

CONSTITUTION

1. TITLE

The Association shall be called the Suffolk County Indoor Bowling Association and shall be affiliated to the English Indoor Bowling Association Ltd.

2. OBJECTS

- a. To uphold the good name of the English Indoor Bowling Association Ltd.
- b. To promote and foster the game of Indoor Bowls for men in the County of Suffolk as laid down by the rules of the English Indoor Bowling Association Ltd.
- c. to induce Clubs to maintain greens in perfect condition.
- d. To arrange Inter-County matches and any Competitions considered desirable.

3. MEMBERSHIP

- a. The Association shall consist of Indoor Bowls Clubs and Clubs with Indoor Sections who have a minimum of 20 male members and whose Club is in the County of Suffolk and who are affiliated with the English Indoor Bowling Association Ltd.
- b. That such Clubs play on greens whose surface is in accordance with the English Indoor Bowling Association Ltd requirements (Laws 2-6 inclusive)
- c. Clubs playing on greens connected with licensed premises must be managed by an Executive Committee and must have sole and exclusive use and control of the funds of the Club and the greens on which they play.
- d. No Club playing, or intending to play, on private, municipal or other greens upon which affiliated Club or Clubs using the said green has, or have been consulted by the Association and in the opinion of the Association has, or have, offered no *bona fide* objections to its affiliation.
- e. Clubs playing on municipal or other greens should possess a permit from the municipal or other authority allowing them to use the rinks for International, National or other competition purposes. Affiliated Clubs are expected to give reasonable facilities of the holding of competitions promoted by the English Indoor Bowling Association Ltd and this Association.
- f. Application for affiliation shall be made to the Honorary Secretary and shall be accompanied by a list of Officers together with the names and addresses of the Hon. Secretary and Hon. Treasurer and a copy of the Club's Constitution and Rules.
- g. The Secretary of each Club shall forward to the Secretary of the Association, particulars of his Club on the approved form, together with a copy of any revisions to the Club Constitution or Rules, not later than 31st May in each year.
- h. It shall be within the power of the Association at the Annual General Meeting to elect Honorary Life Members of the Association for special services rendered to the game and to this Association in particular.
- i. For new Clubs, pending their acceptance as affiliated members of the English Indoor Bowling Association Ltd the Association at the Annual General Meeting shall be empowered to grant them Associate membership of the Suffolk County Indoor Bowling Association. Such membership shall be granted for one year only but may, if appropriate be renewed.

4. AFFILIATION FEES

- a. An Annual Affiliation Fee for the ensuing year, the amount of which shall be agreed at the Annual General Meeting and based on the number of playing male members at the end of the previous season, shall be paid by each Club not later than 30th September in each year.
- b. Any Club failing to pay the Affiliation as stated shall forfeit all rights and privileges of membership.

5. ADMINISTRATION

- a. The affairs of the Association shall be conducted by an Executive Council consisting of:

OFFICERS

- | | |
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| 1. President | 2. Senior Deputy President |
| 3. Junior deputy President | 4. Immediate Past President (1 year only) |
| 5. Honorary Secretary | 6. Honorary Treasurer |
| 7. Honorary Competition Secretary | 8. Honorary Match Secretary |

Other Members

9. Honorary Life Members

10. Club Delegates in accordance with the following scale:

Clubs with male membership not exceeding 200 - 1 Delegate

Clubs with male membership between 200-400 - 2 Delegates

Clubs with male membership exceeding 400 - 3 Delegates

- b. The Executive Council shall meet at least once every two months during the Indoor playing season and when necessary at other times of the year. Seven members to form a quorum.
- c. A substitute Delegate may be appointed by a Club should any Delegate be unable to attend an Executive Council Meeting.
- d. The Executive Council may appoint sub-committees and co-opt other members of the Association for special purposes.

6. HONORARY SECRETARY

The Honorary Secretary shall keep a record of the business transacted at all meetings of the Association and shall submit to the Annual General Meeting a report of proceedings since the previous Annual General Meeting.

7. HONORARY TREASURER

- a. The Honorary Treasurer shall report the current financial position to all Executive Council Meetings and shall also render to the Annual General Meeting a precise account of the Income and Expenditure and Balance Sheet to the year ending 31st March, audited and signed by one Auditor.
- b. Copies of the Statement of Accounts and Balance Sheet shall be sent to all Affiliated Clubs at least 7 days prior to the Annual General Meeting.
- c. One Auditor who shall be a member of an Affiliated Club, shall be elected at the Annual General Meeting.

8. ANNUAL AND OTHER GENERAL MEETINGS

- a. The Annual General Meeting shall be held in the month of May each year. The Notice and Agenda of the Meeting shall be sent to all Affiliated Clubs at least 14 days prior to the Annual General Meeting.
- b. Members of Affiliated Clubs may attend the Annual General Meeting and take part in the business. Only Officers and members of the Executive Council shall be allowed to vote and act.
- c. Every item of the Agenda shall be submitted to the meeting for discussion and all votes for and against counted. Notices of Motion and nominations for Officers of the Association (excluding the Immediate Past President) must be submitted by the Executive Council or any Affiliated Club, to the Honorary Secretary by 1st April. Should more than one nomination be received for any Office, a ballot shall be held at the Annual General Meeting. Nominations for Junior Deputy President (normally progressing to Senior Deputy President in the following two years) shall be made by the Affiliated Club next in order in the County's established Club rota. In the event of a Club declining to nominate, they shall miss their turn until they next come to the top of the rota, and the Club next in order shall be requested to nominate in their place.
- d. A Special Meeting shall be called:
 - 1. If so determined by the Executive Council.
 - 2. On the requisition of not less than three Affiliated Clubs by notice in writing to the Honorary Secretary.
 - 3. Fourteen days notice in writing shall be given to the Secretary of all Affiliated Clubs before a Special General Meeting, such notice to specify the purpose for which the meeting has been called. No other business shall be transacted at the meeting.

9. STANDING ORDERS

All meetings of the Association shall be conducted by Standing Orders as applied by the English Indoor Bowling Association Ltd. (Rule vii)

10. THE EXECUTIVE COUNCIL IN APPEAL

The Executive Council shall be empowered to adjudicate upon any dispute referred to it, arising between or among Affiliated Clubs as to the meaning of any of the rules, Bye-Laws regulations and Conditions, or on any matter of practice policy or complaint which it shall hold to be within its jurisdiction.

The subject of reference or appeal must be stated in writing to the Honorary Secretary who shall call an Executive Council meeting to deal with the matter. It shall be competent for the Executive Council, after due investigation of the facts, and if need be, the examination of witnesses and relevant evidence, to suspend or determine the membership of any Club or of any member concerned.

11 CONDITIONS OF PLAY

All games to be played in accordance with the World Indoor Bowls Laws of the Sport of Indoor Bowls (First Edition), unless otherwise stated. Clubs may make modifications of these Laws as may be necessary for domestic requirements.

12 COMPETITIONS AND MATCHES

- a. The Executive Council shall have entire control of Inter-County Matches and Competitions and may select teams for the former and draw up Rules and regulations of the latter, or may delegate such powers to sub-committees appointed by them for that purpose.
- b. Selection for County Matches shall be made by a Committee determined by the Executive Council.
- c. The County Badge will be awarded to affiliated members after playing five qualifying County Matches or Under 25 Matches. In addition, the County Badge if not already held, shall be automatically awarded to:
 1. Winners of County Competitions.
 2. Area winners of National Competitions who are members of Affiliated Suffolk County Indoor Bowling Association Clubs.

NOTE: The award to be made only to the established teams in Pairs, Triples and Fours and not to substitutes used at any stage of the competition.
- d. A 'Liberty Trophy' Blazer Flash shall be presented to all members playing in the Competition and an 'Eastern Counties' Blazer Flash shall be presented to all members playing in five Eastern Counties Indoor League matches.
- e. An U25 Blazer Flash will be presented to players who play in three U25 Level County Matches.
- f. An Over 60's Blazer Flash will be presented to all members after playing in five County Over 60s matches.

13 GENERAL BYE LAWS

- a. The Executive Council is empowered to make Bye Laws for the administration of all County Competitions and County Leagues.
- b. The Executive Council may alter or add to the Bye Laws controlling County Competitions and County Leagues at Council meetings. Such alterations or additions shall not be effective unless agreed to by a two-thirds majority.
- c. All Affiliated Clubs shall be notified of any alterations or additions in the Bye Laws made by the Executive Council by FIRST CLASS POST within 24 hours of the change in the Bye Laws.

14 PROTECTION OF THE VULNERABLE (P.O.C.A.)

The Suffolk County Indoor Bowling Association is committed to promoting a safe environment in which children and vulnerable adults can enjoy taking part in games 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.

15 ALTERATION TO CONSTITUTION

- a. Alteration(s) of, or addition(s) to, this Constitution shall be made only at the Annual general Meeting. Written notice of the terms of such proposed alteration(s) or addition(s) shall be given to the Honorary Secretary by 1st April. A Special Meeting may also be convened for this purpose.
- b. No proposal for alteration(s) or addition(s) to the Constitution shall be deemed to have been passed at any general Meeting unless at least two-thirds of the votes cast are in favour thereof.

13 DISPLAY OF CONSTITUTION

A copy of this Constitution and Bye Laws shall be permanently displayed on the notice board of allowing Affiliated Clubs.

Amended at Special Meeting 15th January 2014