Attendees

Mike Pegg (MP) – National President
Tony Mann (TM) – National Secretary
Cary Bush (CB) – National Treasurer
Nigel Ashby (NA) Richard Baker (RB) Ann Barton (AB)
Ged Barton (GB) Ken Buchan (KB) Alan Constable (AC)
Dawn Constable (DC) Barry Cox (BC) Stephen Daykin (SD)
Annette Eggleton (AE) Martin Eggleton (ME) Graham Elcome (GE)
Kim Elcome (KE) Alan Forse (AF) Mari Gravell (MG)
Roger Hutchinson (RH) Lee Jamieson (LJ)
Janice Keemer-Richards (JKR) Ray Keemer-Richards (RKR)
Stephen Love (SL) Tiny Neville (TN) Bob Parker (BP)
Richard Powell (RP) Robin Ralph (RR) Colin Roper (CR)
Sue Sandy (SS) Neil Stevenson (NS) Alison Stubbs (AS)
Dave Stubbs (DS) Adrian Thomas (AT) Faith Thomas (FT)
Tony Thompson (TT) Peter Wright (PW)

MP welcomed everyone to the meeting.

1. To confirm the date of notice of the meeting.
Original notice of meeting sent out on 15th January 2013 and then resent on 6th February due to change of AGM date.

2. To receive apologies for absence
David Baxter Hansen Blackall Brian Burfitt
Helen Blackall Mark Blackall Brian Forbes
Peter Howarth Kath Knight Mike Knight
Gerry Lewis Therese Lewis Bernie Miles
Jack Milner Maureen Milner Jerome Morais
John Thatcher Rose Thatcher Alan Whitehouse

3. To approve the minutes of the previous Annual General Meeting - 16/11/2013
MP asked if there were any points to be raised?
Seconded – GE
In Favour 30 Against 0 Abstentions 4
4. **To receive the National President’s Report**

MP read out his report. Attached as [Appendix 1](#). MP asked for questions.

RB mentioned that a lot of members have opted out on the membership system to receive emails. MP confirmed that these members will not receive any emails directly from the EPA MC and would have to rely on their club to pass information on. LJ asked where on the system to opt in/out is? MP replied that when members join or renew their membership there are these options. BC suggested that when the renewal notice is sent out next that members are encouraged to opt in.

TN asked when the 5-year plan would be implemented? MP replied that the EPA Management Committee (EPA MC) are working on it and the major budget holders will meet to take it forward.

NA asked if the 5-year plan would look at insuring independent clubs, leagues and their members? MP responded asking why we would spend our member’s money on insuring clubs/leagues and people that are not members of our Association adding also that we could not afford to insure such people. MP added that to insure clubs further our insurers would require turnover figures for every registered club and explained the great difficulty recently experienced obtaining this information at a regional level.

BC followed on by asking how we would attract non-members? CB said that we have no specific plans at the moment and that the most of the 5-year Plan looks at improvements for existing members. BC added the need to make the EPA more attractive. MP said that the EPA MC is here to run our Association and it is at the important grass-root level where clubs can attract new members. LJ added that there has always been a problem attracting players who just want to play locally once a week and it is for every EPA member to encourage those players to become members.

MP observed that our clubs successfully attract new members each year but it is the retention of members that is the issue. NA felt that members see the licence as only being necessary if they want to play in EPA competitions. MP clarified that many federations are concerned at losing members, for example France lost 30,000 members and only a few countries are seeing growth with England doing well to sustain its membership levels.

TN observed that many people incorrectly think that their home insurance covers them for playing pétanque.
5. To receive and, if so resolved, adopt the Association's accounts, Auditor's and Financial reports (for the financial year ending 31st December 2013)

CB presented the accounts for the 10 month period from 1st March 2013 to 31st December 2013. Attached as Appendix 2.

CB started by highlighting the following:
- It was ratified at the 2013 AGM to change the financial year from ending February to ending December.
- The numbers covering the previous year are for 12 months however the months of January/February have few transactions so make little comparative difference with the only significant exception being insurance.
- The accounts are maintained on an accrual rather than cash basis.
- For this year’s accounts CB has appended a series of notes to explaining the figures.

Revenue
- **Club Registration Fees** - slight decline to 169 clubs compared to 175 previously. Some issues identified last year but RKR has taken on the responsibility of registering clubs and accounting for the revenues.
- **Membership Fees** - remain relatively flat.
- **Competition Fees** - are also relatively flat for the 7 domestic competitions. These figures are gross and are not netted against expenses.
- **Miscellaneous Income** – mainly sponsorship received for Inter-Regional Championships and additional income from Umpire courses, CRB fees and administrations fees.
- **Player Contributions** – from players representing our Association internationally. No contributions are requested from our Juniors. CB added that we are reliant on players paying their contributions and have to make provision to cover non-payment of some of these contributions.

CB asked if there were any questions on Revenues?

Expenses
- **Cost of Membership** – covers IMG processing costs and includes our Association picking up on the costs of the regional precepts.
- **Competition Expenses** – medals and prizes for domestic competitions and team kit for international representation.
- **Travel and Meetings** – CB provided two breakdowns, one by generic category and the other by cost centre as these costs make up 55% of our Association’s expenses.
  - Mileage – meeting attendance, competition officiating paid at 45p per mile
  - Train - meeting attendance, competition officiating
  - Hotel & Airfares – mostly relate to competitions where players represent our Association.

CB went through the cost centre breakdown highlighting Administration £1.9k, Meetings (including AGM, Congress, EPA MC and Commissions) £4.2k,
European Competitions (8 events) £15.3k of which nearly £10k covered our Junior and Espoir participation

- **Printing Postage & Stationery** – significant savings made
- **Insurance** – slight reduction in costs due to MP’s negotiations
- **Miscellaneous Expenses** – two major items being taking over the storage unit of Pétanque Promotions Limited (PPL) at £1.2k and accrued costs for hosting Home Nations of £2k. SS asked what the storage unit was used for. MP explained it as a secured and patrolled lock-up containing the PPL stock, EPA trophies, umpiring and coaching equipment, paperwork (going back 7 years) and other EPA owned equipment.
- **Bad debts** – with closure of PPL repayment has been made of most of the outstanding loan reversing £1.2k of the provision made. The EPA holds the remaining stock and following a recent stock check the value is estimated between £2 and £4k. The EPA MC are to look at ways of dealing with the stock possibly having a stall at the Inter-Regional Championships and using suitable stock as prizes. BC asked if the value of the stock remains with PPL. MP confirmed that legally it does. LJ asked how much PPL owed and CB responded approximately £500. RR asked how PPL was closed and it was confirmed by voluntary liquidation.

CB also confirmed that 2 members have not yet paid their contributions towards their international representation so a provision of £578 has been made for this. SS asked what happens to these players? MP explained that one member has had their licence suspended and that he is talking with the regional President of the other to seek payment. TM clarified that our first step is to make the member aware and to seek communication with them to organise payment including having a payment plan before it gets to the stage of suspending a licence. GB asked if the EPA MC could get the money upfront? MP explained that sometimes the full cost of the event is not known before players embark.

BC asked about the Player Contributions under expenses? CB explained this covered contributions earned previously for teams to attend events such as the EuroCup.

LJ asked about contributions for the Men’s World Championships in Tahiti? MP explained that we are still waiting for confirmed costs but we have estimated around £12k in total. The player contributions will need to be paid upfront as the EPA need to pay upfront and are liaising with RP the team manager. If the money is not raised then the team will not be going. PW sought confirmation that the idea of the team going has not been written off? MP confirmed it hadn’t and that he has written to the team and RP about this. It has to be a team fund that needs to be properly accounted for stressing the difficulty of not being provided with costs from the FIPJP, which were promised last November. PW asked about the EPA delegate costs? MP confirmed that our Association always covers costs for the Head of Delegation. RP asked for everyone that has business contacts who may be interested in sponsoring the team to get in contact with him. BC asked about
sponsor’s logos? RP said he would ensure that the sponsor’s logo would be used on media websites, forums etc. and team kit other than the shirts where this is governed by the FIPJP.

CB reported that overall we had made a £2k surplus for the year, mainly due to tighter controls and lower insurance costs and a lack of any investment to grow our Association.

**Balance Sheet**
- **Trophies** – CB has capitalised the trophies held and will depreciate them over a period of 5 years
- **Sundry Debtors** – have significantly reduced
- **Loan to PPL** – the loan has mainly been satisfied and the remainder will be covered by the stock held
- **Accruals** – has tried to recognise all known expenses including hosting of Home Nations, prizes for top teams, and contributions offered to the Top 3 Men’s and Women’s teams to attend events

CB concluded by stating that he would ensure we have metrics for every area identified in the 5-year plan.

LJ offered congratulations to CB for the clarity of the accounts. LJ also sought clarification of the Hotel costs? CB responded that these cover not only international event hotels but also for officials at domestic events such as the Titles Weekend.

MP asked if there were any more questions on the Accounts or Auditor’s Report and as there were not asked for someone to second them :-

Seconded – ME
In Favour 34  Against 0  Abstentions 0

The accounts and Auditor’s report can be found in **Appendix 2**.

6. **To determine the rates of registration fees and subscriptions.**

MP read out the supporting statement sent out with the AGM paperwork:

**After recovering from a deficit year (2011), brought about mainly by the world financial recession, the EPA Management Committee (EPA MC) reported at our Annual General Meeting (AGM) last November that they had successfully managed to operate and run our Association within the limits of our income for 2012/13.**

**However, for our sport to develop we need to invest, and this can only be done by having more funds available for each discipline (coaching, umpiring, playing etc).**

**The EPA MC is currently working on a five-year plan targeting specific projects some of which are yet to be fully costed that will be discussed in more detail at the AGM.**

**As part of our five-year plan fee increases will be necessary and of course these will be put to our AGM for agreement.**
The proposal from the EPA MC is to increase the National Individual Membership fee for 2015 by:-

- £5 for Adults
- £2 for Juniors

This will mean for new members joining from 1st October 2014 and existing members renewing from 1st January 2015 the Adult fee will be £18 and the Junior fee £5 plus the respective Regional Precept.

Club Registration and League Affiliation fees are being reviewed but we recommend they remain for 2015 at the current level of Club £35 and League £40.

BC stated he felt this was not before time but queried the affect of the world financial recession? MP responded that with the value of the pound sending teams abroad became more expensive.

SS queried the rise of £2 for junior membership feeling this was a deterrent? MP replied that we need to put a value on membership including Juniors and that the money raised would go directly back to investing in our juniors through coaching the Junior Squad. LJ asked how many juniors we have? MP responded currently around 100.

AF asked if fee increases were fixed within the 5-year plan? MP explained that the plan is to increase fees every other year. LJ asked about inflation? MP explained that it would be reviewed each year with a view to increasing every other year.

SS felt that the proposed increase could alienate member over 60. MP said we may lose some members and this is built into our forecasts but would be balanced out to a degree by new members. GB observed that pension payments increase with inflation.

DC felt this was a substantial increase and asked if it could be staggered over a period of 2 years? MP replied that we wanted to avoid putting up fees every year. The aim is to invest in the development of our sport with a view to increase fees over a 5-year period by £20/30, however if we cannot achieve what we wish to invest the money into via the 5-year plan then this money won’t be spent and won’t be requested via membership fees.

NS expressed the importance of communicating any increase to our membership. MP replied that our aim is to provide a 5-year plan with prospective income and expenditure, which will be sent to members.

AE asked about the timeline? CB explained that he needs to sit with the main budget holders to put the skeleton budget in place and MP added that the Coaching Commission only met the week before and voted in their Chair, Colin Roper, who needs to have an input into the budgets.
TN said that he had recently received a £3.40 a week increase to his state pension and we are only proposing a £5 a year increase.

AF asked if it would be helpful to see the 5-year plan first before the increase? MP said that at the AGM in 2012 someone from the floor proposed a £3 increase but the EPA MC said we would change the membership and financial year first so that we have the ability to report at the beginning of the year the finances for the previous year and that we would put together the 5-year plan. The proposed increase would not come into effect till 2015.

TT observed that a £5 increase equates to less than 2p extra per day.

MP said that the perception is still a £5 increase but that in the history of the EPA fees have only gone up by only £1 in 9 years. MP added that the aim is to invest the money back into the sport to give our members more of a benefit such as through coaching.

CR explained that we are not trying to re-invent the wheel for coaching but that the wheel needs new tyres and needs investment adding that it equates to less than 10p per week.

NA felt that it is the 18/35 year age group that struggles most.

NS reinforced the importance of the communication to be sent by the EPA MC.

MP asked if there were any more questions and as there were not asked for someone to second the proposal :-

Seconded – BC
In Favour 30 Against 3 Abstentions 1

Break

7. To consider and, if so resolved, approve motions submitted in accordance with the Constitution and Bye-laws.
See Appendix 3 for the proposals received.

Proposal 1 – EPA Management Committee
MP introduced the EPA MC’s proposal to create a new Elected Officer position of National Vice President and then asked for any questions.

TN asked if it would be within our rules that the Vice President would succeed from the President? MP responded this could not be so as it is our members who elect our President.

LJ asked why we did not have this before? MP replied that in the first year of the EPA we did but in the second year our Association swapped the Director of Promotions with the Vice President to avoid the EPA MC becoming top heavy.
Since then the elected Director of Playing has become an appointed Chair of the Playing Commission, which has left a vacancy for another elected position.

BC observed that under 8.3.3 it would assume that the Vice President would take over when the President steps down. MP confirmed this and explained that conversations have taken place with a prospective candidate who would be co-opted to Vice President if the meeting agreed to the new post.

SS asked how long the term of office would be? MP clarified that all EPA MC posts are for a two year term and positions are staggered. The Vice President would initially be co-opted for one year only.

TN held the view that someone cannot be co-opted unless it is specifically stated that any decision they make is illegal. MP clarified that we are a sporting association and as the national governing body we can determine what goes into our constitution as long as it does not break natural law. MP added that our constitution has been run past professional sports lawyers and has been determined to be robust.

LJ asked whether the President and Vice President’s term of office should be the same? MP said that this was looked at and the EPA MC determined that is was best not to stagger them. SS felt that it would be better to stagger the posts.

MP asked if there were any more questions and as there were not asked for someone to second the proposal:-

Seconded – AE

In Favour 33 Against 0 Abstentions 1

Proposal 2 – Cobbetts Boules Club

MP invited AF to present their proposals.

AF introduced himself as the President for Cobbetts BC and explained that their proposals stemmed from a disciplinary hearing in September 2013 where the Disciplinary Committee and EPA MC relied upon the defendant to inform their club. AF explained this led to confusion of the member’s eligibility to play in the EuroCup for Clubs.

Motion 1

AF read through their proposals under Motion 1 to 11.3.1, 11.4 and 11.6 of the constitution (these can be found in Appendix 3). MP asked if anyone had any questions on these?

ME asked what happens to the individual who does not wish their club to know at this stage? AF replied that the club does not need to know the exact nature of the disciplinary but they should be informed that it is taking place.
GB understood the proposal but suggested that the club is informed only if the defendant grants permission for the EPA MC to inform the club.

MP read out 11.3.1 of our Constitution and Cobbetts BC’s proposed amendment pointing out that at this stage the member is only under investigation. AF related this back to the EuroCup for Clubs and retrospective nature of any decision. MP clarified that 11.3.1 was about an investigation only and not the outcome of a disciplinary hearing.

SS felt that a member should inform their club but something needs to be in place if they decide not to. MP responded that this is covered by 11.6 in the Constitution where if the Investigating Officer recommends to the EPA MC that the player’s licence should be suspended pending the outcome of a disciplinary hearing. If this were to happen then as a matter of procedure the member and both the member’s club and region would be informed of the suspension. AF asked where this is documented? MP responded that this will be included following the review of our Disciplinary Procedures that is currently taking place following our constitution changes only agreed at our AGM last November. AF felt that presently no such procedure is in place. MP observed that this would require amendments to Cobbetts BC’s proposals as they refer to informing the club at 11.3.1, the investigation stage and not 11.6, the suspension stage.

NA felt that the club or EPA could be deemed negligent if a club member causes an incident whilst they are under investigation. MP clarified that the member is only under investigation and they are still innocent until proven guilty.

MP asked agreement from AF that we should go forward taking each of the three proposed amendments under Cobbetts BC’s Motion 1 in turn. AF was happy to proceed in this fashion.

TM read out 11.3.1 of the Constitution, which states

**11.3.1** - The defendant shall be informed within 14 days that an investigation into their conduct has been authorised by the MC.

And clarified Cobbetts’ addition as being:

If the defendant is a member of a Registered Club then a copy of the letter shall also be sent to the Registered Club’s Secretary.

TM made the following points :-

- 11.3.1 was agreed to be added to our constitution at the AGM in 2013 so that a member is specifically informed that an investigation will take place
- At this stage only an investigation has been authorised
- It does not mean that a disciplinary hearing will necessarily be held
- The Investigating Officer may recommend no further action or another solution e.g. mediation
- The member is at this stage innocent until proven guilty
The member may not wish for their club to be informed or involved at this stage of investigation.

The EPA MC would be breaking the member’s right to confidentiality if they informed their club without their permission.

If the club of the member is informed of an investigation (remember they are still innocent at this stage) what prevents the club from publishing this information to a wider audience such as via social media, Facebook?

Our Association’s Constitution and Disciplinary Procedures are there to protect and support everyone including the rights of the individual member.

It should be remembered that at this stage there is nothing preventing the member from informing who they wish, including their club but it should remain the member’s choice and the disclosure to their club should not be forced by our constitution.

SS asked if the decision could be retrospectively taken back to the time the incident happened? MP replied that a Disciplinary Committee could only impose a penalty to the date of the hearing’s decision not the incident.

AS asked for the minutes of the meeting to state that our procedures will be amended to inform the club of a suspension of licence. MP reiterated the order of the stages followed, first was the agreement for changes to our constitution at our AGM in November 2013 and now we are changing our procedures to reflect and compliment those changes. AS asked why the EPA MC objected to the club being informed in the constitution? MP responded that there are stages to disciplinary procedures and the individual has a right to confidentiality until a suspension or decision has been reached. AS observed that this did not happen in the recent case. MP replied that this was because of the rules in place at the time, which have and are being reviewed. MP reminded everyone that we are at this point only discussing changes to 11.3.1.

AF confirmed that in the case they are referring to the EuroCup match was after the Disciplinary Hearing and MP clarified that the date of the AGM last November was after that EuroCup match.

MP brought the meeting back to the point of 11.3.1.

MP asked if there were any more comments on this proposal and as there was not took a vote on 11.3.1 :-

Seconded – SS
In Favour 6 Against 27 Abstentions 1

TM read out 11.4 of the Constitution, which states

**11.4 - The Disciplinary Committee**
The Disciplinary Committee shall comprise a Chairperson and not less than 2 other members appointed by the MC.

And clarified Cobbett's' addition as being:

If the defendant is a member of a Registered Club then the Disciplinary Committee shall keep the Registered Club informed of developments at each stage of the Disciplinary Procedure.
TM made the following points:

- This article is about the composition of the Disciplinary Committee it is not about the communication procedures and it would be entirely inappropriate to have such an addition in 11.4.
- The addition itself is unfortunately lacking any specific detail. What are the stages of the Disciplinary Procedure that need to be informed to the club? It hasn’t and needs to be defined.
- This proposal does not take into consideration when a Club is the Complainant and the Defendant a member of their or another club.
- If a Club were the Complainant then they would be provided with the Investigating Officer’s report and permitted to attend the Disciplinary Hearing in accordance with our procedures.
- If a club is not the Complainant but is the club of the member then it is the decision of the member, not the EPA MC, whether or not they inform their Club. It is the member’s decision whether or not they wish to have a representative and if so it is their decision to choose who this person is, be it from their Club or not.

AF explained his club did not know and that their member took advice from elsewhere and did not inform the club. AF was looking for the Disciplinary Procedures to at least advise the member that they should inform their club.

NS said that if someone wants assistance they should ask for it and asked why the club should have to offer it? AF accepted the point and understood that normally the member would go to the club.

SS wants the club to be informed after the decision of the Disciplinary Hearing if that decision could be retrospectively applied to the hearing date.

BC felt this was a matter of the member’s privacy and should be incorporated into the procedures but not in the constitution.

RB felt that Cobbetts were applying a blinkered club viewpoint without addressing the national perspective of its application. AF accepted the point made but felt that a disciplinary hearing does not necessarily reflect the implications it may have on a club.

MP said that the proposed addition at 11.4 is in the wrong place and does not believe it should be in the constitution as it is a procedural issue. MP suggested building into our procedures that the defendant should inform their club. AE observed that if the defendant is an independent member of a region then the region should be informed. MP said the procedures would reflect both the role of the club and region.

AF agreed to withdraw their proposal to amend 11.4 on the condition that the procedures would ensure that a defendant is advised that they should inform their club and/or region. MP gave assurances on behalf of the EPA MC that this will be written into the procedures.

MP read out 11.6 of the Constitution, which states:
11.6 Suspension of Licence
If the investigating officer decides to charge a person with a disciplinary offence under this code the MC may immediately suspend a defendant’s licence where it is deemed to be in the best interests of the Association and its members pending the outcome of a Disciplinary Hearing.

And clarified Cobbetts’ addition as being:
This decision shall immediately be communicated to the defendant, and the Registered Club, if the defendant is a member of a Registered Club.

MP stated that we have already agreed and gave assurances that our procedures will cover that we will inform the club and region if a license is to be suspended at this stage.

TM pointed out that the proposal as currently written does not cover informing the Region.

AF agreed to withdraw their proposal to amend 11.6.

Motion 2
AF read through their proposal under Motion 2 to 11.7 of the constitution (this can be found in Appendix 3). AF explained that they felt if there is an outside complainant then it should be the complainant that takes forward the complaint and not the EPA MC. Further that the EPA MC should be there to support its members and that it is not their responsibility to take on the complaint.

AF read out 11.7 of the Constitution, which states:

11.7 Appeal
The defendant, the complainant or the Investigating Officer may lodge an appeal against any aspect of the decision of the Disciplinary Committee.

And clarified Cobbetts’ addition as being:
If the complainant is the Management Committee then the Management Committee shall not be permitted to appeal and must accept the decision of the Disciplinary Committee.

AF emphasised that they feel the EPA MC should not be permitted to appeal a decision of the Disciplinary Committee.

MP presented a scenario of a player representing our Association at the World Championships being subject of a complaint from the FIPJP. The EPA MC would automatically become the complainant. AF responded that when the EPA MC sets up the Disciplinary Committee they should not be allowed to appeal any decision it makes.

TM made the following points:
• Every Complainant and Defendant should have an equal right and opportunity to participate fully in the disciplinary process and an equal right and opportunity to appeal a decision of the Disciplinary Hearing
• The EPA MC may act on behalf of a Complainant or be the Complainant and should have every right to submit a complaint
• To deny the right of appeal to any Complainant would be inequitable
• It should also be considered that the Complainant, including the EPA MC, might feel, that a sentence decided by the Disciplinary Hearing is not proportionate. This may be that they feel it is too lenient but equally (and as importantly) it may be that they feel it is too severe
• It should be considered that an Appeal Panel might increase the sentence, keep the sentence the same, reduce the sentence or remove the sentence. The decision is that of the Appeal Panel and not the decision of the Complainant, Defendant or the EPA MC
• To agree to this proposal would not only mean inequitable treatment, it would deny the right of the EPA MC as Complainant to fully participate in the disciplinary process and also to seek a lesser sentence where deemed appropriate

BC felt there are two issues, the ability to appeal the decision and the ability to appeal the sentence and they should be treated separately. AF asked for clarification. MP clarified that appeals can only be made based on the decision of the disciplinary hearing. AF said that the club has no knowledge of the appeals made. MP replied that our procedures are being changed so that the decision of the disciplinary hearing will be communicated to the club/region subject to any potential appeal. Further MP reminded AF to keep to their proposal of amending 11.7.

SS felt it was at odds that the EPA MC forms the disciplinary committee and then may not accept their decision. MP gave the scenario where the disciplinary committee may decide to ban a member for life whilst the EPA MC feel that the sentence is too harsh and without the right to appeal could not present this. SS said that the defendant could appeal such a decision. MP talked about the EPA MC drawing up guidance for the disciplinary committee including a list of sanctions to assist them.

AS questioned how independent a disciplinary committee can be if the EPA MC sets them up and then does not accept their decision. MP responded that the Complainant can make an appeal but it is the Appeal Panel that will make the decision and not the Complainant or the EPA MC. AS asked if the Defendant was to make an appeal would the EPA MC be informed? MP responded that the EPA MC would be informed as they receive any appeals but they would not take part in the appeal hearing. AS replied they would as they are the complainant. TM replied that the EPA MC are not always the complainant. AS did not think it is fair when the defendant makes an appeal that the EPA MC is informed but if the EPA MC makes an appeal as the complainant that the defendant is not informed. MP pointed out that this is moving away from the proposal to amend 11.7.
AF felt that if the EPA MC wanted to achieve a particular outcome that they have all the power to do so and he wished for the club to have a say. MP interjected requesting AF to deal with their motion to amend 11.7.

NA felt it was unfortunate that he had gained the impression that the EPA MC had a right to change a sentence. MP replied that only when the EPA MC is the Complainant do they have a right to appeal but not to decide the sentence. Whatever the Appeal Panel decides it is binding on all parties concerned.

BC said that the articles in the constitution are there to set an outline as to what an organisation does but the detail of how they carry out the articles are in the procedures. BC felt that these amendments are procedural amendments and should not be made to the constitution.

LJ asked who appoints the Appeal Panel? MP replied it is the responsibility of the National President.

AF felt that as the EPA MC made the selection of the Appeal Panel, which increased the sentence in this particular instance, they have no other reason to believe that it was the EPA MC that encouraged the Appeal Panel to increase the sentence. MP confirmed that the EPA MC provided the Appeal Panel with the same reports given to the Disciplinary Hearing and no other information and that the EPA MC do not and did not influence the Appeal Panel and they made their own decision.

RH and RR apologised that they had another commitment and left the meeting.

AE suggested that the EPA MC when looking at good governance undertake to review the separation of duties when setting up such sub-committees.

A vote was then taken on the proposal to amend 11.7:-

- Seconded – SS
- In Favour 7
- Against 26
- Abstentions 0

AF appreciated the time provided and MP thanked everyone for their time on the subject.

8. To declare the election of Management Committee members (Affiliated League and County Region).

Management Committee – Affiliated League – No Candidate.

MP announced that as there were enough vacancies for the County Region candidates nominated that they are all duly elected.
Management Committee – County Region - Candidate is Martin Eggleton
nominated by David Baxter (Secretary for Kent Petanque Association)

Management Committee – County Region - Candidate is Graham Elcome
nominated by Bernie Miles (President for Southern Counties Pétanque Association)

Management Committee – County Region - Candidate is Alan Forse
nominated by Bernie Miles (President for Southern Counties Pétanque Association)

Management Committee – County Region - Candidate is Lee Jamieson
nominated by Martin Eggleton (President for Kent Petanque Association)

9. To declare the election of National Officers

National Treasurer - Candidate is Cary Bush
nominated by Tony Mann, Marie Pegg and Mike Pegg

National Membership Secretary – Candidate is Richard Baker
nominated by Hayleigh Baker, Tony Mann and Mike Pegg

Director of Promotions – No Candidate

10. To declare the election of Arbitrators.

MP clarified that our Constitution allows for a minimum of three arbitrators.
Nominated and duly elected are :-

- Ged Barton
- Robert Herrick
- Tiny Neville
- Leslie Stuart
- John Thatcher

11. To appoint an Auditor or Auditors.

MP was pleased that Ged Barton had agreed to stay on as the Association’s auditor. MP added that GB was a member of the British Pétanque Association since 1985, awarded Honorary Life Membership in 1996 and has been our Auditor and an Arbitrator for the past 5 years. Ged Barton was duly appointed.

12. To consider such other business as the Presiding Officer may admit (no vote to be taken).

MP went round the room providing everyone an opportunity.
PW requested a refresher course for Regional Membership Secretaries on the membership database? MP agreed to this but asked the regions if they could cover the cost of their travel. PW also asked for an update on photos on licences. MP responded that he is looking into the possibility of not having photos on licences with the exception of players representing the Association internationally.

GE asked if passports could be used instead for players representing the Association internationally? MP replied that passports are used to check nationality of players but there are different rules applied by the CEP from the FIPJP. MP added that he and other international officials are looking at ways of reducing the administration. ME said that this may be fine for large competitions but if a player is taking part in a small competition it may not be recognised.

TN was surprised to learn that hearsay evidence can be used in disciplinary proceedings. MP replied that it can be used as part of an investigation and KB confirmed that it would be given a different weight.

NA felt that we need to be better at making information accessible. MP said that to a degree the EPA website and EPA Facebook group provide information. TM agreed with NA and explained that the EPA MC have recognised that we need a much better and improved communication strategy and have recommended this to be within its 5-year Plan.

LJ asked about the Playing Commission and because this is not in place the workload falls upon the EPA MC, which is already overworked so stressed the need to appoint a Playing Commission. MP fully agreed with LJ on this adding that the EPA MC will need to look at this.

LJ asked if someone had been prevented from attending the AGM because they did not have a licence? MP clarified that Martin Hughes arrived without his licence saying that it was with his regional membership secretary. MP had confirmed that Martin had since 8th January to sort out his licence and photo with his region. Martin was informed that he could attend but would not be allowed to vote. Martin decided to leave and place a post on Facebook. LJ sought clarification that Martin could have stayed? MP confirmed he could and TM clarified that there were two other members who did not have their licences but stayed and participated (NS & RH). PW confirmed that he had been requested by Martin to keep his licence until Martin provided him with a photo, which he is still awaiting to receive.

AE expressed thanks to the EPA MC for the thankless task they undertake.

ME thanked TM for all of his preparation and organisation.

CR asked for everyone’s support for the Coaching Commission.
SS acknowledged it is a thankless job but observed that in today’s electronic age she could not understand why Martin had not been allowed to vote. MP replied that when the EPA was formed in 2004 they adopted a lot of the BPA paperwork including the Standing Orders and read out from this “No member or representative shall be entitled to be present at a General Meeting who has not produced his or her valid EPA Licence for registration at the meeting”. MP made it clear that despite this the EPA MC have never stopped anyone from attending our AGM but they must have their licence at registration in order to vote. DC observed that though Martin is a known face it could have been a member that was not known and without their licence how would they be identified?

MP thanked everyone for their time to debate the items discussed acknowledging that the Cobbetts’ proposals were emotive and hoped that the issues had been addressed. AF thanked MP.

MP also thanked Martin Eggleton who has agreed to be co-opted to the position of Vice President and the plan is for ME to take over the Presidency assuming he is voted in at the next AGM.

Meeting closed at 16.45.

Appendices to the minutes

1. National President’s Report
2. Financial Accounts for 10 months ending 31st December 2013 and Auditor’s Report
3. EPA MC motion on Modifications to the EPA’s Constitution & Rules and Cobbetts Boules Club’s motions
With just over 4 months since our last AGM I imagine you will think there is not much for me to report but in fact the last few months are some of our busiest as we prepare for the 2014 season.

I appreciate that insurance may not be the most interesting of topics for some members and quite honestly I despair at some of the complexities involved when dealing with insurance companies but we are mandated by the FIPJP and CEP to insure our members.

The basis of our insurance policy is to protect our members against their legal liability for a negligent act whilst playing, practicing, umpiring or coaching and in addition to include members whilst engaged in committee meetings and social events directly related to our sport such as organised fund raising events.

I am pleased to report that I have successfully negotiated with our insurers to include club opens in the policy. This means that in addition to the individual EPA member being insured whilst participating in a club open, cover is now also provided for the Registered Club, where all committee members are members of the EPA, as the organisers for the Club Open. Having increased the scope of cover I am also pleased to report a small reduction in the premium which, based on the end of year membership figures, works out to be just over £1.60 per member.

Details of our insurance policy including the policy exclusions and a document explaining the cover is available to download from the “Insurance” page of our website.

On the two consecutive Sundays after our last AGM we held our EuroCup 4th Round, group stage. The 4 clubs to win through to the finals were Hartley Country Club, Half Crown, Nomades and Meadow Petanque Clubs. The finals were held just two weeks ago and I am delighted to report that Meadow PC, for the second year running, were the winners and will now be entered as our national club team in the draw that takes place on April 5th for the European Confederations EuroCup Championships.
Following on from the success of last years National Junior Squad our Coaching Team consisting of Matt Blyton, Colin Roper, Claire White, Tony Moulding, Toni Gates and Brian Stote have been busy running junior squad and coaching days one of which is being held today in our Chiltern Region.

Our current National Junior Squad includes:

Vikki Amphlett, Connie Bell, Annabelle Blyton, David Blyton, Aimee Colley, Sean Daisley, Lewis Fletcher, Samuel Mellon, Daniel Raine, Jessica Shoesmith, Alex Spillett, Chris Wilmot, Gavin Wilmot and Oliver Zimmerman

Plans are now underway to take some of our squad to a petanque training camp in Slovakia to join other European junior teams where they should benefit from working with other teams and a French national coach.

Coaching is a great way to express your passion for our sport and to be actively involved.

It is not only self satisfying but as a coach you can have a positive influence on people’s lifelong involvement in our sport. So it is important to meet core standards for our active coaches such as:

- to ensure they have the right level of qualification, knowledge and skills
- to safeguard the coach and the participants they coach
- to ensure they have the right level of insurance
- to improve the coaching opportunities they can access

Last year I met with the Coaching Commission to explain our plans for coaching which include coaches attending “Rules Awareness” courses and coaching workshops like those run by Sports Coach UK which will enable them to obtain a UK recognised coaching qualification.

Although we have had a reasonable course for the Club Coach (formerly Grade 3) we had nothing in place for progression to County Coach (formerly Grade 2) or National Coach (formerly Grade 1).

Previously the Chair of the Coaching Commission ran all Club Coaching courses and examinations across the whole of England.

These courses were provided with some success but trying to cover the whole country meant that there was little development or progression available for existing coaches. Resources were severely stretched and it was not cost effective to have only one person travelling the whole country to provide these basic introductory coaching level courses.
Therefore the Coaching Commission are currently looking towards implementing a different structure whereby Regional and/or County Coaches will be able to run courses and examinations locally for Club Coaches.

This should improve the availability of the introductory level of coaching qualification across our regions and be more cost effective allowing the Coaching Commission and the new Chair, Colin Roper, time to review and further develop the coaching structure.

We have to recognise that each project we undertake has costs involved, yet in the past 10 years we have only increased the membership fee by £1.

Despite this we have continued to maintain the same level of service year on year which is quite remarkable and a testament to the current and previous Management Committees.

The current fee structure has only managed to support our existing cost structure mainly due to the prudent cut backs we have imposed these past few years. If we were to carry on as we are without any increases the unavoidable pressures such as inflation will only outgrow our revenues.

We have not been in a position financially to develop our sport at all and we clearly need to as identified in our new 5 year plan.

The proposal to increase fees from the 1st January 2015 is the first step towards being able to invest into our sport and in particular coaching.

We need to see growth which in part is measured by membership volume but also in youth development, coaching, retention of members and success at an international level.

If we don’t have more money to invest in our activities and members it is very likely that our sport will no longer be simply maintained but may well go into decline.

We know that the number of new members each year generally equals the number that appear to be leaving our Association. Unfortunately our Regions or perhaps more importantly our clubs do not appear able to retain members as successfully as they get new people to join.

Over the past 4 years had we managed to retain all members we would now have a membership of well over 4,000.
However, at the time of writing this report we have 2,049 members that have renewed their membership, 167 new members that have joined since 1st January making a total of 2,216 members and 139 registered clubs, which for this time of year are promising numbers.

The online membership database and accompanying facilities continue to benefit our Association. We are now utilising the email campaign facility to inform specific groups of members with information such as the forthcoming Veterans Championship. Following my recent email campaign the number of entries rose sharply and have now reached a total of 22 teams.

This Championship, run every other year, is designed to find our Champion team which will be invited to represent our Association at the CEP Veterans Championship being held in Sweden. I have also recently received, via Meadow PC, an invitation which will be offered to the 2nd and 3rd placed Veterans teams to take part in an event in Normandie, France later this year.

Towards the end of November the FIPJP invited nations to take part in the Henri Bernard Trophy in Nice. This was the very first Singles International tournament for men to be held from the 31st January to the 2nd February 2014.

With no time to organise a qualifying event the Management Committee decided to invite our 2013 Singles Champion, Ross Jones along with Matt Eversden as his coach to represent us.

Ross was drawn into a very tough group of 14 players which included world ranking players like Dylan Rocher, Diago Rizzi and Claudy Weibel.

Ross qualified 11th in his group and so went into the Championship B final where he was knocked out in the 1/4 finals.

I hope Ross took away many positives from the tournament and I feel sure that he has a great future in our sport.

Plans are firmly in place for the Inter-Regional Championship & Challenge Tournament which will again be held at Mill Rythe Holiday Village.

Following negotiations with Isle of Wight Tours Ltd we will now have access to more caravans on the Parkdean site and for the future plans are in place to build more chalets at Mill Rythe which will allow more people to stay on the main site.
This will be my last Inter-Regional Championships as your President and organiser so I’m working with the Management Committee to make doubly sure it will be one of the best.

This year we host the Home Nations Championship which will be held at the relatively new East Midlands club, Mansfield PC.

The club’s venue is located in Titchfield Park close to the town centre, the beautiful surroundings should make a splendid backdrop for the Championship.

We continue to review our rules, polices and procedures, currently we are reviewing our Disciplinary Procedures and just recently we completed a review and update of our Equity policy which is now available to download from the “Information” page of our website.

Our National Secretary, Tony Mann has been working on a project to develop and implement a series of “Codes of Conduct” for our Association to compliment our working towards the Sports & Recreational Alliance Code of Good Governance that we, as an Association, signed up to a couple of years ago.

A Code of Conduct governs not only the behaviour of an organisation, but it also shapes the attitude and guides the behaviour of different groups of individuals.

The purpose of such Codes of Conducts are:
• to create a sense of oneness among groups of people despite their individual differences.
• to create a common vision for ethical behaviour
• to help guide people in their interactions and to offer a standard for people to follow.

Everyone involved at all levels of pétanque has a responsibility to promote and uphold the highest standards of behaviour in our sport.

Tony’s starting point was to create a Code of Conduct for Members which the Management Committee are currently reviewing.

Once agreed the final document will be issued to all Regions, Registered Clubs and Affiliated Leagues, we shall also conduct an email campaign to ensure every member has a copy.
Following on from this Tony is developing a number of discipline specific Codes of Conduct for Coaching, Umpiring, the Management Committee, Team Managers, Event Organisers, Sub Committees and perhaps Junior Members.

It is clear that good governance is an essential component of the continued sustainable development of sports at all levels. It is integral for an organisation such as ours to develop, grow and respond to changes in society and has become a necessary element contributing to the success of both our sport and our organisation.

Our Association cannot afford to stand still and rest on its laurels. We need to continually evolve and develop, to do this we need a clear direction for our sport and a solid foundation and structure.

We also need a professional, effective and fit for purpose Management Committee to drive our Association forward.

We have previously reported our vision to change the structure of our Management Committee to one that is role and skill based. At present too much of our Association’s strategic and operational work is being conducted by a few key individuals. However this leaves us vulnerable as there is a risk when these individuals step-down.

A small part towards this transition was to ask everyone nominated to our Management Committee or as an Arbitrator for our Association to provide a profile statement covering the motivation, skills and experience that they can bring to their role. These profile statements have been provided in the supporting paperwork for this AGM. This helps you, our members, to see what is being offered by the nominees.

As part of our commitment to the Code of Good Governance I and others on the Management Committee will be working hard over the forthcoming year to implement our 5-year plan, develop and implement a sustainable structure for our national Management Committee, implement a series of Codes of Conduct throughout our Association and conduct reviews of existing policies and procedures.

This is all part of a package that I hope will ensure our sport and Association has a solid foundation and structure on which to thrive, evolve and develop and be recognised at a local, regional, national and international level.
Finally, I was recently checking through some old documents and photographs and was surprised to see that we are passing a couple of milestones in the history of our sport. A few of you may recall that the British Petanque Association was formed 40 years ago, perhaps what you may not realise is the English Petanque Association is 10 years old this year.

We have come a long way since those early beginnings at Sams Hotel in Shedfield but our aims of ensuring we have a structured sport for all ages and abilities remains very much the same.
English Petanque Association
Income and Expenditure Account
For the 10 Months ending December 31 2013

<table>
<thead>
<tr>
<th>Note</th>
<th>Income</th>
<th>10 Months to Dec 31 2013</th>
<th>12 Months to Feb 28 2013</th>
<th>Variance</th>
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<tr>
<td></td>
<td></td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>%</td>
</tr>
<tr>
<td>1</td>
<td>Club Registration Fees</td>
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<td></td>
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<tr>
<td>2</td>
<td>Membership Fees</td>
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<td>33,946</td>
<td>66</td>
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<td></td>
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<td>3</td>
<td>Competition Entry Fees</td>
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<td></td>
<td></td>
<td></td>
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<td>1%</td>
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<tr>
<td>4</td>
<td>Miscellaneous Income</td>
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<td></td>
<td></td>
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<td>Players Contribution</td>
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<td>1,918</td>
<td>1,282</td>
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<tr>
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<td><strong>Total Income</strong></td>
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<td><strong>51,115</strong></td>
<td><strong>302</strong></td>
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<td><strong>1%</strong></td>
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<tr>
<td>6</td>
<td>Expense</td>
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<td></td>
<td>Cost of membership</td>
<td>2,614</td>
<td>2,855</td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>7</td>
<td>Competition Expenses</td>
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<td>8,461</td>
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<td></td>
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<td></td>
<td></td>
<td>-9%</td>
</tr>
<tr>
<td>8</td>
<td>Travel and Meetings</td>
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<td>28,162</td>
<td>866</td>
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<td></td>
<td></td>
<td></td>
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<td>3%</td>
</tr>
<tr>
<td>9</td>
<td>Printing Postage and Stationery</td>
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<td>4,123</td>
<td>2,325</td>
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<td></td>
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<td>56%</td>
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<td>10</td>
<td>Insurance Expense</td>
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<td>4,230</td>
<td>706</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>17%</td>
</tr>
<tr>
<td>11</td>
<td>Miscellaneous Expense</td>
<td>3,814</td>
<td>1,648</td>
<td>-2,166</td>
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<td></td>
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<td></td>
<td></td>
<td>-131%</td>
</tr>
<tr>
<td>12</td>
<td>Dues and Subscriptions</td>
<td>758</td>
<td>1,063</td>
<td>305</td>
</tr>
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<td></td>
<td></td>
<td></td>
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<td>29%</td>
</tr>
<tr>
<td>13</td>
<td>Depreciation Expense</td>
<td>42</td>
<td>-</td>
<td>-42</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>n/m</td>
</tr>
<tr>
<td>14</td>
<td>Marketing and Advertising Costs</td>
<td>795</td>
<td>793</td>
<td>-2</td>
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<td></td>
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<td></td>
<td>0%</td>
</tr>
<tr>
<td>15</td>
<td>Finance Costs</td>
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<td>-</td>
<td>-78</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>n/m</td>
</tr>
<tr>
<td>16</td>
<td>Bad Debts</td>
<td>-</td>
<td>613</td>
<td>313</td>
</tr>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>-104%</td>
</tr>
<tr>
<td></td>
<td><strong>Total Expense</strong></td>
<td><strong>49,361</strong></td>
<td><strong>51,036</strong></td>
<td><strong>1675</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>3%</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Net Income over Expenditure</strong></td>
<td><strong>2,056</strong></td>
<td><strong>78</strong></td>
<td><strong>1977</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>2521%</strong></td>
</tr>
</tbody>
</table>
## English Petanque Association
### Balance Sheet
For the period ending December 31 2013

<table>
<thead>
<tr>
<th></th>
<th>Dec 31 2013</th>
<th>Feb 28 2013</th>
<th>Variance</th>
<th>£</th>
<th>£</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fixed Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td>589</td>
<td></td>
<td>589</td>
<td>n/m</td>
<td></td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash at Bank - Current</td>
<td>13,920</td>
<td>15,177</td>
<td></td>
<td>-1257</td>
<td>-8%</td>
<td></td>
</tr>
<tr>
<td>- Deposit</td>
<td>30,695</td>
<td>28,735</td>
<td></td>
<td>1960</td>
<td>7%</td>
<td></td>
</tr>
<tr>
<td>Sundry Debtors</td>
<td>6 699</td>
<td>6,913</td>
<td></td>
<td>-6214</td>
<td>-90%</td>
<td></td>
</tr>
<tr>
<td>Loan to Petanque Promotions</td>
<td>7 - 3,720</td>
<td></td>
<td></td>
<td>-3720</td>
<td>-100%</td>
<td></td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>45,315</td>
<td>54,545</td>
<td></td>
<td>-9230</td>
<td>-17%</td>
<td></td>
</tr>
<tr>
<td><strong>Less Current Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sundry Creditors</td>
<td>8 1,450</td>
<td>15,490</td>
<td></td>
<td>14040</td>
<td>91%</td>
<td></td>
</tr>
<tr>
<td>Accruals</td>
<td>24,344</td>
<td>21,000</td>
<td></td>
<td>-3344</td>
<td>-16%</td>
<td></td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>25,794</td>
<td>36,490</td>
<td></td>
<td>10696</td>
<td>29%</td>
<td></td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td></td>
<td>20,110</td>
<td></td>
<td>18,055</td>
<td></td>
<td>-11%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Represented by:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Reserves</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retained Earnings - Brought Forward</td>
<td>18,054</td>
<td>19,361</td>
<td></td>
<td>-1307</td>
<td>-7%</td>
<td></td>
</tr>
<tr>
<td>Account Adjustment</td>
<td>-</td>
<td>-</td>
<td></td>
<td>1385</td>
<td>-100%</td>
<td></td>
</tr>
<tr>
<td>Adjusted Retained Earnings - Brought Forward</td>
<td>18,054</td>
<td>17,976</td>
<td></td>
<td>78</td>
<td>0%</td>
<td></td>
</tr>
<tr>
<td>Surplus for the period</td>
<td>2,056</td>
<td>78</td>
<td></td>
<td>1978</td>
<td>2535%</td>
<td></td>
</tr>
<tr>
<td><strong>Retained Earnings Carried Forward</strong></td>
<td>20,110</td>
<td>18,054</td>
<td></td>
<td>2066</td>
<td>11%</td>
<td></td>
</tr>
</tbody>
</table>

### Auditors Report
I have examined the books and records of the English Petanque Association for the 10 month period ended 31st December 2013, as supplied to me, and together with the explanations given, confirm that the Balance Sheet and Accounts, together with the notes as shown on pages 1 to 5 are in accordance therewith.

G Barton
Auditor
March 20 2014
English Petanque Association  
Notes to the Accounts  
For the period ending December 31 2013

<table>
<thead>
<tr>
<th></th>
<th>Dec 31 2013</th>
<th>Feb 28 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Travel and Meeting Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mileage</td>
<td>5,628</td>
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</tr>
<tr>
<td>Train</td>
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<td></td>
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<tr>
<td>Hotel</td>
<td>9,711</td>
<td></td>
</tr>
<tr>
<td>Subsistence</td>
<td>826</td>
<td></td>
</tr>
<tr>
<td>Air fares</td>
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<tr>
<td>Room Hire</td>
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<td></td>
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<tr>
<td>Players Contribution</td>
<td>550</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>27,297</strong></td>
<td></td>
</tr>
</tbody>
</table>

Breakdown of February 2013 Expenses are not available.  
For further breakdown additional notes are attached.

<table>
<thead>
<tr>
<th><strong>Printing Postage and Stationery</strong></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Postage</td>
<td>870</td>
<td>1,616</td>
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<tr>
<td>Stationery</td>
<td>518</td>
<td>2,507</td>
</tr>
<tr>
<td>Printing</td>
<td>410</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,798</strong></td>
<td><strong>4,123</strong></td>
</tr>
</tbody>
</table>

The higher costs for Postage and Stationery for the 12 months to February 2013 relate to mailings to individual clubs covering the club development aid funds.

<table>
<thead>
<tr>
<th><strong>Miscellaneous Expense</strong></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent</td>
<td>1,176</td>
<td>198</td>
</tr>
<tr>
<td>Utilities</td>
<td>80</td>
<td>55</td>
</tr>
<tr>
<td>Hosting the Home Nations</td>
<td>2,000</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous Expense - Other</td>
<td>558</td>
<td>239</td>
</tr>
<tr>
<td>Labels - Membership</td>
<td>-</td>
<td>1,156</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>3,814</strong></td>
<td><strong>1,648</strong></td>
</tr>
</tbody>
</table>

Starting from the beginning of the year the EPA has absorbed the cost of the Storage Unit. (Previously 80% absorbed by Petanque Promotions. Every third Year the EPA hosts the Home Nations and the cost needs to be recognised over the 3 year period.

<table>
<thead>
<tr>
<th><strong>Bad Debts</strong></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Petanque Promotions</td>
<td>- 1,194</td>
<td>1,700</td>
</tr>
<tr>
<td>Contingency Reversed</td>
<td>- 2,000</td>
<td></td>
</tr>
<tr>
<td>Players Contributions Written off</td>
<td>578</td>
<td></td>
</tr>
<tr>
<td>Misc. write off</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>613</strong></td>
<td><strong>300</strong></td>
</tr>
</tbody>
</table>
### Fixed Assets

<table>
<thead>
<tr>
<th></th>
<th>Dec 31 2013</th>
<th>Feb 28 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Trophies</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Cost</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additions</td>
<td>631</td>
<td></td>
</tr>
<tr>
<td>Value C/fwd.</td>
<td>631</td>
<td></td>
</tr>
<tr>
<td><strong>Depreciation</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Charge for the period</td>
<td>42</td>
<td></td>
</tr>
<tr>
<td>Accumulated Depreciation</td>
<td>42</td>
<td></td>
</tr>
<tr>
<td><strong>Net Value</strong></td>
<td>589</td>
<td></td>
</tr>
</tbody>
</table>

The Trophies are being depreciated over 5 years on a straight line basis.

### Sundry Debtors

<table>
<thead>
<tr>
<th></th>
<th>Dec 31 2013</th>
<th>Feb 28 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Receivable</td>
<td>621</td>
<td>4,552</td>
</tr>
<tr>
<td>Less Provision</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Net AR</strong></td>
<td>44</td>
<td>4,552</td>
</tr>
<tr>
<td>Subscription (FIPJP)</td>
<td>-</td>
<td>265</td>
</tr>
<tr>
<td>Refunds due to IMG</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Membership Sec Float</td>
<td>350</td>
<td>350</td>
</tr>
<tr>
<td>Prepaid Travel</td>
<td>375</td>
<td>1,746</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>699</td>
<td>6,913</td>
</tr>
</tbody>
</table>

### Petangue Promotions

<table>
<thead>
<tr>
<th></th>
<th>Dec 31 2013</th>
<th>Feb 28 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance Bfwd</td>
<td>3,720</td>
<td>5,420</td>
</tr>
<tr>
<td>Reverse Provision (Dec)</td>
<td>1,194</td>
<td>1,700</td>
</tr>
<tr>
<td></td>
<td>4,914</td>
<td>3,720</td>
</tr>
<tr>
<td>Repayment Rec'd (Jan 22 2014)</td>
<td>4,914</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>3,720</td>
</tr>
</tbody>
</table>

Note: A balance of £506 still remains outstanding although this has been fully provided. The remaining stock held by Petangue Promotions will be transferred to the Association and it is believed the realisable value will be sufficient to satisfy the outstanding balance.

### Sundry Creditors

<table>
<thead>
<tr>
<th></th>
<th>Dec 31 2013</th>
<th>Feb 28 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Payable</td>
<td>1,450</td>
<td>15,490</td>
</tr>
<tr>
<td>IMG (Rec'd prior to start of the Financial Year)</td>
<td></td>
<td>15,490</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>1,450</td>
<td>15,490</td>
</tr>
</tbody>
</table>
English Petanque Association
Notes to the Accounts
For the period ending December 31 2013

9) Accruals

<table>
<thead>
<tr>
<th>Description</th>
<th>Dec 31 2013</th>
<th>Feb 28 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development Fund</td>
<td>20,000</td>
<td>20,000</td>
</tr>
<tr>
<td>General Reserve</td>
<td>1,000</td>
<td>1,000</td>
</tr>
<tr>
<td>Top Teams - Prizes</td>
<td>1,000</td>
<td>-</td>
</tr>
<tr>
<td>Due on Hall Hire (Juniors Coaching)</td>
<td>100</td>
<td>-</td>
</tr>
<tr>
<td>Advanced Membership Fees</td>
<td>244</td>
<td>-</td>
</tr>
<tr>
<td>Home Nations Accrual</td>
<td>4</td>
<td>2,000</td>
</tr>
</tbody>
</table>

| Total                                            | 24,344      | 21,000      |

Top Team Prizes, accrual to cover invitations in 2014
Proposal 1. Modifications to the EPA’s Constitution & Rules

The EPA Management Committee (EPA MC) proposes to create a new Elected Officer position of **National Vice President**.

This would not only provide cover for our Association in the absence of the National President but would also assist in the succession and transition from one National President to another.

To bring this into effect the EPA MC proposes the following changes to the EPA Constitution & Rules (as highlighted in blue)

**5.4.1.1 Elected Officers**

The Association shall have the following elected officers, National President, **National Vice President**, National Secretary, National Treasurer, Membership Secretary and Director of Promotions.

**5.4.3 Term of Office**

The normal term of office for all MC members shall be 2 years. The election of National President, **National Vice President** and National Secretary will alternate from year to year with the National Treasurer, Membership Secretary and Director of Promotions. The normal term of office for Arbitrators shall be 1 year.

**8. Power and Duties**

**8.3 National Vice President**

8.3.1 To be involved with the day to day running of the Association and to assist the National President and National Secretary in their duties.

8.3.2 In the absence of the National President to assume the powers and duties of the office of the National President.

8.3.3 If the office of the National President should become vacant, the National Vice President will automatically assume the office of the National President until such a time as a National President is elected.

* The existing Power and Duties 8.3 through to 8.8 in the Constitution & Rules to be respectively re-numbered 8.4 through to 8.9 following the positive consideration of this proposal.
Cobbetts Boules Club put forward the following motions for approval at the EPA Annual General Meeting on Saturday the 8th March 2014

Amendment to the E.P.A Constitution and Rules and Disciplinary Procedures

The following Motions are proposed by Cobbetts Boules Club and we ask the meeting to give its full support to amendment of the current EPA constitution and rules and disciplinary procedures as outlined below.

Motion 1

As you are aware the current constitution and procedures do not include, at any stage, the involvement of a Registered Club. We would propose that additions to articles 11.3.1, 11.4, 11.6 of the EPA constitution shall be made as follows:

Addition to article 11.3.1 - If the defendant is a member of a Registered Club then a copy of the letter shall also be sent to the Registered Club’s Secretary.

Addition to article 11.4 – If the defendant is a member of a Registered Club then the Disciplinary Committee shall keep the Registered Club informed of developments at each stage of the Disciplinary Procedure.

Addition to article 11.6 – This decision shall immediately be communicated to the defendant, and the Registered Club, if the defendant is a member of a Registered Club.

Motion 2

The current constitution and procedures permit the Management Committee, as complainant, to appeal the decision of the Disciplinary Committee appointed by themselves. We propose that an addition to Article 11.7 shall be made as follows:

Addition to article 11.7 – If the complainant is the Management Committee then the Management Committee shall not be permitted to appeal and must accept the decision of the Disciplinary Committee.
It follows that if these proposals are accepted then the Disciplinary Procedures must be amended to take account of the amended constitution.

A Registered Club is instrumental in the recruitment and development of new members and the selection of teams for league matches etc. We consider that, if adopted, Motion 1 will eliminate the presumably unintended effect the current constitution and rules can have on a Registered Club. It will ensure that a Registered Club is involved in the Disciplinary Procedure at all stages and is updated on events. If necessary and appropriate, the Registered Club would have an opportunity to represent the member at any hearing.

Motion 2 would remove the current anomaly allowing the Management Committee to reject the decision of a Disciplinary Committee, appointed by themselves to act on their behalf, in the absence of any additional evidence or information and without the knowledge of the defendant.

Together these amendments would, we suggest, eliminate the recurrence of the situation such as created in the recent disciplinary proceedings concerning a member of Cobbetts Boules Club.

Best regards

Alan Forse

Club President

And on behalf of Cobbetts Boules Club