



Western Province Bowls

MINUTES - Executive Committee Meeting
Monday, 23 February 2026 at 18h00 – online via Teams

1. Welcome

The President, Tony Harland (TH), welcomed all attendees and noted the difficult personal and health-related challenges faced by several members during the past month. He shared that he and Denise would receive important medical news the next day and appreciated the committee's support. He also noted a particularly busy bowls calendar over the past month and ahead (flag, muter, singles, mixed pairs, IDs, junior IDs, capping, council, All Cape, Nationals, etc.)

TH advised he will be away 23 March–17 April and has asked Marianna Kirsten (MK) to stand in during this period.

2. Attendance and Apologies

✓ Present

- Tony Harland (TH) – President
- Marianna Kirsten (MK) – Vice President
- Joy Calvert (JC) – Treasurer
- Eddie Douglas (ED) – Executive
- Nico Taljaard (NT) – Executive
- Jonathan Cochrane (JLC) – Executive
- Mark Gibbs (MG) – Executive
- Anina Black (AB) – Executive
- Debbie Phillips (DP) – District Administrator

✓ Apologies

None recorded.

3. Correspondence

3.1 Kraaifontein / Edgemoed Complaint

Kraaifontein response was inadequate and did not address the issues. No further reply has been received despite follow-ups.

➡ *Action: TH to call them directly.*

3.2 Edgemoed Email – Membership Proposal (Travelling Membership)

BSA tabled a concept allowing dual-affiliation or pro-rata membership for “swallows” and seasonal players. Consensus: WPB does not support pro-rata WP or BSA affiliation. Club fee structures remain a club autonomy matter.

➡ *Item removed from agenda for future meetings.*

3.3 WPCC – Heat Conditions for Veterans

WPCC raised concerns regarding extreme heat. A useful heat-guidelines document from Boland was received.

➡ *Will be added to Conditions of Play (NT).*

3.4 Grabouw / Elgin Affiliation Enquiry

The club is being revived and seeks guidance on jurisdiction.

➡ *NT to confirm whether the area falls under WP or Boland and advise accordingly.*

4. Upfront Discussions

4.1–4.2 Previous Minutes

Minutes of 21 January 2026 were proposed (ED) and seconded (NT). Accepted.

4.3 Matters arising

Most items were addressed through the action table and later agenda items.

4.4 WP Capping – 2 March (WPCC)

- Catering confirmed (R75 pp)
 - Juniors to hold separate capping on 14 March
 - Nicole Alcock from CT Sports Council will speak
 - MC required – JLC volunteered
 - Photographer: AB confirmed for team photos; backup needed
 - DP to finalise programme and sequence
-

5. Portfolio Reports

5.1 Sponsorship, Club Liaison & Membership

Membership Stats:

- DP to produce full membership comparison report for comparison.
- Discussion: juniors leaving school struggle with full fees.
- Goodwood model: under-25 non-students pay 50% subs.

➡ *To be added to club survey.*

Sponsorship Packages:

- Updated version complete (incl. disability).
- Only one club response so far.
- More promotion required.

Club Survey:

- Final adjustments pending addition of U25/student fee question.
- To be finalised and distributed.

5.2 WC Bowls / Standing Committees (TH)

- Minutes received; Fairtree event requires a WP contact person. ED suggested as the most suitable.
- Outstanding DSC forms – AB following up.

- DSC–Exco meeting to resume after Nationals/All Cape.

5.3 WP Players (TH)

- Meeting with DSC-WPP to be scheduled after IDs.

5.4 Ladies Selectors & Transformation (MK)

- Selectors under strain due to injuries but ready for IDs.
- Selector alignment meeting required after IDs.
- Ranking list system stalled; to be addressed with convenors.

5.5 Youth Bowls (MK)

- Capping confirmed for 14 March.
- Bus costings approx. R70 000 (R35 000 deposit paid).
- Concerns raised about rising cost of Junior Nationals (total ± R207 000).
- Parents travelling on bus must be recorded and paid through WPB.

➡ *Jenny Griffiths to provide full parent list to JC.*

5.6 Donor & Sport Department Liaison (JC / ED)

- Lotto: portal opens around May.
- DCAS presentation went well; focus on schools outreach possible.
- Sports Awards: Margie Palmer received finalist award.
- Provincial colours: any BSA-format event applies (JLC to resend info to ED and JC).

5.7 Finance & Membership Administration (JC)

- Management accounts circulated to Finance Committee.
- Concerns:
 - Junior Nationals budget disproportionately high
 - Missing capping budget line
 - Year-end projection shows potential loss (–R221 000) vs break-even aim
- Finance Committee meeting to be scheduled urgently for deeper review.
- Asset Register updates required: laser level, trailer disposal, development bowls consolidation.

5.8 Competitions (NT)

- DSC-WPC running well.
- Withdrawals list expected shortly.
- Finals venue allocations: awaiting Greens assessments.
- Note: Bergvliet greens “superb” – to prompt Greens Committee.

5.9 Technical Officials (NT)

- Updating BSA database ongoing.
- Survey of officials in progress.

5.11 District Administration (DP/MG)

- Clothing: all DSC shirts issued; Disa shirts returned and paid.
- PT travel shirts received and branded.
- ID forms & levies: all due by Friday.
- DP on leave 9–13 March.

5.12 Men’s Selection & Transformation (MG)

- Ranking list still pending – to form part of alignment meeting.
- Capping arrangements covered under item 4.

5.13 Coaches (JLC)

- Club Resources Audit ready to send.

- Coaching courses planned (April, July).
- Safeguarding posters to be redesigned professionally.
- Guardian anonymous reporting tool removed (too costly).
- safe@wpbowls.co.za inbox operational.

JLC confirmed complaint pathways and handling levels for safeguarding matters.

5.14 Disability & VI Bowls (JLC)

- Database cleanup underway; players incorrectly listed as disabled being corrected.
- Peninsula Blind Bowlers confirmed as separate entity not financially under WPB.
- Classification dates still required.

5.15 Executive Projects (JLC)

- Honours Board design progressing; budget required before contractor proceeds.
- Pinelands office: potential rent-sharing with bowl shop. Site visit required.
- Trailer disposal pending.

5.16 PBA Liaison (JLC)

- No major update; ranking link noted.

5.17 Marketing & Media (AB)

- Urgent need for tournament committee details for Inter-Districts communication. Eddie to send all info except venues immediately.
- Michelle Reynolds now in full-time work; posting schedule adjusted.
- Media team will need venue-based helpers for action photography.
- Liam confirmed as ID photographer at Durbanville.
- Request for TH's 20–30 sec video message for ID send-off.

5.18 Donor & Sport Liaison (ED)

Covered earlier under 5.6.

5.19 Governance – Constitution (ED)

- TH to finalise constitutional update this week.
- Will circulate to clubs ahead of Council Meeting.
- Formal adoption expected at AGM.

5.20 Greens (ED)

- Evaluation by BSA's Brian Hart organised for Glen and Bellville.
- Helderberg midweek clash addressed via Strand alternative.
- Greens assessments for season ongoing (Feb–Apr).
- Laser level remains high-priority integration tool.

5.21 Events Committee – Open Inter-Districts 2026 (ED)

- Organisers' meeting held on 17 Feb; successful.
- Managers' meeting scheduled for 8 March.
- Streaming: Noel Solomon booked for Friday only (1 RR game + final).
- Venues pending recommendation from Brian Hart.
- Meal prices finalised (R70 lunches; coffee & rusk = R10).

6. Other Important Business

6.1 Next Meeting

Tuesday, 24 March 2026 at WP Bowls Office – in person.
Scheduled to prepare for Council Meeting.

AI Usage Disclosure: Portions of these meeting minutes were generated using an AI Tool. Human editorial oversight and verification have been applied, but this text may contain errors or omissions.



PRESIDENT

2 March 2026

DATE



DISTRICT ADMINISTRATOR

ACTION ITEM REGISTER

Action Item	Responsible	Due Date
Call Kraaifontein regarding singles players / unresolved correspondence	TH	ASAP
Email Nico the Boland heat-guidelines document	DP	This week
Confirm jurisdiction of Grabouw/Elgin club and advise	NT	Before next Exco
Finalise capping programme and MC flow	DP + TH	Before 2 Mar
Secure backup photographer for capping	AB	Before 2 Mar
Add U25/student fee question to club survey	DP	Before survey distribution
Add updated items & finalise club survey	DP + JC	February
Schedule selector alignment meeting (week after IDs)	MK + MG	After IDs
Ranking list: selectors to prepare system and align in meeting	MK + MG + conveners	Post-alignment meeting
Email Anina the ID info excluding venue details	ED	Immediate
Provide 2–3 line bio for Nicole Alcock (for capping)	MK	Before 2 Mar
Contact Eddie re Fairtree tournament liaison role	TH	ASAP
Arrange full kit stocktake (move from Jenny to office)	MK	March
Request full junior parents bus-travel list from Jenny	MK	Immediate
Finance Committee meeting (Jan accounts, projections, asset register)	TH + JC + MG + NT	This week
Update Asset Register (incl. bowls, laser level, trailer)	JC	Before next FC
Circulate complete M&M forms list	AB	Before Council meeting
Obtain Liam's contact details for ID photography	AB (via ED)	ASAP
Arrange venue-based photographers for non-Durbanville ID venues	AB	Before IDs
Draft & record 20–30 sec ID send-off video (President)	TH + DP	Before teams depart
Draft short video message for BSA (similar purpose)	TH + DP	ASAP
Finalise and circulate constitutional update to clubs	TH	This week
Arrange Pinelands office key & site visit with Carl/Dolla	JLC	ASAP
Follow up mixed pairs safeguarding complaint via safe@wpbowls.co.za	JLC	ASAP
Update safeguarding policies (remove Guardian feature)	JLC	Before next version
Order exec shirts – gather sizes, place order post-IDs	DP+ MG	After IDs