



**EPRA DELEGATES MEETING HELD AT THE
STONEBRIDGE MANOR HOTEL, COVENTRY
ON SUNDAY 6th September 2009**

OFFICIAL
EPRA
MINUTES
2009

Chairman: Shaun Baker 01270 588819	General Secretary: Steve Brooker
Vice Chairman: Mike Regan 01423 324291	11 Tennyson Court
Treasurer: Jason Davies 07779 796425	Tilford Road
Exam Secretary: Robert Shore 01270 581057	Hindhead
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Meeting opened at 11.05pm

1 Chairman

The Chairman welcomed all delegates, and convened meeting.

2 Attendees

2.1 Present

Officers:

Shaun Baker (Chairman); Mike Regan (Vice Chairman); Steve Brooker (General Secretary); Jason Davies (Treasurer); Robert Shore (Exam Secretary).

Delegates

Tony Clayton (R1); John Hope (R4); Peter Hallett (R5).

Observers

Carol Vinyard (R4)

Absent

Sue Mitchell (R7); No delegate for Region 3 or Region 6.

2.2 Apologies

Phil Turner (R2); Jon Shapland (R3).

3 Minutes of Last Meeting

The minutes of the last delegates meeting (17th May 2009) were taken as read; proposed as a true record by Peter Hallett (R5) and seconded by Mike Regan (Vice Chairman)

Voting: Unanimous

4 Matters Arising From Minutes

Actions from the May meeting:-

Para.5.2 - the Exam Secretary was not at the May meeting and this minute was brought forward from the January meeting, regarding the Karl Baxter complaint. The Exam Secretary will be writing to those concerned.

Action: Exam Secretary

Para.7.2 - the Exam Secretary confirmed that he had written to Yvonne Armitage regarding her unsuccessful attempt to become an S grade referee.

5 Correspondence

5.1 Sarah Cox (R5)

Letter requesting upgrade from B grade to A grade, enclosing details of her work record to date, and confirmed by the Regional Delegate (Peter Hallett).

5.2 Steve Cox (R5)

Letter requesting upgrade from B grade to A grade, enclosing details of his work record to date, and confirmed by the Regional Delegate (Peter Hallett).

5.3 Peter Carr (CIU)

Email and correspondence regarding request for a referee for the final of the CIU Team Championship, in Derby; Jon Shapland appointed.

5.4 David Goff (R7)

Email regarding the Karl Baxter (Hants Secretary) complaint, requesting an update on the progress – subsequently dealt with by the Exam Secretary.

5.5 George Harwood (IPA)

Correspondence regarding forthcoming Professional events throughout the country.

5.6 Rachel Reid (Absolute Clothing)

Email confirming receipt of the referee's shirt order

6 Finance Report

6.1 Report

- (a) The treasurer's report shows the net worth of the EPRA to be £7,793.67.
- (b) Jason showed the committee an example of a laminated membership card showing a photograph of the referee; it was suggested that we should switch to this type of card that would also show the referee's membership number but not their grade. The EPRA website would have each member's current membership status and grade.

6.2 Expenses

The following expenses were submitted and approved:

Shaun Baker (Chairman)	£29.00 (travel)
Mike Regan (Vice Chairman)	£28.00 (travel)
Steve Brooker (General Secretary)	£92.32 (travel, postage)
Jason Davies (Treasurer)	£125.50 (membership, Stamps, website, travel)
Robert Shore (Exam Secretary)	£264.95 (Exam papers, postage, stationary)

6.3 Membership Renewals 2009

The membership renewal forms will be sent out to all members and as usual the Regional Delegates will be responsible for ensuring that all are received in good time. In the regions where we do not have delegates it is requested that Jon Shapland deals with the Region 3 forms, and the treasurer will try and get someone from Region 6 to assist there.

7 Examination Secretary's Report

7.1 Report

Examinations from November 2008 to September 2009

	D Grade	Pass	E Grade	Pass	
Region 1	5	5			
Region 2	19	12			
Region 3					
Region 4			4	0	
Region 5	19	5	9	7	
Region 6					
Region 7					
Total	43	20	13	7	Grand Total 43+13=56 £280:00

7.2 Assessments 'A' Grade

'A' Grade assessments.

We are currently assessing 2 Referees:-

Andrew Parsonage R6: Andrew was assessed at the Inter County Finals at the end of February, and there are two further assessments required. Attempts to contact Andrew to arrange for him to attend further national events have been unsuccessful.

Richard Rhodes R: Richard was assessed at the Inter County Finals, and the Inter League Finals, this leaving one more assessment. Further to the Examination Secretary's suggestion in his last report where it was proposed that Richard be accepted pending a favourable final assessment. This is now unnecessary; Richard was table refereeing at the World Championships at Blackpool and the joint Senior Referees each completed assessment forms which were both favourable, it is therefore recommended that Richard Rhodes is approved as an 'A' Grade referee.

7.3 Assessment 'S' Grade

Yvonne Armitage was assessed for S grade status at the May event, which was deemed unsuccessful. The Examination Secretary wrote to Yvonne outlining the reasons for non-acceptance and following a subsequent lengthy telephone call an email was received which detailed the points raised during the call. The nub of the matter was that Yvonne did not feel that a fair assessment of her capabilities had not been carried out. She was adamant that she would not be submitting a request for reassessment. Robert expressed his disappointment adding that he hoped a change of mind may occur in the future given more time to reflect. During the prolonged discussion, on the positive side, it was concluded, for the future, that any S Grade Candidate should make an Activity Diary, where the completed activities from arrival at venue to standing down Referees at the end of the event would be noted. This will be carried out for future assessments.

7.4 Examination Papers

The New D grade examination paper is completed. All papers issued will bear a sequence number reflecting the Region Number and incrementing number.

7.5 Rules & Guidance Booklet

A completed draft of the Rules & Guidance booklet has been submitted for approval, copies to Mike Perkins and Alan Scorer.

Break for lunch 12.55pm – resumed at 1.30pm

8 Event Reports**8.1 World Championships (Blackpool) – John Hope: Senior**

The senior referee's report was read in full to the meeting and summarised as follows:-

All referees arrived punctually and were properly attired for the Opening Ceremony at 12 noon on the 28th June. Group photographs were taken immediately after the ceremony. The first playing session started at 3.30pm in the Lancastrian Suite. Mel Harley was the Senior Referee in the Washington Suite where matches included the Over 50's event; the Juniors and Under 21s Team and Individual Events; and the Wheelchair Individual event.

From Monday the 29th June until Friday the 3rd July, the two suites were run independently of each other, except for the finals. When one Senior was on break, the other would cover both rooms.

On Friday the 3rd, 8 additional referees arrived to work from 2pm until 11pm.

On Saturday the 4th and Sunday the 5th July, the refereeing format was altered to accommodate the World Masters Event. On Monday the format reverted as before with both suites in operation.

The senior referee was called to the floor on numerous occasions during the nine days. In the main the floor referee's decisions were correct, but mistakes were made.

The poor air conditioning made for an extremely uncomfortable working environment, not conducive with good refereeing. The lack of referees contributed greatly to the long hours being worked and over so many days this can cause fatigue and lack of concentration.

A special mention was made of the excellent work of Eileen Pearson (R2) and John-Paul Eames (R3), The content of the senior's report was agreed by Mel Harley.

9 Regional Reports (written)**9.1 Region 1 (Tony Clayton)**

Nothing to report apart from the fact that an exam was held in Conset, Durham at the end of June – 5 'D' grade candidates with just one pass (Simon Baker 93%).

9.2 Region 2 (Phil Turner)

Not present but report sent in advance.

Apologies sent for non-attendance. West Yorkshire is holding an examination on the 11th October, and Cumbria is to hold an exam in November. Also Lancashire plan to hold an exam before the end of the year.

Assessments for Diane Stocks, Peter Arundale, David Taylor and Shahid Mir are taking place for upgrade from C to B and these will be discussed at the next R2 meeting to be held on the 27th September.

Region 2 AGM will be held on 3rd January 2010.

9.3 Region 3

No Delegate

9.4 Region 4

Interest has been shown from Cambridgeshire to hold multiple exams and they are in contact with Mike Perkins regarding this.

9.5 Region 5 (Peter Hallett)

There was an exam for six 'D' grade candidates in Redditch on the 31st May with one pass. Also two exams for the new 'E' grade paper; one on the 15th August and one on the 28th. Because of the lack of organisation / interest in region 6, the R5 delegate is organising the Minehead event.

9.6 Region 6

No Delegate

9.7 Region 7 (Sue Mitchell)

Delegate absent – no report received

10 EPA Report

Steve Brooker attended the recent EPA National meeting on behalf of the EPRA and reports:-

- **Rule Books:** The original *Rules and Guidance* booklet, produced in 2004, was funded by the EPA and distributed throughout the regions and by the EPRA via examination candidates. The books are now out of date and there are only a few copies left. It is necessary to re-print the booklets but the EPA has decided that it will not be able to assist on this occasion. They did offer to publish a copy of the revised booklet on their website. *This information was discussed at the delegates meeting, and it was decided that our Association will look into the costs involved in printing copies of the booklet in small numbers, primarily for the use of EPRA members. Robert Shore said that he would get some prices from the printer who produces our examination papers.*
Action: Exam Secretary
- **Clubs for Young People:** We have been supplying referees for the CYP events at a reduced rate, plus travel expenses. It involved completing a claims form and in some cases it was several weeks before the referee received their money. The system was cumbersome and unworkable. In addition, the venues used were often in areas where we did not have many referees meaning that the referee would have to incur a lot of expense, and in many cases it was impossible to fulfil the requirement. The EPRA are keen to support the CYP but in future referees will be supplied at the standard EPA rate, either day or evening. The request for referees should be made to the EPRA General Secretary for appointment, and the treasurer will invoice the CYP accordingly. Payment to the referees will be made by the EPRA Treasurer immediately after the event.
- **Regional Delegates:** The on-going problem of not having a Regional Delegate for regions 3 and 6 was mentioned and the EPA again promised to try to resolve the matter.
- **Inter County Finals:** The Inter County Finals to be held at Great Yarmouth in March 2010 will involve additional teams as runners up will also be invited. As a result “table refs” will not be used on the first day and “walk about” referees will be utilised instead. Therefore the requirement for referees will be 24 (including seniors) instead of the 40 + senior as it is now.
- **Referees Expenses:** In line with the EPA agreement where referee expenses rates are increased each year in line with inflation, it has been decided that there will not be an increase for 2010.

11 Forthcoming Events

- 11.1 1st – 2nd October: Men's Amateur Singles (Yarmouth)
- 11.2 3rd – 4th October: Inter League KO Cup (Yarmouth)
- 11.3 5th – 6th November: National Ladies Amateur Singles (Yarmouth)
- 11.4 7th – 8th November: Champion of Champions (Yarmouth)

12 Professional Events

- 12.1 18th – 20th September: IPA Tour 5 – Barcelo, Daventry
- 12.2 17th – 18th October: IPA Tour 6 – Barcelo, Daventry

13 Next Meeting

The next Delegates meeting will be held on Sunday 31st January 2010 at 11am at the Stonebridge Manor Hotel, Coventry, followed by the AGM at 1pm.

14 Any Other Business

1. Jason Davies: The treasurer gave details of the changes to the officers' honorariums; as follows:-
General Secretary - £200 (previously £100)
Treasurer - £100 (previously £50)
Vice Chairman - £50 (previously £0)
The honorariums have not been reviewed for over 10 years and as a result of cost of living / inflation has fallen behind in real terms and these adjustments are long overdue.
2. Mike Regan (Vice Chairman) has decided not to stand for re-election at the AGM in January. He has been forced to retire from refereeing due to ill health and he felt it right that the Vice Chairman should be a “working” referee.
3. At the Delegates Meeting in January, Steve Brooker stated that he would be standing down as General Secretary at the AGM in January 2011 having served three terms (9 years). It was agreed that a suitable candidate should be identified during 2009 to enable that person to work with the General Secretary throughout 2010 to familiarise themselves with the various documents and systems currently in use. This would provide continuity and avoid a repeat of the disruption that occurred previously. The committee were unanimous with their support for John Hope (R4) to stand for election at the forthcoming AGM, and if successful he will take up his position in January 2011.

ANNUAL GENERAL MEETING

- All proposals and nominations must be with the General Secretary 28 days prior to the AGM (i.e. the 3rd January 2010), and members who wish to cast a vote at the AGM, or make a proposal or nomination must have renewed their membership by the 30th November 2009.
- **Officer Positions for Election are:**

Treasurer – Jason Davies incumbent.

Vice Chairman – Mike Regan not standing for re-election

General Secretary (Effective January 2011) – Steve Brooker not standing for re-election.
- All dates on the Membership Form (2009) for renewal refer to when the Regional Delegate receives the form.

Meeting closed at 2.30pm

15 Summary of Actions

Who	Summary	Reference
Exam Secretary	Source printing for Rules & Guidance booklets	10