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Website at: <http://www.westsussexbowlsleague.co.uk>

**Hon Secretary:**  
**Alan Messer**  
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## MINUTES of WSBL ADM

Tel Home: 01903 525014  
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**Date:** HELD BY EMAIL Monday 19 October

email: [wsbl.secretary@gmail.com](mailto:wsbl.secretary@gmail.com)

**CONTRIBUTIONS FROM:** Chairman: Lindsay Bangs (LB) Hon Sec. Alan Messer (AM)  
**Management Comm:** Paul Leatherbarrow, Nigel Reynolds, David Parker and David Jackson

Together with delegates from 19 member clubs as detailed below:

Arundel, Bognor, Chichester, Crablands, East Preston, Goring Manor, Maltravers, Marine Gardens, Middleton, Norfolk, Paghams, Petworth, Pulborough, Southbourne, Storrington, Tarring Priory, Witterings, Worthing and Worthing Pavilion.

### 1. Welcome (WSBLADM Email #1)

1.1 Alan Messer (AM) explained the ADM E-mail method to delegates and management Committee members and set out the parameters for the decision-making process to be employed in an introductory email. Each numbered section of the ADM was to be documented in single and separate email threads to maintain clarity both of thought and outcome.

### 2. Apologies

2.1 There were no apologies

### 3. Minutes of previous ADM (WSBL ADM Email #3)

3.1 The minutes of the ADM held on 20<sup>th</sup> October 2019 had been circulated to all clubs and were unanimously accepted as a true record and were made available to be signed by the Chairman.

### 4. Matters arising from previous meetings (WSBL ADM Email #3)

4.1 The clubs that replied to the email indicated no matters arising.

### 5. Chairman's Report (circulated in WSBL ADM Email #4)

5.1 The Chairman's report as now attached as **Appendix 1**

**6. Secretary's Report (sent as attachment to WSBL ADM Email #1)**

6.1 Clubs were asked if they had any comments or questions concerning the report which is included as **Appendix 2**. No matters or questions were raised.

**7. Hon. Treasurers Report (sent as attachment to WSBL ADM Email #4)**

7.1 The Treasurers report is attached here as **Appendix 3**. No questions were raised and the report was accepted by the Committee and Delegates

7.2 The Treasurer proposed League Fees for the 2021 season to remain at £35 per team. It was unanimously agreed that both the accounts and the League Fee proposal should be accepted.

7.3 It was proposed that an honorarium of £100 be paid to the Secretary for the work that he does and the expenses that he incurs, also a sum of £50 to be paid to the Webmaster to cover the costs of web fees for domain names etc. This was unanimously agreed.

**8. Election of Officers**

Position	Incumbent 2019-20	Proposed for 2020-21
President	Chris Rolph	Chris Rolph
Chairman	Lindsay Bangs	Lindsay Bangs
Secretary	Alan Messer	Vacancy
Treasurer	David Parker	David Parker
Man Comm:	David Jackson	David Jackson - Bognor BC
	Paul Leatherbarrow	Paul Leatherbarrow – Pulborough BC
	Nigel Reynolds	Nigel Reynolds – Crablans BC
		Alan Messer – Tarring Priory BC
		Vacancy

8.1 *The officers proposed to stand for office in 2020-21* were unanimously re-elected en bloc. The current Hon. Secretary confirmed that he would not be standing for re-election in 2020-21, but would continue to co-ordinate fixtures, results and website updates to ensure the league remained viable.

**9. Proposals for Changes to Current Rules & or Constitution:  
WSBL ADM Email#6**

<b>Management Committee Proposal.</b>		
<b>Current Rule</b>		<b>Proposed Amendment</b>
<b>3.2</b>	Dates and times for League matches should, where possible, be mutually agreed by the two clubs. When no such mutual agreement can be made the home club shall offer a minimum of four dates/times to the opposing team, which shall not include dates on which the opponent already has a league match agreed. The opponent must then accept one of these dates within seven days.	<p><b>3.2a</b> Div 1 fixtures will be set for the season by the WSBL Management Committee. The fixtures will conform to a fortnightly pattern set by the Management Committee. Clubs will by mutual agreement, play each of their fixtures in one of the 5 possible slots allowed per week. Friday evening, Sat Morning, Saturday Afternoon, Sunday Morning or Sunday Afternoon. In exceptional circumstances, if it is not possible to play within one of these slots the two clubs will agree a mutually convenient fixture date and time</p> <p><b>3.2b.</b> Dates and times for <b>all other</b> League matches (Divisions other than 1) should, where possible, be mutually agreed by the two clubs following the fortnightly fixture pattern set by the</p>

## West Sussex Bowls League

<p><b>3.3a</b></p> <p><b>3.3b</b></p>	<p>Where a club has two teams in the same division then the two matches between the teams shall be the first two games to be played</p> <p>Where a club has MORE than two - teams in the same division then all matches between the teams - shall be played prior to the end of June.</p>	<p>WSBL Management Committee. If it is not possible to play within the agreed dates, the home club shall offer a minimum of four dates/times to the opposing team, which shall not include dates on which the opponent already has a league match agreed. The opponent must then accept one of these dates within seven days.</p> <p><i>Rules 3.3 a and 3.3 b would be revoked removing the need for clubs with 2 or more teams in a division to play each other first.</i></p>
<p><b>Rationale:</b> To allow all clubs the opportunity to follow a structured programme of fixtures. It had a majority of support from clubs in discussion at the end of the 2019 ADM. Rule 3.3 would be removed to allow a much simpler match date structure. The only proviso to this rule change is that fixtures put in place for the 2020 season would automatically be transposed for 2021 season as no play was possible in 2020 due to the Covid-19 pandemic. Effectively the new system if adopted would be used for the 2022 season</p>		

### Voting for the proposals were

#### Rule Change 3.2 carried 18-1

#### Rule Change 3.3 carried 17-2

### 11. Dates for 2021

11.1

18 August 14:00 Interleague Fixture v Brighton League (venue Chichester if possible)

19 September 14:00 PC Cup Final, Champions v the Rest and Presentation Dinner (venue Worthing Pavilion)

25 October 19:00 WSBL ADM (venue Arundel if Possible)

Fixtures for 2021 are already in place - the rule changes affecting fixtures was carried allowing for the attached framework to be the basis for fixture planning in 2022. The numbers will be allocated to teams on the basis of alphabet order. **See Appendix 5**

### 12. Closure of formal part of the Meeting

### 13 Other Business: WSBL ADM Email #8

**It had been agreed that the draw for the PC Cup which took place at the 2019 ADM would remain in force for the Season 2021 The completed draw is included as part of these minutes as Appendix 4**

Discussion and debate covered the issues of how the league would proceed if the pandemic restrictions still applied in 2021. Thought was also given to how issues of promotion and relegation would be handled if the league was played using different formats.

**Chairman Lindsay summarised the debate as follows:**

Well, what a season, or perhaps non-season would be more appropriate. I do hope you have all been able to enjoy some bowls even if the competitive element has been missing. I wonder what next season will bring. I would like to thank all of you who have put forward suggestions as to potential formats for matches in WSBL. Assuming government rules are similar to those in place at the moment, then I think triples will be the order of the day. The various suggestions put forward are obviously all valid and we will have to decide amongst ourselves which option will be best for most clubs. I can see merits in all the scenarios, but we will not be able to make any decisions until the New Year, maybe not even until March.

I know that clubs have now arranged fixtures for next season carrying over dates from this year in the hope that we are going to progress normally, but if they have to change for any reason, then so be it. If we are able to proceed with a league programme, then the issues of promotion and relegation will have to be decided. My personal view is that we should not have it, but I think a democratic vote by all clubs should be organised and we adopt the majority decision. This vote would have to take place at an EDM.

Finally, I would appeal to all of you again to try and find somebody to put their name forward to be Secretary of the League. We now have nobody in this position which is going to make life extremely difficult. There must be somebody out there willing to help with a significantly reduced workload compared to what Alan has been dealing with.

Finally, I would like to wish everyone well throughout the winter, good health, stay safe and I look forward to seeing all of you on the green in 2021.

**LINDSAY BANGS**  
**CHAIRMAN**

West Sussex Bowls League

Minutes Compiled by:



**Alan Messer**  
**Hon Secretary**  
**October 2020**

**Signed as a true record .....**

**Chairman (L Bangs)**

**Date .....**

**APPENDIX A**

**Chairman's report ADM 19th October 2020**

What a disappointing year we have had. COVID-19 has changed everything. Obviously, we had to cancel the West Sussex Bowls League programme for 2020. Most clubs are now operational in a limited way and it is good to see that many friendly matches have taken place, albeit only triples – mind you, having that third wood can be very beneficial!!

I think most clubs will have arranged fixtures for next year using the equivalent dates that were arranged for this year, bearing in mind the standardised calendar. However, who knows if we will be able to play rinks next year. At the moment we cannot under Government regulations. We must have a plan for what our matches will be if the situation remains the same. My committee colleague Paul Leatherbarrow suggested that we could do triples, playing home and away at the same time. Alternatively, we could make the league programme 3 or 4 triples instead of 4 rinks. If we were to have 4, this would mean each club having to convert their green to 4 rinks with half a rink gap between each. If we do continue with one of these formats, maybe we should enjoy what we can play and not have any promotion or relegation in 2021. All this needs to be discussed. If you have any ideas, please forward these to Alan.

I must say a big 'thank you' to Alan Messer for continuing all necessary secretarial functions this year. I firmly believe that we underestimate the amount of time and effort that the Secretary's job entails, but most of this is to do with recording results and names of players who played in each match. I would like to emphasise at this point that Alan is now standing down as Secretary as he announced at last year's ADM. However, he is prepared to continue to do the recording of results and associated IT work. This means that the actual workload of the Secretary is much less and I would urge you talk to all your colleagues in your clubs to see if somebody will step forward to take on the job. It is an important job, and the League cannot function without a Secretary. We would be delighted to talk to anybody considering the job and would ask they contact either Alan or myself.

Finally, gentlemen, I wish you all good health during the winter, please take care and stay safe. Let us all look forward to enjoying what we hope will be the League's 37th season in 2021.

**LINDSAY H BANGS**

**W S B L Chairman**

## APPENDIX 2

### HON LEAGUE SECRETARY'S REPORT TO THE ADM 19 OCTOBER 2020

2020 has been an unprecedented year and no league fixtures were able to be played due to restrictions in place because of the Covid-19 pandemic.

I took over the Secretary's position as a temporary measure in October 2016 until someone was able to come forward. I will not be standing for re-election at the October 2020 ADM. I am prepared to co-ordinate fixtures and results for 2020 to ensure the season is able to get underway, I am also able to maintain information on the web site - but we will need a Secretary to undertake all the formal correspondence for the league, to prepare and distribute ADM information, oversee procedures for rule changes and deal with enquiries and disputes raised by member clubs. This is effectively about one third of the job I have been doing. The league cannot function long term without a secretary.

The proposed Divisions for 2021 are shown below. There were no applications from new teams.

<b>2021 WSBL Division 1</b>	<b>2021 WSBL Division 2</b>	<b>2021 WSBL Division 3</b>
<b>Chichester A</b>	<b>Bognor A</b>	<b>Arundel</b>
<b>Goring Manor</b>	<b>Chichester B</b>	<b>Bognor B</b>
<b>Norfolk A</b>	<b>Crablands</b>	<b>East Preston B</b>
<b>Southbourne</b>	<b>East Preston A</b>	<b>Middleton</b>
<b>Tarring Priory</b>	<b>Maltravers</b>	<b>Marine Gardens</b>
<b>Worthing</b>	<b>Norfolk B</b>	<b>Petworth</b>
<b>Worthing Pavilion A</b>	<b>Pulborough</b>	<b>Storrington</b>
<b>Worthing Pavilion B</b>	<b>Pagham</b>	<b>Witterings</b>

The draw for the 2020 PC Cup took place at the 2019 ADM. This draw has been carried forward to 2021. Fixtures established for 2020 may also be carried forwards to 2021 with the adjustment of 6 days forward to comply with the standardised week calendar.

My thanks must go to Lindsay Bangs, our Chairman, to Treasurer David Parker to the members of the Management Committee, Dave Jackson, Ray Hills, Paul Leatherbarrow and Nigel Reynolds

Sadly, we lost Lew Mockett this year to cancer – Lew was a great asset to bowls over many years and will be missed not just in our league but right across Sussex. Ray Hills will also be giving up as a results controller this year due to less favourable health and once again he has our thanks for his help over the years in keeping the league on track, I am also most grateful to Brian Heal who unfortunately is also not standing for office this year.

I must also thank our President Chris Rolph who continues to provide wisdom and knowledge and is as keen as ever to promote bowls in West Sussex.

And finally, thanks to all of you - the Club Secretaries and email delegates – let's hope for a more satisfying bowls year in 2021

**Alan Messer: Hon. Secretary West Sussex Bowls League**

West Sussex Bowls League

**APPENDIX 3**

**RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 18th OCT 2020**

<b>2019</b>		<b>2020</b>
<b>£</b>		<b>£</b>
<b>3973.90</b>	<b>Bank Balance b/f</b>	<b>. 3,623.50</b>
	Add Receipts	
805.00	Club Fees (24x £35)	840.00
150.00	League Sponsorship (Note 1)	-
-	PC Cup Sponsorship (Note 2)	-
<b>4928.90</b>		<b>4,463.50</b>
	Less Payments	
100.00	Honorary- Hon Secretary	100.00
350.00	Trophies (PC Cup and T and E)	-
780.40	Finals Day Expenses	-
25.00	Hall Donation (Arundel B.C)	25.00
-	Green Fees (Chichester B.C	-
-	Bank Charges	-
50.00	Web Site Fees	50.00
1305.40		175.00
<b>3623.50</b>	<b>Bank Balance c/f</b>	<b>4,288.50</b>

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Notes to the Accounts:

1. Phoenix Foods Ltd. to sponsor the West Sussex Bowls League.
2. The balance remaining for the PC Cup until 2030 is £1,500. This is included in the Bank Balance.

**David Parker**

**M.Sc ,FCCA, ACIS-Certified Accountant**

**Hon Treasurer**

**18th October 2020**

West Sussex Bowls League

APPENDIX 4 (PDF VERSION AVAILABLE)

Draw for the 2021 PC Industrial Products Cup

**WEST SUSSEX BOWLS LEAGUE**

**DRAW FOR THE PC INDUSTRIAL PRODUCTS CUP - 2021**

19 Teams - 3 Games - 13 Byes in Prelim Round.

By End of May			By End of June			By End of July			By End of August		19/09/2021
Prelim			Round 1			Round 2			Semi		Final
#Team	Clubs	Sc	#Team	Clubs	Sc	#Team	Clubs	Sc			
G1	Middleton		G4	Playing on @							
Bye	Arundel			Petworth							
	Playing on @			Worthing							
Bye			G5	Playing on @							
Bye				Bognor Regis							
G2	Goring Manor										
	East Preston		G6	Playing on @							
Bye	Playing on @			Tarring Priory							
Bye				Witterings							
Bye			G7	Playing on @							
Bye				Crablands							
G3	Southbourne										
	Pagham		G8	Playing on @							
Bye	Playing on @			Norfolk							
Bye				Worthing Pavilion							
Bye			G9	Playing on @							
Bye				Chichester							
Bye				Maltravers							
Bye			G10	Playing on @							
Bye				Marine Gardens							
Bye											
Bye			G11	Playing on @							
Bye				Pulborough							
Bye				Storrington							

# WSBL DIVISION 1, 2 & 3 2022

Week 1 and 2 To be played in the period

May 23-Jun 05

**STANDARDISED WEEKS 21/22**

1	v	8
2	v	7
3	v	6
4	v	5
8	v	5
6	v	4
7	v	3
1	v	2

Week 3 and 4 To be played in the period

Jun 06 - Jun 19

**STANDARDISED WEEKS 23/24**

2	v	8
3	v	1
4	v	7
5	v	6
8	v	6
7	v	5
1	v	4
2	v	3

Week 5 and 6 To be played in the period

Jun 20 - Jul 03

**STANDARDISED WEEKS 25/26**

3	v	8
4	v	2
5	v	1
6	v	7
8	v	7
1	v	6
2	v	5
3	v	4

West Sussex Bowls League

Week 7 and 8 To be played in the period

Jul 04 - Jul 17

**STANDARDISED WEEKS 27/28**

4	v	8
5	v	3
6	v	2
7	v	1
8	v	4
3	v	5
2	v	6
1	v	7

Week 9 and 10 To be played in the period

Jul 18 - Jul 31

**STANDARDISED WEEKS 29/30**

7	v	8
6	v	1
5	v	2
4	v	3
8	v	3
2	v	4
1	v	5
7	v	6

Week 11 and 12 To be played in the period

Aug 01 – Aug 14

**STANDARDISED WEEKS 31/32**

6	v	8
5	v	7
4	v	1
3	v	2
8	v	2
1	v	3
7	v	4
6	v	5

West Sussex Bowls League

**Week 13 and 14 To be played in the period**

**Aug 15 – Aug 29**

**STANDARDISED WEEKS 33/34**

5	v	8
4	v	6
3	v	7
2	v	1
8	v	1
7	v	2
6	v	3
5	v	4

**Div 1 Fixtures should be scheduled for Friday evening, Sat Morning, Saturday Afternoon, Sunday Morning or Sunday Afternoon**

**Div 2 / 3 Fixtures may be scheduled for any day of the week during the allocated fortnight.**

**Fixture Number Keys will be allocated annually in September or earlier once league formation has been agreed. Fixture numbers will be allocated in alphabetic order for each league.**