



**EPRA DELEGATES MEETING HELD AT THE
STONEBRIDGE MANOR HOTEL, COVENTRY
ON SUNDAY June 5th 2011**

OFFICIAL
EPRA
MINUTES
5th JUNE
2011

Chairman:	Position Vacant	General Secretary:
Vice Chairman:	Phil Turner	John H. Hope
Treasurer:	Jason Davies	
Exam Secretary:	Robert Shore	

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Meeting opened at: 11:10am

1 Chairman

The Chairman welcomed all delegates, and convened meeting.

2 Attendees

2.1 Present

Officers:

Phil Turner (acting Chair), John H. Hope (General Secretary), Jason Davies (Treasurer)
Robert Shore (Examination Secretary).

Delegates

Diane Stocks (acting R2), David Taylor (acting R3), Carol Vinyard (R4), Peter Hallett (R5)
Sue Mitchell (R7)

Absent

Region 6, Region 8

Observers

None

2.2 Apologies

Tony Clayton (R1), Richard Rhodes (R2)

3 Minutes of Last Meeting

The minutes of the 30th January 2011 Delegates Meeting were passed as a true record.

Proposed: Peter Hallett (R5) Seconded: Robert Shore (Exam Sec.)

Voting: Unanimous

4 Matters Arising From Minutes

The Clarification of the Swearing Rule (agreed with EPA) has not been passed on to all members by Regional Delegates, General Secretary to contact all members regarding this clarification.

5 Correspondence

5.1 Ivor Edwards EPA Secretary

An e-mail was received from Ivor Edwards requesting referees for Clubs for Young People events, a list of events was supplied.

With the exception of one all events were covered, it was noted that some of the events coincided with EPA events, this was the reason for not being able to cover one event.

Further e-mails went back and forth between the General Secretary, EPRA treasurer, EPA Treasurer and EPA Secretary regarding payment of these events. The matter was resolved. EPRA Treasurer to Invoice EPA and send payment cheques to referees.

5.2 Mike Perkins

A request was received from Mike Perkins for the supply of referees for the England Trials & Under 21 Singles (8 referees + 1 Senior) and for referees for the National Intercounty Finals (24 referees + 1 Senior) for 4th – 6th March at Gt. Yarmouth.

The referees were supplied, albeit with some difficulty.

5.3 Yvonne Armitage

An e-mail was received from Yvonne Armitage requesting clarification of her Referees grade. This matter to be discussed in Any Other Business.

5.4 Working Men's Club & Institute Union Ltd (CIU)

An e-mail was received from Valda Edmunds (CIU Head of Leisure) requesting the supply of Referees for two Pool Finals. Terms were agreed and the referees were supplied.

5.5 Ivor Edwards

E-mail received regarding wording on "Enforcing EPA dress Code" & "Swearing and Foul Language during a match" Clarifications. These clarifications were amended and agreed.

5.6 Ron Hyett (re: R6 Delegate)

E-mails were received from and sent to Ron Hyett regarding the position of R5 Delegate. Ron Hyett agreed, in principle, to take up the post. This matter to be discussed further in Any Other Business.

5.7 Stan Robinson

E-mail received regarding the procedure for Referees Upgrading. This is already in operation.

5.8 George Harwood

Numerous e-mail received regarding the refereeing requirements for the 2011 World Championships (Blackpool 25th June – 5th July).

1 senior + 1 referee 25/06/11 – 05/07/11 2 Referees 27/06/11 – 04/07/11
8 Referees 01/07/2011 (1 Day) 4 Referees 04/07/2011 (1 Day)
(1 overseas referee (Australia))

5.9 Dave Holden

Email received from R6 EPA RD requesting that ex R6 referees be given dispensation regarding renewal requirements and rules of EPRA Membership. This matter is already in hand.

6 Finance Report

6.1 Report

104 Referees have renewed their memberships for 2011, leaving 23 renewals outstanding. Every effort is being made to get members to renew their memberships. Jason Davies investigated the possibility of obtaining equipment to manufacture/print new membership cards (Credit Card type). Three different examples of cards were shown, these were from an outside company that would manufacture and print the cards, this was considered a much more viable proposition and it was decided that this was a more favorable route to take. The Treasurer and the Exam Secretary are to deal with this matter. 17 Referees photographs are still outstanding.

6.2 Expenses

The following expenses were put before the committee:

Chairman:	£140.00 mileage (2 meetings. Incl EPA AGM)
General Secretary:	£203.19 mileage (2 meetings. Incl EPA AGM) & office consumables
Exam Secretary:	£ 37.75 milage
Treasurer:	£163.00 mileage & office consumables

Delegates mileage:

Region 1:	£ 51.00	Region 2:£ 61.00	Region 3: £ 22.50
Region 4:	£ 23.40	Region 5:£ 16.80	Region 6: £ 00.00
Region 7:	£ 29.10	Region 8:£ 00.00	

Proposed: Robert Shore (Exam Sec.)Seconded: Sue Mitchell (R7)

Voting: unanimous

7 Examination Secretary's Report

7.1 Report

Examinations since November 2008 to November 2009.

	D Grade	Pass	E Grade	Pass	
Region 1	0	0	0	0	
Region 2	12	2	0	0	
Region 3	0	0	8	8	
Region 4	7	2	0	0	
Region 5	0	0	0	0	
Region 6	0	0	5	5	
Region 7	6	1	0	0	
Region 8	0	0	0	0	
Total	25	5	13	13	Grand Total 25+ 13 = 38 £190:00
		20.00%	100%		

'A' grade assessments.

We have 6 ongoing assessments for 'A' Grade; Sarah Cox, Steve Cox, Jeremy Ruffer.

Sarah Cox has been confirmed as an 'A' Grade.

Steve Cox is outstanding 1 practical assessment the written test has been completed.

Jeremy Ruffer is outstanding satisfactory assessments and the written test.

Terry Billingham has been added to the list. Acceptable CV history received.

Terry has completed 2 practical sessions.

Diane Stocks is added to the list. Acceptable CV history received.

Dominique Chui is added to the list. Acceptable CV history received.

Peter Arundale is added to the list. Acceptable CV history received.

The Procedure to be followed when submitting a Referee to be considered for advancement to 'A' grade is altered to reflect the current situation where the numbers of meetings have been reduced to 2 per year.

In the first instance the 'B' grade Referee will approach their Regional Delegate who will ensure the request is valid and the necessary CV has been completed. The Delegate will then contact the Secretary by e-mail or letter, copy to the Examinations Secretary. (Should the situation occur where a Regional Delegate the referee may contact the Secretary directly)

The remaining Officers and Delegates will then be contacted the to canvas their opinion on the application, and in the absence of there being no objections the candidate will be written to advising them of the acceptance, outlining what is expected of them in both the practical and written sections.

The General Secretary will arrange for the candidate to officiate at three National events where they can be assessed as to their suitability for upgrading, and take a written examination.

The Examination Secretary will collate the assessment forms, and when completed a recommendation for acceptance or failure will be relayed to the Officers and delegates.

If the assessment is favourable and no adverse comments from Officers and Delegates negate the assessment, the Examination Secretary will write to the Candidate informing them of their success, copies to Officers for their records.

The letter will include any advice for future improvement. Where applicable reasons for rejection will be stated

Should a B grade referee fail the assessment for A grade but passes the written examination, if they reapply for upgrade within two years the exam will not have to be retaken, unless there has been a change in the playing rules.

'S' grade assessments.

Currently we do not have any applicants.

8 Events Reports

The reports were read the meeting in their entirety; they have been shortened for the purposes of the minutes.

8.1 Intercounty Finals

Senior referee John H. Hope 322

It was obvious from the outset that the referee requirement was going to be undersubscribed, either because of referees not making themselves available or by dropping out at the last minute. My thanks go to Robert Shore, Yvonne Armitage, Diane stocks & Colin Fryers for making up the shortfall in numbers at tables such short notice.

All referees were on time and smartly attired at 08:00am ready for the morning briefing and to prepare the tables ready for play.

The opening Ceremony started at 08:30 and was completed at 08:50, when numerous trophies were distributed.

Play commenced at 09:00.

Several players were found to be playing without wristbands on, this was penalised by loss off frame.

There were no problems during the days play and all matches went well.

It was found, however, that because the Seniors wristbands were white in colour and that the reverse of the Juniors wristbands was also white, some juniors were turning their bands round. This was obviously to allow access to the Nightclub or to be able to be served at the bar. This was rectified when noticed.

The Morning session referees were stood down at 15:30, when they were replaced with the Afternoon Session referees.

Sue Mitchell took over from me as Senior Referee at 15:30 to allow Phil Turner and myself to attend a meeting with Geoff Wilson (EPA Chair)

Saturdays play eventually finished between 23:20 & 00:26.

On Sunday the first 12 referees (Saturdays morning shift) were punctual and smartly dressed ready for the morning briefing and to prepare the tables at 08:00 ready for 08:30 start of play. The remaining 12 referees starting duties at 10:00.

All matches were table refereed with the last semi-final finishing at 12:10. The finals started at 12:10 with the last one starting at 12:30.

The Senior referee was called to the floor on four occasions, the on duty referees decisions were all found to be correct.

During the 'walk-about' sessions one particular referee was noticed to be constantly talking to spectators, players, team referees & timekeepers and players and was also noticed talking

to other referees for an inordinate amount of time. Complaints were received from two players and also from two fellow referees. This person will be spoken to about their future conduct.

The only real downside of the week-end was the abuse aimed at two referees by a player and also by a team official. These people were spoken to and warned about their behaviour, any reoccurrence would result in their removal from the site.

One of them, a team official, was spoken to by the TD and their Regional Director.

Overall a good week-end, considering. My thanks to all referees for their hard work.

8.2 Team Trials & Under 21's National Singles

Senior Referee: Robert Shore

Friday 4th March 2011.

Tournament Director ruled that:

- Referees would have no part in enforcing Players' Dress Code.
- Swearing would not be automatic Loss of Frame, unless directed at any official or their opponent in an aggressive manner.

Games commenced 9:00 am.

All referees reported by 8:30 correctly dressed. Tournament started on time.

8 Referees employed, 6 areas covered, 2 on relief. 1 hour on, 20 minutes off.

Patrol pattern changed at 12:00 noon to allow 3 on and 3 off taking 1-hour breaks.

Under- 21 competition finished 19:25.

Men's England Qualifiers completed 21:20.

We were not called on to supply Table Referees for the last 4 of the men's qualifier, even if asked, it would have not been possible because we had 5 Referees tied up with the Round Robin stage of the ladies.

At no time was I asked to give a final decision, all queries were satisfactorily answered by the referees on the floor.

At 21:25 I advised top table that we would not have table Referees available for the last 4 of the ladies qualifier.

This eventually started at 22:24.

At this stage I spoke to Phil Turner and he agreed to arbitrate should it be needed for the Ladies.

This meant I could go at 22:30.

8.3 Interleague Finals

Senior Referee: Shaun Baker

Interleague Finals 2nd – 3rd April 2011

On both days the event began promptly at 9 a.m. with the referees arriving for duty punctually enabling all tables to be brushed and ironed ready for the start of play. The liaison between the Tournament Officials and the Senior Referee was excellent throughout the weekend.

The referees were split into two groups of five the referees worked a half hour on / half hour off for the first hour; this was then extended to one hour from 10 am until 2 pm. This allowed two referees to take the A Grade assessment examination and also gave referees an extended break for lunch.

On Sunday the referees were again split into two groups of five working a half hour on / half hour off until the semi finals started at 12.25 pm, which were on three tables with an EPRA referee assigned to each.

The Final started at 1.30 pm with a referee and timekeeper on each table and finished at 2.10 pm with the presentation taking place shortly afterwards.

During Saturday there were two three frame play offs to decide Group winners, on Sunday there was one play off in the last 16 round.

There were only two incidents requiring the Senior referee's attention during the weekend. A referee called a foul for not nominating, however, accepted that the timekeeper did hear the call.

A player who was timing called a foul that the referee said he didn't think was a foul, in this case the time keeper **cannot** call a foul in accordance with an EPA ruling made some time ago, I confirmed this ruling with Alan Benton the EPA Tournament Director.

This needs to appear in the minutes to ensure all S Grades are aware of this as some at the weekend didn't know about this ruling.

Two A Grade assessments were carried out during the weekend and the papers have been passed to the Examination Secretary.

I would like to thank all of the referees who attended this event for their hard work and professional manner.

8.4 World Championships Qualifiers

Senior Referee: Phil Turner

World Championship qualifier 2011

The Singles Knockout was the best of nine frames (EPA dress code applied) and played down to leave 4 players to go through to the world championships.

Thursday 31st March

Games commenced 5:00 pm. Two referees supervised the evening session; Robert Shore and Phil Turner sharing the duty, no rota was given as both referees stayed in the main hall, only leaving for natural breaks and refreshments, and this was agreed by both referees.

All matches went on time throughout the evening; matches were complete for 23:15

Friday 1st April

All tables were prepared by 8:45am with all Referees present and correct. The day started at 9:00am four zones were used working 40 minutes on 20 minutes off, breaks were increased to 40 minutes during lunch time and reverted back to 40 minutes on 20 minutes off once all referees had a lunch break.

Top table announced all day what was expected of the dress code but during the day there were an increasing amount of players playing in the improper dress code, top table were consistent with their decisions which made the referee's job a lot easier.

All sessions all day were on time, they were no delays until two slow players in last 32 which had a knock on effect through to last 16, the first of the last 8 went on at 18:30 with the last match going on at 19:30, all matches were finished for 21:00. Thanks to all referees who did a great job throughout the day. Special mention to Colin Fryers who had just come out of hospital and wasn't sure whether he would make it to the event.

8.5 Golden Cue7th – 8th May 2011**Senior Referee: Sue Mitchell**

All Referees (4) were suitably attired and in the arena at 7:30am ready to brush and iron all tables. Play started at 8:00am.

Referees worked 3 zones of 12 tables (rotating), using an hour on 20mins off format and were very prompt when returning from their breaks.

The TD was not concerned about Dress Code, referees were instructed to take players to top table only if players were blatantly out of dress code or a complaint was received from the opposition.

At 11:30am another referee came on duty to cover the Singles event in the Games Room.

Players entering the Singles event had their wristbands changed to a different colour. Referees working format was altered to include the extra referee.

At 3:45pm 4 new referees reported for duty and at 4:00 the first session referees were stood down. The same break format was used. Chris Robins covered as senior whilst I had a break. I was not called the floor on any occasions.

The Team event was played down to the Last 16 and the Singles to the Last 32. The 11:30 referee was stood down at 9:00pm and the second session referees stood down between 10:00 – 10:30pm.

On Sunday all referees were suitably attired and present at 8:30am to prepare the tables ready for a 9:00am start.

The TD addressed some issues he had regarding the Dress Code, I reminded him of his instructions during our briefing on Friday night.

Natural breaks were used during the morning, with the Last 16 of the Team event being table refereed and the Last 8 table refereed for the Singles.

I was not called to the floor for any reason.

I started standing referees down around Midday with the last ones being stood down at 2:15pm. I would like to thank all referees for their hard work, they are a credit to the EPRA.

8.6 Over 50's Trials / Under 21's Trials / Masters Qualifiers**Senior Referee: Christine Robins**

The day went very well, due to the fact I had very good referee's on the day, I would like to add that if Referee's are new to Gt Yarmouth as in John Clavey's case, It would be a good idea if the Senior Referee knows

ie: They could take them aside and explain what is required of them, I know a lot is said in the Referee's meeting, but a referee that hasn't been to a National Event are very nervous and does not know what to do!

On another note I wasn't pleased with M. Morter (Top Table) when I pointed out to him that a player who was playing straight in front of him was out of dress code, He said 'He's one of mine' wait while the match is over, and tell him if he wants to play in the next round, tell him to change his pants! Now I know everyone else that was out of dress code was brought up to Top Table.

9 Regional Reports (written)

Reports were read to the meeting in their entirety, they have been shortened for the purposes of the minutes.

Region 1:(Tony Clayton)

No Report received.

Region 2:

(Richard Rhodes)

A Regional County Delegates Meeting was held on 22/05/2011 and again Merseyside and Cumbria representatives were absent, although Merseyside do not currently have any affiliated referees. Cumbria does, however, have referees and a Delegate, John Tompkins, but he has not attended a meeting since 2008. I shall be discussing this matter with him and seeking to clarify whether or not he wishes to stay in this position and explaining what is required if he does.

Several Examinations have been held but these have only yielded on Pass (Lancashire). The majority of the exams were in Merseyside, who at present do not have a home Senior referee for County matches.

A request for consideration of upgrade to 'A' Grade. This was passed regionally and forwarded together with his CV to the National Committee for approval.

The region had been experiencing problems regarding swearing/bad language at County matches, this was raised at the previous meeting. With the prompt assistance of the National General Secretary and Chairman this has been resolved.

An issue regarding the "Open Table" revised call was raised regionally and its contradiction with respect to the 'D' and 'E' Exams, clarification of this call is requested.

Region 3:

(No current Delegate)

No Report received

Region 4:

(Carol Vinyard)

The year started well with a good number of referees re-affiliating and a further referee (Colin Fryer) joining March.

Previous members have been either texted or e-mailed regarding re-affiliating, the majority have not responded, although some have rejoined.

A player has approached me with regard to taking an exam; I am in the process of finding further possible candidates, so that an exam becomes a viable proposition. If anyone is holding an exam near Hertfordshire the candidate is willing to travel.

Jason Davies e-mailed me earlier in the year with a list of previous members for me to contact with a view to possible reaffiliation. Two people were interested and have been sent membership forms, I have yet to hear from them. I will contact them again.

I shall be trying to improve on the number of Region 4 referees.

Region 5:

(Peter Hallett)

A fairly quiet period since January. Because of mothers' ongoing health problems, no exams have been taken, however, I have forwarded an enquiry, from Region 3 Regional Director, to Robert. Two referees were supplied for CYP events, the problems with payment seem to have been resolved. The new guidelines for EPA events have been forwarded to R5 referees.

Region 6:

(No current Delegate)

No Report received

Region 7:

(Sue Mitchell)

The region is well at the moment, there have been some exams with a couple of passes.

Exams were held by Dominique Chiu as a Probationary Examiner.

Dominique also covered one of the CYP event and a report of the day was glowing,

Congratulations to Dominique and good luck with her assessments for "A" Grade.

We want to encourage youth players to sit the refs exam, this would be beneficial for them and the EPRA. Perhaps an exam could be set up to see the response.

It is felt that there is a problem with refs reaffiliating to the EPRA and although renewal notices

Have been sent out, there has been very little response from some quarters. Membership forms have been sent out to new referees but, as yet, no response.

It is hoped that Jeremy Ruffer, also a Probationary Examiner, is arranging an exam. To close, I would like to thank the committee for all their hard work within the EPRA.

10 EPA Report

An agreement was reached with the EPA regarding the enforcement of the EPA Dress Code and problems regarding Swearing and Bad Language. Copies were sent out to Regions for distribution to referees. However it appears that referees did not receive these clarifications so the General Secretary will distribute them.

The EPRA have been informed, via EPA Minutes, of the changes to some event Guidelines. Information regarding Interleague changes have not been received. Copies of the Minutes are available to the committee upon request.

11 Forthcoming Events

- 11.1 25th June – 5th July - World Championships, Blackpool.
- 11.2 1st – 4th July – World Masters
- 11.3 6th – 7th October - Mens National Amateur Singles, Yarmouth.
- 11.4 8th – 9th October – Interleague KO Cup, Yarmouth
- 11.5 3rd November – Ladies National Singles, Yarmouth
- 11.6 4th – 6th November – Ladies National KO Cup, Yarmouth
- 11.7 4th – 5th November – Champion of Champions Singles, Yarmouth
- 11.8 5th – 6th November – Champion of Champions Team, Yarmouth

12 Professional Events

- 12.1 7th – 8th October – Unspecified Professional Event, Yarmouth

Next Meetings

**January 29th 2012 – 10:30am Delegates Meeting
1:00pm EPRA Annual General Meeting**

13 Any Other Business

- 13.1 It should be noted that it was incorrectly minuted that the Chairs Honorarium was split 50 – 50 between the Vice-Chair and outgoing Chair (Shaun Baker). It should be further noted that 100% of the Chairs Honorarium was returned by Shaun. Apologies tendered.
- 13.2 It was reported by Diane Stocks, that the investigation into possible amendments to the Ladies Dress Code, had made no progress. It was therefore agreed to shelve this item for the time being.
- 13.3 Anomalies regarding the “Open Table” call and questions in both (D & E) exams were raised. (Q9: E grade & Q16: D grade). This matter to be investigated by Robert Shore via the Rules Revision Committee and all aspects of the call to be clarified.
- 13.4 In view of the difficulty finding Regional Delegates in some regions, it was agreed, after some discussion, to accept the offers of two members to take over the positions of Regional Delegates in Region 3 & Region 6. The delegates are now: David Taylor R3 and Ron Hyett R6.
- 13.5 It was reported by Robert Shore (Exam Secretary) that Sarah Cox R5, had fulfilled all requirements regarding upgrade to ‘A’, and was therefore upgraded with immediate effect

as previously agreed.

- 13.6** It transpires that the efforts to persuade lapsed members to renew their memberships has resulted in little or no further members. This matter requires further investigation.
- 13.7** General Secretary to look into the supply of EPRA Merchandise. ie. Sweatshirts etc. together with the possibility of a new supplier. Also the problem of outstanding orders. Last order placed September 2009.
- 13.8** On renewing her membership, Yvonne Armitage had assumed that she had not fulfilled the criteria required to maintain her 'A' Grade. It was explained to the meeting, by the General Secretary, that she had, indeed, officiated at the Universities 8ball Finals in February. Although not an EPA event, it is, in fact, a four day International Event and therefore, is more than sufficient for her to retain her grade. The committee was also informed that she had paid double fee (at 'B' Grade) because of late renewal, therefore difference in payment and requirement owed to her. **Agreed Unanimously.**
- 13.9** An error was noticed in the "EPA Dress Code" clarification, this to be look into and amended by the General Secretary and re-issued to Senior Referees.
- 13.10** Request for consideration for upgrade to 'A' was received from Region 2 for Peter Arundale and from Region 7 for Dominique Chiu together with their CV's. It was agreed that they be accepted and their assessments to commence at the forthcoming World Championships. Exam Secretary to inform candidates. **Agreed Unanimously**

Meeting closed: 2:30pm

14 Summary of Actions

Who	Summary	Reference
Treasurer	Procurement of I.D. Cards	Item 6.1
General Secretary	Investigate: Team t/keepers not to call Fouls. Yarmouth	Item 8.3 paragraph 6
Exam Secretary	Clarify 'Open Table' call via Rules Revision Committee	Item 13.3
General Secretary	Inform EPA. R3 & R6 Delegates	Item 13.4
General Secretary	Investigate supply of merchandise	Item 13.7
General Secretary	Inform Yvonne Armitage of Grading	Item 13.8
General Secretary	Amend EPA Dress Code clarification	Item 13.9
Exam Secretary	Inform candidates of 'A' grade assessment	Item 13.10