

## Minutes of ManCom (30) meeting held on Tuesday 22<sup>nd</sup> May at Great Ouseburn

Meeting started 6.20pm and was attended by the full committee. The Chairman welcomed Francis and Robert to their first meeting.

### Chairman & Vice Chairman

Joseph Newsome (JoN) Rose Haynes

### Secretary & (Caretaker) Treasurer

Roger Green

### Membership Secretary

Jean Rhodes

### Junior Coordinator

Jill Newsome (JiN)

### Competition Secretary

Robert Mumford

### Team Captains

Francis Boatman Arthur Jackson Pat Jones

- 1) Apologies for absence - None
- 2) Minutes of last ManCom (Jan 26<sup>th</sup> 2018)

It was agreed these were a full and accurate record and were therefore signed by the Chairman

- 3) Matters arising from above and/or AGM (Apr 27<sup>th</sup>)

**Jacks** – 4 new jacks still to be ordered and JiN agreed to pursue this.

**Action JiN**

**Facebook** – A link had been provided from our website but this has now been removed. In view of the recent misuse of this page Bronagh Toleman (our administrator) will be told to delete the account and its associated posts.

**Action RG**

**County jackets and shirts** – The order for 15 jackets had been brought to the AGM by Bronagh and 4 had now been sold. It was still unknown how many players desired a new shirt and as we had 18 of the old ones in stock it was agreed to defer any further orders until the new season begins.

**Charity** – As agreed cheques for £100 had been sent to both the YAA and the Alzheimer's Society. The former had been acknowledged but the latter had not.

**Mark Agar** – A cheque had been sent to Mark as a token of appreciation for running all the county competitions last year which he had gratefully acknowledged.

**Venues** – There will be no change of venues for the county competitions except possibly for the Juniors as Bubwith had substantially raised their prices.

**Action JiN**

- 4) GDPR

The General Data Protection Regulation had crept up and caught many unawares and had led to much reading and some confusion. Guidance had finally been received from the ESMBA on May 7<sup>th</sup>.

As a result of this, an audit had been carried out regarding what member data was currently held and why and also where it was stored and with whom it was shared. The conclusion was that this data is minimal and is limited to names, gender, position and contact details only. Sharing was only for legitimate reasons for example affiliation to the ESMBA or publication in the Handbook. RG had prepared a draft "Privacy statement" summarising this.

In addition, whilst it was considered that we had a "legitimate interest" in holding this data we accepted the ESMBA guidance that individual "consent" should be obtained from all our members. Therefore with immediate effect, no registrations will be accepted unless clubs certify that this consent has been obtained. To assist clubs in this RG had prepared a form that should be signed by each member when they sign on for the new season. He had included on this an "age range" declaration. This would help clubs provide a more accurate profile of their membership than the current "guesstimate".

It was agreed that both the statement and the form should be sent out to all clubs immediately.

Although it is recognised that the new regulation takes effect from May 25 we would not seek to burden clubs in obtaining consent declarations during what is in effect the close season but would take it that all data currently held is done so as a “legitimate interest”.

RM wondered if consent was needed for the placing of photos on the website. Although nothing had been read about this, it was agreed that there should be a declaration at each competition that photos may be taken and published and giving participants the option of refusing to allow this. Consent for photos of juniors is already provided on the PCF.

## 5) Finances

RG (as “caretaker” Treasurer) had not had time to check out the changes made to the Treasurer’s laptop by BS, so the current working files had simply been loaded to his own PC from the “stick” BS had provided. Inconveniently, the local Easingwold HSBC had recently closed so a trip to York had been required to arrange for the supply of a Deposit card (so cash could be paid in via Easingwold PO) and to redirect all statements to himself. For the time being there would be no alteration to the mandate as he and AJ were already signatories. BS would remain authorised as backup. The current balance was £8745.

## 6) Membership

**GDPR** - JR will modify the “Club registration summary form” to include a declaration from each club that consent had been obtained for all the members they wish to register. No registrations would be accepted without this declaration.

**New clubs** - An application from the North Bay SMBA was considered. It was noted that they did not have a written constitution and had not arranged any 3<sup>rd</sup> party liability insurance. The names of a minimum of 5 members were also required. Parental Consent Forms must be supplied for any junior members. Once these details are received they would be accepted into membership. AJ mentioned he was aware of the formation of a new club as Wass but no formal application had yet been received.

## 7) Diary for 2018/19

This was now almost complete but team fixture dates were still outstanding for Humberside and Durham (away). Additional dates will need to be arranged should Stockport be successful in entering a 2<sup>nd</sup> team. The diary on the website is up to date.

**Action AJ**

## 8) County Competitions

RM had met with Mark Agar for an initial handover of the laptop containing all relevant files as well as the box of miscellaneous goodies associated with the job. He had found little time to explore much in detail but had studied the “Job statement” and had noted there was more to it than organising/running the competitions. He would be grateful for similar support in relation to the “peripheral” tasks just as Mark had been. In this connection RH agreed to engage the umpires, PJ to organise the raffles, RG to prepare and distribute the entry forms. PJ also offered to help with the completion of the Nationals entry forms and AJ would organise the laying of the required number of mats for those competitions held at the Galtres centre.

He was very keen to do a good job and was pleased with the way his recent match against Cambridge (for the WRSL) had gone. He was also prepared to have a look at running the Little Cup now that Swinton were not doing it. AJ to provisionally book the Galtres Centre for this on Saturday March 2<sup>nd</sup>.

The closing date for all competitions will be October 20<sup>th</sup> - 3 weeks before the first one (Mixed Fours)

## 9) County Teams

**Practice/Trials day** – FB explained that he had been unable to be present due to a long standing pre-arranged family commitment. Discussion followed regarding the value and purpose of holding this day and what captains expected to get out of it. However there was no firm conclusion. The “mix & match” mornings organised by JiN were enjoyed by all but JoN said that grouping players under the captains in the afternoon was somewhat false as so many players had expressed their availability for more than one team. It was agreed that the next one should revert back to September (2019) and the format must be fully reviewed and agreed in advance. One good outcome this year was the presence of a dozen or so new players who were all interested in county level games. Several of these had emailed RG to say how they enjoyed the day.

**Availability update** – All captains had already been given the results of the “canvas”. Of the 80+ players contacted less than half had limited their availability to a single team. The majority had expressed a willingness to play for 2 or even 3 teams. To this list further players had now been added including the new players who had attended practice day. The list now contained the contact details for over 100 players.

**Selection & starring** – After scrutinising the above listings, 24 players were identified who would be “starred” at the beginning of next season. The captains were reminded that other players would also be starred and excluded from possible B team selection once they had played 3 games for the Premier or A teams. The selection policy was re-affirmed in that FB would have first choice of all available players followed by AJ and then PJ. Where there was a clash of fixture dates it was important that FB and AJ agree their teams well in advance thus giving PJ enough time to finalise her own team.

**New Shirts/Jackets** – Once the season gets underway captains should ensure that all players wear the county strip (spares for sale in the Galtres cupboard) and assess whether or not a new order needs to be placed before stock levels become critical. **Action - captains**

**Bowls Stickers** – The remaining stock of stickers was distributed to the 3 captains and a new order will now be placed. **Action RG**

**Score cards** - RM aims to printout cards for all competitions himself. AJ said there should be enough cards for all team fixtures to last the season assuming the cards for the Triples and Fours issued to Bronagh last year were returned. **Action RG**

## 10) NESMBA AGM (June 10<sup>th</sup>)

The proposals had all been circulated in advance and our voting position on each one was agreed. JoN and FB would attend as our 2 delegates.

## 11) ESMBA AGM (July 7<sup>th</sup>)

The proposal to change the constitution to remove the position of Admin Officer etc had been circulated as well as the list of nominations for office. Due to the controversy that seemed to exist within the ESMBA committee over the way the Admin Officer was performing his duties, there were various scenarios that might occur at the AGM in July. It was left up to our delegates to decide how to vote on the day as events unfolded. These would be RG and either FB or RH.

## 12) Juniors – JiN had nothing to report.

No-one raised any other business so the Chairman called the meeting to a close at 9.45pm after thanking RH for preparing the refreshments.

The date of the next meeting tba.