

ASSOCIATION RULES

(Revised at SGM January 2023)

Issue Six January 2023

1. **TITLE:** The name of the Association shall be **THE MID-SUSSEX BOWLS LEAGUE.**
- 1a. **OBJECTIVE:** To promote competitive mixed flat green bowling in Mid-Sussex
- 2a. **MEMBERSHIP:** The Association shall consist of Clubs that are situated in the area of Mid Sussex and within an area of 17.5 miles North to South x 25 miles East to West as drawn on the membership map with each Club's application for membership having been approved by the Executive Committee.
- 2b. **APPLICATION FOR MEMBERSHIP:** Application to join the Mid–Sussex League Association must be received, by the Management Committee Hon. League Secretary, before the October AGM in writing not later than the 1st. September for entry the following season. Clubs wishing to withdraw from either league should put their request in writing to the Hon League Secretary.
- 2c. **JOHN SPRIGGS LEAGUE** (Reserve League): Any club with a team playing in the Mid Sussex League may enter upto two teams** to play in the John Spriggs League on payment of the specified subscription to the Treasurer not later than 1st. January. ** if there is space and it helps to achieve the 5/6 team minimum requirement in Division 3 (**Amended SGM 18**)
3. **FEES AND SUBSCRIPTIONS.**
- 3a. **FEES:** The entrance fee shall be as proposed by the Treasurer and approved by the Executive Committee and shall be paid by each Club on joining, such fee to constitute the subscription for the first year of membership.
- 3b. **THE ANNUAL SUBSCRIPTION:** shall be as proposed by the Treasurer and approved by the Executive Committee and shall be paid not later than 1st. January. Failure to pay by this date will disqualify any club from participation in the affairs of the League until such time as the amount is paid.
4. **ADMINISTRATION:**
- 4a. **EXECUTIVE COMMITTEE:** The affairs of the League shall be conducted by an Executive Committee consisting of: -
The President, Chairman, Hon Secretary, Hon. Treasurer, Hon. League Secretary, Hon. Assistant Secretary, Hon. Match Secretary (the officers) and one delegate from each of the Member Clubs, all of whom shall be entitled to vote. Half of the Officers and half of the delegates to be present to form a Quorum.
- 4b. **MANAGEMENT COMMITTEE:** The Management Committee shall comprise of the President, Chairman, Hon. Secretary, Hon. Treasurer, Hon. League Secretary, Hon, Assistant Secretary, Hon. Match Secretary, four to form a quorum.
 - 1) The Management Committee shall make recommendations to the Executive Committee, deal with matters referred to it and any matters which may arise between Executive Meetings. Manage the Association Rules.
 - 2) The Management Committee shall have the power to co-opt to fill vacancies occurring in the Committee with the exception of the President.
 - 3) The Management Committee shall adjudicate upon any disputes, disciplinary or any other matters held to be within Its jurisdiction, referred in writing, to the Hon Secretary. The Management Committee may impose any penalty they feel commensurate with the offence and the Hon Secretary will notify the offending club(s) or individual(s) of their decision, in writing, within seven days of their meeting. Members of Clubs or individuals involved in any dispute may be invited to attend the meeting and speak but may not vote on the issue. The

Management Committee may refer any particular matter to the next Executive Committee meeting for confirmation if it is felt necessary. The penalised club or individual may lodge an appeal in writing within seven days of receiving the notification of the decision. Such appeal will be dealt with at the next Executive meeting and the Management Committee's decision suspended until that meeting.

- 4c. **CLUB CONTACTS:** Due to the breakdown of messages between the Management Committee and Clubs it was agreed that in addition there should be another email contact within each club other than the Delegate, (ideally the Club secretary or Match Secretary). This system is used by the County and works well. **(Amended SGM 23)**

5. **OFFICERS DUTIES.**

PRESIDENT: Generally a figure-head but assists with the day to day running of the Association.

CHAIRMAN: Chairs all Executive meetings [4 per year] plus any special SGM or meetings that may occur. Senior member of the Management Committee. Has a casting vote at meetings. Should the President be unable to attend an event cover their absence.

HON. SECRETARY: shall attend to all business matters of the Association and give a report, if required to do so, at each meeting. Give a written report for the A.G.M.

HON. TREASURER: shall deal with all financial matters, will give a financial statement at each meeting and an audited balance sheet at the A.G.M., a copy of which shall be presented to each Club delegate.

HON. ASSISTANT SECRETARY: shall keep the Minutes of all meetings held.

HON. LEAGUE SECRETARY: shall be responsible for administering the Association Rules and League Games General Rules, dealing with any disputes or disciplinary matters as far as they concern League matters. Advise the Management Committee on applications to join the League, produce and circulate a league fixture list to all clubs, collate and record all match results and produce league tables.

HON. MATCH SECRETARY: shall arrange matches as agreed by the executive committee and notify member clubs of team selections

6. **MEETINGS:** The Hon. Secretary shall arrange Management and Executive Committee meetings as and when there are important items for discussion, after consultation with the Officers. The A.G.M. shall be at an agreed date determined at the preceding A.G.M.

SPECIAL MEETINGS: On receipt of a requisition, signed by the secretaries of three-member clubs, or three Officers, the Hon. Secretary shall call a Special General Meeting; such requisition to state the nature of the business to be transacted and no other business shall be transacted at such a meeting.

At least seven day's notice shall be given of all General and Special meetings. IN OTHER PLACES
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7. **ELECTION OF OFFICERS:** The election of the Officers shall take place at the A.G.M. each year. All officers to serve for the year for which they were elected only, but may be nominated for re-election without restriction on any consecutive term of office. No person may hold more than two offices at the same time.

Nominations for officers must be received in writing by the Hon. Secretary at least twenty-eight days before the date of the A.G.M. and must be endorsed confirmed by the nominee.

8. **SEVERANCE OF MEMBERSHIP:** The Executive Committee shall have the power to reprimand or exclude forthwith from further membership of the League Association any Club whose conduct, in the opinion of the Committee, could bring the Leagues into disrepute, or who does not comply with either the Association Rules or League Games-General Rules.

9. **COMPETITIONS:** The Executive Committee shall have entire control of League Association Competitions and Representative games and draw up Rules and Regulations for their conduct. League Association Competitions to be run under Bowls England Laws.

- 10. SELECTION COMMITTEE:** A Selection Committee shall be elected, after the election of Officers, at each A.G.M. Such Committee shall consist of six members of the Executive Committee. This Committee will select the players required for Representative games from availability sheets submitted by member clubs to the Match Secretary.
- 11. ALTERATION OF RULES:** Alteration of, or additions to, all or any of the foregoing Rules shall be made only at the A.G.M. or at a Special General Meeting. Written notice of the terms of the proposed alterations must be received by the Hon. Secretary not later than twenty-eight days before the date of the A.G.M. or Special General Meeting and notice of such proposals shall be sent to each Club with the notice convening the A.G.M. or Special General Meeting. Two-thirds of those attending the meeting and entitled to vote must vote in favour of a resolution for it to be accepted. In the event of a tie the Chairman shall have a second and casting vote.
- 12. DISSOLUTION:** If at any General Meeting of the League, a resolution be passed, calling for the dissolution of the League, the Hon. Secretary shall immediately convene a Special General Meeting of the League, to be held not less than twenty-eight days thereafter, to discuss and vote on the resolution. If at that Special General Meeting the resolution is carried according to the voting rules, the Officers shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the League, and discharge all debts and liabilities of the League. After discharging all debts and liabilities of the League the remaining funds shall be distributed among the Member Clubs at the time the original resolution was passed. Each qualifying Club shall be entitled to one share for each year it has been a member of the League up to a maximum of five years.
- 13.** Any infringement will be dealt with by the Management Committee under Rule 4b. 3