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Minutes of the Management Committee meeting held on Thursday 1<sup>st</sup> September 2022 via Zoom, commencing at 7:30pm.

1. **Apologies for absence:** Daniel Rudden, Jamie Finley

**Present:** Bob Gaywood, Tim Edwins, Averil Flack, Sue Barnes, Duncan Brown, Carolyn Edwins, Sheila King, Mike Cubitt, Tracy Spillett, Alan Cregeen

2. **Matters arising from the previous meeting:**

Carolyn had circulated a draft policy regards running open competitions instigated by the KPA. Sue suggested to add that entry fee money goes to the organiser of the competition rather than the KPA. Mike suggested removing the wording "negotiated agreement". Tim & Sue suggested adding that all venues require a current risk assessment and add safeguarding information. Carolyn will amend the policy.

Carolyn also asked who is running the Chairman's Cup. The list of players eligible to play is on the KPA website. Tim will contact Hartley and ask regarding organiser on the day.

3. **Treasurer's report:**

*"We have now paid the balance of the Kent Kit and awaiting delivery.*

*We have paid for the accommodation for the Inter Regionals and after a bit of shuffling we seem to have our final teams etc. Awaiting final medical clearance for one of the players but it is hopeful they will be able to participate.*

*Duncan sent the invoices out and most people have paid just awaiting a couple of people, but they are the members of the combined team who were contacted later. I have sent out reminders and hopefully they will have paid by the end of the week.*

*I have sent out a brief account for the Inter Regionals as to date (29 Aug). Along with a statement of accounts."*

There was a question regarding the outstanding payments, and a final deadline of 5<sup>th</sup> September was agreed. If no payment by that date, then the player's participation would be in question.

**4. Membership report:**

Duncan reports 474 adult members and 10 juniors. At this time in 2020 we had 425 members, so numbers are well up.

**5. Inter-regionals update:**

Tim provided an update regarding the 2 teams that we had been asked to provide for the Combined squad. PE contacted Tim earlier this week to say they had made an error and should not have asked Kent to provide teams. It was agreed for Bob to email PE expressing our disappointment in the whole situation. Tim said the players may have incurred costs as they thought they would be away that weekend, but they are not. Tim to email the players concerned and ask if any expenses, then forward these to PE asking for reimbursement. Duncan has amended the accommodation accordingly.

Tim will update the KPA players letter sent out every year with the code of conduct attached too. Duncan said he has the booking confirmations and more information from IOW Tours. Tim and Duncan to liaise, then Tim to email Kent squads and managers.

Carolyn reported there had been further changes to the Kent Challenge Squad, a member of Team 11 had to drop out. Richard Ruddick was going to join the team and be player-manager, however PE rules state that managers must not be playing in the tournament at all. So, Sheila King was asked and has gladly accepted.

Tracy queried the Kent playing order due to the earlier change in personnel. The team list has already been submitted, and the team in question does have their original player back playing.

Mike asked about day visitors to Pakefield, Tim had just heard back from PE that day visitors will be charged £5 and need to register with IOW Tours that they will be attending. Tim will add this information to the players letter.

**6. Incident at The Villager:**

Sheila reported an accident at the Villager PC during a KPL match involving a Kent member. There was a trip over an old tree stump that had no lighting, and a hospital visit was required. No one from the pétanque club, or the pub, has been in contact with the member, or the visiting club to follow-up. It was agreed to encourage the member to ask the pub for the accident report and the public liability insurance details. Sheila will contact the member involved.

**7. Safeguarding and chaperones:**

There was a discussion around the definition of a chaperone and when a chaperone is required. During the playing time on the piste for juniors, the manager is the chaperone and responsible for the juniors. It was agreed that we need a KPA policy for chaperones. Sheila to contact Jamie and both draft a policy.

**8. Date of next meeting:**

Confirmed as Thursday 6<sup>th</sup> October.

**9. Any other business:**

Tracy said that Alex Spillett wished to express her thanks to the KPA for the continued financial support throughout the year with her international grants. Alex has played in three international tournaments this year and done exceptionally well, achieving a silver medal in the European Doubles Championships. Bob congratulated Alex on her achievements and reaffirmed the KPA's commitment to supporting our members representing their country.

**Meeting closed 21:32.**