

KENT COUNTY
SHORT MAT BOWLING ASSOCIATION

Website: www.kentshortmatbowls.co.uk

*****AFFILIATED TO E.S.M.B.A.*****



PRESIDENT
B. Smith

CHAIRMAN
T. Rycraft

SECRETARY
Ms M Fitzgerald

MINUTES of a Special General Meeting held on 20th October 2011 at Ryarsh Village Hall

1. OFFICERS/
COMMITTEE
PRESENT

Mr T Rycraft, Mr T Coles, Mrs S Watson, Mrs I Benton, Mrs J Davey, Mr M Wiedeholz, D Carpenter & Mr B Smith

Representatives of the following Clubs were present at the Meeting:

Burham
Capel
Langley
Shorne
Ryarsh
St Mary's Platt

2. APOLOGIES

Mr A Spelman, Mr F Davis, Ms M Fitzgerald, Eastling SMBC, Harrietsham SMBC, Joydens Wood SMBC, Whiteoak SMBC & Wye SMBC,

The Chairman opened the meeting by confirming that this Special General Meeting had been called as the 2010/11 accounts had not been audited in time for the AGM in June. Following independent advice the accounts were being presented having been checked by an independent verifier and signed off by the Chairman on behalf of the Committee.

As a consequence of the difficulty of preparing accounts within the existing time parameters the Committee also wanted to amend the constitution and as such had forwarded 4 proposals that they believe would improve the process and make the system more accountable and transparent.

3. ACCOUNTS
2010/2011

Fully verified and signed accounts were presented to the members present. It was requested that these accounts be approved by the meeting. This was proposed by Mr Mick Sayer (Langley) and seconded Mr Barry Baker (St Mary's Platt) and was passed unanimously by the members present.

4. MOTION 1

- (a) To extend the AGM date from June to 'anytime up to the end of July' therefore changing the constitution wording as follows:-

Section 7 – Annual and other General Meetings

Existing:-

7.1 The Annual General Meeting shall be held on a Sunday during the month of June each year.

Replace with:-

7.1 The Annual General Meeting shall be held during June or July each year.

Proposed: Mr Derek Groom (Ryarsh)

Seconded: Mr. Mick Sayer (Langley)

Agreed and passed unanimously by the members present.

MOTION 2

- (b) To close the financial year at the end of March and therefore add the following to the Constitution.

Section 5.7 – Treasurer

Existing:-

- 5.7.1 Keep the accounts (including all invoices, tax returns etc) of the Association, prepare an annual Financial Statement and be responsible for Association monies once delivered into their possession.

Replace with:-

- 5.7.1 Keep the accounts (including all invoices, tax returns etc) of the Association, prepare an annual Financial Statement and be responsible for Association monies once delivered into their possession; the Financial Year of the Association shall end on the 31st March.**

Proposed: Mr Jim Davey (Burham)

Seconded: Mr Mick Sayer (Langley)

Agreed and passed unanimously by the members present.

MOTION 3

- (c) To change the accounts checker to an Independent Reviewer and to change the responsibility from the Committee and Treasurer for find a Reviewer to the members at the AGM meaning the constitution is changed as follows:-

Section 7 Annual General Meetings and Other General Meetings.

Existing:-

- 7.3 Notices of motions and nominations for Officers and Committee Members for consideration at the Annual General Meeting should be submitted to the County Secretary and received by the first day of April each year.

Replace with:-

- 7.3 Notices and motions and nominations for Officers and Committee Members for consideration at the Annual General Meeting should be submitted to the County Secretary and received by the first day of April each year. This will include nominations for the appointment of an Independent Reviewer who will audit the following season's accounts and shall be appointed by the AGM delegates.**

Proposed: B. Smith (Shorne)

Seconded: I. Benton (Burham)

Agreed and passed unanimously by the members present.

MOTION 4

- (d) Due to Motion 3 remove the wording and change as follows:-

Section 5.7.4 – Duties of Treasurer

Remove:-

- 5.7.4 The Management Committee, in conjunction with the Treasurer, shall nominate an Auditor to audit the accounts annually in readiness for the AGM.

Replace with:-

- 5.7.4 To ensure the accounts have been audited as instructed by the AGM, to have them agreed and signed off by the Committee and published to the members with the AGM proposals, agenda and nominations.**

Proposed: B. Baker(St Mary's Platt)

Seconded: Jim Davey (Burham)

Agreed and passed unanimously by the members present.

Meeting closed at 19.45

SIGNED _____  _____

DATED 21st October 2011