



**EPRA DELEGATES MEETING HELD AT THE
STONEBRIDGE MANOR HOTEL, COVENTRY
ON SUNDAY 28th January 2018**

OFFICIAL
EPRA
MINUTES
28th January
2018

Chairman:	Sue Mitchell	General Secretary:
Vice Chairman:	Position Vacant	John H. Hope
Treasurer:	Yvonne Armitage	
Exam Secretary:	Richard Rhodes	

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Meeting opened at: 10:48am

1 Chairperson:

The Chairperson welcomed everyone and convened the meeting.

2 Attendees

2.1 Present

Officers: Sue Mitchell (R7) Chairperson / John H. Hope (R4) General Secretary / Robert Shore (R2) Examination Secretary

Delegates: R2: Richard Rhodes / R3: George Bradbury / Lloyd Kidd (R4(Rep))
R5: Terry Billingham / R6: Tony Coe / R7: Dominique Chiu /
R8: John- Paul Eames

Absent: Yvonne Armitage (Treasurer) / R4 Daniel Keeble

Observers: Lyn Carnall R3 / Craig Shufflebotham (R3)

2.2 **Apologies:** Yvonne Armitage (Treasurer) / R4 Daniel Keeble

3 Minutes of Last Meeting:

Date Headings to read 4th June 2017
Item 3:10. To read Daniel Keeble

Minutes proposed as a true record:

Proposed: Terry Billingham (R5) Seconded: John-Paul Eames (R8)
Voting: For: 7 Against: 0 Abstentions: 1 (Majority)

4 Matters Arising From Minutes

- i. 4:3 Still to be contacted.
- ii. 13:1 Distribute Questionnaire. Done - Sue Mitchell (Yvonne Armitage declined to assist).
- iii. 13:3 Mike Perkins R4 Advised of Life Presidency. Done - G/S.
- iv. 13:4 Dave Holden R6 Advised of Life Presidency. Done - G/S.
- v. 13:5 Ray Dean Comments. To be contacted.
- vi. 13:6 Return of Examiners Pack. Done - Dominique Chiu.
- vii. 13:9 Change of Financial Year. Done – Treasurer.
- viii) 13:10 Rule Clarification (Rules Revision Committee). Done – G/S. (See AOB).

5 Correspondence:

- i) **General Secretary:** To South London & Kent Pool Alliance. Advising that the reproduction, sale and distribution of: EPRA Rules & Guidance Books and WEPF Playing Rules Sheets is a Breach of Copyright. Requesting they remove same from their website shop, desist from further reproduction etc. and destroy any copies. They have complied.
- ii) **Alan Benton:** Emails regarding VHP Caravan occupation and Invite timing, Information given to him by other was inaccurate.
- iii) **Jon Shapland:** Referee requirements for UPC event at VHP.
- iv) **Brian Moss (R1):** Suggestion a central venue for Exams and Seminars be sought, Exam Secretary to investigate. However, thought to be impractical.
- v) **Andy Colgan (Isle of Man):** Email requesting availability of WEPF Playing Rules Sheets. Copies sent by G/S.
- vi) **George Bradbury (R3):** Email advising of R3 Referees renewing membership + Forms.
- vii) **General Secretary:** Email 29/11/2017 (payment Slips attached), advising Treasurer that John H. Hope (R4), Sue Mitchell (R7) & Simon Grove (R7) Membership fees were paid into EPRA account on 15/11/2017.
- viii) **Exam Secretary:** Email informing that all three 'A' Grade Assessment sheets had been received, with three positive Assessments. Dependant on the written exam, Clair Watts

will be regarded as an 'A' Grade.

- ix) **Tony Coe (R6)**: Email with CV attached, requesting Assessment for 'A' Grade. Agreed.
- x) **Stan Robinson (R6)**: Email containing link to Referees White Gloves suppliers. To be put on website and Facebook Group, if suitable.
- xi) **Kay Taylor (R6)**: Email requesting replacement Membership Card. Done.
- xii) **Phil Davis (R7)**: Email containing suggestions for EPRA. To be read and discussed.
- xiii) **Diane Minis**: Email confirming Meeting Room booking. Cost up by £10.
- xiv) **Christine Armitage (R2)**: Email requesting Membership payments receipts. Agreed probably by email.
- xv) **Trevor Kirk (R6)**: Email informing double Membership payment. Agreed, £12 to be refunded.
- xvi) **Bob Love (EPA)**: Trevor Kirk had inadvertently paid £12 into EPA account. Transferred to EPRA. Action as: xvi) above.
- xvii) **Shaun Baker (R2)**: Email inquiring as to why his name was not on the Members Voting List and why Membership renewal system had been changed. Informed system has not been changed, but some not adhering to it. Website is not being kept up to date. Action to taken. See AOB.
- xviii) **Matthew Houston**: Requesting EPRA Exam (Manchester area). Exam Sec. to facilitate.

6 Finance Report (for AGM & Delegates Meetings)

6.1 Report: (see Separate sheets or website)

6.2 Summary:

Affiliations

I am happy to report that affiliation numbers are up slightly this year which is good news for the Association as a whole.

S Grade – down £20 (1 Referee)

A Grade – up £15 (1 Referee)

B Grade – up £48 (4 Referees)

C Grade – down £30 (3 Referees)

D Grade – up £40 (5 Referees)

E Grade – up £35 (7 Referees)

On a slightly sombre note, could members please remember to pay their fees when they submit their Affiliation Form. Two Referees submitted forms for 2017 but payment was never received by the Treasurer.

Examinations

2017 has seen a rise in Examination income of £182. Regions 2 and 6 have increased the most - keep up the good work. As our Examination Secretary has noted in his report, there are discrepancies between the amount due from exams and the actual amounts received to date, but he is quite correct that this only occurs where exam and paying in dates span across the year end.

Event Income

Although there seems to have been a very healthy increase in event income it must borne in mind that 2017 has been an extended year due to the change of our Year End date. This means that there have been two occurrences of the Ladies / Champion of Champions weekend in this financial year. Another added bonus is that 2017 saw the European Championships being hosted by the EPA and, subsequently, the services of the EPRA were required albeit on a smaller scale than in the past. Obviously these two items do not come around every year. 2018 will see the Event figures return to more normal amounts.

Merchandise

Three separate amounts have been paid into the bank without any reference as to what the payment was for:

1. 6/3/2017 Simon Grove £28

2. 5/6/2017 Ref: 232 £23

3. 22/8/2017 Lloyd Kidd £13

After making enquiries, it transpires that an order may have been placed for sweatshirts with our supplier, John Lawson Distribution so this may have some bearing on the amounts stated above. This is not the first time that financial business has been carried out without the Treasurer's involvement or knowledge, but, as I'm sure the majority would agree, it shouldn't happen. Would everyone please make a concerted effort to keep the Treasurer up to date and provide paperwork in a timely fashion. In the meantime if you can provide any information as to the items above, I would be most interested in receiving an explanation.

Assets

As per the agreement at our June, 2017 meeting the old laptop which disappeared to the tip has been written off. The printer, purchased around the same time, would have been down to a single figure balance after depreciation this year. Rather than allow it to depreciate at a nonsensical value each year, it has been written off. This does not mean that the printer is unusable but merely that its monetary value to the Association was very low.

Miscellaneous

Following lengthy discussions with Nat West, our online banking facility is now back in place. Since this speeds up the process of monetary transactions, it is my intention to ask that Committee members consider whether it would be appropriate, at this time, for expenses to be paid by direct transfer. I think most would agree that to have payment made direct is much more convenient than having to trail to a bank with a cheque for a small amount.

Accounts proposed as a true record:

Proposed: George Bradbury (R3) Seconded: Robert Shore

Voting: For: 8 Against: 0 Abstentions: 2

7 Examination Secretary's Report

7.1 Report

This report has been compiled using data provided by Dominique Chiu covering exams from March 2017, up to and including August 2017.

From September 2017, up to and including November data is provided by myself.

Total number of candidates taking examinations, from March 2017 to November 2017 inclusive.

	D Grade	Pass D	Pass E	E Grade	Pass	
Region 1						
Region 2	11	6	1	1	1	$11 \times £8 + 1 \times £5 = £93$
Region 3						
Region 4	5	3		2	2	$5 \times £8 + 2 \times £5 = £50$
Region 5						
Region 6	6	4	1	10	2	$6 \times £8 + 10 \times £5 = £98$
Region 7	13	4	1			$13 \times £8 = £104$
Region 8						
Total	35	17	3	13	5	Grand Total 2017 = £345:00

Regions One, Three, Five, and Eight did not conduct any examinations during 2017.

As of today's date, Sunday 21st January, I am pleased to inform Officers & Delegates that Richard Rhodes has expressed interest in the vacant Examinations Secretary role.

I would mentor Richard for the remaining 2 years of office. I am sure he would do a fine job.

7:2 Upgrades

'A' grade assessments.

Claire Watts successfully completed her advancement to 'A' grade during 2017.

8 Events Reports

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

WEPF World Championships: June 24th – July 5th 2017:

Senior Referee: John H. Hope 322

Referees Attending:

John H. Hope - (R4) Eng. (Senior Referee)
Lloyd Clarke – (R2) Eng
Tony Coe – (R6) Eng
Tanya Smit – Sth. Africa
Sasha Gauchi - Malta

Additional Referees:

Shaun Baker – (R2) Eng. (1# Day)
Richard Rhodes – (R2) Eng. (1# Day)
John Chapman – (R2) Eng. (1# Days)
Paula Landers – (R2) Eng. (1# Days)
George Bradbury – (R3) Eng (3# Days)
Matt Ward – (R3) Eng. (3# Days)

Televised Matches Referees: (2# Days)

John H. Hope – (R4) Eng.	Senior Referee
Tanya Smit – Sth. Africa	Referee & Timekeeper
George Bradbury – (R3) Eng.	Referee & Timekeeper
Sacha Gauci - Malta.	Referee & Timekeeper

Tuesday 1st July:

Men's Indiv. S/F(1)	Sacha Gauci (R)	Tanya Smit (TK)
Men's Indiv. S/F(2)	George Bradbury (TK)	Sacha Gauchi (TK)
Men's Team S/F (1)	Tanya Smit (R)	George Bradbury (TK)
Men's Team S/F (2)	Sacha Gauchi (R)	Tanya Smit (TK)

Wednesday 2nd July:

Men's Team Final	Sacha Gauci (R)	George Bradbury (TK)
Ladies Indiv. Final	Tanya Smit (R)	Sacha Gauchi (TK)
Men's Indiv. Final	George Bradbury (R)	Tanya Smit (TK)

I was pleased with the way the overseas Referee performed and conducted himself, as did the home Referees. Many thanks for everyone's excellent work.

The Championships started on Saturday 24th June with the Seniors Individuals.

The S/R attended the Team Managers meeting at 9:00pm, each country was issued with an information sheet, by the S/R, giving a brief outline of what is expected, from a referees point of view.

The Opening Ceremony was held on Sunday 25th at 12 Noon , with the first Team matches starting at 14:00.

In brief, the Championships went well with all referees performing well, in general. Very few incidents were recorded and the S/R was generally only called to the floor for the normal clarification purposes.

Although a couple of issues arose during the World Masters, one in the Final, these were satisfactorily. In general, the events went without any serious problems. Although the days are

long for these events, they were no more excessive than any other years, the refs coped well, in general.

The After Championships Banquet started at approx. 9:00pm. on Wednesday 5th July.

Champion of Champions / Ladies KO Cup 11th – 12th November 2017

Senior Referee: Shaun Baker (R2)

The event started at 9.00 am prompt on Saturday with 32 tables being used in the main room and 18 tables in the games room for the Ladies KO Cup Group matches.

The referees worked 8 on 4 off (1hour on / 30 minutes off) with extended breaks of 45 minutes from 12.30 pm. Two referees came on duty for the evening session at 3.00 pm and two referees took an extended break until 6 pm and returned to cover the shortfall of two referees for the evening. There were table referees on all four streaming tables throughout the day.

In the C of C event the last 2nd round match started at 12.15 pm and the last 3rd round at 3.45 pm, the last of the last 32 games started at 6.00 pm. There was one two-team play off in the group stage and three three-man play offs in the last 32.

The majority of the day shift referees remained until the conclusion of the last 32 matches at 7.30 pm. The two afternoon referees then covered the conclusion of the Men's and Ladies singles events, which started from 5 pm, supported by two referees from the day shift with table referees on the quarters, semis and finals which concluded at 11.40 pm.

The Ladies event was originally planned to play down to the Final on Saturday; however, due to the Quarterfinals being delayed until tables were available in the main arena, these didn't start until 4.50 pm and the last match finished at 7 pm.

All other matches took place in the Games Room. There were two play offs in the last 16 both performed without issue, The last 16 KO commenced at 1.45 pm and play finished at 7.00 pm.

On Sunday the event started at 9 am with the last 16 of the C of C team event with four walkabout referees and the Ladies KO Cup on the stream tables, which were all refereed and was completed at 12.40 pm.

In addition the Ladies National Singles final was played from the Thursday event after the Ladies KO Cup semi finals were completed.

The referees worked 8 on / 4 off, 1 hour on / 30 minutes off for one session and then with table referees on the quarterfinals onwards with just natural breaks.

There were two play offs in the last 16 and one in the semi finals.

The event paused at 11 am in order to observe Remembrance Day.

The semi finals started at 12.00 pm and the final at 1.45 pm finishing at 2.45 pm, both rounds were played on two tables.

The conduct and work of the referees was very excellent throughout the weekend, I was only called to the tables on four occasions and each time the referee had made the correct call.

I would like to thank all referees for their support and hard work during the event; they were a credit to the Association.

There was one issue where a referees caravan was cleared of belongings by the camp on Sunday at 12.00 noon as they thought the van had been vacated despite there being many personal items on view. This was reported to the National Secretary for action to report back to Vauxhall.

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: Position Vacant

Region 2: Richard Rhodes

In a review of last year, 2017 saw only 21 referees re-affiliate compared to 23 the previous year, this was disappointing as I had asked members numerous times to send their memberships fees in. On a positive note though, we gained 8 new members during the early part of the year through a

number of exams held across the region. This took our 2017 tally to 29 members. I'm hoping that 2018 will see us increase at least 20% through old members re-joining and examinations.

I was hoping to arrange further exams for Cumbria and Merseyside in the second half of the year but unfortunately I have had some personal problems which have meant that I have not been able to commit much time to pool. I'm hoping that the break between playing seasons in the first quarter of 2018 we might be able to sort something out.

We held our AGM last week where as per the National Constitution, the Regional Delegate and assistant delegate positions were up for re-election. Prior to the AGM I announced my intention to stand down as delegate and called for nominations for these positions. None were forthcoming and therefore I have agreed to carry on as Acting Regional Delegate until such time a willing and suitable candidate can take the role. The Assistant Delegate's position will be shared on an adhoc basis by other referees within the region and when I'm not available.

Finally, can the executive committee clarify the role of regional delegate? It now seems that the General Secretary is performing the regional delegates' role as all membership forms are now being sent to the GS/Treasurer directly instead of the RD and the request for availability has now bypassed the RD. I can understand the availabilities (for the time being) as the association needs to get commitment from referees for national competition but the membership forms has been a problem for me this year. It is the first year since I've been involved with the administration side of things that I genuinely haven't got a clue what's going on in Region 2 from a membership point of view. Having to ask the exec, the GS and the Treasurer who has affiliated for my region is undermining my position and makes it worthless. Last week I attended a regional EPA meeting, as I do 6 times a year in my region, and I usually give an update of members in region, but embarrassingly this time I couldn't update them as I didn't have a definitive list. If it's not broken don't fix it, there has never been a problem with affiliations in Region 2 previously so I'd like next year to revert back to how it was previously administered...the regional delegates receives the form and then passes on the information to the exec. What do other RD's think? What is the opinion of the rest of the committee?

Region 3:

George Bradbury

All is well in R3 with the Referees, with many of the Referees being regularly available for all events.

An Exam is planned for the near future with 12 possible candidates.

Region 4:

Daniel Keeble:

2017 has seen a considerable amount of activity in Region 4, leading to an swell in refereeing membership from 8 to 15 since this time last year.

Examinations were held at Braintree (Essex) and Diss (Norfolk), giving rise to three new 'D' grade referees and 2 new 'E' grade referees, both mysteriously sharing our General Secretary's surname! The examination at Braintree consisted had a conversion rate of 60% and it is the intention of these referees to make themselves available for national events in 2018. All, however, are active players, so availability to referee will be around playing times.

The other two "new" referees are returners, including one who is now back from a sabbatical and interested to referee once again. She intends to be available for national events in 2018 also.

In addition to the above, we have recently conducted a seminar in Great Yarmouth, attended by no less than twelve candidates. The examination is to be sat on 18th February and these will all be 'D' grades. Watch this space.

On a more sombre note, we have seen some Region 4 referees' availability restricted or cut altogether due to injury. I would like to extend my thanks to those referees for their valuable service and wish them well for the future in whatever capacity they can continue to referee.

There are several 2018 membership fees outstanding and I am now actively chasing these. There is, however, no reason to think that renewal will not be forthcoming.

In conclusion, Region 4 continues to galvanise and positively contribute to the EPRA. We look forward to continuing our recruitment drive and intend to reach out to Suffolk and Cambridgeshire in 2018, neither of whom have an active referee currently.

Region 5:

Terry Bilingham:

2017 we conducted a Refs exam down in Oxford, but unfortunately we had no passes. We will try and do another one this year.

We are a little concerned in the number of players we are losing in Region 5 mainly the ladies teams and the amount of youth players not coming through, but as a region we are trying to address this. We are also concerned about the number of refs that will not go to Yarmouth, we are wondering what the outcome was from the questionnaire, was there anything that will help us recruit refs for Yarmouth in the future.

The region is running quite smoothly, just on a sadder note those who know Kate Brittain once one of our regions referees, is in very poor health. Best wishes go out to her and her family from us.

Region 6:

Tony Coe

Region 6 held 3 exams from Sept to Nov in Exeter, Chard and Taunton, (the Exeter exam was organised by the Region and had both myself and Jamie Thompson present as examiners). As a region we gained 4 D grades (1. Dorset, 1. Bristol, 2. Somerset) and 3 E grades (1. Cornwall via a D grade exam, 2. Somerset).

Disappointingly Devon were unable to gain any new referees despite their constitution now stating all inter-league teams must have an E grade referee in their team, as it happened only 3 Devon candidates turned.

I would like to mention one of the successful candidates was Billy Wilde who was only 16 at the time of the exam and achieved a pass mark over 90 per cent, he also travelled down by train from Bristol to Exeter to take it, he is also very keen to referee at events in Gt Yarmouth and has already bought his suit.

Tim Rogers passed on his third attempt which I think showed great determination and Chris Causer passed having been a referee from the mid nineties till 2004 (the last 7 years as a B grade) despite being autistic.

For the future, Region 6 will be arranging exam days in the pool calendar at different venues around the region, I will also be holding exams as often as I can if for potential candidates if the dates and venues Region 6 advertise aren't suitable for them.

Region 7:

Dominique Chiu:

Nothing to Report

Region 8:

John-Paul Eames:

Nothing to Report

10 EPA Report

The format for the Golden Cue is to change from 3 Man Team & 1st Round losers entering Singles (not compulsory) to Golden Cue 3 Man Team & 1st Round losers being entered in to the Silver Cue 3 Man Team event.

11 Forthcoming Events 2018

(Based on previous – No Referees Requirement for 2018 received, to date)

EVENT	DATE	No: REFEREES
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Seniors Trials	28 th February - 1 st March	4 (Wednesday - act as Senior)
U/23 National Singles	1 st March	6 +1
National Team Trials	2 nd March	10 +1 (plus Streaming Referees)
National Intercounty Finals	3 rd - 4 th – March	24 +1 (12 +1 / 12 +1 Saturday)
World Championship Qualifiers	26 th – 27 th April	4 (Thursday – act as Senior) 6 +1 (plus Streaming Referees) (+1 Possible late finish)
National Interleague Finals	28 th – 29 th April	12 +2 (6 +1 / 6 +1 Saturday) (plus Streaming Referees)
World Masters Qualifiers	18 th May	10 +1 (plus Streaming Referees)
Golden Cue (Incl. G/C Singles)	19 th – 20 th May	10 +1 (plus Streaming Referees)

12 Next Meeting: Sunday 3rd June 2018

13 Any Other Business

- 1) Membership Form to be made shorter and more user friendly.
- 2) Membership Forms to be sent to Regional Delegates, who will forward to the General Secretary and Treasurer. No forms to be sent direct by members.
- 3) Treasurer to compile spreadsheets (as used by previous Treasurer) and send to Regional Delegates for editing and updating. Updated sheets to be sent to General Secretary and Treasurer.
- 4) Treasurer to inform General Secretary of all paid up membership renewals.
- 5) Date Membership Forms sent in 2017 okay, future years to be sent at approximately same time.
- 6) All money paid into Association account, by Delegates, to have relevant payment form completed and sent to Treasurer. Asap.
- 7) Richard Fleet 879 (R5) has made two membership payments for 2018 ('D' & 'C'). It was agreed that he be refunded 'D' Grade payment of £8.00.
- 8) Grade Requirement Dispensation was agreed for: Eileen Fielding 552 (R2)(Health), Colin Fryers 557 (R4)(Health) & Jim Arnold 095 (R8)(Compassionate).
- 9) After discussion, it was agreed that any 'S' or 'A' Grade Referees, who had not satisfied their grade requirement for 2017, must guarantee that they will make themselves available, as required, in 2018. Failure to do so will result in immediate Down Grade. Making such guarantee and failing to fulfil it will result in Down Grade on 01/01/2019.
- 10) After discussion it was agreed that 'Tour' events would not count toward Grade Requirements.
- 11) Marshall Morter 023 (R4) to be made a Life President.
- 12) **Proposed: J. Hope (R4) – Seconded: R. Shore (R2). For: 6 Against: 0 Abstentions: 1**
- 13) Terry Billingham (R5) to become a Probationary Examiner.
- 14) Summary of Questionnaire to be distributed to all current members.
- 15) Exam charges to be increased as: 'E' Grade exam - £8.00 'D' Grade exam £10.00 plus £2.00 for Rules and Guidance Book.
- 16) After discussion it was agreed that Chris Causer (R6) would not be a suitable candidate for Refereeing Duties, because of health reasons. It was also noted that having a disability does not preclude members from Refereeing Duties, it depends on the condition.
- 17) The R9 section on the EPA Database should contain only Referees information agreed with the EPA. This being: Referees Name, Region & County, only. Not to include other information such as Contact details, Postcode etc.
- 18) The matter of the EPRA Website was discussed at length. It was agreed that the website was not being looked after and updated in the manner expected and responsibility no longer be that of the Treasurer. It was agreed that all Executive officers should have full access to the website to enable proper updating and usage. It was also agreed that the site should be a Stand Alone site and not a 'Piggy Back' site.

Meeting closed: 16:40

14 Summary of Actions

Who	Summary	Reference
Committee	Redesign Membership Forms	13:1
Treasurer	Compile Regional Spread Sheets (Membership)	13:3
Treasurer	Inform Gen. Sec. of all Paid-up Members	13:4
Treasurer	Refund Richard Fleet (R5)	13:7
General Secretary	Inform of Dispensation	13:8
General Secretary	Inform relevant Referees	13:9
General Secretary	Inform M. Morte (R4) of Life Presidency	13:11
General Secretary	Distribute Questionnaire Summary	13:14
Treasurer	Distribute Full Website access to Executive	13:18

15 Rule Clarifications

K:22. 'Jump Shot' Clarification.

The rule is a reference to the Object Ball (whether a 'Ball On' or not) being played on first strike of the Cue Ball.

It does NOT apply to any subsequent balls that the Cue Ball might jump over.