

## **BOWLS DURHAM**

### **CIRCULAR1/2016**

Dear Secretary,

This Circular is being sent to all Men's, Women's and Mixed Clubs in the County as it contains information that is generic to all and some which are Gender specific and which requires attention.

#### **(A) Men's County Nominations**

Nominations are invited to represent the Men's County in the 2016 season.

On behalf of the County can I urge you to seek the nomination of players to represent the County?

Club Secretaries are asked to ensure the Nominee's names are listed on the enclosed nomination form stating preferred playing position. There is an obligation to all players to play in each game for which they are selected. If nominees are unavailable for any of the games, the dates of which are shown below, it is important that this is shown on the nomination form. Secretaries are asked to clarify this with the nominees before completion.

**21st and 28th May 4th 18th and 25th June 2nd 9th and 23rd July**

#### **(B) Secretarial Changes**

If you are no longer the Club Secretary please pass this Circular onto the new Secretary. The new Secretary should inform me immediately of name and address (including post code) and telephone number and where applicable e-mail address

#### **(C) Communication with Club Secretaries**

As part of a move to improve communications between the County Association and Club Secretaries, as well as assisting the finances of the Organisation it is proposed, wherever possible, to communicate with Clubs via E-mail. There is an e-mail contact group of Secretaries and/ or officials for the distribution of information to Club and County Officers. If you have these facilities can you please let me have your e-mail address for inclusion in my contact group. You can send it to me either by post or at **f.johnson23@ntlworld.com**

To improve better arrangements for communication and you also provide me with a postcode for your green. If it does not have its own a nearby street etc will do equally as well.

#### **(D) Tournament Licences**

Since the establishment of Bowls England the Tournament Licence Forms have been updated.

Therefore can you please note that there is still a requirement under Bowls England Regulations to have a Tournament Licence and the following changes and requirements have to be met. Although there will no longer be a requirement to return details of prize money and/or rewards, any Club applying for a Licence will be required to inform Bowls England at the time of application for a Licence of their Civil Liability Insurance Policy Number and Name of Insurer, and Policy expiry date.

There will also be information on the reverse of the Form about Child Protection and Vulnerable Adults. I must stress the importance of these requirements being met and in place in view of the risk that Club Officials and Committees put themselves at so far as any claims that are made are concerned, particularly if no insurance is in place. If you have any concerns in this area please contact me or the Civic and Public Liability Officer at Bowls England.

#### **(E) Protection of Children and Vulnerable Adults**

Clubs are reminded of their duties and requirements in this connection as outlined in previous correspondence from Bowls England. Please ensure that you are aware of your duties and if in doubt contact Joseph Hobson the County Safeguarding Officer whose details you have or are on the website .

#### **(F) Bowls England and Bowls Durham Official Year Books**

Clubs are reminded that the Bowls England Official Year Book 2016 will be available in April, and the County has placed its order with Bowls England. If you have not already ordered your club's copy (ies) please let me have your requirements as soon as possible. The Bowls Durham Year Books are currently being prepared and will also be sent to Clubs in April. The Year Book will also appear on the County website and therefore a reduced number of hard copies will be distributed to clubs.

#### **(G) Club Development and Support**

As Clubs will be aware with the ever increasing pressure on local authority budgets Councils are examining many options to reduce, or divest themselves of, the costs of maintaining bowling greens in the County. This will obviously put clubs under more pressure to continue or sustain themselves. With this possible scenario in mind I would like to draw your attention to the support that can be obtained from Bowls England to enable Clubs to benefit financially and from other various bodies in the County and also by becoming a Community Aided Sports Club (CASC). If you wish to look into this matter please visit the Bowls England Website or contact the Bowls England Development Officer Alistair Hollis at Bowls England Headquarters.

#### **(H) Bowls England News**

You will have received information from Bowls England via their Newsletter but I set out below some relevant headlines for your information.

(1) Competitors Travelling Expenses to the National Championships are to be maintained for 2016.  
(2) Subject to approval by the Executive Committee there is to be no increase in affiliation fees for 2016/2017.

(3) The new Bowls England Articles of Association and Rules and Regulations are now in force. It is imperative that you study the implications of them so far as your Club is concerned particularly those relating to (i) Safeguarding, (ii) Membership, (iii) Affiliation Fees etc, (iv) Vulnerable Adults (v) Disciplinary Issues, (vi) Civil Liability Issues, and (vii) Performing Rights and the use of Music. Those relating to (ii) (v) and (vi) are particularly important. If you have any issues you wish to discuss so far as these matters are concerned please contact me

A new Model Constitution for Clubs has been prepared for distribution to Clubs, and can be viewed on the Bowls England Website.

#### **(I) Bowls Durham Website**

May I remind you that should you wish to contact me or the Women's Secretary Gill Jones via email please use our personal email addresses and not that of the Website.

#### **(J) Development of Club Websites**

Bowls England have entered into a partnership with Hugo Fox.com offering free website workshops to help local clubs learn how to get the most out of their new free websites. The aim of the workshops is for clubs to learn how to use its website builder to most effectively engage with their members. If you are interested in being involved in the project please let me know and I will forward your details to the Company .

#### **(k) Laws of the Sport of Bowls**

Can I remind clubs that copies of the new Laws of the Sport are available to purchase and can be obtained from me at a cost of £2 per copy.

Yours Faithfully  
General Secretary

6th January 2016,