

# **DORSET COUNTY INDOOR BOWLING ASSOCIATION**

## **CONSTITUTION and RULES as amended at May 2016**

### **1. TITLE**

The Association shall be called THE DORSET COUNTY INDOOR BOWLING ASSOCIATION and is hereafter referred to as THE ASSOCIATION.

The official colours of the Association shall be GREEN and WHITE.

### **2. AFFILIATION**

The Association shall be affiliated to the English Indoor Bowling Association (EIBA) and will conform to its Rules and Regulations.

### **3. OBJECTS**

- 3.1 To promote, foster and safeguard the level green game of indoor bowls for males within the County of Dorset.
- 3.2 To adopt and enforce the Laws of the Sport of Bowls as published by the World Indoor Bowls Council (WIBC).
- 3.3 To hold annual Championships in singles, pairs, triple and fours and any other Competitions and events as appropriate.
- 3.4 To interpret, when called upon, questions of Law and practice relevant to the level green game of indoor bowls in the County of Dorset.
- 3.5 To help and advise upon county matters and to arbitrate the differences between Affiliated Clubs and /or members thereof.

### **4. MEMBERSHIP**

- 4.1. Those indoor Bowling Clubs, or Clubs with indoor bowling sections which have the use of facilities within the County of Dorset, commensurate with the requirements of the WIBC as defined in the Laws of the Sport of Bowls.
- 4.2. Are affiliated to the EIBA.
- 4.3. Have applied to the County Secretary for membership and have supplied an up to date copy of their Club rules together with a list of the names and addresses of their officers, have paid the required affiliation fees. and have had such application accepted by the executive committee.
- 4.4. Have been duly elected Honorary Life Members in recognition of special Individual services to the Association or to the game of indoor bowls

### **5. FEES AND SUBSCRIPTIONS**

The Association Annual Subscription and Affiliation Fees payable by each Club shall be based upon the playing membership of each Club as at 1st October in the current year. It shall be paid not later than 30th November in the current year.

The rate of the Subscription and Affiliation Fees shall be determined at the Annual General Meeting.

At the discretion of the Executive Committee any Club joining the Association may be required to pay a Joining Fee.

### **6. OFFICERS**

The Officers of the Association shall be elected at the Annual General Meeting, and shall be from the Affiliated Clubs.

The President

The Senior Vice President

The Junior Vice President

The Immediate Past President

The Secretary

The Match Secretary

The Competition Secretary

National Competition Secretary's / Manager's

The Treasurer

### **7. ADMINISTRATION**

The affairs of the Association shall be conducted by an Executive Committee.

## **8. FINANCE**

- 8.1. The accounts of the Association shall commence on 1st May and end on 30th April each year.
- 8.2. The Treasurer shall present to the Annual General Meeting a precise account of income and expenditure for the past year, duly examined by two Independent Examiners appointed by the Officers of The Association.
- 8.3. The funds of the Association shall be deposited in a suitable Bank or Building Society approved by the Executive Committee.
- 8.4. Copies of the examined accounts shall be sent to each Affiliated Club following the Annual General Meeting.
- 8.5. The president shall receive an honorarium. Such sum to be agreed by the Executive Committee at their last regular meeting prior the AGM.
- 8.6. The Presidents Deputy may claim reasonable out of pocket expenses whilst representing the County at County Finals or Semi Finals.

## **9 COMMITTEES.**

### **9.1. EXECUTIVE OFFICERS COMMITTEE**

- 9.1.1 The Committee shall consist of The President, Senior Vice President, Junior Vice President, Secretary, Match Secretary and Treasurer or any other Invited officer.
- 9.1.2 The committee shall have power to deal with such matters which, in the view of the President are urgent or do not warrant the calling of a meeting of the executive Committee. Such actions to be reported to the next meeting of the Executive Committee.

### **9.2 EXECUTIVE COMMITTEE.**

- 9.2.1 The committee shall consist of the officers of the Association, League Secretaries, Team Managers and Delegates from, and appointed by each Affiliated Club. The names of the appointed Delegates to be in the hands of the Secretary by the date of the Annual General Meeting.
- 9.2.2. It shall conduct the day to day affairs of the Association.
- 9.2.3. It shall appoint Officers to fill vacancies which may occur through the year, and co-opt additional members if required for any specific purpose.
- 9.2.4. It shall determine the method of team selection for County Matches.
- 9.2.5. The Executive Committee shall meet on a minimum of three occasions at predetermined times throughout the year. Notice of meetings shall be sent to all Affiliated Clubs not less than 14 days before the date of the meeting.
- 9.2.6. The Executive Committee shall be empowered to adjudicate upon disputes referred to it, arising between or among Affiliated Clubs, or members thereof, as to unmeaning or interpretation of the Laws of the Game, or any of the Rules, By-laws, Regulations and Conditions and any matter of practice, Policy or complaint, which it shall hold to be within its jurisdiction. It shall be competent for the Executive Committee, after due investigation of the facts and if need be the examination of witnesses and relevant documentary evidence, to suspend or determine the membership of any Club or member. The decision of the Executive Committee shall be final.

## **10. COMPETITION COMMITTEE**

- 10.1 The Committee shall consist of The Competition Secretary and two other members elected at the Annual General Meeting and shall be responsible for:-
- 10.2. The supervision of the draw for all competitions.
- 10.3. The notification of the draw to the competitors.
- 10.4. The enforcement of the competition rules.
- 10.5 The resolving of any and all disputes arising between competitors, noting that the decision of the Committee is final and binding.
- 10.6. The booking of sufficient rink space for the finals, ensuring that all finals are played on the designated days and venues, together with all other arrangements required for that day.

## **11. ANNUAL GENERAL MEETING**

An Annual General Meeting shall be held in May of each year Notices and Agenda of such meeting shall be forwarded to all Clubs by the Secretary not less than 14 days prior to the meeting.

The Agenda for the Annual General Meeting shall be as follows :

- 11.1 Apologies for absence.
- 11.2 Minutes of the previous Annual General Meeting.
- 11.3 Matters arising from those Minutes.
- 11.4 To receive and adopt the Annual Secretary's Report.
- 11.5 To receive and adopt the Statement of Accounts for the year.
- 11.6 To receive and adopt the Report of the Match Secretary.
- 11.7 To receive and adopt the Report of the Competition Secretary.
- 11.8 To set the subscription and capitation rate for the year.
- 11.9 To consider any alterations to the Rules.
- 11.10 Election of Officers.
- 11.11 Election of two members to the Competition Committee.
- 11.12 To Elect Honorary members.

11.13 Any Other business for discussion only, for action by the executive committee. Each Affiliated Club shall be entitled to send any number of delegates to the Annual General Meeting but only the two **nominated** delegates from each Club will have the power to vote. Business to be transacted at the Annual General meeting, together with nominations for office and resolutions for alteration of Rules, shall be submitted (in writing) to the secretary 28 days before the date of the Annual General Meeting.

## **12. SPECIAL GENERAL MEETING**

A Special General Meeting may be convened at any time on the instruction of the Executive Committee, or on receipt by the Secretary (in writing) of a requisition to that effect from the Secretaries of not less than two Clubs, stating clearly the purpose of the meeting. No other business shall be conducted at that meeting.

## **13. QUORUM.**

Ten members entitled to Vote and representing a minimum of 50% of the clubs shall constitute a quorum.

## **14.. COUNTY HONOURS**

### **14.1. AWARD OF COUNTY BADGE**

Any member of an Affiliated Club shall be eligible to qualify for the County Badge, provided such player:-

14.2. Has played in 10 recognised Indoor Bowling Association "Badge Games" two of which must be away (i.e. out of county) over a minimum period of one year, calculated from the date of the first qualifying game.

14.3. Has played in one National County Championship match.

14.4. Has achieved the title of County Champion in singles, pairs, triples or fours.

14.5. Has reached the finals of a National Competition.

14.6. Has been awarded a County Badge from another County (verified by a letter from his previous County), and has played in two recognised Indoor Bowling Association "Badge Matches".

14.7. Has carried out special service to the Association such award will be made on the recommendation of the Executive Committee.

14.8. A County Badge flash may be awarded to a player who has played in 50 or 100 County games. (or any other number the Executive Committee considers appropriate). The cost of the County Badge is to be borne by the recipient.

### **14.9. AWARD OF COUNTY LAPEL BADGE**

The First Appearance Badge shall be awarded to a player after playing in their first qualifying County match.

### **14.10. AWARD OF FLASHES**

The Liberty Trophy Flash will be awarded to players after having played three matches.

## **15. ALTERATIONS TO RULES**

No alterations of, or additions to, these Rules shall be made except at an Annual General Meeting or a Special General Meeting called for that purpose. Full details of any proposed alterations (unless proposed by the Executive Committee) must be submitted in writing to the Secretary at least 28 days before the date of the Annual General Meeting or Special General Meeting, and shall not succeed unless supported by two-thirds of the votes cast at the meeting. Any Rule so approved shall become effective immediately.

## **16. CHILD PROTECTION POLICY**

The Association is committed to providing a safe environment in which children and vulnerable adults can enjoy taking part in a game of bowls. It will seek to underpin and ensure this commitment by following and promoting the joint Child Protection Policy and Procedures of the National Governing Bodies

## **17. STANDING ORDERS**

At General Meetings and at Executive Committee Meetings the mover of a motion, but not the mover of an amendment, shall have the right to reply. Immediately after which reply the question shall be put and a vote taken. No other person shall be empowered to speak more than once on the same motion, unless permission to explain be given by the President, or in exceptional circumstances by consent of three-fourths of those voting. The mover of the motion, when exercising his right to reply, shall not introduce new matters, but confine his reply to questions raised in the discussion. The seconder of a motion or amendment may do so formally and exercise his right to speak at a later period of the discussion.

1<sup>st</sup> Draft RJH 090216

Rev 2 160216

Final Draft 090316

Draft read corrections 160416

Numbering sequences formalised 190416

Rule 8.4 amended 120516.