

## **Minutes of the Annual General Meeting of the British Tenpin Bowling Association**

**Held at Holiday Inn Hotel, Luton  
On Saturday 20th May 2017 at 2.00pm**

### Introduction:

The Chairman, Ron Griffin, introduced himself and welcomed everyone to the meeting. All delegates were reminded that they needed to check in at the registration desk and receive their voting cards which will be required later. Anyone that does not have a voting card would not be permitted to vote.

He advised that in addition to the formal agenda there would be two short presentations, one in connection with our coaching program and the other to do with our new online membership system. The latter becoming even more important in light of the recent problems we have been having with our current website. Mr Griffin reported that we have been unable to restore the existing site so we are now directing all our efforts on the development of a new website. We anticipate that this will take up to three months to complete. In the meantime, we will use the temporary landing page as a means to link to some of the more important items.

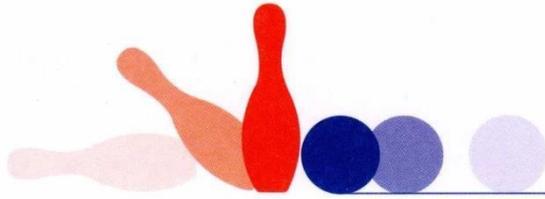
The Chairman asked if people had been able to read the annual review and the Financial reports as we would be requiring their approval of these documents later. He reminded the delegates that at the AGM last year we provided a similar report and in it we provided details of our planned expenses for 2015-2016 and some forecasts for future years. In spite of showing a loss again this year we would like to point out that our operating expenses are significantly down on last year and without restructuring costs we would have returned a profit this year of approx £9.000. We had budgeted to come in with a loss again this year and we had targeted the 2016-2017 season as our first break even year. Much of this was due to reduced administration costs and we expect to be able to stay on our original plan of beginning to return funds into the capital account from the end of this financial year.

As we did last year the questions that were submitted in advance of today's meeting will be answered as part of the formal AGM and they will therefore be recorded into the Minutes and published after the AGM.

The Chairman then handed over to Lisa John, Director of Membership Services and then to Andy Penny our Head of Coaching for their presentations.

After the presentations, there was a short break after which the meeting followed in accordance with the published agenda:





### **1. Roll call.**

All delegates were in attendance with the exception of the Derbyshire and Kent delegates.

### **2. Accept the Minutes of the 2016 AGM**

- Proposed by Alan Smith
- Seconded by Alan Wills
- **Agreed Unanimously by Vote**

### **3. Accept the Financial Statement for the year ended 31 August 2016**

- Proposed by Steve Bose
- Seconded by Alan Wills
- **Agreed Unanimously by Vote**

### **4. To discuss how we plan to operate under Article 50, as it relates to the appointment of the Chairman of the Association**

- The delegates were advised that the Executive Council will start planning for the appointment of the Chairman in the next few months so that we can ensure that we are able to have a smooth handover, rather than have any new incumbent struggle to take the reins after May 2018.

The delegates were reminded that the process is for the Executive to nominate who they wish to be Chairman and act as the leader of the Executive Council as well as Chair the Associations meetings etc. Whoever they nominate will need to be agreed by the National Council before being put to the members delegates at the next AGM. If nominations are not accepted at each stage the process starts again until the nomination of the Executive is acceptable to the NC and the delegates.

While the position will not be advertised formerly the Executive council will seek nominations for considerations from outside the current council membership.

### **5. To receive the Annual Review of the Association dated May 2017**

- Proposed by Andrew James
- Seconded by Karen Parslow
- **Agreed Unanimously by Vote**

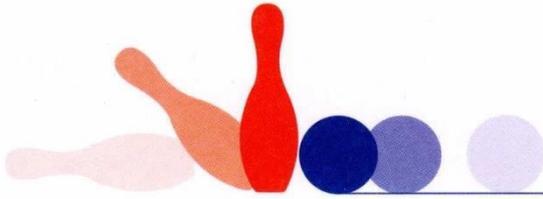


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## **6. Accept the proposals to change the Memorandum & Articles of Association**

- No formal proposals were presented but the delegates were advised that some minor changes are required in order to change the names of the Membership levels in accordance with the new membership database.

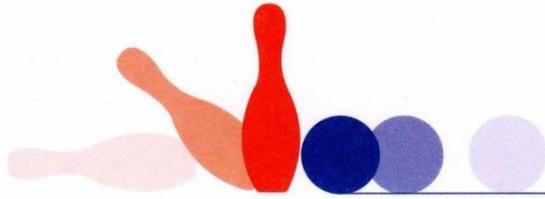
## **7. To provide responses to members' questions.**

- All questions and responses have been recorded and included as Appendix A

## **8. A.O.B**

- There being no other business, the meeting closed at 16:16





## Appendix A Delegates Questions:

### Lancashire

Can the BTBA explain how and who decides where county qualifiers are held within the northern and southern regions? What are the BTBA doing to assist in encouraging centres to participate in hosting county qualifiers? Are centres being chosen via the cost rather than quality centres who have held tournaments previously?

All Area Associations that are capable of hosting are contacted and invited to host the event. This requires that they are prepared to run the event and can identify a bowling centre that will provide the lanes. We select centres based on the submissions received. Different days are offered over a weekend to allow for the best possible choice by the centre. Every year there are either no responses or it is the same Associations each year that are prepared to support the ICC rounds.

In the event that there is more than one area, the ICC secretaries will choose based on price and quality of the venues available.

### London

If the BTBA want more people to join the organisation what steps in the past year have been taken to encourage non-members?

Please refer to the presentation given by Andy Penny prior to the AGM.

What is the status of the London boundary proposal from Jan 2015 to allow individuals within the greater London boroughs to choose between representing London or their post coded county?

- There has been a lot of work put into finding a more up to date boundary guide but this is not a true guideline to be used at present. Any bowler within that area can speak/email the ICC secretary if they are unsure of which county they can bowl for.
- The Inter county secretary has a copy of the 1961 boundaries, currently not on computer format. This is a question for the County Think Tank to be held in November.

- We as members have noticed that it is getting harder for inter county organisers to get venues for the qualifiers both North and South particularly as they seem to fall on either half term in the case of the seniors or the school Summer holidays in the case of the adults. Isn't it time for the BTBA to look at this problem and possibly change the dates for these to make it easy for both organisers to secure the venues and especially the bowlers taking part to make arrangements such as hotel accommodation etc?

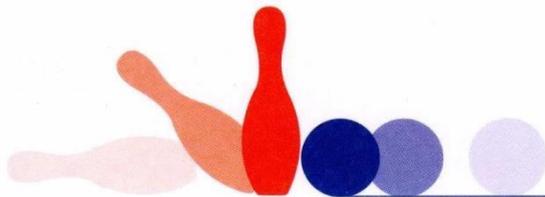


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Yes, we agree that the Senior round is at the end of the half term, the adult round can fall either right at the end of the summer holidays or at the start of the new term. The September date has not shown as much difficulty in obtaining lanes, just Area Associations to run and find venues. This is an area that can be discussed at the County Think Tank to be held later this year in November.

- What significant strides have been made in terms of tournament sponsors and publicity in regard of any of the BTBA's major events ie the nationals, the county finals or the senior national championship?
- As highlighted in the Annual Review under point 7.10, we now have two dedicated Tour Managers; Alan Bennett for the Seniors and Dan Bonfield for the Adults. We have secured over £5,000 of Corporate Sponsorship for the adult tour. All sanctioned events will be published on the website.
- With regards to tournaments, why can a non BTBA member pay a waiver of £2, for example, but a junior BTBA member must pay the £6 upgrade to an adult membership to compete in the same tournament? Would it be sensible to apply a £6 waiver for non-members or reduce the junior upgrade?
- Standard BTBA membership is £21. Under 18s are given a discount of £6 while they are a member of a YBC and only bowling in Junior events. Paying the £6 upgrades their membership to standard and enables the under 18s to play in any event and entitles them to full BTBA services.
- The £2 fine for non BTBA members is to allow individuals to play that single event, but they are not entitled to BTBA services. The money goes to the local association to normally offset the cost of running the event. It is not an entitlement, the decision to allow non BTBA members to play is the organisers. In national events, it is normally a full membership cost.
- One of the membership benefits was those of achievement badges. This has now been taken away. Although you can pay £1 per badge, this just adds to more expense for younger bowlers. What does being a BTBA member actually get you?
- Following a review of orders for badges, it was discovered that there were very few orders for badges to the BTBA from adult leagues, with most applications coming from YBC's. BTBA stock levels were diminishing, and it was felt that it would be more beneficial to combine the stock of the BTBA and the NAYBC into one central location. The NAYBC has always charged for badges.
- At the same time, the BTBA updated their High Score Recognition scheme and lowered the scores for which Certificates could be applied for so that more scores could be recognised by the association for more bowlers.
- Would it also not be an idea to publish all competitions on BTBA website? All entry forms are sent to Jerry Moll for sanctioning. Once sanctioned, the entry form could be made available

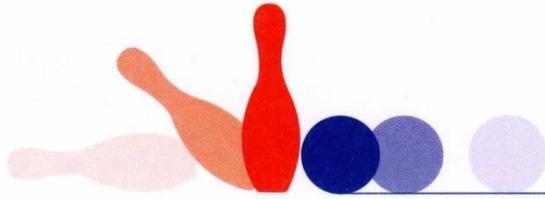


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for download on the website. This would at least look like promotion of the sport.

- All entry forms submitted electronically will be published on the website.

## Essex

- It is mentioned that some centres do not understand the new Lane sanctioning process. Can we please have a quick summary for the bowlers?

- The lane sanctioning process itself has not changed. However, centres are now automatically graded from the measurements taken during the inspection. Centres are graded Gold, Silver or Bronze and Failed.

- 
- The only manual input to this grading is related to non-measurable factors i.e. lane surface damage. Inspectors send photographic evidence to the Head Tech with a narrative and adjustments are made accordingly.
- 
- This grading has encouraged many centres to correct out of specification measurements which are clearly identified to the centre when the report is sent to them. Improvement was one of the primary aims along with giving consistency across all sanctioned centres.
- The grading also influences which the type of tournament that will be sanctioned by the BTBA at that centre:

Gold - Potential for International plus ETBF and WTBF sanctioned tournaments but that would be subject to further checks by those organisations.

Silver - BTBA Nationals, County events, Team England trials, Area Championships and BTBA Tour events will be sanctioned in these and Gold centres.

Bronze - Local tournaments and leagues only, will be sanctioned.

- It is very important to understand that the sanctioning does not include many things one of which is the oil pattern. This is due to the highly variable nature of this where a one day snapshot would be of no value across the twelve-month certification period.
- 
- The Tech pages of the BTBA website which will be published on the launch of the new site, outline what is and what is not covered. It will also list all the sanctioned centres, their grade, expiry date, lane surface and lane dressing machine to assist tournament managers when they are looking for centres to hold events.

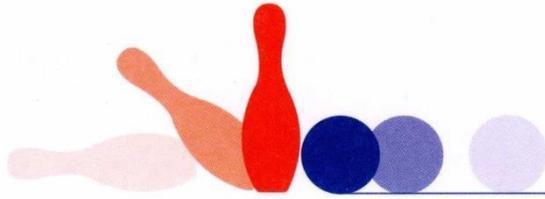


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<ul style="list-style-type: none"><li>• We are concerned that a large number of our older and more experienced coaches are not proposing to take the 2 new courses, and as a result will not be able to coach at our YBC's from 1<sup>st</sup> January 2018. Is there any consideration to extend the deadline. Can you provide details of those qualified to coach under the new rules in order that the position can be monitored on a monthly basis?</li></ul>
<ul style="list-style-type: none"><li>• I would like to refer you to the coaching programme. The coaching deadline is still prior to 2018, and a list of licenced coaches is readily available from the coaches website. Regional coaching will support where required.</li></ul>
<ul style="list-style-type: none"><li>• A question has also been raised regarding web security, as the firm being used are Canadian and are governed by Canadian regulations with offices in Canada and Russia. It is understood their computers are based in various locations, and if in the UK will they have to comply with our Data Protection Act? Are we solely hosted in the UK?</li></ul>
<ul style="list-style-type: none"><li>• The data belongs to us, and we are answerable to the data protection Act. All the data is encrypted both when going to the servers and when coming back. Wild Apricot's servers are based in America and meet all the International recognised security requirements for server farms. None of the data kept on members is any different from that kept on electoral rolls.</li></ul>
<ul style="list-style-type: none"><li>• In the 2006 accounts team England expenses (£35,868) represented 16% of membership income (£223,806). This year the accounts show the net Team England expenses (£34,834) are 35% of membership income (£98,832). Many of our bowlers feel that too much of their fees are being spent on Team England at their expense. Please comment and what proportion is thought to be reasonable.</li></ul>
<ul style="list-style-type: none"><li>• Yes, we believe that we can sustain a budget of around £35,000 p.a. in support of the National Teams. As you may be aware the events planned for each year do vary as some are annual, some bi-annual and some appear just once in four years. On that basis, I am not sure exactly how relevant 2006 is but I can report that over the past 6 years we have fluctuated from a high of £46k in 2013 to a low of £13k in 2015.</li><li>• When taken as a percentage of membership income we are currently running at around 35% but in relation to our total income the number is much closer to 10%. Please also note that the total expenditure on the National team on 2016 was in excess of £100K with the majority of funding coming from the players themselves.</li></ul>
<ul style="list-style-type: none"><li>• It was reported that Matchpoint Europe were to be paid £25,000 to run the Head Office function, yet the accounts show restructuring costs of £35,188. Do the costs include the redundancy pay due to the 3 former employees at Head Office in Romford?</li></ul>

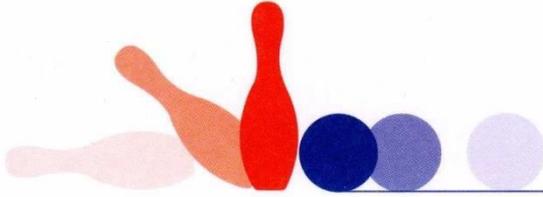


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- For the period under review the target spend with Matchpoint was £16,000 (Jan - Aug). These are Operational expenses and therefore do not form part of the restructuring costs. Restructuring costs included all items directly related to the closure of Head Office and included loyalty bonuses, any TUPE related expenses, removal and storage costs and other similar one off expenses.
- We understand that 2 of the former employees have still not received their redundancy pay. Does the BTBA not have an obligation to them to settle this long outstanding matter?
- The BTBA has no obligation as the rules of TUPE were applied and accepted by all parties. The BTBA agreed to fund any contingent liabilities for any redundancy costs if suitable alternative employment was not agreed and the BTBA then paid Matchpoint Europe upon request.
- We are also led to believe that Marcus Buckley-Bennion owes monies to the BTBA and that legal action is being considered. In view of Mr Buckley-Bennion's association with various companies, including Dukes Sports Travel, and the fact that there are numerous County Court judgements outstanding does the BTBA have an obligation to inform and warn other sporting bodies and school associations of their experiences in dealings with Mr Buckley-Bennion.
- Legal action is being considered but the amounts involved are relatively low. If and where required the BTBA will give a factual account of our dealings with Mr Buckley-Bennion.
- Are accounts for the NAYBC available? The last ones we have seen were in 2014 when we were asked to increase the junior membership fee. What is the present financial position and what is the current membership? Our YBC's are struggling to attract new bowlers; is this a nationwide problem?
- We apologise that the 2015 accounts are not on the website but will be on the NAYBC site shortly. A copy is available for inspection today.
- The position of the NAYBC as at 31 August 2016 showed a small cash surplus. Accounts for 2015/16 will be finalised this week and will be published as part of the minutes for this AGM.
- NAYBC membership levels are still over 1,000 members but are slightly down this year.
- Most YBC's are on the increase but our numbers are down because we have seen YBC's closing where centres have closed.

#### Hertfordshire

- Accounts: It is not clear from the Annual Review which of the various costs was paid to Matchpoint Europe. Can you advise the total amount paid out to this organisation in the year to 31st August 2016?

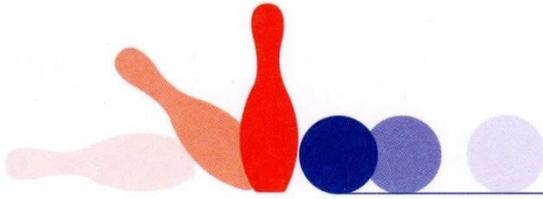


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<ul style="list-style-type: none"> <li>• Matchpoint provided a number of services to the BTBA. Payments were made to them as intermediaries for items such as travel and various operational expenses that were paid against invoices received from third parties i.e. postage services provided by Eventus. These are not considered as payments to Matchpoint and appear under the relevant profit and loss account. Payments for Admin Services as part of the outsourcing arrangements totalled £12,000 for the period January to August 2016.</li> </ul>
<ul style="list-style-type: none"> <li>• Memberships: I have several members in my league who do not have computers and cannot signup online or provide an email address. Others are not willing to sign up online and I will therefore be collecting their dues and paying them over myself. You have said that “Every Application must include a valid e-mail address which is unique to that member” and that payment must be made by card. Whilst I understand that you wish to simplify and streamline the membership process, I believe most league accounts will not have a debit card and I am not keen on supplying my personal card details online. Why can we not continue to pay by bank transfer and how should I deal with those that cannot or will not use email?</li> </ul>
<ul style="list-style-type: none"> <li>• We are hoping to use an administration tool within Wild Apricot for league secretaries called “Bundles”. This will allow league secretaries to join/renew multiple members via the online database.</li> <li>• We would still encourage as many of our members to renew online and set up recurring payments to ensure that their membership is current at all times.</li> <li>• Bank Transfers will still be accepted for members who do not wish to input their card details online. However, we can assure our members that online payments to the BTBA are secure.</li> </ul>

Dorset

<ul style="list-style-type: none"> <li>• What happens if the county can not muster a committee?</li> </ul>
<ul style="list-style-type: none"> <li>• The County would cease to exist.</li> </ul>
<ul style="list-style-type: none"> <li>• Would we still be able to enter Adult / Senior ICC + YBC ICC's etc?</li> </ul>
<ul style="list-style-type: none"> <li>• No, if a county does not have an association they cannot field county teams. Plus there would be nobody to organise the mandatory team trials.</li> </ul>
<ul style="list-style-type: none"> <li>• Why have the BTBA brought forward the changes to coaching when those who had completed the phase, were told it would be valid until 2018 but now it is due to change by September 2017?</li> </ul>
<ul style="list-style-type: none"> <li>• The dates for coaching qualification are the same - Dec 31<sup>st</sup> 2017, but all licence holders</li> </ul>

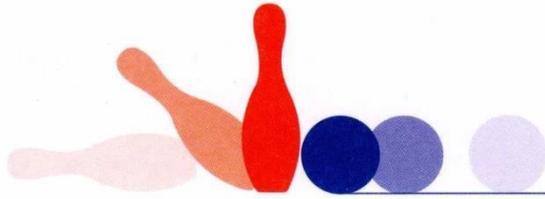


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must be registered for the DBS update service by Sept 2017.

## Surrey

- Coaching Badges were far too slow coming out in the last year, I applied in May 2016 and didn't receive it until Feb 2017 I believe, can't really remember as I gave up caring in the end and have USBC Bronze. Then I am told I now need to go on and apply again for something else, why is it all so complicated? All you need is the license badge and the CRB check, how hard can it really be to sort this so anyone can go on the lanes with juniors and coach YBC, County or National teams.
- We had a number of applications go missing during the transition, we were also aware of a box of applications being destroyed in error. We have made the system of application as simple as possible and correctly completed applications are serviced within 21 days. The ETBF and BTBA do not recognise the USBC qualification.
- TE Trials - Nothing had been changed when this year's trials format and pricing first got released until Ian Oakley come into the manager's position and made it change so what was the point of a feedback form and expressing our views if never listened to?! How well is the trials supported this year? Also, I understand the venues aren't announced due to numbers so how are prices formed on what to charge for the trials? It was my understanding that last year it went up to £550 due to an increase in lineage but all centres hadn't been confirmed so how did they know the lineage? Then it was put at Nottingham which is a dump and we supposedly get this cheap MFA £2.50 rate so surely there is more money in the kitty for TE yet costs have increased.
- Due to the unforeseen early departure of both the Adult England manager and coach, procedures had to be put in place to advertise and appoint a new team. Due to the time constraints involved a brochure and entry was put out to the members for the trials for this year. Once an appointment had been made, discussions were had and changes were made.
  - 
  - The trials this year have 19 women and 27 men entering.
  - Bowling centres are not always confirmed at the point of publication, hotel costs are estimated and can also rise.
  - Nottingham was not the ideal location and lessons have been learned.
  - Player contributions have not increased over the last year, a lot of work is currently being undertaken to source sponsorship moving forward.
- TE - Everything is way too late notice, needs to be out and in people's faces earlier, how

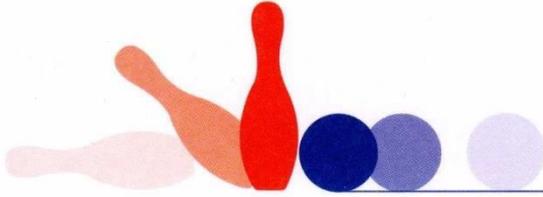


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are they going to do this? 3 examples of how slow it is, 1 - Wildcards for 2017 TE have not been chosen (end of March 2017) this time last year we knew all the teams. 2 Players who had made the squad were not notified of anything at all until the beginning of March, 5 months after the finish of the trials!! 3 - Ian Oakley was appointed manager and it took the BTBA a month to release this information and in the end Ian took it upon himself to organise things and try and get the ball rolling. Who is holding everything up?

- The appointment of the new manager was published as soon as possible.
  - Wildcard selections needed to be delayed until we had appointed a new management team, including new selectors.
  - New procedures and strategies are now in place so that information is shared when required.
- Clashing Events - We need one person (Whoever) to build a calendar like Tony Brown has done to avoid clashing of events and when people want to run an event they email that person to check for clashes as other applications may have gone in and then nothing clashes or the minimal clashes.
- For the past two years we have had a comprehensive calendar on the BTBA website that listed all BTBA National events, ICC events, Adult tours, Junior and Senior tours. We also included many of the European events as soon as they were made public. The management of the calendar was a joint venture between Ron Griffin, Al Bennett and Tony Brown. It is not practical for every event that is sanctioned to be included on the calendar as this makes it congested and confusing but anyone that asked for their events to be included were accommodated. We appreciate that the website is not available at present but just to give you an idea of how much work this entails we are already up to version 19 for this year.
- Accounts/Admin of BTBA - who is this? Who traces the money and builds the accounts up? We seem to be losing money but why... told revenue is getting better due to increase membership or stabling membership but TE Contribution continue to go up why?? People do not trace money because I can tell you for a fine fact that some people have still not paid trials from last year or they did but very late and should not have been allowed to play. People who have gone away for TE have not transferred the money for relevant events no matter how big or small the contribution was or it took them a while to transfer it because they were not chased. I can promise you though that some events have still not been paid for by the players so how is this being chased?? my mum run the books for the BTBA awards dinner and collected the money and chased people on Jo Cundy's/BTBA behalf and everyone paid up although if Ron Griffin done this or someone else at the BTBA this would have not been the case as I quote in an email from Ron G to my mum "don't chase people, they will pay eventually it isn't like they are going to leave the country or anything". With this attitude by our chairman it is no wonder money is going missing or not being received, questions need to be answered by those at the top otherwise bowling will be no more in England. Although I think that will happen anyway

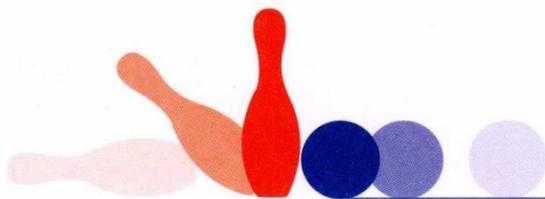


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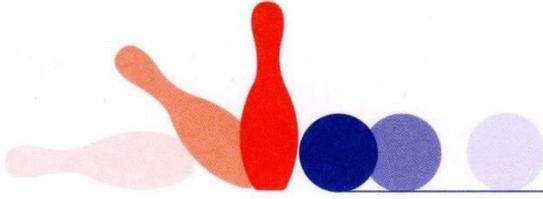


as the BTBA name is no longer trusted!

- There are a number of different questions contained within these statements we will try to answer them all.
- 
- From January to September Accounts and Admin were handled by Matchpoint on our behalf based at Market Deeping. Since September 2016 they are being prepared by the Chairman Ron Griffin who is standing in as acting Treasurer until someone else volunteers for the role.
- 
- However, we believe that they question actually relates to collection of TE trials payments and travel contributions. These are the responsibility of the Team England manager who receives regular updates on payments received either as bank transfers or direct debits from the Treasurer. It is each manager's responsibility to ensure that all payments are collected on time.
- 
- In cases where individuals get into difficulty they can discuss the matter with the TE Manager and the Head of Elite Bowling. Any agreements reached with the individuals are reported to the Executive Council and are monitored going forward but any arrangements of this type must remain confidential and will not be discussed in open forum. Once an agreement is reached any further breach will be met with disciplinary action. At this time, there is just one case under management.
- 
- Lateness of Trials payments was in part caused by the schedule of direct debit payments. With bowlers' payments now in monthly instalments they ended up playing the final trial before the last payment was taken from their accounts. The rules clearly stated that cancellation of a direct debit would have led to disciplinary action.
- TE contributions are also managed in the same way as Trials payments with the responsibility for providing financial reporting with the Treasurer and the collection of funds and chasing players being handled by the TE manager. There was a delay in collecting funds for one event in 2016 but we can confirm that ALL contributions were chased and have been paid. There are no outstanding contributions from present/past Team England bowlers.
- 
- We agree that a policy of non-payment means non-participation must be adhered to.
- 
- In respect of the collection of the money for the inter counties carried out for us by Pat Warrington the BTBA are extremely grateful for the support that she provided and we hope that she will be able to assist us again in the future. However, the comments raised here have not only been taken totally out of context they are inaccurate.
- The email exchange between the Chairman and Mrs Warrington related to a matter of a cheque that had been sent to the old BTBA address. The cheque had been sent by a long-standing official from a Local Area Committee and the question was about whether they



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should now send a second cheque not whether we should chase for payment.

- The exchange is repeated here so you can make up your own minds
- 

**From:** Charlotte Rathbone  
**Sent:** 22 October 2016 19:03  
**To:** Pat Warrington

Hi Pat,

Lancashire have sent a cheque off to the BTBA, however it was before we knew that the address had changed.

It should have arrived at the Lincolnshire address, but we don't know what to do about sending another?

From,

Charlotte

•

**From:** pat.warrington  
**Sent:** Sunday, October 23, 2016 11:59 AM  
**To:** ron griffin  
**Subject:** FW: BTBA Dinner tickets - Payments

Hi Ron,

Please could you kindly check if the envelope has arrived at the old BTBA address – before Charlotte has to cancel that cheque and send another to the new address.

Thanks

•

**From:** Ron Griffin  
**Sent:** 23 October 2016 13:54

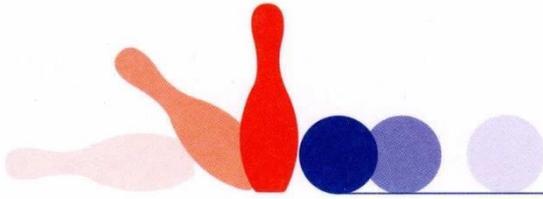


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**To:** Warrington,Pat

**Subject:** Re: BTBA Dinner tickets - Payments

Mail is being redirected to the new registered address. I will go along to collect any mail on Monday. I suggest we accept Charlotte's word and deal with it in a week or so when all mail will have come through. I am sure she is not going to run away and we can ask for a new cheque later when things have quieted down.

Ron

- Please can the female wild card selection for 2017 be explained? I cannot understand who was selected.
- No female wildcard applications were received, so as per the Team England brochure ladies were chosen from those that had taken part in the trials by the Team England Selectors.

