



# **PENTYRCH BOWLING CLUB**

## **MEMBERS' HANDBOOK**

**2024/25**



Pentyrch Bowling Club  
Parc Y Dwrllyn - Penuel Road – Pentyrch – Cardiff - CF15 9QJ

# Welcome to Pentyrch Bowling Club!

This little handbook provides you with useful information about the club. It also points you to external bowls-related websites (see Section 18) and to relevant sections of our own club website: <https://www.pentyrchbowlingclub.co.uk/>.

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## 1. A Bowling club Run by its Members for its Members

Pentyrch Bowling Club prides itself on being a members-run club. The membership decides how the club is run, elects its officers and seeks to ensure that there are sufficient volunteers for all the activities and tasks that are necessary for the functioning of a successful bowling club, where 'successful' applies both to the performance of our teams in league competitions and to the creation of an enjoyable social environment for members.

The club makes no demands on how each of its members participates, but it does rely on volunteers for its day-to-day running and also on members who are willing to play in league competitions. These various issues, and many others, are addressed in the sections below:

## 2. What Types of Membership Are There?

There are three categories of membership:

**(1) Full Membership:** Full members may play both internally, in social bowls and competitions, and in league matches. Included in their subscription are the affiliation fees for participation in the leagues in which the club is entered. Full members also have voting rights at the club's Annual General Meeting (AGM). Full members also enjoy social membership of Pentyrch Rugby Club.

**(2) Junior Membership:** This applies to any member of the club aged 18 or under. There is no membership subscription fee for junior members.

**(3) Social Membership:** Social members are essentially non-playing members of the club. They may attend all club events, including the club's AGM, but they do not have voting rights.

The respective subscription fees, for full and social membership, are agreed annually at the club's AGM. The current fee structure can be found on the club website:

<https://www.pentyrchbowlingclub.co.uk/>.

## 3. Enjoying Bowls at Pentyrch Bowling Club

The bowling green is usually available for play from mid-April to mid-September, depending on the weather.

There are a number of ways in which full and junior members can enjoy playing bowls at the club.

**Firstly**, at the social bowls evening (Monday) known as 'Spoons'. Spoons is an excellent occasion to meet and play alongside other members of the club and enjoy an evening of friendly bowls. Players draw lots to determine which team they will be playing in, their position in the team and on which rink on the green their match will take place. Spoons begins at 6.00 pm and the matches are usually played over 10 or 12 ends. There is a small charge of £1 per person for members and £2 for non-members to play Spoons.

**Secondly**, members can enter their name for internal cup competitions, in which they play with and against other members, in singles, doubles and triples, men's, women's and mixed teams. Once players have signed up the composition of doubles and triples teams are drawn out of a hat. There is also a Novice Cup competition open to all club members who have never previously won any other internal competition.

**Thirdly**, members can use the green during the day/evening, providing it is not being cut or treated, and practise or play a few ends by themselves or with other club members. Members are welcome to play on the free rinks even when there is a league match on the green. They may also play when there are club competitions. However, regarding rink selection, league matches take precedence over internal competitions which in turn take precedence over roll ups. A diary is kept in the pavilion, in which members can reserve rinks and we encourage players to book the rinks in advance.

Members can also invite a non-member to play, hopefully persuading them to join the club! However, a visitor is only allowed to play on the green on three occasions.

**Fourthly**, members can sign up for selection in either the men's or women's team to play in the various local leagues that the club is entered in. Men's league matches are played on Saturday afternoons (The East Wales Private Greens Bowling Association League) and Wednesday evenings (The Midweek League), The women's league matches take place on Tuesday evenings (Evening League) and Thursday afternoons (Afternoon League), although they play some matches on other days in the week.

**Finally**, members may wish to enter one of the County or Welsh bowling tournaments, competing against players from other clubs in the region and the country. Members can also put their names down to play for the Glamorgan County team. If selected to play for the County they travel with the County to play against other Counties.

#### **4. Playing in League Matches for the Club**

League competitions are, in many respects, the mainstay of a bowling club, as they are with most sports clubs. And whilst there is no requirement for members to play for the club in such competitions, we would strongly encourage as many as possible to do so. In this way, we can ensure that there are sufficient players available for each league match. Ultimately, if a bowling club cannot raise the numbers for teams in league matches, it will struggle to participate as a member club in such leagues, which will put its existence in doubt.

Many members join the club primarily in order to play in league competitions, as is the case with football, rugby, cricket clubs etc. Indeed, many sports clubs of this kind don't offer informal club-internal sport.

League matches are organised on the basis of teams of 4 players per rink, so a total of 16 players per team on 4 rinks for the men and 8, on 2 rinks, for the women. Women's matches are played over 18 ends, but may be reduced to fewer ends with the agreement of both captains. The men's Saturday Afternoon League matches are played over 21 ends with 2 trial ends, whereas the Wednesday Evening League matches are played over 18 ends with a

score of just 1 for the winners of the first 2 ends. The captains have some discretion, however, over the number of ends to be agreed in the case of bad weather for example.

If you are new to bowls, the idea of representing the club in league competitions might seem quite daunting. However, the experience of novice bowlers who have joined the club in recent years suggests that this is not the case. If you're unsure of what it's like to bowl in a league match, it's worth watching a match or two. Our women's team play on Tuesday and Thursday afternoons and the men on Wednesday evenings and Saturday afternoons.

Apprehension about playing in a team can arise from not considering yourself good enough, especially if you're new to bowls. But if you watch a match or two, you'll soon see that everyone in the team, even the most experienced bowlers, plays 'loose' shots now and again. And by the same token everyone, even the novice bowler, will play the 'perfect' shot from time to time.

The role of each rink skip (the rink 'captain') is to guide each of his or her fellow team members, suggest which shot they might play, indicate the outcome of each wood they deliver, and importantly to encourage everyone in the team.

And even though matches are competitive, with some club teams being promoted or relegated at the end of the season, they are also played in a spirit of friendliness.

We would therefore strongly encourage all members to make themselves available to play in league matches. In a relatively small club such as Pentyrch, it is difficult at times to muster 16 men or 8 women to play in a given weekday or Saturday afternoon league match.

At the present time, the men's Saturday league does not permit women bowlers to take part, although they may be selected for the Wednesday evening league. It is our hope at Pentyrch that mixed bowls will eventually become the norm for all current men's leagues.

It is also useful, if you are new to bowls, to look at some of the information available on the internet about how to play bowls, the rules and conventions etc. Some useful websites are indicated at the end of the handbook (Section 18). It can be mystifying at first, but reading up a little will help, and of course, when you're on the green, the other members of your team are also there to help and guide you, especially your rink skip.

## **5. Travelling to Away Matches**

As far as possible we would ask team members to arrange their travel to other clubs in a way that minimises the number of vehicles needed. This makes sense both environmentally and in terms of parking, particularly where clubs have little or no on-site parking. And if you can car-share, it means that you can all reduce the cost of travelling by making a small contribution to the driver. We would suggest something like £2.00 per passenger.

## **6. Signing up for Matches, Competitions etc.**

Team sheets for men's and women's league matches are posted in their respective changing rooms. The club is also exploring ways of signing up online. Members can sign up on the

sheets, indicating their availability or otherwise for given matches. Although the slots are numbered, it is not a question of 'first-come-first-served'. There are usually team sheets for two or three weeks of forthcoming matches. On the basis of indicated availability for a given match, the selection committee selects the four (for men) or two (for women) teams of four players and the position each player will be playing in his/her team (lead, second, third, skip). The selectors may also indicate one or two reserves for a given match who are expected to be present. The team selections are then posted on the respective Whatsapp groups and in the clubhouse.

At the beginning of the season sheets are also posted for members to sign up for the season's internal competitions. The rules for these competitions will be displayed in each of the women's and men's changing rooms.

## **7. Dress Code and General Behaviour on the Bowling Green**

The only compulsory item of clothing/footwear for **all social play** on the bowls green is a pair of **flat-soled shoes**. These need not be 'official' bowls shoes; trainers or leather shoes are fine as long as the soles are flat.

For external league matches and internal competitions, the club shirt must be worn. There are no specific requirements for Spoons evening games or for individual roll-ups and practice, other than the wearing of flat-soled shoes.

As far as league matches are concerned, whites (trousers, tailored shorts) are required for men's Saturday matches, and greys on weekdays. For women's league matches, whites (trousers, skirts, shorts) are required for Thursday afternoon games, and greys (trousers, shirts, shorts) on Tuesday evening games.

The overriding principle of behaviour on the bowling green is consideration, fairness and friendliness to all players, including members of opposing teams, in other words, good sportspersonship. Out of respect for others, the club would ask members to avoid immoderate language during play, and also to avoid smoking. This may, of course, not necessarily be the policy at other bowling clubs' venues. The club's full 'Code of Conduct' is set out on the website at: <https://www.pentyrchbowlingclub.co.uk/...>

## **8. Coaching**

Anyone who is interested in joining the club is offered taster sessions where they are introduced to the general techniques of bowls by our qualified club coaches. Prospective members may also participate in up to three Spoons evenings, after which they will need to decide whether to join the club or not.

For club members, a number of coaching sessions are held during the season, focussing on both technique and strategy.

## 9. Equipment

The most important equipment you will need to play bowls are the bowls themselves (or 'woods' as they have traditionally been called, from the days when they were actually made of wood). The club owns a good number of sets of bowls, of various sizes and weights, for the use of members. These are available for members to use both in external league matches\* and for play within the club (e.g. Spoons evenings or individual sessions). The bowls, jacks, mats and other equipment for the green are kept in the Bowls Equipment Cabin (known affectionately at Pentyrch as the Tardis!)

Many players eventually buy their own bowls, but using the club's bowls initially gives members a chance to understand which size and weight best suits them.

When you first join the club our qualified coaches will also be able to advise you on which bowls are best suited for you.

\* If you do use club bowls for league away matches, please ensure that they are returned as soon as possible after each match.

## 10. Our Premises: What's What and Where is it?

The club's 'real estate' consists of an ever-improving bowling green, a club pavilion, men's and women's changing rooms, an equipment cabin (known affectionately as the Tardis), brand new men's and women's toilet facilities with disabled access (in 2024) and a storage cabin for bowling green maintenance equipment. As members, you will be given the code for access to the entrance gate and to the Tardis. If you do use the codes for access to the gate and to the Tardis, please make sure that you close the combination locks and reset the dial when you leave, so that the opening combinations are not obvious.

The club pavilion is used for coffee mornings, selection meetings and management committee meetings. Other social events and some management committee meetings are held in the Rugby Club.

## 11. How the Club is Organised and Structured

The club is run entirely by its members. Whilst the day-to-day administration of the club is carried out by its Management Committee, all matters relating to the club (e.g. changes in fees, constitution, expenditure etc.) are discussed and voted on by eligible members at its Annual General Meeting (AGM).

The AGM also elects the club's officers from nominated members. These are: *Chair, Secretary, Membership Secretary, Club Treasurer, Fixtures Secretaries (Men and Women), Men's Captain and Vice-Captain, Ladies Captain and Vice-Captain, Competition Secretary, Players' Representatives (men and women) and Safeguarding Officer*. The Management Committee consists of the club officers, with the exception of the *Competition Secretary* and the *Safeguarding Officer*, although these officers, and representatives of the various sub-groups, may be invited to its meetings from time to time.

From time to time, whenever necessary, an Extraordinary General Meeting (EGM) may be called.

The current club officers can be found on the club website at:

<https://www.pentyrchbowlingclub.co.uk/officials-2023-2024.html>

There are also now three working sub-groups (or sub-committees), which members can volunteer for, and which are instrumental in the day-to-day running of the club. These are:

- (1) Green and club facilities,
- (2) Recruitment and sponsorship
- (3) Fund-raising and social activities.

The respective tasks of these three sub-groups are: (1) looking after the bowling green and club facilities, (2) the continued recruitment of new members, and (3) generating income through fund-raising activities and social events.

The club also has a recently updated Constitution which you can access on the club website.

<https://www.pentyrchbowlingclub.co.uk/>

## **12. Volunteering for Sub-groups**

As has been mentioned above, the club relies considerably on members volunteering for the various activities which are necessary for its day-to-day running. We all bring skills of one kind or another, whether it's a bit of carpentry, making a cake, using a lawnmower, taking notes at a meeting, planting a few flowers etc., and these are the skills that come in handy in the life of a bowling club. Voluntary work at the club is not onerous, at the very most an hour or so a week, usually much less. And, of course, the more volunteers the lighter the task! So please, if you can offer a little time during the week to help out with the various necessary activities which allow the club to tick over, let us know.

## **13. The Importance of Recruiting New Members**

The club has an active recruitment sub-committee which seeks to attract new members from local communities in and around Cardiff. It does so through advertising in various ways, in local community publications and on social media (Facebook, Twitter etc.)

But we can all play a part in attracting new members, simply by inviting any of our friends or acquaintances to join. If you know of anyone who might enjoy bowls, bring them up to the club for a roll-up or put them in touch with our membership secretary, who can arrange for them to come to Pentyrch for a taster session with one of our coaches.



## 14. The Club's Social Events

The social events organised by the club serve two important purposes: (a) to give members, their families and friends an opportunity to enjoy one another's company other than on the bowling green, and (b) to raise valuable funds for the club. Beyond members' subscriptions, fund-raising social events are crucial to the club's ability to develop its infrastructure (green improvement, premises development, equipment maintenance and replacement etc.), in short, to its ability to continue as an on-going concern for the benefit and enjoyment of its members.

Among the events that the club organises each year are: **Monthly Coffee Mornings**, where tea and coffee and cakes/savouries are provided, all for a modest entry fee of £4.00, **Quiz Evenings**, and an annual **Race Evening**, where members, their families and friends have a chance to have a small flutter or two on the results of videoed horse races and enjoy a buffet meal. These events also include a traditional raffle for a range of prizes.

The social events, with the exception of the coffee mornings, are usually held in the adjacent, excellent premises of Pentyrch Rugby Club. As was mentioned above, Pentyrch Bowling Club members, through their annual subscription, are given social membership of the Rugby Club, which offers them a small concessionary discount on drinks at the bar.

Coffee mornings, quiz and racing evenings are all open to the general public and are generally extremely well supported by members, their families and friends and the local community.

The club also has a monthly '**Lucky Numbers**' draw, during the six months of the season. Those who wish to enter pay £12 (£2 per month) for each number they choose to be entered in the draw. Each month, usually during the corresponding coffee morning, the winning numbers are drawn, with a top prize of £25 and five other prizes of £15, £10, £5, £5 and £2.

For those who enjoy a 'sporting' weekend away, there is an annual **Club Tour**, recently usually in Torquay, where participants play 'friendlies' against local club teams, and enjoy each other's company in the evening (see Section 15 below).

There is also an annual **presentation dinner** after the end of the playing season, at which trophies and cups are presented to the winners of the club's internal competitions.

## 15. The Annual Club Tour

Each year, at the beginning of June, the club organizes a weekend tour. Past tours have taken us to the seaside resorts of Tenby, Weston-super-Mare and Torquay. We usually play three mixed-team matches against clubs on the Friday, Saturday and Sunday afternoons. The price of the tour includes coach travel, hotel accommodation and meals.

The tour is an excellent opportunity to get to know fellow members better, to enjoy bowls in a new and pleasant environment and a quiet drink together in the evening. We would warmly encourage all new members to sign up for the tour.

## 16. How the Club Communicates

The club communicates internally with its members and externally in a number of ways:

### (a) social media

1. Facebook: <https://www.facebook.com/pentyrch.bowlingclub>
2. X (ex Twitter): Pentyrch Bowls @pentyrchbowls
3. Website: <https://www.pentyrchbowlingclub.co.uk/>

### (b) club-internally

4. Email: Notice of meetings, social events etc. and other important information between club and members.
5. Whatsapp: Primarily communication between members of sub-groups and team members.
6. Noticeboards in men's and women's changing rooms (fixture lists, signing-up sheets for league matches, internal competitions etc.)

The club website is also used to post important information (league fixtures, social events, club rules, officers etc.)

## 17. Don't be Afraid to Ask!

Finally, **don't be afraid to ask!** It's not always easy to immediately feel 'at home' in a new environment, understanding who's who, how things work both socially and on the bowling green, especially if you're new to bowls. We hope that this little handbook has helped in this respect. But remember, a good way to find out is to ask other members, particularly some of the 'senior' members, who have a wealth of first-hand knowledge and experience both about the sport of bowls itself and about the club. We're a friendly club and fellow members will always be willing to give time to answering any queries you might have. You'll soon get to know who's who, but here are some of our long-term members who will be happy to answer your questions and queries: Eileen Boddington, Margaret Krawiecka, Brian Ilbery, Mark Krawiecki and Iain Russell. And of course many of us will be able to help you, or at least point you in the right direction.

## 18. Some Useful links

A comprehensive account of the rules of lawn bowls can be found online at:

### Laws of the Sport of Bowls (Crystal Mark Fourth Edition)

[https://www.worldbowls.com/wp-content/uploads/2022/08/Laws\\_of\\_the\\_Sport\\_Fourth\\_Edition.pdf](https://www.worldbowls.com/wp-content/uploads/2022/08/Laws_of_the_Sport_Fourth_Edition.pdf)

**Lawn Bowling – A Complete Beginners’ Guide:**

<https://www.bowls.co.uk/flat-green>

**The website of the East Wales Private Greens Bowling Association:**

<https://www.eastwalesprivategreens.org/documents.html>

**Bowls, bowl equipment, clothing etc:**

*(a) in Cardiff*

Bowls Warehouse  
Lakeview Business Park  
Lamby Way  
Cardiff  
CF3 2EP

*(b) Online - a selection of outlets*

<https://www.bondbowls.co.uk/>

<https://bowlsdirect.com/>

<https://www.discountbowls.co.uk/>

<https://thebowlsshop.com/>