

Western Province Bowls

MINUTES - Executive Committee Meeting
Saturday, 12 July 2025 at 09h30 at WP Bowls Office, Pinelands Bowling Club

1	Welcome	Action
1.1	Gerrit van Milligen welcomed everyone and opened the meeting,	
2	Attendance and Apologies	
2.1	Present: Gerrit van Milligen (GvM), Tony Harland (TH), Joy Calvert (JC), Eddie Douglas (ED), Jonathan Cochrane (JLC), Marianna Kirsten (MK), Mark Gibbs (MG), Debbie Phillips (DP).	
2.2	Apologies: Nico Taljaard (NT)	
3	Correspondence	
3.1	Proposed BSA Events Calendar 2026 – NT to include when drafting the 2025/2026 calendar	NT
3.2	BSA U35 Inter Districts entries – 18 July 2025 – Decision: Confirmation that WPB will enter 3 teams with 2 managers – DP to send in entry	DP
3.3	Bowls SA Circular 51/2025 - Hosting BSA Events 2027 – 1 August 2025 – Decision: WPB will submit applications to host all events – DP to submit	DP
3.4	Bowls SA Circular 41-2025 - Professional Bowls Association of South Africa - District Representative - 1 August 2025 – Decision: Eddie Douglas to be WPB representative	ED
3.5	Boland Bowls – Letter to M Scheepers - Derogatory remarks on social media – Decision: Letter noted – no further action from WPB	
4	Upfront Discussions	
4.1	Acceptance of Minutes of 21 May 2025 - ED asked title of minutes to be corrected Proposer: Eddie Douglas Seconder: Marianna Kirsten Matters arising – to be covered under each portfolio	DP
4.2		
5	Portfolios (Matters arising & feedback)	
5.1	Governance	GvM
5.1.1	Report as per consolidated Portfolio Report – 19 June 2025	
5.1.2	MATTERS ARISING:	
5.1.2.1	WCPBA update – GvM meeting on Monday and will send through feedback afterwards. MK queried the Kuiper/Loerie/Disa event – TH confirmed decision is to wait for end of next season. MK requested that all Minutes of the meetings are shared with Exco.	GvM
5.1.2.2	WPBA Executive nominations – there was a discussion around relooking at the structure of the Exco and if so many positions are required. Nominations received so far from TH, MK, JC and JLC. Decisions: Resend the Nomination circular with extended cut off date for another 2 weeks.	TH DP
5.1.2.3	HLM nomination – GvM proposed S Burns. Decision: Approved to propose at AGM	
5.1.2.4	AGM documentation – Annual Report, Portfolio Reports and Motions, Long Service Awards, Club of the Year Awards - All Executive portfolio reports are due by 25 July 2025. Discussion around proposed changes to the Consitution and whether it can be done at the AGM or if an SGM is	All

	<i>needed. ED to confirm what the correct procedure is so this can be stated at the AGM. NT to address Bronze Medal Playoff motion at the competitions workshop on 19 July.</i>	ED NT
5.1.3	General	
5.2	Club Liaison and Support	TH
5.2.1	Report as per consolidated Portfolio Report - 19 June 2025	TH
5.2.2	MATTERS ARISING:	
5.2.2.1	BSA Open Inter Districts 2026 – <i>TH explained how the greens were chosen – North/Basin as the Vets IDs were held in the Central/South. TH queried how can Strand BC have the top graded green in WP? It was agreed that green rangers on the DSCGC should recuse themselves from greens evaluations at their own clubs</i>	ED
5.2.2.2	Gordon's Bay BC - <i>JC gave an update and requested GvM to call GBBC President to offer support</i>	GvM
5.2.3	General Update on SC for 2025/6 - <i>Updated DSC member list to be circulated to Exco</i>	

Joy Calvert (Treasurer)

5.3	Finance	JC
5.3.1	Report as per consolidated Portfolio Report - 19 June 2025	JC
5.3.2	MATTERS ARISING:	
5.3.2.1	CTSC : GCM Agenda – <i>no update</i>	JC
5.3.2.2	EPG audit information – <i>no update</i>	JC
5.3.3	General <i>JC has sent out statements to all clubs for outstanding amounts – payments have started coming in. Monthly statements will be sent out going forward.</i> <i>JC has started drafting the 2025/2026 budget for the Finance Committee</i> <i>Lotto application, are we submitting one, update? JC – we did not submit a Lotto application as we were not aware of cutoff dates until a few days to go. JC will keep on top of submission dates on a monthly basis going forward.</i> <i>DCAS funding application 2026/7 - JC confirmed that we have received R60k already and expect the remaining R20k to be received shortly</i> <i>JC – overall loss has come down and will be less than expected</i> <i>JC – Management Accounts to come out next week</i>	JC JC JC
5.4	HR	JC
5.4.1	Report as per consolidated Portfolio Report - 19 June 2025	JC
5.4.2	MATTERS ARISING:	
5.4.2.1	Progress on M&M Manager Position HR Process – <i>The sub-committee of GvM, TH, MG and JC met and discussed. Decision: M & M Manager will be placed on a 3 – 6 month trial, with a clearly defined task list and performance monitoring. JC to send detailed job description, task list and KPIs to SEETA for documentation and then shared with the Executive before being signed. JC met with the M&M Manager and reviewed the position. JLC will no longer be involved in Marketing and JC will manage the process. JC will request M&M Manager to attend all WPB meetings.</i>	JC JC JC
5.4.3	General	

Nico Taljaard (Exec 1)

5.5	Competitions	NT
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5.5.1	Report as per consolidated Portfolio Report - 19 June 2025	NT
5.5.2	MATTERS ARISING:	
5.5.2.1	WP Competition withdrawals – fines/letters to clubs – Circular 2025-25 <i>Decision: Will be implemented in the new season and clubs to be informed at the workshop</i>	NT
5.5.2.2	Competitions Workshop 19 July 2025 – Discussion document – JLC <i>offered to assist NT at the workshop</i>	JLC
5.5.2.3	WP Bowls Calendar to Dec 2025 – finalise – <i>Decision: This will be decided after the workshop</i>	NT
5.5.3	General NT was asked to look at the points allocation of the Club of the Year to see if any other competitions should be included or not	NT

Mark Gibbs (Exec 2)

5.6	District Administration	MG/DP
5.6.1	Report as per consolidated Portfolio Report - 19 June 2025	MG
5.6.2	MATTERS ARISING:	
5.6.2.1	Annual Report – DSC Reports – DP is following up with DSC Convenors for Reports for the Annual Report	DP
5.6.2.2	Kit for U35 – <i>Decision: U35 must get new shirts/jackets</i>	DP
5.6.3	General	

Jonathan Cochrane (Exec 3) / Joy Calvert

5.7	Marketing	JLC
5.7.1	Report as per consolidated Portfolio Report - 19 June 2025	JLC/JC
5.7.2	MATTERS ARISING:	
5.7.2.1	Marketing portfolio to now be managed entirely by Joy Calvert. Jonathan Cochrane with continue with the projects he was busy with.	JC JLC
5.7.2.2	Website crashed again during content upload. Concerns over effectiveness of current security and support arrangements. Check with Mark Douglas if security package is adequate.	JC
5.7.2.3	Explore professional website maintenance. Check with Section Five – what is included in the monthly subscription	DP
5.7.2.4	Streaming sponsorship initiative off to a slow start but showing promise. Package in development to offer sponsors exposure across all WP finals (approx. R2000/year). MK to finalise.	MK
5.7.3	General	
5.8	Membership	JC
5.8.1	Report as per consolidated Portfolio Report - 19 June 2025	JC
5.8.2	MATTERS ARISING:	
5.8.2.1	Rondebosch Bowls Club has asked for email address to find out about affiliation.	JC
5.8.2.2	JC to provide membership numbers to be included as a standing item in future meetings.	JC
5.8.3	General	

Marianna Kirsten (Exec 4)

5.9	Disability & Visually Impaired Bowls	MK
5.9.1	Report as per consolidated Portfolio Report - 19 June 2025	MK
5.9.2	MATTERS ARISING:	
5.9.2.1		MK
5.9.3	General	

	<i>MK queried that other districts award provincial colours when players attend Nationals. It was confirmed that this is not the case at WPB. JC did say that colours are possible through Cape Town Sports Council and should we apply for them – for all player categories. Selectors to investigate.</i>	MG/MK
5.10	Youth Bowls	MK
5.10.1	Report as per consolidated Portfolio Report - 19 June 2025	MK
5.10.2	MATTERS ARISING: <i>MK to set up a meeting for feedback</i>	MK
5.10.2.1	General	
5.10.3		

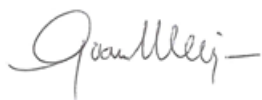
Mark Gibbs (Exec 2) / Marianna Kirsten (Exec 4)

5.11	Coaches	MG/MK
5.11.1	Report as per consolidated Portfolio Report - 19 June 2025	MG/MK
5.11.2	MATTERS ARISING:	MG/MK
5.11.2.1	<i>A draft selection policy will be circulated to the Executive next week for feedback.</i>	
5.11.2.2	<i>Men's and Ladies' selectors collaborating effectively.</i>	
5.11.2.3	General	
5.11.3		
5.12	Selectors	MG/MK
5.12.1	Report as per consolidated Portfolio Report - 19 June 2025	MG/MK
5.12.2	MATTERS ARISING:	
5.12.2.1	<i>LSC and MSC vacancies – this was discussed and DSC are requesting interested parties to submit applications</i>	MK/MG
5.12.2.2	<i>Bowls SA Circular 39/2025 U35 Inter Districts – 3 teams, budget, kit</i>	MG/MK
5.12.2.3	<i>Men - 24 players shortlisted; final 12 selections pending. Some ID players from this year are unavailable for next year.</i>	
5.12.3	<i>Ladies trials progressing well – will use the dates specified</i> General <i>Skills assessments at Rondebosch Bowling Club who are not affiliated? Update – MG mentioned that RBC is looking at affiliating to WPB</i> <i>Appointment of U35 managers (MK/MG) - U35 trials happening on 12 July and selectors will propose managers after that</i>	
5.13	WP Players	MG/MK
5.13.1	Report as per consolidated Portfolio Report - 19 June 2025	MG/MK
5.13.2	MATTERS ARISING:	
5.13.2.1	<i>MK – DSC need to meet with WP players to engage with them – not aware that any meetings have taken place. MK to request DSCWPP to meet with players. DP confirmed that the WA group has been updated with this year's WP players.</i>	MG/MK
5.13.3	General	

Eddie Douglas (Exec 6)

5.14	Greens	ED
5.14.1	Report as per consolidated Portfolio Report - 19 June 2025	ED
5.14.2	MATTERS ARISING:	
5.14.2.1	<i>Concerns raised about the poor condition of Fresnaye's greens. Risk of ban from competition next year. The club appears to prioritize social play. Ongoing monitoring required; ED to be updated regularly.</i>	ED

5.14.3	General	
5.15	Technical Officials	ED
5.15.1	Report as per consolidated Portfolio Report - 19 June 2025	ED
5.15.2	MATTERS ARISING:	
5.15.2.1	Ongoing markers courses, with certificates being issued for last courses.	ED
5.15.2.2	Jenny Phillips will be out for four months due to back surgery. Need for younger technical officials emphasised. Suggestions made to improve recruitment and succession planning.	
5.15.3	General	
6	Other Important Business	All
6.1	GvM thanked all members for their contributions. The meeting was adjourned at 20h30.	
	Exco Meetings scheduled every four/six weeks, either in person or virtually. Next meeting 30 July 2025 at WP Bowls office.	



PRESIDENT



DISTRICT ADMINISTRATOR

12 July 2025

DATE