURER

13.1 The Chairperson will submit a report on the activities of the Board to the AGM.

13.2 The Administrator shall keep a record of all business transacted at Annual and Special General Meetings, and meetings of the Board, and report on the activities of the Management Committee to the AGM.

13.3 The Treasurer shall tender a full and proper financial report including an income and expenditure report of the past year verified by the person appointed for that purpose at the AGM. Copies of all reports shall be sent to all affiliated clubs fourteen days before the AGM.

Proposed version:

13. RECORDS AND REPORTS

13.1 The Administrator shall keep a record of all business transacted at Annual and Special General Meetings and Board meetings.

13.2 The General Secretary shall keep a record of all business transacted at Management Committee meetings.

13.3 The Chairperson, Administrator and General Secretary shall each submit a report to the AGM.

13.4 The Treasurer shall tender a full and proper financial report including an income and expenditure report of the past year verified by the person appointed for that purpose at the AGM.

13.5 Copies of all reports shall be sent to all affiliated clubs fourteen days before the AGM.

SCBA and SCWBA
The Board believe that it is now time to bring everything that still relates to SCBA and SCWBA under Bowls Surrey. Wherever you go in the county we are referred to as Bowls Surrey. We always knew there would be a transition period and we believe this is the right time to do this.

This proposal has been put to the Management Committee and they have agreed to it.

The SCBA History and the SCWBA History will continue to be shown on the Bowls Surrey website, as they are now.

All County, President's, Celebration and Junior matches will be played under the Bowls Surrey flag.

Attendance at County competitions and the presentation of trophies will continue in the same way as now.

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A new joint Awards Committee will be formed who will oversee the award of Bowls Surrey Life Membership, Men's Leopard Awards and Women's Loyal Service Awards.

The Men's and Women's Benevolent Funds will continue to operate in the same way as they do now.

Current version:

14. SCBA (SURREY COUNTY BOWLING ASSOCIATION)

For historical reasons the male President and the male Vice President shall represent all remaining aspects of the SCBA in respect of the following:

- Men's County and President's matches which will be played under the SCBA flag
- Men's County competitions, including the presentation of trophies
- SCBA Awards – Life Membership, Honorary Vice President, Leopard Award and Certificate of Merit
- SCBA Benevolent Fund (Registered charity)

15. SCWBA (SURREY COUNTY WOMEN'S BOWLING ASSOCIATION)

For historical reasons the female President and the female Vice President shall represent all remaining aspects of the SCWBA in respect of the following:

- Women's County matches which will be played under the SCWBA flag
- Women's County competitions, including the presentation of trophies
- SCWBA Awards – Life Membership and Loyal Service Award
- SCWBA Benevolent Fund (Welfare fund)

Proposed version:

Clauses 14 and 15 will be deleted and clauses 16-19 will be renumbered as 14-17.

Chairperson
The term "Chairperson" will be replaced by the term "Chair" throughout the Constitution.

12. Election of Officers –

Chair – Will Matthews – Nominated by Woodbridge Hill BC
Administrator – John Tucker – Nominated by Purley Bury BC
General Secretary – Charlotte Emanuel – Nominated by Cranleigh BC
Governance Officer – David Tucker – Nominated by West Byfleet BC
Men's Vice President – Paul Songer – Nominated by Carshalton BC, seconded by David Tucker – West Byfleet.
Women's President – Vacant
Women's Vice President – Vacant
Proposed by Trevor Pocock, Seconded by Robin Fudge, this was voted En-bloc unanimously

10. Installation of the Presidential Teams

10.1 Women's President - Vacant

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10.2	Women's Vice President	- Vacant
10.3	Men's President	- David Tucker (West Byfleet)
10.4	Men's Vice President	- Paul Songer (Carshalton)

11. Notification of the Appointment of other Members of the Management Committee

11.1	Men's Match Secretary	- Tony Bourne (Purley Bury)
11.2	Women's Match Secretary	- Pam Garden (Egham)
11.3	Competitions Co-ordinator	- Ian McCarthy (Old Dean)
11.4	Communications Officer	- Vacant

12. Notification of Appointment by the Board of other officers reporting to the Board

12.1	Assistant Treasurer	- (Vacant)
12.2	Discipline/Misconduct Officer	- Colin Mitchell (Purley Bury)
12.3	Safeguarding Officer	- Di Double (Sutton)
12.4	Development Officer	- (Vacant)
12.5	Information Technology Officer	- John Tucker (Purley Bury)

13. Notification of the Appointment by the Management Committee of other officers reporting to the Management Committee

13.1 Senior Team Manager – Barrie Emanuel
13.2 Senior Team Manager – Maureen Vandrau
13.3 Junior Team Manager – Debbie Souter

14. Notification of Election of Members of Area Committees at Area Committee AGMs

Area 1

Colin Homes (Carshalton), Elaine Dearmer (Carshalton), Sheron Mitchell (Purley Bury) and Martin Rice (Heathfield)

Area 2

David Thomas (Southey), Christina Moore (Malden Manor), Tony Baker (North Sheen), Graham Dear (Ottershaw) and Amanda Thomas (Southey)

Area 3

Sylvia Russell (Cheam Fields), Marjorie Cole (Old Coulsdon), Chris Jones (Epsom Park) and Brian Wilson (Horley)

Area 4

Eamon O'Flynn (Cranleigh), Barrie Emanuel (Cranleigh), Jan Pedersen (Mytchett), Mark Jones (Knaphill) and Ian McCarthy (Old Dean)

15. Election of Accounts Verifiers.

C Jones (SCBA Benevolent Fund)
Sylvia Russell (SCWBA Benevolent Fund)
TBA (Bowls Surrey Verifier)
Agreed unanimously.

16. Any other business

Damage to greens – Greg Martin from Wonersh raised the following concern.

We are very concerned regarding visiting players who do not deliver their bowls correctly and cause damage to the green.

We do not believe we are the only club that has this problem and feel that as the authority, Bowls Surrey or even Bowls England should offer some guidance or have a policy on how to deal with this.

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We have had some very unpleasant altercations when trying to address it as we see fit (as advised by Charlotte Emanuel after the 2022 AGM).
I fear thar these altercations could get worse if we continue to labour our point in our own way.
John Tucker responded first by saying that Bowls Surrey were not prepared to issue a policy on this as it would be impossible to police. John then went on and offered his own personal suggestions.
If a member is considered to be causing damage to the green due to consistent poor delivery of a bowl the following action will be taken by a member of the elected club committee.

1. In the first instance, a verbal warning will be issued to the member, they will be asked to adjust their delivery within a two-week period.
   They will be offered additional coaching by the Club Coach. If no club coach, a coach should be sought through the county.
2. In the second instance, a written warning will be given explaining that if their delivery does not improve within the next two-week period, they will not be allowed to bowl.
   Once again they will be offered additional coaching by the Club Coach. If no club coach, a coach should be sought through the county.
3. In each instance the member should be asked to consider using a bowling aid, which would allow them to continue bowling.
4. The club must show that assistance to improve delivery has been given to the member before invoking a ban on bowling. (The player cannot be removed as a member of the club under this ruling)

Visiting Clubs

As we all know it sometimes happens that when a team is playing against you at your club, there may be some players that struggle to deliver a bowl at ground level.
As far as I can see there are four options that I can suggest be taken if you think they are causing damage to the green.

1. Speak to the opposing captain / skip and ask them to speak to their player. (if not a team game speak directly with the player).
2. Put down protective mats.

   The following options should be approached with extreme caution, as they could have major repercussions.
3. If 1 & 2 do not solve the issue, ask the opposing captain to remove the player from the team.
4. Abandon the match.

At the end of the day the green is the club's asset, therefore the club should introduce its own policy to deal with this situation. The policy should be made know to all visiting clubs prior to the match date.

Update on Bowls England Disciplinary Regulations

Colin Mitchell County Disciplinary Officer

Four years ago BE set up a working party to re-write their disciplinary regulations. I was a member until I left in March 2023.

BE have now published a new Regulation they refer to as "R9" but it can still be referred to as "Regulation 9" also; so there is no need to change the wording in club constitutions. R9 comes into force on1st December. All new disciplinary complaints received from then on must be dealt with under R9.

We first saw a copy of the draft regulation in December 2024 and some of the guidance documents in April. We commented and asked a number of questions but received few answers. The final

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documents were published late yesterday. In addition to the regulation there are 27 other documents – including guidance, workflow documents and templates. Therefore, I can't comment in detail but can outline the basics.

The Regulation says that a complaint must be submitted within 14 days of "first awareness" of the matter arising but discretion may be exercised. We objected that the period was too short but it remains.

There are now three levels of misconduct – minor, moderate and serious.

The complaint must still be sent to the Chair/President of the Club who is described as the "Complaints Assessor". The Chair/President must decide if the complaint is valid and, if it is, the level.

Minor misconduct would involve a discussion between the parties. Moderate misconduct would dealt with through mediation and serious misconduct would go to a hearing.

In the event of a hearing in future, both parties will be able to appeal but would need leave to appeal which would only be given if:

- The decision had been reached on the basis of factual error or could not reasonably have been reach on the evidence;
- There was new evidence;
- There had been injustice because of a serious procedural error;
- The penalty was manifestly unreasonable.

The Regulation requires counties to try to appoint a County Disciplinary Officer to give advice to clubs. The CDO can also intervene if clubs are not abiding by R9. The CDO also has to make a report to BE on the disciplinary function with the county

In time we will look at all the documents in greater detail to see what further help BS can give to clubs. In the meantime, clubs can contact me with any queries.

17. Date of next Bowls Surrey AGM 28th November 2026 time and venue TBA

18. Close of Meeting 11:10 am

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