

South West Federation Committee Meeting Minutes		
Date	6 th October 2018	
Time	10.00 - 3.00	
<p>1. Apologies</p> <ul style="list-style-type: none"> a. Klim Seabright b. Maureen Smith <p>2. Minutes of last meeting</p> <ul style="list-style-type: none"> a. Reference to Camarthen club should read: Cardigan b. Otherwise agreed as correct and signed <p>3. Matters arising not covered in the minutes</p> <ul style="list-style-type: none"> a. Grants to clubs - agreed version circulated after our last meeting <ul style="list-style-type: none"> i. No one yet used it so will mention at AGM and in Cygnet ii. Document to be re-circulated b. Short croquet league throughout the year not felt to be a good idea as it might undermine the two weekends which are currently very well supported <ul style="list-style-type: none"> i. To be raised at AGM as AOB to gauge interest possibly for 2020 ii. Clubs could arrange their own competitions or tournaments if they want to iii. Check amended constitution is on website c. GDPR - have received many permissions <ul style="list-style-type: none"> i. Need to keep on top of this for new contacts ii. No further info on insurance re finances d. Llandaff not charged for Short Croquet this year They had paid twice in the previous year. e. List of club handicappers - patchy response to request for info on this f. To request that Nailsea remove reference to SWF's role in complaints procedure from their constitution <p>4. Correspondence</p> <ul style="list-style-type: none"> a. Report presented b. Query from Cheltenham re High Bisquers' tournaments discussed <ul style="list-style-type: none"> i. Budleigh has experienced good entries with 18-point games <ul style="list-style-type: none"> 1. Is considering whether to run it in April or later ii. Possibly run it along B League lines iii. Article in Cygnet on the topic iv. Went on to discuss the national B & C level events and how to encourage play in these <ul style="list-style-type: none"> 1. Up to clubs to promote these to members 2. Encourage clubs to share info with other clubs 3. Use SWAN and Cygnet 4. Noted that some players don't want to travel too far <p>5. Chair's report</p> <ul style="list-style-type: none"> a. Nothing to report <p>6. Treasurers report</p> <ul style="list-style-type: none"> a. Tournament costs higher than anticipated 		<p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p> <p>LS</p>

<ul style="list-style-type: none"> b. Deficit will be around £600 but this is not a problem at the moment and is largely due to website set-up costs c. Proposed increase in per capita fees <ul style="list-style-type: none"> i. Lawn fees have increased ii. CA increasing fees iii. Agreed not to propose this d. Need to take into the account proposal to AGM re neutral venue for SWF League Semi-Finals which will cost us more if agreed <ul style="list-style-type: none"> i. League fees would need to be increased to cover this ii. Draft conditional proposal to increase League fees if Budleigh proposal is agreed - to go with papers - increasing to £12 e. Discussed ways of reducing SWAN costs: <ol style="list-style-type: none"> 1. make it on line only? 2. Ensure all past copies on website 3. To check with club contacts how many copies they need for their club 4. A lot of people like hard copy - take soundings in Cygnet? 5. Consider making SWAN more of an annual review with Cygnet containing up to date info 6. Keep under review together with membership fees f. It was confirmed Committee can claim for attending League finals on behalf of SWF g. It was agreed to hold a short new committee meeting immediately after the AGM 	<p>LS</p>
<p>7. Secretary's report</p> <ul style="list-style-type: none"> a. As circulated b. Agreed we need ideally to find new venue for committee meetings <ul style="list-style-type: none"> i. Ask clubs ii. Research other venues 	<p>MS</p>
<p>8. League Secretary's report</p> <ul style="list-style-type: none"> a. Presented league results which are on the website b. Noted quite a few walkovers - some due to really hot weather <ul style="list-style-type: none"> i. Worcester Norton suspended from Intermediate for next year - hopefully it will get back on track during that time c. Short croquet continues to be very popular - may be six divisions next year <ul style="list-style-type: none"> i. John has offered to continue to run this as a non-committee member - agreed with thanks ii. The spring tournament returns to Nailsea next year <ol style="list-style-type: none"> 1. If there are 6 divisions, C&P would be happy to host some divisions iii. Possibly hold different divisions over two venues - there were insufficient entries to do that this year <ol style="list-style-type: none"> 1. Need to consider set up work required 2. Need to see number of entries before making the decision iv. C&P (and others) might consider running it as a club event 	<p>LS</p>

<ul style="list-style-type: none"> v. Review in the new year d. Complaint received concerning on-the-day cancellation of a league match and no one present to explain to those who turned up <ul style="list-style-type: none"> i. Agreed it was a valid complaint ii. Agreed letter be sent to the club 'deploring' the behaviour and suggesting an apology to the affected club. e. John thanked those attending finals especially those who stood in at short notice f. The committee expressed its appreciation and thanks for all John's work over the past 14 years. g. C&P received a letter of complaint from another club about slow play during a league match - this was a new player who will now not play AC <ul style="list-style-type: none"> i. Agreed this is a difficult area and tact needs to be employed - an article on 'good manners' to be drafted for Cygnet h. Discussed the idea of chess clock games - will monitor the situation nationally and certainly issues to consider e.g. when one player runs out of time, could it be used for doubles games, what about players with slow mobility <ul style="list-style-type: none"> i. Take soundings in Cygnet <p>9. Publicity Officer's report</p> <ul style="list-style-type: none"> a. Late advert payments are being chased b. League finals reports and photos asap please to Maureen for SWAN <p>10. Coaching Officer's report</p> <ul style="list-style-type: none"> a. Report prepared for CA Handicapping Committee - is this helpful and to what extent should it be circulated <ul style="list-style-type: none"> i. Agreed it was helpful ii. Be helpful to have an explanation of statistical methodology iii. It was based on last year's results and all clubs affected have received feedback and are working on this iv. It would be useful for CA and other clubs to think about v. An analysis of this year's statistics will hopefully be ready for the AGM vi. Agreed it be sent to CA handicapping committee with appendix re methodology vii. John to refer to this in his report to AGM and in Cygnet b. Email to coaches requesting info on their activity during the year has been sent, but failure to reply to GDPR request earlier this year has significantly reduced the circulation list <ul style="list-style-type: none"> i. The questionnaire together with a reminder will be included in Cygnet c. League entry forms to go as well d. Agreed it would be helpful to run Coaches Qualification Course in the region next year <p>11. Handicapping report</p> <ul style="list-style-type: none"> a. Pre-ambule - Robert is particularly interested in coaching beginners and has joined SWCA committee 	<p>ME/LS</p> <p>LS</p> <p>RJ</p> <p>RJ</p> <p>LS</p>
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<ul style="list-style-type: none"> b. He does not want to leave SWF in the lurch - but covering North could be problematic in view of his move and other responsibilities c. Chris Roberts has raised a query about having a Federation handicapper especially with regard to GC - this has arisen with one club in particular but does not seem to have been discussed with them d. The Federation needs a Federation Handicapper - agreed we need two - one for GC and one for AC. Few people (with sufficient time) have experience at both codes and the messages Robert is receiving is that there is a greater problem with GC handicaps than with AC. <ul style="list-style-type: none"> i. Could have more than one of each ii. Stephen Custance-Baker (Taunton) is a GC handicapper iii. Peter Moore (Budleigh) is a GC handicapper iv. Ros could possibly cover for North only - she is not a CA handicapper - but we can appoint her as Fed handicapper v. We need a spread across the region vi. Making this an open process - be out there to watch a lot - roles in handicapping manual vii. All put guidelines together and what else we might need to make roles better viii. Short croquet handicapping cards - CA unclear on their policy <ul style="list-style-type: none"> 1. Leave it to Julie to decide for this weekend <ul style="list-style-type: none"> a. Issues around this b. We follow SWF practice rather than what CA has on website c. Are there sufficient games on SC card to justify a different card d. Notice to all organisers e. Noted correspondence from Ryan Cabble at Nailsea - this will be followed up by Nailsea and he will be informed of courses and SWF bursary scheme <p>12. Development roles</p> <ul style="list-style-type: none"> a. Both Adam and Robert are standing down from their roles b. Hopefully Paul Francis take over North but he prefers South - but is that realistic - need update from him Robert c. Useful to think about 3 geographical areas in the future d. Development Officers need to be aware they are required to attend CA Development Committee meetings in London occasionally <p>13. Youth Officer's report</p> <ul style="list-style-type: none"> a. James Galpin (Nailsea) won Juniors' championship b. Daniel Gott (Bath) won Students' championship c. C&P hopeful of getting juniors' group going over the winter <p>14. Development Officers report</p> <ul style="list-style-type: none"> a. Report as circulated b. Newton Abbot club still going c. Club at Westbury which C&P is supporting 	<p>All</p> <p>RKP</p>
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<ul style="list-style-type: none"> i. SWF has a set of equipment it could borrow if they join SWF d. Mumbles CC - near Swansea - another John Evans initiative <ul style="list-style-type: none"> i. They have a start-up set e. Dyffryn finish at their grounds tomorrow <ul style="list-style-type: none"> i. EGM tomorrow - plan to go to Merthyr Mawr on edge of a tennis club subject to members' agreement - as a temporary measure e.g. 2 yrs prior to hopefully Penarth f. Discussion re letter of concern to be sent to National Trust - possibly from CA - Marcus to organise and liaise with CA g. Position of SWCA - discussed as they have raised a query re working in co-operation with SWF <ul style="list-style-type: none"> i. Noted they are already on mailing list but not paid up members ii. Suggest they pay £3 to become associate members iii. Give slot at AGM iv. Work in partnership with them? <ol style="list-style-type: none"> 1. Mutual promotion? 2. Avoid conflict of interest 3. Climate of working in co-operation 4. It is a competitive field 5. Robert and Maureen both on SWCA committee so good opportunities for communication 6. Lawn maintenance course next year - would we consider supporting clubs' expenses as per our policy - divided opinion - can afford it for now - have sufficient cushion - the deficit this year is due to website set up which was a one-off cost h. Handicapping workshop <ul style="list-style-type: none"> i. Needs to be held fairly soon - options between Budleigh and Plymouth to be explored - possibly the week after AGM 	<p>ME</p> <p>RM LS</p> <p>RM/AW</p>
<p>15. GC Advisor's report</p> <ul style="list-style-type: none"> a. See comments circulated with agenda b. No AC / GC advisor nominations received c. However Neil's comments are really helpful - see report previously circulated - to be used as framework for discussion at AGM and circulated beforehand d. This is a big topic - relates to CA (perceived) attitude to clubs, regional structures etc e. After the AGM Ros has offered to be available for coaching requests and will try to maintain links with all clubs nearby in the north of the Fed. 	<p>LS</p> <p>RKP</p>
<p>16. AGM</p> <ul style="list-style-type: none"> a. Confirm with venue re menu and facilities for the afternoon session 	<p>LS</p>
<p>17. Federation Rep's report</p> <ul style="list-style-type: none"> a. See previously selected report <ul style="list-style-type: none"> i. Noted per capita subs issue likely to cause some discontent ii. Our lawn fees will be adjusted next year in line with CA iii. Can CA review SC handicaps system urgently 	

<p>1. Should games go on cards</p> <ol style="list-style-type: none"> a. If you don't have a SC card your games aren't recorded unless they go on full cards b. View of SWF is that SC cards should be kept <p>18.AGM</p> <ol style="list-style-type: none"> a. Chair: Marcus will be standing down and Brian Wilson nominated by Robert and seconded by Klim b. Secretary: Linda will be remaining c. Treasurer: Neil will be remaining d. Coaching: Richard will be remaining e. League Secretary: John standing down and Stephen Custance-Baker nominated by John and seconded by Richard f. Development Officer <ol style="list-style-type: none"> i. Robert standing down from this role but is prepared to stay on as committee member ii. Paul Francis nominated by Robert and seconded by Adam for Development Officer iii. Adam remaining - geographical areas of responsibility to be agreed g. GC Advisor: Ros is standing down from the committee - no nominations received h. AC Advisor: No nominations i. SWAN editor: Maureen will be remaining j. Rep to CA Council: Klim will be remaining k. Youth Officer: Marcus will be remaining l. Webmaster - this is being undertaken by Alison Jones in a paid capacity <p>19. Proposals to AGM</p> <ol style="list-style-type: none"> i. Noted this discussion is held to ensure no clashes / duplicates and think about implications - it is not to amend or change the proposals ii. Need to remind people they can vote for, against, or abstain iii. Postal votes - would need to be constitutional change - committee doesn't want to propose it - a club could do this if they felt it was necessary iv. Need to have future discussion on proxy voting v. Budleigh - Committee sub proposal that this would incur additional league fees if adopted to be drafted vi. Bristol <ol style="list-style-type: none"> 1. Eliminate play-offs - may not be enough for 3 divisions anyway 2. Squads - to cater for people who improve through the season <ol style="list-style-type: none"> a. Only really affects Parkstone teams 3. East Dorset proposal needs to come before the Kingston Maurward proposal 4. KM proposal to come last 	<p>LS</p> <p>All</p>
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<p>20. Governance</p> <ul style="list-style-type: none"> a. Query from Adam Moliver and publishing team players names is not a GDPR issue b. Ros no longer involved in CA Governance Working Party - Strat resigned as Council rejected proposals <ul style="list-style-type: none"> i. Wait for feedback from Klim <p>21. CA Development</p> <ul style="list-style-type: none"> a. Neither Ros nor Linda are actively involved at the moment b. Little has been heard from Dave Gunn over the summer <p>22. Website</p> <ul style="list-style-type: none"> a. Feedback from Neil to be sent to Alison b. To clarify with Stephen CB what he sees his role in this as c. General feedback to Alison to go through Linda <p>23. SWAN</p> <ul style="list-style-type: none"> a. Previously discussed <p>24. Cygnet</p> <ul style="list-style-type: none"> a. There is uncertainty about the extent to which this is circulated to all club members <ul style="list-style-type: none"> i. Agreed a request to do this is included in the email subject line <p>25. AOB</p> <ul style="list-style-type: none"> a. Agreed that passing players' handicap cards to captains of the opposing side should be made more routine - article in Cygnet b. League entries for this year still to go to John G c. Palace Wells - are they being turned off of their lawns - try to establish if this is true d. John thanked us all for the support over the last 14 years e. Thanks to Marcus for his work as Chair over the last 3 years 	<p>LS</p>
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Signed as a correct record	
Name	
Signature	
Role	
Date	