



**EPRA DELEGATES MEETING HELD AT THE
STONEBRIDGE MANOR HOTEL, COVENTRY
ON SUNDAY 29th January 2012**

OFFICIAL
EPRA
MINUTES
2012

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

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Meeting opened at: 10:05am

1 Chairman

The Chairman welcomed all delegates, and convened meeting.

2 Attendees**2.1 Present****Officers:**

John H. Hope (General Secretary), Jason Davies (Treasurer) Robert Shore (Exam Secretary) & Phil Turner (Vice Chairman)

Delegates

Simon Baker (R1), Richard Rhodes (R2), Carol Vinyard (R4), Peter Hallett (R5), Mark Compton (R6) & Dominique Chiu (Rep. R7)

Absent

David Taylor (R3)

Observers

Chris Robins (R2), Peter Arundale (R2) & Jon Baxter (R7)

2.2 Apologies

Ron Hyett (R6), Sue Mitchell (R7) & Jon Shapland (R8)

3 Minutes of Last Meeting

Minutes of Delegates Meeting 5th June 2011, proposed a true record.
Proposed Peter Hallett (R5) Seconded Carol Vinyard (R4)

Voting: Unanimous

4 Matters Arising From Minutes

- (i) Item 5:6 Correspondance; To read R6 not R5.
- (ii) Item 6:1 I.D. Cards sourced and being supplied.
- (iii) Item 8:3 Timekeepers duties at Yarmouth clarified and agreed with EPA TD
- (iv) Item 13:3 Open table call for breaking player if required.
- (v) Item 13:4 EPA Informed of R3 & R6 Delegates
- (vi) Item 13:7 Suppliers of merchandise sourced and in use.
- (vii) Item 13:8 Yvonne Armitage informed of 'A' Grade
- (viii) Item 13:9 Dress Code Clarification correction agreed & distributed.
- (ix) Item 13:10 Candidates informed of 'A' Grade Assessment.

5 Correspondence**5:1 George Harwood**

Request from George Harwood for three referees for the European Championships in Dublin. Referees Supplied, Robert Shore, Christine Robins & Peter Arundale.

5:2 Richard Rhodes R2

Report of events involving Diane Stocks at Lancashire v Merseyside County Match, matter dealt with, within Region.

5:3 Ivor Edwards

Requesting WR Exam in West Yorkshire, matter passed on to Exam Secretary.

5 Correspondence (Cont./)**5:4 Ivor Edwards / David Taylor (R3)**

Several e-mails regarding a dispute between Ivor Edwards & David Taylor, mainly aired on CCI site. David warned about content of some posts and requested to use different username. Ivor over emphasising dispute.

5:5 Ivor Edwards

Several e-mails complaining about EPRA R3 Delegate David Taylor, requesting Delegates removal and contact details for R3 Referees. Requests refused.

5:6 Gareth Williams (R7)

E-mail requesting leniency regarding 'A' Grade requirements, citing ill health. Request agreed.

5:7 Steve Brooker (R7)

E-mail received informing that he would no longer be renewing his membership, pressure of work.

5:8 Alan Benton

2012 EPA Referee requirements received

5:9 Brian Jennings

E-mail from Phil Turner, informing that R2 Referee Brian Jennings had sadly passed away, cause unknown.

5:10 George Harwood

E-mail informing General Secretary that referees for Pro Events no longer required.

5:11 Ivor Edwards / Paula Landers

Request for referees for: National Junior Singles, U/21 & U/16 Grand Prix, Seniors Grand Prix & Seniors Singles. Referees supplied.

5:12 Eileen Pearson

E-mail from Eileen informing of change of contact details.

5:13 Diane Stocks

E-mails from Diane Stocks regarding complaints resulting from her refereeing of U/21 Singles Finals at World Championships. – **To be dealt with in AOB.**

6 Finance Report

6.1 Report

The accounts for the year ended 31st October 2011 showed a net worth of £6401.15p. The income over expenditure for the year was £-895.38p.

Although the accounts show loss of around £900, over half of this is a one off cost of the new membership card system.

The other major increase was the cost of meetings, which has increased by approx. £300. This is a mixture of increased EPA meeting attendance and travel expenses to Delegates for National Meetings.

- (i) During the transition between old and new General Secretarys, there is a discrepancy of 5 Blazer Badges, these have been written off.
- (ii) Cheque to Chris Longley (£50) re: 2009 Audit has never been cashed. Debt now written off.

- (iii) Cheque to Sue Mitchell (£22.50) June 2011, now cashed (after end of financial year)
- (iv) Cheque to David Taylor (£29.10) not cashed to date.
- (v) Both Creditors are early payments for 2011-12 events.
- (vi) £168.00 owed by IPA (2009-10) now paid.

Full details of the accounts are available online at www.epra8ball.org.uk.

6:2 Treasurers Term

Jason informed the meeting that he would be standing at the end of his term (January 2013) Replacement to be sought.

Discussed possible upgrading of EPRA Web Site.

7 Examination Secretary's Report

7.1 Report

Examination Secretary Report to Officers & Delegates January 2012.

Examinations since November 2010 to November 2011

	D Grade	Pass	E Grade	Pass		
Region 1	1	0	0	0		
Region 2	22	5	5	4		
Region 3	9	6	10	10		
Region 4	7	2	0	0		
Region 5	0	0	0	0		
Region 6	2	2	14	5		
Region 7	8	2	8	7		
Region 8	0	0	0	0		
Total	49	17	37	26	Grand Total 49+ 37 = 86	£430:00
		35.4%	70.27%			

2011 has been a good year for exams, with receipts totalling £430.

'A' grade assessments.

Ongoing assessments for 'A' Grade;

Sarah Cox, Steve Cox, Terry Billingham, Peter Arundale, Dominique Chui. All completed their assessments.

Diane Stocks withdrew her application stating personal reasons.

Jeremy Ruffer made no further progress during 2010

At the time of compiling this report there are no plans for A Grade assessments during 2012.

'S' grade assessments.

Currently we do not have any applicants.

D grade examinations pass rate is slightly up on last year, 34.69% against 31.15%

Not knowing when, or when not to call Time out/ (Time running) reflects the number of leagues not using the minute rule. Many marks lost not knowing the calls following the breakshot, and no idea when it comes to Serious Fouls.

E grade examinations significantly up, 37 against 6 with an improved pass rate of 70.2% against 66.7%

A second print of the Rules & Guidance was done.

When composing letters to unsuccessful D Grade candidates I have gone into more detail as to why they did not attain the required mark, I often wonder if the time spent is useful? we have not seen any change to the numbers retaking the D Grade.

8 Events Reports

The Senior Referee's reports were read in full to meeting and summarised as follows:-

8:1 2011 WEPF WORLD CHAMPIONSHIPS - Blackpool 25/06/11 – 05/07/11

John H. Hope 322

Senior Referee

*A list of referees used is available, also a list of referees/matches for latter stages.
Also available is a complaint report in reference to Australian Referee Tracie Wessler.*

Upon my arrival at the venue on Friday 24th June I discussed refereeing requirements with George Harwood, he then informed me that an error had been made in the number of referees requested. It transpires that extra referees were required for Thursday 30th and that another eight refs would be required, efforts were made to obtain them but ultimately this was not possible at such short notice, however four were obtained and these were given B&B in the hotel as they were all on duty the next day.

Two referees were used for Saturday 25th for mens Individuals Qualifiers working 90mins on – 90 mins off.

Both referees were punctual and smartly attired.

The day went well with the senior not being called on. The day went basically to schedule.

The same two referees were used on Sunday 26th and were on time to prepare tables for 10am start.

All matches were completed in time for the Opening Ceremony, which started and was completed on time, within reason.

The evenings matches started at 7pm and completed around midnight.

Only one referee was used working 60mins on 60mins off, top table gave 1st decisions during her break.

The second referee assisted in setting up the arena in the Washington suite, unfortunately, he did not finish until 5:15 Monday morning, which was unacceptable, this situation should not be repeated. On Monday 27th two further referees came on duty, the referee assisting setting up the previous day was not required for duty until 2pm. The other three referees worked 90mins on 45mins off, until 2pm when they reverted to 90mins on 90mins off.

The day went reasonably to schedule finishing at 12:15am. The senior was called on three times, each time the referees original decision was correct.

Tuesday 28th and Wednesday 29th went as would be required, with referees suitably attired and punctual. With the exception of the overseas referee who had to be spoken to on several occasions about her punctuality.

Again the days went reasonably well and to roughly to schedule, again matches completed by roughly midnight.

The Senior was called on seven occasions over all, only two decisions had to be changed and these were minor.

A complaint was received regarding overseas referee Tracie Wessler (see attached).

Thursday 30th saw the arrival of four extra referees, these referees were used (together with existing) to referee the Mens Individuals last 32 & last 16, the last of which finished at 11:10pm.

The Senior was called on five times again two decisions were incorrect but minor.

However the Senior was called on one occasion because a player kept refusing to accept a rack of balls.

He was told that if he kept refusing to accept the rack when the referee and Senior it ok, then he would lose the frame. For the sake of fairness, the triangle was changed as problems had been

experienced with the new ones. A rack of balls was set that was acceptable to all and the match progressed. The player (WI) was extremely belligerent.

Friday 1st June got off to a bad start with a referee not arriving for duty in the morning (see attached Tracie Wessler)

The morning session was in both rooms as normal but at lunch time all matches in the Lancastrian Suite ceased, to allow an arena to be set up for the Streaming of the Mens Individuals Quarter Finals.

Matches in the Lancastrian Suite went as would be expected until the U21's Individual. It was reported that one of the players struck the opponents ball first and admitted playing a foul, but the referee refused to give the foul stating that the opposite had occurred. This caused the fouling player to change their mind and say that they didn't what had happened. The referee refused to change her call and some debate the match continued. The Senior was not informed until after the match had finished.

During one of the Streamed Mens Individuals Quarter Finals, Carl Morris (profoundly deaf) requested that at 30secs the referee gesture in his peripheral vision to advise him and that if he was down on a shot, not to gesture at all, but still call. The referee did not comply with this causing the player to complain. The referee was instructed by the Senior to comply with the players wishes. Yet again the player complained that the referee was not calling as requested and was indeed gesturing behind his back. The referee was again instructed by the Senior to comply with the players wishes, this time he did as instructed. The player was very verbal in his complaints to the Senior after the match.

The World Masters started on Friday night and was refereed by the refs not involved in the Mens Individuals. Unfortunately the last matches did not finish until 1pm.

Saturday 2nd and Sunday 3rd were taken up with Masters, which went roughly to schedule although they were late finishing.

The four referees worked 2hrs on – 2hrs off with the top table acting as Senior when I was unavailable.

No problems were encountered.

Monday 4th saw the completion of all events (see attached sheet) except Mens Individual Final, Ladies Individual Final & Mens Team Final.

Two complaints were received, one when the referee (same ref as Mens qtr fnl) refused to call for the Senior. The Senior was not made aware of this until after the event.

The second was a player playing out of turn following a time foul, it appears that the proper procedures were not followed and the referee stopped the match to get the Senior, with a player in progress even though the match had progressed from the foul situation. The referee was reprimanded.

Tuesday 5th was Finals Day.

Dominique Chui refereed the Mens Team Final and did a very good job, even correcting a suspect call

Tracie Wessler refereed the Ladies Individual Final in place of Terry Billingham who was taken ill, there were no problems.

The Mens Individual Final was refereed by John H. Hope.

Problems were experienced with the new style racks..

All in all a good Event/s and my thanks to the referees for their excellent works (in general).

Peter Arundale, Terry Billingham & Dominique were on 'A' Grade assessment – no problems
Diane Stocks assessment was abandoned.

8:2 Interleague KO Cup 8th - 9th October 2011

I arrived at 3.00pm on Friday 7th October and allocated caravans to referees as and when they arrived.

Late evening I met with T.D. and discussed with him his requirements. Also met with Jason Davies who stated that in an effort to reduce slow play, he would like referees to inform him of the scores on adjoining tables when a match ended. This would enable him to put matches on 2 tables much earlier if deemed necessary. I agreed to his request.

On Saturday all referees assembled at 8.30am and prepared the tables ready for play at 9.00am. At the briefing I read the memos regarding enforcing the dress code and swearing to all.

Play got underway at 9.00am with referees working 1 hour on and one hour off, covering the arena which was divided into 5 regions.

During the morning there were 2 violations of dress code which resulted in loss of frame.

2.30pm 1st of 3rd round matches began.

3.50pm last of 3rd round matches began.

6.50pm last of KO matches began.

Called to adjudicate on 2 occasions:- 1. Where a request for a total snooker had been denied in a very tight situation. Result, total snooker granted. 2. Where a time foul had been called and player had allegedly asked for time out. Apparently time out had been granted after 30 sec warning. The player was about to play his shot when he was pressured from play on an adjoining table and allegedly asked for time out. Neither referee or time-keeper heard request and a time foul was called. I explained that as neither referee or time-keeper had heard the request, the foul would have to stand. Both player then asked for a re-rack. I explained that there was no provision for a re-rack under these circumstances. Both player then played into space 3 time and a re-rack was given.

Only 1 three man play-off required during the day.

Play ended at 8.10pm for the day.

I was approached by Mr Benton who stated the he had been asked by a team to have a frame which had been given away due to out of dress code, re-instated, because a referee had allegedly told the player he was not out of dress code. I told Mr Benton that no referee would do such a thing and showed him the memo which I had read to all referees at the mornings briefing. Secretary John Hope was present at the time. Mr Benton stated that he was happy with the memo but in future the captain should accompany the player to top table.

About 7.00pm I was asked by Mr. Benton to provide 2 referees for the semi-finals and final of the National Amateur Competition which could not be completed within the scheduled time on Friday. I explained that the referees present had been invited to referee the Inter League competition, not the National Amateur. I would adhere to his request but if his competition continued beyond to finishing time of the Inter-League then additional payment would be expected. He reluctantly agreed.

Play ended for the day at 8.10pm but the Nation Amateur competition continued until after 12night. Payment of £20 was made to Shaun Baker who refereed a semi-final and final. When these events over-run, as they so often do, proper compensation should be made to those who officiate at the over-run. There should be a contingency fund available whereby the referees can be compensated instead of relying on their goodwill.

Sunday.

All referees attended promptly at 8.30am and prepared the tables for competition. At the briefing I passed on Jason Davies thanks for their efforts in notifying him of the scores on adjacent tables at the conclusion of matches. This resulted in slow play being reduced considerably. Nice to see there efforts were appreciated.

Play got underway at 9.0am promptly with referees on walk about duties until the ¼ finals. As 2 referees were being assessed I decided to have table refereeing from that stage. This left 2 referee available should play-offs be required.

2 three man play-offs required.

Called to table on one occasion where a foul snooker granted by the referee was disputed. The referee was correct.

¼ finals started 10.30am., semi-finals 12.30pm and final 1.50pm. With play ending 2.35pm.

Summary.

A smooth, well run event, with no problems. All referees were smart in appearance, punctual and courteous and a credit to the association.

The problem of referees being asked to complete unfinished competitions needs to be addressed promptly.

8:3 Ladies Knockout Cup 4th Nov 2011.

All Referees reported promptly, the event started on time.

Just 32 tables of the 36 available were used, the 4 tables that are by the 'Shop' being left idle.
 The Event went well, I was never called to give any final decision.
 Just 2 playoffs involving three referees in the early afternoon.
 16:00 playing 3 matches of the last 8, with 1 match last 16 to be completed.
 17:20 Ladies Singles started by Mike Perkins finished by Chris Robins
 Two referees reported for duty at 17:30, they were to supervise the Champion of Champions singles
 18:10 I allocated Referees to assist the evening Referees to prep tables.
 18:23 Ladies Singles finished.
 18:55 all done. Referees stood down, a job well done!

8:4 Men's National Amateur Singles 7/10/11

The Event went well, all Referee's worked well,
 I was only called onto the floor once, & believe
 it or not, a player had asked the referee to make sure
 it wasn't a frozen ball, referee said it 'was' frozen,
 to which the player asked for the Senior,
 I went down to look & the ball was not frozen
 I called that it was not a frozen ball, and I walked a way,
 The referee came up to me, (he was only on walk about)
 and said, I still think it was frozen!
 I just said when you put your hand over the ball, look at it
 and make sure you look from all different angles.
 Christine Robins
 Senior Referee

8:5 Champion of Champions / Ladies KO Cup 2011

SATURDAY 5th November 11

At 8:30am six referees reported for duty as briefed, the tables were ironed and prepared in good time, 36 tables were in use 32 tables used for C of C and 4 used for ladies ko semi-finals, and were divided into four zones. Referees were utilised 40mins on 20mins off and rotated around the zones throughout the day. Breaks were extended to 40mins at lunch time.
 The senior was called to a table where the time keeper had called a foul, the table referee didn't see any foul occur the area ref was called and agreed with time keeper, two frames after it was brought to my attention I decided that that frame stood but reminded the players that the referee table referees and the time keeper keeps time, and if any issues occur it would be prudent to ask for the senior referee when the incident happens.
 Ladies team ko cup final commenced at 12.10 using two tables, players and referees were ready but didn't start the match on time due to top table, although it was only 10 minutes I felt this could have started on earlier.
 Two playoffs during the day referees were deployed and top table informed, only issues with the playoffs were that referees had to be reminded to keep hold of the cue ball until all players and officials are ready to start.
 Six afternoon referees reported for duty as requested at 3:15pm, zones were then divided into six; 30mins on 30mins off. The eight morning referees were stood down between 16:00 and 16:30.
 When the morning referees were stood down four zones was used generally 40mins on 20mins off.
 At 19:30 the senior stood down leaving both Sue Mitchell and Christine Robins acting as senior.
 Ladies individual final started at 19:40 and finished for 21.50.
 Men's individual final started at 23.05 and complete for 00.40.
 Referees were stood down between 21.50 and 23.00 leaving Sue and Christine to oversee the men's final.

Thanks to Christine Robins and Sue Mitchell

SUNDAY 6th November 11

All referees were punctual and ready for the start of the day; tables were brushed and ironed on time. Matches started with the last 32 of the Champion of champions using two tables. The day started with 30mins on 30mins off using six zones, which changed as the morning went on.

Quarter finals started at 10.10 all finished by 12.03

Semi-finals started at 12.03 all finished for 13.44

The final started at 13.47 using referees and time keepers on two tables, one referee was kept behind as stand by. All referees were stood down after the presentation at 14.46.

Two assessments were done over the weekend and my findings have been submitted, but I would like to add that both Peter Arundale and Dominique were eager and willing to do what was asked of them I'm sure they will be a great asset to the association.

Thanks also go to all referees for their hard work; all of whom conducted themselves in a professional manner.

Meeting adjourned for Lunch & AGM 12:30pm

Meeting re-conveined 1:35pm

9 Regional Reports (written)

Region 1 (Simon Baker)

One Exam was taken, with the candidate unfortunately failing, they do, however, wish to take the exam again, together with some other candidates.

Region 2 (Richard Rhodes)

On 8th January 2012 there was a region two delegates meeting and annual general meeting. At the AGM I was elected as the Region Two Referees delegate, officially taking over from Phil Turner who had held the position for a number of years. Peter Arundale was elected as the Assistant Region Two Referees delegate. Thanks go to Phil for the work he did during his tenure and I hope I can continue to serve the region as adequately as he did. The outgoing delegate on his departure wished to thank all those whom helped him during his time as region two delegate, including special thanks to Shaun Baker who gave him most support in the early stages of his term.

Affiliations in the region so far have reached 31 with a further 9 referees still to affiliate, county delegates within the region are actively chasing these referees. There are still concerns over the lack of referees in two of the regions counties, Cumbria and Merseyside. Neither currently have any active referees. Alan Blackburn has reaffiliated in Cumbria but none of their other referees. There may be a solution to the lack of referee in Merseyside, I will communicate to the committee when I have spoken to the relevant parties. Either way I shall do my best to ensure that these counties have active referees over the next 12 months.

There are been a number of referees whom have received an upgrade over the last 12 months. These include, Peter Arundale (WY) who has been upgraded to A. Lloyd Clarke (GMC) to B. And Tony Kay (Lancs) to C. Congratulations to all those referees.

Over the next 12 months we shall continuing to provide excellent and professional referees to county matches and national events. I have had to remind the EPA at a regional level that the senior referee at county fixtures is the adjudicator for any dress code issues because of a number of problems that cropped during some matches last year.

Also during 2012 the R2 EPRA will be writing a constitution for the members to be voted in at the AGM next year, this is underway with the first draft already produced. The county delegates will be reviewing this and amending as necessary until we are ready to publish this. We will issue a copy to the National Committee later on in year.

Wishing the association all the best in the forthcoming year.

Region 3 (David Taylor)

No Report

Region 4 (Carol Vinyard)

Since John Hope sent out the reminders for referees to re-affiliate at the end of last year, I have had a steady stream of renewals coming in.

Seven of the members re-affiliated right away. Then Jason sent me the names of two more referees who had taken the exam in Region 4 and one of them, Claire Jane Watts passed and has become a new referee.

I had a communication from Russell Lyus last year to say he would be unable to referee any more. I have sent him reminders, but he has not responded.

M Perkins, M Morter, C Aldous, C Vinyard, T Vinyard and C Fryers all rejoined on the first reminder.

Julian Adams, Russell Lyus, Sally + Stuart Burgess, Rhiann and Colin Welch, P Henderson and S McPherson have all had several reminders, and on the last reminder, 2 weeks ago, I am pleased to say Rhian and Colin, Stuart and Sally all rejoined and Julian emailed to say he would rejoin soon. Paul has now responded and will be sending me his form soon. Stuart has still not responded.

I have been asking around in my region for individuals to take the exam, and everyone was too busy before Xmas. I shall continue to ask if anyone would like to take the exam when the County season starts again in February.

Region 5 (Peter Hallett)

First may I congratulate Terry Billingham, Sarah Cox and Steve Cox on their promotion to A Grade.

Because of my mothers' ongoing health problems no exams have been taken and I have not been active as a ref. I have recently been contacted by a league in Rugby and, if I can arrange respite care, I will organise a course.

Regions 6 / 7 / 8

No Reports.

10 EPA Report

10:1 The Rules Revision Committee sat in December, several suggestions were discussed and recommendations put forward to the EPA Committee for consideration.

10:2 The divisions between the EPA & IPA are ongoing and two tours are definite for 2012. The IPA is still recognised by the EPA.

10:3 The requirement of referees for the IPA Tour, UK Pool Tour and for Jersey is to be investigated and Morray Dolan to be asked regarding IPA and Jersey.

Forthcoming Events

11:1 2nd – 4th March

Under 21 National Singles / National Trials (Mens & Ladies) / InterCounty National Finals

11:2 29th March – 1st April

World Championship Qualifiers / Interleague National Finals

11:3 11th – 13th May

Over 50 Trials / under 21 Trials / Masters Qualifiers / Golden Cue & Singles

11:4 23rd June – 4th July

World Championships / World Masters

11 Professional Events

No Events Scheduled

12 Next Meeting

Sunday 3rd June 2012 – 11:00am Stonebridge Manor, Coventry.

14 Any Other Business

14:1 Ian McMullan (R2) request to renew his membership at 'C' Grade after 12 months lapsed 'B' Grade. **Vote: Unanimous.**

14:2 Paul Henderson (R4) has not renewed his membership and is therefore not available to referee.

14:3 Referees Seminars to be organised, with possible use of UKPT. Robert Shore & Dominique Chiu to form Sub-committee.

14:4 Clarify required referees for CYP events in Berkshire / W. Berkshire & Chichester. Contact Paula Landers (EPA Ass. Sec)

14:5 Discussion re: Diane Stocks (R2) Complaints had previously been received via R2 regarding her attitude and manner of refereeing. She was being assessed at the World Championships at Blackpool for upgrade to 'A', by W.Championships Senior Referee John H. Hope and Exam Secretary Robert Shore. Complaints were received regarding her refereeing ability and demeanor. Both assessors were concerned about her performance to the extent that they both, independently, decided to abandoned the assessments. Following a lengthy discussion the committee felt that the only option was to downgrade her to 'C' Grade. Ms Stocks has, of course, the right of appeal.

Proposed: John H. Hope (Gen. Sec.)

Seconded: Robert Shore (Exam. Sec.)

Vote: For: 9 Against: 1 Abstained: 2

Motion carried by majority.

15 Summary of Actions

Who	Summary	Reference
Treasurer	Replacement for position of Treasurer	6:2 Treasurers Term
General Secretary	Referee requirements for IPA & UKPT	10:3 EPA Report
Exam Sec. & R7 Del.	Organise Referee Seminar (poss. Use of UKPT)	14:3 AOB
General Secretary	Referee requirements for CYP	14:4 AOB
General Secretary	Inform Diane Stocks of downgrade	14:5 AOB

Meeting closed: 3:00pm