

DRAFT

East Anglian Croquet Federation

Minutes of the 30th Annual General Meeting

11th March 2017

The 29th Annual General Meeting of the East Anglian Croquet Federation was held at the Ashwell Youth and Community Centre, 20 West Road, Ashwell, Herts SG7 5PJ.

The meeting was opened at 14:10am by the Chairman George Collin.

Attendees:- George Collin, Arthur Reed, Terrey Sparks, Jonathan Toye, Simon Hathrell, Duncan Hector, John Noble, Tracy Martin, Cliff Jones, Jean Healey, Gill Stone.

1. Apologies for absence

were received from Bygrave, Bury, Dunstable, Hethersett, Ipswich, Norwich, Peterborough and Thorpeness clubs.

2. Minutes of previous meeting and points arising:-

The draft minutes of the 2016 AGM had been circulated and were also available on the website. The minutes were approved by the meeting.

3. Annual reports from the Officers:

3.1 Chairman

George Collin congratulated several clubs from the Region on their success in winning four out of the six national CA club competitions in 2016:

Wrest Park won the Mary Rose
Enfield won the Longman Cup
Hunstanton won the Secretary's Shield
Leighton Linlade won the GC Murphy Shield

He also congratulated players from the Region who won both of the CA's All England Handicap competitions:

Tony Elliott (Enfield) won the AC All England Handicap
John Noble (Letchworth) won the GC All England Handicap

3.2 Treasurer

Arthur Reed circulated the 2016 accounts and a report to the meeting (Appendix 1). In summary:

- There is still a healthy balance on the current a/c at Barclays.
- There was a surplus for the year of £801, including a net surplus of about £240 from the various EACF leagues and tournaments.

The accounts were **agreed**.

It was proposed that the 2017 standard membership fee would remain at £20, subject to the revision of the constitution to be discussed in agenda item 7 below. **Agreed**.

It was further proposed that since the EACF membership year runs from 1st January, the fee for 2018 should also now be set at £20, and that in future the annual AGM should normally agree fees for the *following* year rather than the *current* year so that there would be no need for any retrospective adjustments for fees collected before the AGM. **Agreed**.

3.3 Secretary

Position vacant: no report.

3.4 Development & Equipment

Jonathan Toye explained that the prospects for a new croquet club in Cambridge in the former grounds of the Cocks & Hens Tennis Club - large enough for one full-size and one half-size court - had unfortunately diminished.

For the EACF's equipment activities, one set had been hired out to New Hall School in Chelmsford (£50 for the first year and then £100 p.a. thereafter).

The full report is in Appendix 2.

Coaching

Towards the end of 2016 Cliff Jones took over coaching responsibilities from Jonathan Toye, and was co-opted onto the committee. His report is in Appendix 3.

3.5 Golf Croquet

John Noble circulated a summary of the GC Level Play and Handicap Leagues for 2016, and the plans for 2017 (Appendix 4). Key points:

- The new 1-court match format had worked well.
- The number of participating teams was still increasing. However, Ipswich had decided to hold some friendly matches instead of entering a second team in the League.
- MidSuffolk are playing on a former bowling green which has been split into two narrow courts.

It was noted that 4 clubs in the EACF Western Area: Leighton Linlade, Northampton, Watford and Wrest Park, had agreed that each would stage a tournament in 2017, a "4-club Trophy", just aimed at members of these 4 clubs. There was a question as to whether such tournaments should appear in the CA fixture list and/or be subject to the usual CA tournament levy. Unclear at this time.

3.6 Indoors

Terrey Sparks reported that attendance at Soham had picked up over the 2016-17 winter, resulting in a net surplus on the accounts. He also stated his wish to stand down from organising these indoor events in the next winter season.

3.7 CA Representative

Terrey Sparks reported that the CA had had a good year, with more grants being given to clubs than in the previous year.

- Development of the new Members Database was behind schedule, and the CA management had directed that completion of this should now be given top priority.
- Questions had been raised as to whether the CA Council was fit for purpose as a governance body, and indeed whether it was even needed at all.
- National Development Officers are being introduced.

TS also expressed his wish to stand down after 6 years in this role when his 3-year term comes to an end in October 2017.

3.8 Webmaster

Simon Hathrell reported that the website had again been operating without any major problems over the last year. However, at one stage there was an increase in incidents of slow response, and after investigation it appeared to be caused by other websites, unrelated to the EACF, which were putting too much load on the database servers. The EACF database was therefore migrated to a different server at the hosting company (which also entailed a software upgrade), and this appears to have solved the performance problems.

- The website as whole now has 390 pages, some 14,000 hyperlinks and over 1100 photos or images.

- The total number of hits has now passed 900,000, with a million likely to be reached in the coming year.
- The most visited page is now the Court Booking System with a total of 95,000 hits so far, almost double the number of hits on the Home page.
- There are now 273 registered CBS users and 22,000 court bookings in the database.
- The biennial hosting fee was due for renewal in March 2017, and had increased to £100.57. The biennial domain registration fee, also due for renewal at the same time, had increased by a larger percentage to £16.68. Thus the annual cost of running the website is now about £58.

4. Election of Officers and Committee members for the 2017 year

- The existing committee all expressed their willingness to stand again for the committee, though with **TS** relinquishing his roles as the CA Representative in October, and as the organiser of indoor events at Soham.
- **TS** offered to take over the vacant position of secretary.
- **DH** and **CJ** offered to help **TS** with the running of indoor events at Soham.
- It was reported that **Brian Havill** (Enfield and Watford) had agreed to take on the role of CA Representative in October. Brian is already involved with the CA.
- All committee members were **elected/re-elected unopposed**.

5. Election of the Accounts Examiner

Re-election of Trevor Hiorns as examiner was **agreed**.

6. 2017 Programme

- The 2017 summer programme is now all arranged with dates and venues, with the exception of the play-offs for the GC Leagues. Details are published in the website Diary. *[Note: at the time of writing these minutes a few days later, those GC fixtures have all now been finalised as well.]*
- The Eastern Championship, a Class 1 Association Croquet tournament, has been arranged for play at Colchester on 21-23 July. This tournament has in the past been rotated between Colchester, Wrest Park and Hunstanton. Hunstanton have however expressed concern that they will no longer be able to provide lunches for the players if they host the event in 2018. It was agreed that players should be polled at Colchester this year to find out whether the lack of catering would be a major concern for them in 2018. **Action: TS.**

7. Constitution

The chairman proposed amendments as set out in the revised constitution (Appendix 5) and notes (Appendix 6) as drafted by Arthur Reed. It was noted that a majority of at least 2/3 of those present would be needed to agree an amendment.

The amendments were agreed by 100% of those present.

It was then further proposed that fees for “Full Member” clubs, as defined in the new Constitution, should be £20 in both 2017 and 2018. **Agreed.**

A further proposal to set the annual fee for the new class of “Associate Member” clubs at £15 was discussed. The new Associate Member rate would apply from 1st January 2018. Some present argued that it would be simpler and more appropriate to set this at 50% of the rate for Full Members. **50% of the Full Member rate was agreed.**

8. AOB

- It was suggested that the Region needed more qualified GC referees. Martin French (Ipswich) was willing to run a GC Referees Course. CJ was also willing, though noting that any such courses should always be open to all who wanted to attend (subject to capacity).
- It was noted that the CA’s trial doubles handicap calculation had been terminated and discontinued.

- The question of **insurance** had been raised with the CA, and was not yet fully resolved. It was noted that the CA's Public Liability cover does not extend to CA Affiliate Clubs. It was also suspected that cover did not extend to players from CA Member Clubs when playing away at clubs which were not themselves CA Member Clubs.

It was therefore proposed **and agreed** that league rules should be amended to include a provision that league games can only be played at clubs which have Public Liability insurance cover. **Action: AC and GC League Managers**

9. Next meeting.

The next committee meeting is set for **Saturday 4th November** at a venue and start time to be agreed. The date and venue of the next AGM should be decided at that committee meeting.

The meeting concluded at 16:10.

SJH
March 2017

EAST ANGLIAN CROQUET FEDERATION
Statement of Accounts for the year ended 31st December 2016

	2016	2015
	£	£
Income		
Subscriptions	580.00	540.00
Equipment hire and sales	50.00	483.00
Interest received	7.57	7.10
Net surpluses on playing activities		
GC league	102.00	100.00
GC Champions Day -see deficit below		00.00
GC Inter-Counties –Ken Wheeler Shield	37.00	30.00
AC Champions Day	4.00	00.00
AC League	67.00	70.00
Indoor Croquet	42.50	----
GC Masterclass - not held		30.50
	<u>890.07</u>	<u>1260.60</u>
Less Expenditure		
Sundry Expenses	25.94	----
AGM Hall Hire	---	----
Website	50.51	51.00
Equipment, indoor	----	199.99
Equipment, outdoor	----	483.00
Net deficits on playing activities		
GC Champions Day	12.00	11.00
	<u>88.45</u>	<u>744.99</u>
Surplus for the year	<u>801.62</u>	<u>515.61</u>
Balance Sheet		
Funds brought forward	5949.66	5,434.05
Add surplus for the year	801.62	515.61
Funds carried forward	<u>6751.28</u>	<u>5,949.66</u>
Represented by:		
Barclays Bank	3182.72	2,398.16
Nationwide Building Society	3568.56	3,560.99
Debtors and prepayments	----	50.51
Less creditors	----	(60.00)
	<u>6751.28</u>	<u>5,949.66</u>

Arthur Reed
Honorary Treasurer

I have examined the books and records of The East Anglian Croquet Federation. The above accounts are in accordance therewith and with the information and explanations I have received.

Trevor Hiorns
Honorary Examiner

EAST ANGLIAN CROQUET FEDERATION

Treasurer's Report

AGM 11th March 2017

1. Accounts

Barclays Bank

The balance on the account as at 14th February was **£3,120.97**

Nationwide

There has been no occasion to make any transactions on this account during the past year and the present balance is **£3,568.56**

2. Bank Mandate

The authorised signatures on the accounts are currently The Chairman, The Treasurer and The Tournament Secretary. No change is considered necessary

3. 2016 Examined Accounts

Copies of the accounts have been circulated and copies of the *signed* accounts will be available at the AGM. There was a surplus of **£801.62** on the Income and Expenditure account compared with £515.61 in 2015. Subscription income is slightly higher and includes the 2014 subscription from Peterborough which was received too late to be included in the 2015 accounts. The only income from the hire of equipment was £50 from the Hethersett Club. Tournaments, including indoor weekends at Soham, generally broke even or made a small surplus whilst the league entry fees more than covered the costs of hosting the semi-finals and finals of these events.

Our costs were commendably low and we are grateful to Duncan Hector for providing a venue for our meetings thus avoiding hall hire costs. As he has now moved house this venue is no longer available so we must assume that some hire charges will be incurred in future.

There will be a modest increase in website hosting charges for the coming year.

In summary the balance carried forward is **£5,949.66**.

In view of the present satisfactory financial situation I do not consider it is necessary to review the subscription rate of £20 for 2017. In addition I would like to propose that the rate for Full Member Clubs for 2018 is not increased. If the proposed changes to the Constitution to be considered under item 7 are approved we will have another class of members called "Associate Member Clubs" As they will not have all the benefits enjoyed by Full Members I propose that the subscription rate for such members be less than for Full Members. Any such decision will have only a small financial impact as the number of clubs in this category will be only some 3 or 4.

4. Examiner

Trevor Hiorns is willing to stand for election as the examiner of the 2017 accounts.

A. Reed

7th March 2017

Development Officer's Report March 2017

The prospect of a croquet club in Cambridge has taken a back step unfortunately with Cocks & Hens deciding to focus on tennis having been told by the Planning Officer that "croquet lawns presented a flood risk". This seems rather strange given that their tennis courts are all artificial surface but they have clearly been snowed under with interest in tennis since moving to their new site near the Rugby Club, off Grantchester Rd.

New Hall School in Chelmsford (under the tutelage of Justin Goddard) had a set of equipment on loan last year. Awaiting a response to see whether they wish to continue. If so it will entail a £50 fee for this year and £100 for subsequent years. They have two full size and two half size mallets as part of the deal.

Wrest Park were the joint winners of this year's Apps Heley award. The award is given to the four lawn club adjudged by the CA Development Committee to have made most progress in the past two years. They share the award with Bath.

We continue to retain a substantial equipment store which is available to new clubs wishing to find out whether they are viable. Please contact me if this is the case.

I am very pleased to be passing on my Coaching Officer role to Cliff Jones who has recently moved to Bedfordshire and will, I am sure, do an excellent job.

Jonathan Toye

EAST ANGLIA CROQUET FEDERATION

COACHING OFFICER'S REPORT

MARCH 2017

The Croquet Association Coaching Committee is creating interesting and forward thinking plans for the future development of coaching both with Association and Golf croquet.

For Golf croquet, a pod system similar to that already in existence for Association croquet, is being developed and headed by Lionel Tibble. Lionel is Chairman of the Northampton Croquet Club which is in the East Anglia Federation. There have been several pod leaders identified in the area for this initiative.

There are also going to be two new grades of Golf Croquet Coaches established for the immediate and future seasons.

The new position of 'Golf Croquet Senior Coach' is at present being established with a list of probable suitably qualified candidates from experienced Golf Croquet Coaches throughout the Country. There have been several such candidates suggested in the East Anglia area.

The second new grade of Golf Croquet Coach will be that of 'Golf Croquet Elite Coach' which will come into being in 2018. These will be established from proven golf croquet senior coaches once they have completed at least 12 months in that position and are or have been players of a high achievement level.

It has also been decided that the course to qualify and upgrade coaches which has been tried and established over the last few years should be run nationally by qualified examining coaches.

Your Coaching Officer has been active in establishing various coaching courses and individual coaching within the East Anglia Federation and elsewhere. This is in addition to the very much appreciated coaching arranged by Club Coaches and others within our federation. Richard Keighley is busy arranging coaching at various clubs as are others in our area.

Courses which have been confirmed within the East Anglia Federation are at Letchworth and Watford with individual coaching at Wrest Park.

There have been a number of courses where your federation officer has been asked to organise by neighbouring federations which would also benefit our own federation players. These being a Golf Croquet Rules Course at Phyllis Court Club and a Coaches Qualifying and Grading Course at the High Wycombe Croquet Club.

Your coaching officer has also undertaken a request to run a one-day course on 'Sports Psychology for Croquet' at the newly formed Northern Croquet Academy in York, as well as several courses and individual coaching at 'The Croquet Academy' at Southwick.

I would like to thank my predecessor, Jonathan Toye, for his tireless dedication to coaching and hope that my efforts in creating forward thinking coaching standards within this federation will meet with his approval.

Cliff Jones

East Anglia Federation Coaching Officer

March 2017

ANNUAL REPORT

2016 Golf Croquet Leagues

1 PARTICIPATION

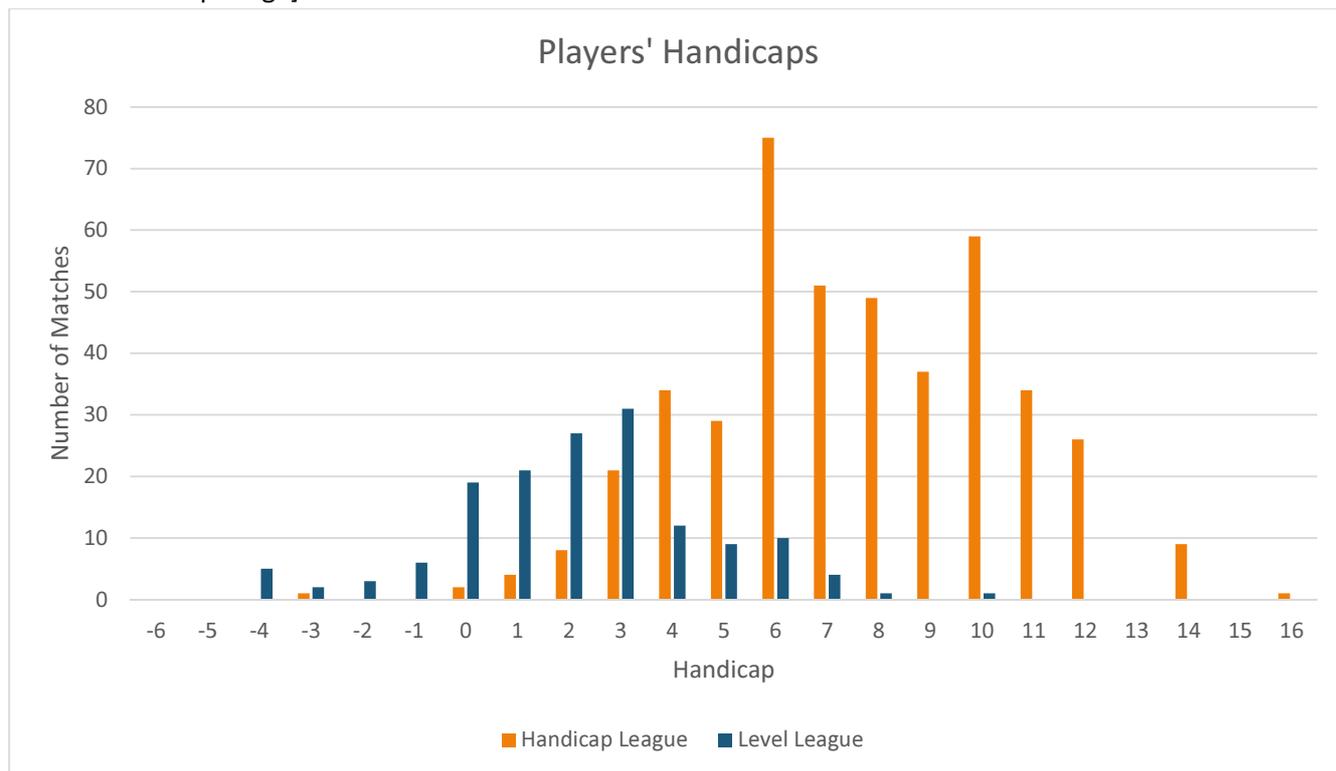
23 teams played in the 2016 handicap league, 11 teams in the level play league.

The successful inclusion of a one-court format in the handicap league has opened the way for more small clubs to participate in 2017. The geographic spread of teams in the two leagues in 2016 was similar to 2015:

League	Area	Team
Level Play League	North & Central Area	Bury St. Edmunds
		Colchester
		Hunstanton
		Ipswich
		Newport
	East & West Area	Chelmsford
		Enfield
		Leighton Linlade
		Letchworth
		Northampton
		Watford
Handicap League	Central Area	Enfield (East)
		Enfield (West)
		Letchworth (Blue)
		Letchowrth (Red)
		Newport (Elms)
		Newport (Oaks)
	Eastern Area	Chelmsford
		Colchester
		Maldon (Lakeside)
		Maldon (Pavilion)
		Southchurch Park
	North & Mid Area	Bury St. Edmunds
		Hunstanton
		Ipswich
		Norwich
		Sudbury
		Thorpeness
	Western Area	Leighton Linlade
		Northampton (Hoops)
		Northampton (Mallets)
		Stony Stratford
Watford		
West Park		

Analysis of the handicap of players in all matches shows:

- (a) **Level Play:** mean handicap was 2.2, median 3 (21percent), range -4 to 10.
- (b) **Handicap:** mean handicap was 7.5, median 6 (17percent), range -3 to 16. Nine matches were played by handicap 14 players. One match was played by a handicap 16 player despite the rules limiting it to 14 or less [Comment: this was brought to the manager’s attention after the event, but as there was no suggestion of erroneous handicapping (the individual won one, lost three, of his singles games) and the match had been concluded without issue, no further action was taken. But the incident highlighted the need to review the permitted handicap range].



2 HANDICAP LEAGUE

Summary

Overall, a very successful season using updated rules. Six matches were played using the one-court format: three each at Sudbury and Thorpeness. Feedback has been universally positive.

The Final was held at Hunstanton on Sunday 2 October between Letchworth Reds and Stony Stratford: Stony won 10 games to 9.

The season kicked off with the first match on 22 April. The last block match was played on 2 September, pretty much on schedule and allowing the semifinals to be played at Watford (11 September) and Colchester (18 September) as scheduled. The loss of Ipswich as a venue saw the final moved to Hunstanton (the venue originally scheduled for the Level Play final), but without the need to change the date.

Rules

The Rules were updated at the start of the 2015 season to take account of the new handicap trial. A further update was necessary at the start of 2016 to enable the one-court format (see below), which gave an opportunity for a major review and tidying up of the rules. The rules worked well and the only substantive change proposed for 2017 relates to the handicap range; of which more below [spoiler alert: we have decided to leave things as they are].

One-Court Format

Six matches were played using the one-court format: three each at Sudbury and Thorpeness. We intend to run the same system in 2017, hopefully including more new teams.

Handicap Range

Having seen the new handicap system bed in it has been suggested by several team captains that the handicap range for the 2017 league should be restricted to 12 and lower (from the current 14). Players must participate at their current handicap, and the feeling of the EACF Committee was that to prevent handicap 14 players from taking part in the league would be unwelcome. An understandable fear of inaccuracy in handicapping probably led to the desire to restrict the handicap range, a fear that would be allayed by requiring a proven handicap record, and it was later suggested that a safer, more logical, restriction would be that **anyone playing in the handicap league must have at least ten games (singles, handicap or level play) on their handicap card. The rules will be amended for 2017 accordingly.**

Multiple Teams

Five clubs currently enter two teams in the handicap league (as yet, no club has entered more than one team in the level play league, though this should be encouraged). In the Central area three clubs provide all six teams, which reduces travel, but also limits experience of playing at different grounds.

As things stand, the league works well. But there are two potential issues that may need to be resolved for 2017: one club has raised the possibility of entering a third team; and, a further club is considering entering a second team. Overall this could give some areas seven (or even eight) participating teams, while others may have only five. Also, for clubs entering three teams, the current system would mean that each of these teams would play its first two matches at home against players from the same club.

Clubs should be encouraged to enter more than one team. One of the aims of the EACF is to encourage wider competitive play and provide developing players with opportunities to broaden their experience. To do this we may need, in some cases, to ask teams from the same club to play in different areas and, possibly, to redefine area boundaries to better balance the number of teams.

With this in mind, we would welcome firm indications of intentions with regard to the 2017 season as soon as possible so that we can come up with a workable proposal.

3 LEVEL PLAY LEAGUE

Summary

Overall, a successful season: no new teams, but a high standard of play throughout. The Final was held at Chelmsford on Sunday 16 October between Hunstanton and Northampton: Northampton won 10 games to 8.

There is no indication at this stage that any new clubs will enter the league in 2017 and there is unlikely to be any substantive change to the rules other than to extend the playing season to end September.

Dates

As in previous seasons, the last area games were due to have been played by 1 September, though a few of the matches took place in early September. Unusually, four matches were conceded unplayed.

Some team captains reported growing difficulties in arranging matches particularly in raising teams where dates are proposed or fixed (as in the final) that clash with local or national tournaments. Unlike the handicap league, few level play matches are played early in the season: no level play matches were played during April and few played in the months of May (1 match) and June (4 matches) with the bulk of matches this year (and last) being played in July (7 matches) and August (9 matches), busy tournament periods. Nonetheless, extending the season to end September may be worth trying as it would give team captains more time to fix area matches. We will also consider other options, such as fixing “rounds” as is done with some AC leagues, to encourage teams to make an early start.

Grading

For the 2016 season, home captains rather than the league manager took responsibility for submitting the results for inclusion in the WCF Golf Croquet Grading System. Submission was reported as patchy: many appeared not to be aware of the responsibility or undertook it only after a lengthy delay.

4 FINANCE

The lawn fees payable for finals (two) and semi-finals (two) were in line with the CA guidance (£31 per lawn in 2016). No other expenditure was incurred in 2016.

The **2017 Budget** is shown below:

Estimated Income	Handicap	260	26 teams @ £10
	Level Play	<u>110</u>	11 teams @ £10
		<u>370</u>	
Estimated Expenditure	Handicap	186	3 x 2 @ £31
	Level Play	<u>62</u>	1 x 2 @ £31
		<u>248</u>	
Net Income (Expenditure)		<u>122</u>	

5 MANAGEMENT

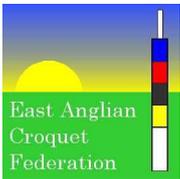
John Noble managed the leagues in 2016. For 2017, John will work in partnership with Tracy Martin:

- (a) **Tracy** will manage the **handicap league**, with John as deputy to provide cover in Tracy's absence.
- (b) **John** will manage the **level play league**, with Tracy as deputy providing cover when John is away.

To help us, all correspondence should be addressed to both managers.

John Noble & Tracy Martin

February 2017



THE EAST ANGLIAN CROQUET FEDERATION

CONSTITUTION (as amended on)

1. NAME

The name shall be "The East Anglian Croquet Federation".

2. AREA OF INFLUENCE

The Area of Influence of the Federation shall be the same as that covered by the current administrative areas of Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk.

3. AIMS

The aims of the Federation shall be to promote the game of croquet and to coordinate the activities of croquet clubs in and near the Area.

The Federation shall be a Member of The Croquet Association

4. MEMBERSHIP

i) A Member Club shall be any croquet club (or croquet section of larger clubs) in or near the Area of Influence which on application pays the relevant annual subscription/joining fee as determined by the Annual General Meeting (AGM). A Member Club which has not paid the subscription by such default date as the Executive Committee prescribes may, at the discretion of the Executive Committee, be deemed to have resigned.

ii) There shall be the following classes of Member Clubs:

Full Member Clubs. These shall be clubs which are registered with the Croquet Association (CA) either as Full or Affiliate Clubs.

Associate Member Clubs. These shall be clubs which are not registered with the CA. The contact details of Associate Member Clubs will be listed on the Federation's website and they will be eligible for support from the Federation in the form of advice, coaching and equipment hire but will not be eligible to enter any of the events organised by the Federation or to vote at a General Meeting.

5. GENERAL MEETINGS

i) FREQUENCY

There shall be at least one meeting each year.

ii) LOCATION

All meetings are held within the Area of Influence.

iii) NOTICE OF MEETINGS

There shall be at least 14 days notice of meetings given to all Members.

iv) VOTING

Each Full Member shall be entitled to send two voting delegates. In addition members of the Executive Committee of the Federation shall be entitled to attend and vote. Other interested persons may attend general meetings, but they shall not be entitled to vote. In the event of a tie the chairman of the meeting shall be entitled to an additional casting vote. The chairman of any General Meeting shall be the chairman of The Executive Committee or in his absence any member of the Executive Committee elected as chairman by a simple majority of votes of those present and entitled to vote.

v) MOTIONS

Motions, except for amendments to the Constitution or for the dissolution of the Federation,

shall be carried by a simple majority of votes cast from those present and entitled to vote.

vi) **QUORUM**

A quorum shall consist of six persons present and entitled to vote.

vii) **ANNUAL GENERAL MEETINGS**

The Annual General Meeting will be held, in or about March each year, to elect the Executive Committee, approve the Accounts, appoint an Examiner, and transact general business.

viii) **EXTRAORDINARY GENERAL MEETINGS**

An Extraordinary General Meeting may be called at the discretion of the Executive Committee, or at the written request of at least three Full Member Clubs. On receipt of such a request, the Executive Committee must arrange the meeting within two months of the date of receipt. The business to be considered at the meeting shall be specified in the notice of the meeting.

6. EXECUTIVE COMMITTEE

i) The Committee shall consist of a Chairman, Secretary, Treasurer, The Federation's Representative on the CA Council and at least one other person, all of whom shall be elected at the Annual General Meeting but no-one shall be eligible for election as Chairman if they have held that Office for the previous five years. The Federation's Representative on the CA Council shall be elected for a three year term and all other Committee members shall be elected for a one year term. All Committee members who wish to continue at the end of their term shall offer themselves for re-election at the AGM.

ii) Decisions made by the Committee shall be on the basis of a simple majority of votes.

In the event of a tie the chairman of the meeting shall be entitled to an additional casting vote.

iii) A vacancy on (or in addition to) the Committee may be filled by co-option. Such co-opted members will hold office until the next Annual General Meeting.

iv) The Committee shall meet at least twice a year, the time and place to be fixed by themselves. Three members will form a quorum.

v) Nomination of candidates for election as Executive Committee members shall be made in writing to the Secretary at least 7 days before the AGM. Nominations can only be made by an officer of a Full Member Club. In the absence of nominations prior to the meeting nominations may be taken from the floor. All nominations shall have the consent of the nominee.

7. FINANCE

The Treasurer shall transact the financial business of the Federation, and shall present the examined Accounts made up to the 31st December of the previous year at the Annual General Meeting.

Bank accounts shall be in the name of the Federation. Drawing on these accounts shall be done by any two of the Treasurer, Chairman and Secretary, except as otherwise determined by the Executive Committee, or a General Meeting.

8. AMENDMENTS TO THE CONSTITUTION

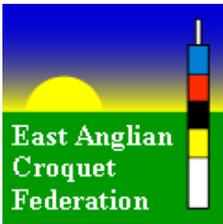
Notice of motions to amend the Constitution shall be sent to all Members at least 14 days before the meeting at which they will be put.

An amendment to the Constitution shall be carried only if at least two thirds of the votes are in favour.

9. DISSOLUTION

Notice of motions to wind up the Federation shall be sent to all Members at least 14 days before the meeting at which they will be put.

If, at any General Meeting, a resolution for the dissolution of the Federation shall be passed by at least two thirds of those present and entitled to vote, the Federation shall be formally wound up and the assets transferred to the Croquet Association.



THE EAST ANGLIAN CROQUET FEDERATION

Notes on the proposed amendments to the Constitution for approval at the AGM on 11 March 2017

1. Introduction.

The Constitution has not been amended since March 2000 and a number of changes have occurred since that date necessitating revisions to the Constitution. Whilst making these amendments the opportunity has been taken to tidy up the document to make it clearer and consistent. The following explanatory notes explain the main changes using the clause numbers in the attached document.

2. Clause 2 Area of Influence

Delete words “Sports Council Eastern Region” and substitute “current administrative areas of Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk”

The original Constitution was drawn up to ensure that the Federation was eligible for Sports Council grants. As the Sports Council and its Regions no longer exist it is necessary to redefine our area of influence. This has been done by naming the six counties which traditionally have constituted our region. However our membership has always been open to clubs *near* our area of influence and this provision has been maintained in the revised document. Thus the exact demarcation of our area is not critical.

3. Clause 3 Aims

In line 2 insert after “croquet clubs in” the words “and near”.

In paragraph 2 delete the words “run under the auspices of the Croquet Association” and substitute “a Member of the Croquet Association.

As a result of recent extensive discussions between the CA and the Federations it was agreed that some changes would be desirable to ensure better cooperation and one of these changes was to invite all Federations to become members of the CA (without payment of a fee). EACF, along with all other Federations, has agreed to become a member of the CA.

4. Clause 4. Membership

Delete all the original clauses 4 (Membership) and 5 (Membership fees) and substitute the wording in clause 4 of the attached document.

Clause 4.1 The first part of the new wording covers the intent of the original clause 4 but now specifies that Membership is dependent on paying the prescribed fee(s) by the specified default date. This provision covers what was in the original clause 5 entitled “membership fees” (which no longer appears as a separate clause) whilst allowing the Executive Committee to decide by what date fees should be paid. This provides for more flexibility.

Clause 4.2 In the existing Constitution there is a single class of Member Club. This new clause defines two classes of Membership, Full Member Club and Associate Member Club.

The Croquet Association expects all Members of a Federation to be clubs registered with the CA at least as Affiliate Clubs if not Full Member Clubs. On the other hand the Federation does not wish to discourage newly formed clubs or very small clubs from being associated with the Federation. It is anticipated that in such situations help from the Federation would encourage such clubs to grow to a point where they would decide to register with the CA. Although the great majority of current members are registered with the CA, the introduction of a new class of Associate Member Club, with limited benefits, will ensure that all current

members will be able to continue their association with EACF and provide a stepping stone for newly formed clubs.

5. General Meetings

This is clause 6 in the existing Constitution and remains unaltered apart from the following changes:

5.iv Voting. This has been extended to clarify who is entitled to vote. The term “general meeting” has been substituted for “business meeting” as the latter term is not defined. Any references to “The Committee” are changed to “The Executive Committee” to be consistent. The following text has been added: “In the event of a tie the chairman of the meeting shall be entitled to an additional casting vote. The chairman of any General Meeting shall be the chairman of The Executive Committee or in his absence any member of the Executive Committee elected as chairman by a simple majority of votes of those present and entitled to vote.”

5.vii Annual General Meetings. Change “Committee” to “Executive Committee”. Change “pass the Accounts” to “approve the Accounts”. Change “Auditor” to “Examiner”. For an organisation of the size of EACF there is no legal requirement for a formal audit by a qualified accountant.

5.viii Extraordinary General Meetings. Change “Committee” to “Executive Committee”. Change “---at least three Members” to “---at least three Full Member Clubs”. It is necessary to clarify this when there are two classes of member. Added sentence “The business to be considered at the meeting shall be specified in the notice of the meeting”.

6. Executive Committee

6. i Added to specified named officers of the committee is “The Federation’s Representative on the CA Council”. This representative has traditionally been a member of the committee (see clause 7.v of the existing constitution) but should be listed in the first sub-clause as a member. The following text has been added “The Federation’s Representative on the CA Council shall be elected for a three year term and all other Committee members shall be elected for a one year term. All Committee members who wish to continue at the end of their term shall offer themselves for re-election at the AGM”. This is included to distinguish the different terms of office and the re-election procedure. The CA representative’s term is three years to be consistent with the terms served by other members of the CA Council.

6. ii The present wording in the constitution refers to voting rights at a general meeting which is now covered by 5.iv in the attached document. This clause should cover voting within the committee so the wording in the attached document is “Decisions made by the Committee shall be on the basis of a simple majority of votes. In the event of a tie the chairman of the meeting shall be entitled to an additional casting vote.”

6. iii and 6.iv No change

6. v) A new clause setting out a procedure for members to nominate individuals for election onto the Executive Committee at the AGM.

7. Finance

The present mandate specified for drawing on the Federation’s accounts is The Treasurer plus either the Chairman or Secretary. This does not cover the situation where the Treasurer, for whatever reason, is not available or incapable of carrying out this function. This has therefore been changed to any two of the three officers. There is also further flexibility with the added wording “except as otherwise determined by the Executive Committee or at a General Meeting”

8. Amendments to the Constitution

9. Dissolution

The wording of these clauses has not been changed but their order reversed.