



**Minutes of the
Annual General Meeting
held on
Monday 22nd January 2018
at
Wokingham Cricket Club – Sadler’s Lane – Sindlesham – Wokingham**

PRESENT: Robert Bartlett, Martin Bishop, Gail Bonnell, Peter Brown, Philip Cambray, James Codd, Chris Dozell, Bruce Duffett, Martin Garrard, Simon Giles, John Golding, Andy Gudge, David Hallé, Liz Halson, Darren Hill, Martin House, Sue Jones, Carl Kneale, Keith Lavender, Keith Machin, Peter McGeown, Colin Mercer, John Mullins, Dennis Prior, Dan Reddyhough, Alison Rushton, Jon Simmons, Kevin Snapes, Steve Theobald, Martin Vlietstra, Gordon Whickman, Bob Woodmansee.

AGENDA: Reports:

Chairman - Rob Bartlett
Vice Chairman & Acting Secretary
Membership Services
Treasurer
Education
Appointments
Performance & Website
Scorers

Chairman - Rob Bartlett

Rob welcomed everyone to the meeting but before getting down to the business of the evening, Rob presented Level 1A Certificates, ties and lapel badges to Simon Giles, James Codd, Andrew Gudge, Dan Reddyhough and Bruce Duffett. (Khalid Kazim and Ian Dummigan were not present at the AGM and will receive their Certificates etc. at a later date.)

APOLOGIES for ABSENCE:

Apologies had been received prior to the meeting from Dave Burden, Sunil Chowdary, Ken Duggan, Andrew Gomez, Stephen Madgwick, Raj Patel, Roger Seymour, Mick Southerton, Andrew Stacey, Antonino Trapani, Mike Walton, Stuart

West, and George Wilton. Apologies were presented at the meeting on behalf of Roy Kinner and Ian Dummigan.

MINUTES of the 2017 AGM:

The minutes of the Annual General Meeting held on Monday 23rd January 2017 had been made available on the BCOA website and copies were available at the 2018 AGM. There were no matters arising from the Minutes of the 2017 AGM. Martin Vlietstra proposed and Martin Garrard seconded their acceptance and the Minutes of the 2017 AGM were signed by the Chairman as being a true record of the 2017 Meeting.

REPORTS from OFFICERS

Chairman - Rob Bartlett

Rob thanked the BCOA Committee for all their efforts over the past year.

There had been two changes; Roy Kinner had stepped down as County Performance Officer to be replaced by John Golding who, in turn, was succeeded as one of the Lay Members by David Hallé.

Rob explained that the ECBACO restructured the Counties into new Regions and BCOA were placed in the South Central Region along with Buckinghamshire, Oxfordshire, Sussex and Hampshire in order to facilitate improved communication. Rob reported that this worked well in some areas but less so as far as our Region was concerned. There had been no downward communication and some of the Regional Officers quickly resigned but hopefully the recent appointment of Alison Smith as Regional Chairman will reverse the issue. Rob said that early impressions were very positive and as an organisation BCOA were looking forward to working with her.

Rob announced that 'our very own' John Golding had been appointed as Regional Performance Officer and Rob was sure this would be good for all Berkshire Officials.

Rob said that the past year had been an extremely busy one in the County following a total of 83 new laws being introduced by the MCC. BCOA's Education Team of Jon Simmons, David Hallé, Simon Giles, Mike Carter and Gail Bonnell had been incredibly busy in organising and running three (so far!) New Laws Workshops and the attendance had been excellent. Rob announced that we had stolen a march on all of our neighbouring Counties and had attracted many umpires and scorers from outside Berkshire. Rob reminded everyone that nearly all local leagues are not accepting umpires onto their panel unless they had attended one of the training sessions.

In addition to the new laws, Rob announced that the ACO had introduced a completely new training and education system.... so there was no pressure!!

A new DBS process had also recently come into effect and Rob told the meeting that Martin Garrard would be presenting it later.

There has been a small decline in BCOA Members during the past year and Rob confirmed that the Committee would be marketing the benefits of joining the BCOA to all Berkshire umpires and scorers. However, Rob stressed that appointments for BCOA Members had increased during the past year.

Rob went on to remind the meeting of the benefits of BCOA Membership as well as of the ECBACO. When subscribing to ECBACO, Members will receive newsletters, the opportunity to purchase merchandise and to receive ECB appointments. Importantly ECBACO Members would be included on the insurance policy in case any problems occur.

Rob reiterated that joining BCOA would provide Members with dedicated training and support from the Education team along with help and support during the progression through the League panels. Membership of BCOA allows free admission to BCOA Monthly Meetings where Members would receive up to date information, have the ability to debate current issues with fellow Members and to participate in the various workshops and training sessions – such as the recent New Laws Education Programme.

Also, BCOA Membership allows Umpires to receive Berkshire appointments to suit their particular needs. And all this for only £15!

Rob explained that, unlike some Counties, BCOA do not get any grant from their County (Berkshire Cricket) so Membership subscriptions to BCOA keep us in existence.

Ahead of the Treasurer's Report, Rob forewarned the meeting that BCOA had purchased a new lap top for use by the Education Team which resulted in a small loss on BCOA's Profit & Loss account. However, the Balance Sheet remained healthy.

Vice Chairman & Acting Secretary – Colin Mercer

Colin reported that being Vice Chairman of BCOA was not the most onerous job in the world as Chairman Rob had been very active and had only missed one monthly meeting during the whole year. However, Colin did express some concern that Rob became curiously unavailable when the ECBACO Council Meeting was being held at Leicestershire C.C.C. and the Vice Chairman had to go! Colin did have a few words for his predecessor who told him that there wouldn't be much to do apart from take minutes at meetings! As things turned out that proved to be far from correct but Colin did say that he had thoroughly enjoyed the job and had enjoyed working with such a great team.

Colin reported back from the ECBACO Council Meeting that it was a widely-held view that the Berkshire ACO is right up there with the best in the country so all the effort put in by the Committee and others was well worth it.

The positions of Vice Chairman and Secretary were both due for re-election and Colin said he would be happy to put himself forward again.

Treasurer – Carl Kneale

Carl reported that we'd dropped by about £400 to £500 compared with the previous year but this was almost entirely covered by the cost of a new laptop which had proved beneficial. The figures presented to the AGM were a little bit skewed because payment from Eton and the ECB rebate were late in coming in. In reply to a question from Sue Jones asking why Berkshire Cricket doesn't contribute financially to BCOA, Carl said that unlike Surrey or Hampshire CCC, they just don't. Philip Cambray asked whether or not the BCOA bank details had changed and Carl confirmed that they had not. The Chairman added that we currently hold a reserve of about £4,000 and he would be seeking suggestions as to how we might spend some of it.

Carl recommended that no changes should be made to the Annual Subscription for 2018 and that it should remain at £15.

Martin House proposed that the Treasurer's Report be accepted. Sue Jones seconded the proposal which was carried unanimously by a show of hands.

Membership Services Officer – Martin Garrard

Martin outlined the new DBS Registration process explaining that it could now all be done on-line and, once the application had been satisfactorily completed, the applicant would receive their DBS Certificate by post. There was no longer a need for it to be sent back to Edgbaston for verification. A process which used to take up to 3 months should now be dealt with within a week. Things are now considerably simplified and Martin said he would be happy to explain the process in more detail at the next Monthly Meeting – including giving an on-screen presentation of the on-line form.

Martin confirmed that whilst there is no expiry date shown on the DBS Certificate itself, under ECB Rules the Certificate is valid for only 3 years. ECB do not recognise DBS Certification from any other organisation.

Martin expressed concern that some attendees at BCOA Monthly Meetings were free-loading as they were not paid-up Members of BCOA. This Martin considered to be unfair. It was proposed that non BCOA Members who attend Monthly Meetings should pay £3. The deadline for Membership payments is the end of March.

Analysis of the numbers indicated that Membership of BCOA was down by about 20-25 compared with 2016 according to the ECBACO list. According to BCOA's figures we stood at about 80 paid-up Members but needed more. It transpired that 23 out of those who had attended various courses were not on the BCOA list.

Education Officer – Jon Simmons

Jon reported that a Level 1 course was completed on March 26th 2017. After clarifications, re-sits and others, 15 out of 16 passed first time and one was given a limited certificate outlining his mark and recommended level of cricket to umpire.

Ten candidates were on a Level 1A course running at Wokingham CC. A new format of five evening workshops was used. PDs were completed at Wokingham CC in September using the new national verification process, including out of county assessors and verifiers. Eight completed the course and everyone passed.

There were two candidates on Level 2, one of whom passed and the other was deferred due to incomplete paperwork

Simon Giles joined the Education team as a tutor after completing his Level 1A. Mike Carter has announced he is to step down from the Education team after this seasons courses are completed and before the start of the season to concentrate on his new ventures. Jon said that if anyone was interested the team were looking for another Education tutor.

Monthly meetings usually had an education element which is a benefit for all Members. A check for learning using Kahoot will continue and be used/investigated for further use where appropriate.

This year has seen the education team working very closely with the Performance team and John Golding on all matters.

NEW COURSES

New training course materials for Stage 1 and stage 2 were completed at the end of the summer. Seven attended tutor training on 21st October 2017 at Ageas Bowl. The first course was run on 14th Jan 2018 and ten people, mainly out of County, attended.

Jon announced that Education and Accreditation have now been split. Education for all; Accreditation for some - with new Accreditations which have yet to be finalised in County.

Jon gave a special mention to Gail, who has been liaising with Karen Cassidy and the ECB ACO, working with the new online booking and DBS systems and generally, not just with the new courses. Jon said that Gail has done a fantastic job as always behind the scenes making sure that the Education team was working well.

NEW LAWS

Jon reported that no presentations or materials were forthcoming from ECB ACO so materials were taken from Ian Royle and, once significantly modified, were used to create BCOA Workshops on the New Laws. Two workshops had been completed (November & December) with around 35 people at each. Certificates of Attendance were issued to all those attending. A third workshop was completed on 15th January 2018.

Online MCC Laws courses were introduced and Jon recommended that all BCOA members create an online account and work through the courses.

THE FUTURE

Jon could foresee a year of consolidation in bedding down the new education courses and helping BCOA officials to come to grips with the new Laws.

Time would be spent on working with the Performance team on the Accreditation processes to be adopted in County for those wishing to complete supported development, observation, assessment and accreditation.

Jon said he was looking for another new tutor to help!

Appointments Officer – Raj Patel

Raj was unable to attend the AGM so his report was presented by the Chairman. *(Secretary's note: No doubt Raj's report would have been excellent but regrettably no copies seem to exist).*

Performance Officer – John Golding

John reported that the 2017 Level 1A programme saw two who were carried forward from previous years and seven who joined from the 2017 Level 1. Out of these, eight completed their Level 1A and moved on to a panel. This was the last Level 1A Course but some of the content will be developed into added value modules for the new education system

There was one candidate on the 2017 Level 2 Programme and he passed!

John reported that this might have been the last Level 2 Programme.

The marking format used in the Berkshire Cricket League this season has now allowed the results to be tabulated.

In the Thames Valley Cricket League results are based on the average of the Captains' Marks as a percentage plus the weighted answers to the questions. As is known Umpires are within a TVCL band, this being different to a Grading. John explained that the requirements are:-

Minimum of 4 matches.

- Band A = Four or more in Division 1
- Band B = Fewer than four in Division 1 and four or more in Division 2
- Band C = Fewer than four in either Divisions 1 or 2 and four or more in Division 3
- Others = Fewer than four matches or do not comply with Band A, B or C requirements.

The Home Counties Premier League has adopted the same marking system. The results clearly show the benefits of the intensive L1A courses and continuing CPD which BCOA offers.

John mentioned that in order to get a grade, an umpire has to have been **appointed to six** matches at a Tier Level. For example: Six appointments to TVCL Division 2 (Tier 3) matches will produce a Grade of C6.

John reported that there are one hundred and sixty ECB ACO Umpire members in the County within which there is one C1* and ten C1s (an increase of three). There are also seven C2* and one C2 (also an increase of three) and four C3* and nine C3s, an increase of five.

In total there were twenty-nine whose grade increased (18.13%) and twelve whose grade had either decreased (7.5%) or they had stopped umpiring.

Team Development

John offered a huge vote of thanks to Roy Kinner, Dennis Prior and Mick Southerton for the incredible amount of work they put in to the development of umpires in Berkshire.

John stressed that there is a need to increase the team to support:-

- On-field Observation/Mentoring;
- Boundary Observation (All now at Regional Level);

but he was pleased to report that BCOA now had three Level 2 Assessors.

Webmaster – John Golding

John reported that the workload on the website was growing substantially.

Simon Giles had volunteered help to get all the Regulations updated before the start of the 2018 season.

John also reported that:

- The website continued to receive good reviews nationally;
- The ECB Laws Update and GWL (plus supporting information) are on the website as movies;
- Photo galleries we will be on Facebook in the future;
- The BCOA Facebook page and Twitter Feed are both well used. (Twitter has become an effective marketing tool for BCOA.)
- The amount of SPAM emails is now more under control than in the previous year although he does spend two hours a week clearing the system out.

Scorers' Officer – Liz Halson

Liz reported that she had only taken over the rôle during the year. There is a small group of BCOA Scorers who do a lot of the scoring at Schools matches, for wandering sides, Lashing's matches and at Young Scorer days.

2018 Subscriptions

As mentioned in the Treasurer's Report, there will be no change to the Annual Subscription. Stephen Theobald was heard to say "Good"!

Proposed change to BCOA Constitution – Associate Membership

A proposal was submitted to add a rank of Membership under the heading of Associate Membership. It was proposed that such a Member would:-

- be entitled to attend Monthly and other meetings;
- pay a reduced annual subscription of £10;
- not be able to vote at and AGM or EGM;
- not be on Who's the Umpire;
- not be entitled to get Berkshire or Regional appointments;
- not have to be a Member of ECB ACO.

The proposal was made by the BCOA Committee, seconded by Sue Jones and approved unanimously on a show of hands.

Election of Officers

The positions of Vice Chairman and Hon. Secretary were both up for election. Colin Mercer had filled both rôles on an interim basis for the past year and was nominated by the BCOA Committee to continue for the next 3-year term.

Jon Simmons was interim Education Officer and he was also nominated by the BCOA Committee to continue 'full-time' for the next 3-year term.

Gail Bonnell and David Hallé had joined the Committee as Lay Members during 2017 and the BCOA Committee recommended that their positions be ratified for 2018.

No other Committee positions were due for re-election. All sitting Members were willing to remain in their respective posts.

Simon Giles proposed that the Committee's nominations and recommendations were accepted en bloc. This proposal was seconded by Simon Webb and carried unanimously on a show of hands.

Any Other Business

- Dan Reddyhough offered his thanks to the Education Team for all their hard which received general assent from the meeting;
- Sue Jones raised the question of First Aid Training. The Chairman stated that any such direction would come from the ECB and that we 'should not get involved'.

There being no other business to discuss, the meeting closed at 21:28hrs.