

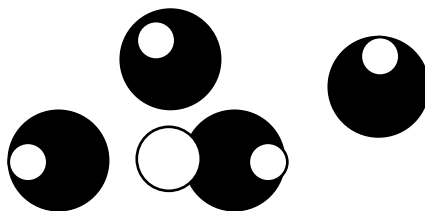
STAFFORD SATURDAY BOWLS LEAGUE

Chairman:

Secretary:

Tele:

Tele:



Constitution

A. GENERAL

1. The League shall be called the Stafford Saturday Bowls League, which may be amended for publicity and sponsorship purposes to highlight the name of the current sponsor. No age restrictions apply in this league. Each league member must be registered with the British Crown Green Bowling Association and their registration number lodged with the League Secretary.
2. The league shall have an Annual General Meeting (AGM) each February, the secretary sending out details of any new proposals or alterations to the rules one month before the AGM. All members have a right to vote on all matters raised at the AGM.
3. The Management Committee shall be set up consisting of the following officers: President, Chairman, Vice Chairman, Secretary, Treasurer and any other officers with specified responsibilities selected at the AGM together (e.g. Fixture Secretary) with each team captain. All positions will be open for election at the AGM together with each team captain. Thereafter the elected officers have power to fill vacancies as necessary.
4. A quorum requires the presence of seven members of which at least 2 shall be elected officers of the league. Any decision will be decided upon a simple majority of the votes cast by those present at the AGM. The Chairman, Vice-Chairman, Treasurer and Secretary and account checker will be elected annually at the AGM. The Chairman will have the casting vote in the event of a tie.
5. The Management Committee will meet once a year prior to the AGM to discuss new proposals and the agenda for the AGM. The League Secretary will arrange a venue and time for the collection of fixtures, scorecards and match result cards, competition entry sheets and a copy of the minutes of the latest AGM. The Management Committee will meet during the close season to review the seasons bowling and discuss changes required.
- 6a. Depending on the number of teams joining the League the AGM will determine the structure of the league. Where enough teams join, the league will consist of 2 Divisions, with as near as possible equal numbers in each division. If insufficient teams join then just 1 division will be created.
- 6b. New teams coming into the League shall be approved by the Management Committee and integrated according to the expertise of the players in the list provided to the Secretary, but normally in the second division, should it be created.

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- 6c Where two divisions exist, the top two teams will be promoted from the second Division to the first, and the bottom two from the first will be relegated to the second at the end of the season. In the event of teams being equal both in regard to points and to aggregate score then a play-off shall be arranged by the Management Committee to be played on neutral green.
7. At the beginning of the season, the captains shall submit to the League Secretary on the official registration form provided, a list of layers in their team. The scheduled fixture (but not re-arranged) matches shall be played on Saturday's, commencing at 2:00pm.
8. Each team shall pay a fee to join the League. This fee will be proposed by the Treasurer at the AGM voted on by the members present. Such fee and other costs to be determined by the Treasures and approved by the AGM will be paid by each Club at the season end on receipt of an invoice.
9. Clubs wishing to resign from the League must do so in writing to the League Secretary prior to the AGM. Failure to do so will make that Club liable for all fees for the forthcoming season.
10. An account shall be operated at a bank in Stafford. The accounts of the League shall be checked each year and submitted for approval at the AGM. An account checker being elected at the AGM.
11. The Management Committee can decide on matters not covered by the Constitution. A special General meeting may be called at 14 days notice, by the secretary, if a proposal signed by four team captains, is submitted.
12. Financial or legal liability incurred in the rightful exercise of their office, shall not be the personal liability of the Officers or the members of the Management Committee but shall be the responsibility of the clubs of the league.
- 13a. Players can be registered with only one named club and must remain with that named club throughout the season. Under certain circumstances, the transfer of players between clubs will be allowed but, must have prior consent of the Management Committee. Players transferring must have no outstanding financial obligations with their former club prior to moving.
- 13b New registration of player/s can be made by the appropriate team captain/representative, through the website up until 1st April each year. After this date, registration must be done via the League Secretary. Registration of new players through the Secretary can be made up until midnight on the Wednesday immediately prior to the day of the match in which the new player is to compete. All players must have a County Registration Number or be in possession of an application receipt. Failure to comply with the above will render that application invalid.
- 13c. Where a club should have more than one team in the league, players must be registered with only one team. No player can move between teams of the same club once they have played

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one game for their registered team.

14. The current rules of the Saturday Bowls league matches to be brought within the League Constitution. All games to be played in strict accordance with the rules of the League.

B. RULES GOVERNING THE SATURDAY AFTEROON MATCHES

1. All games will be played in accordance with the B.C.G.B.A. Laws of the game. Four approved jacks a 19-metre tape and the home team in all matches must provide a set of measures.
2. Teams will consist of a minimum of 6 players per side, with all games' 21 up. Each match to consist of 7 games, 3 doubles and 4 singles. Doubles to be played before the singles. In the event of no markers being available, players are to score and measure for themselves where possible. No player may practice on an away green within 24 hours of being scheduled to play there in a league fixture. This applies to both private and public venues.
3. If a team is unable to field 10 players, then a player may play twice, in both doubles and singles. 5 shots will be deducted from the teams "Total Aggregate Score" for each player playing twice. It is the intention of the League that 10 players should form a team and a player may only play twice if there is no other team member available.
4. A player may only play twice if there are no other eligible team members present. Any player doubling up more than 5 times during the season will forfeit those subsequent games 21-0 with the aggregate recorded as 21-10.
5. Each team will play each other on a home and away basis in their respective Division(s). The winner of each division will be decided on a point's basis, 2 points for a win and 1 point for a draw. After each match, teams will be placed in a League table, the position of which will be determined, firstly by points achieved and then by games won and then by the difference of shots won over shots conceded.
6. Eight points are available in each match. One for each game won and one for the team with the highest aggregate shots scored. In the event that the shots are equal then each team will receive half a point e.g. matches can be won 4½ to 3½.
7. Each team will have a captain. The team captains will be responsible for making the match draw, appointing measurers and scorers. **All Doubles matches must commence at 2:00pm.** A complete draw of players is to be made prior to commencement of the match. Any **Singles** player not in attendance half an hour after the official starting time must be substituted by a reserve. No further alteration to the draw is permissible. Any teams having less than six players will forfeit the game where the drawn player is absent and shall forfeit that game 21-0, but for League averages the opposition shall be awarded a 21-10 win. The arrangement of split matches will not be allowed under any circumstances.
8. After completing and signing the match result sheet, the completed sheet match details are then entered on the Stafford Saturday Bowls League website by the home team captain and saved as soon as possible after the match. Then the results are to be confirmed and re-saved

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by the away team captain. This is to be done within 5 days of the match date. If necessary, the scores may be entered by the away team captain first. The completed /signed original match result sheet is to be kept by the home captain. In the case of any dispute, this is to be the definitive record.

9. The League secretary will be responsible for determining the league Winner and Runner-up in each division as well as the Individual and Doubles Average winners and Runner-up in each division.

10a. All matches must be played on or before the scheduled date unless S.C.B.A. fixtures or extreme weather conditions, or the condition of the green. Team captains are to decide on the fitness of the green at the start of the match unless the grounds authority has already made the decision to close the green. No match can be postponed through extreme weather until 30 minutes after the agreed start time of the match.

10b Any other reason for the possible postponement of a match must be reported immediately to the League Secretary for a ruling. Matches postponed for any reason must be played within 28 days of the original fixture and the League Secretary notified of the revised date. If after 28 days the match still has not been played, the League Secretary will decide when and where the match will be played. Replayed matches are to be played in their entirety and a fresh draw made.

If the fixture is not played, the team cancelling the initial fixture will receive no points; the other team will be awarded their match 8-0 points. Individual games within the match will be recorded as “walk-over”. The League programme must be completed by 30th September each year.

11a. The winning Clubs and individuals shall hold all trophies, the property of the League, for a period of 12 months. All trophies will be presented at the AGM each year. Trophy holders will be held responsible for the safe keeping of the League property. If a team or player is to receive a cash prize and are not at the AGM, a nominated person should be able to collect the cash prize from the Treasurer.

11b If, whilst in the possession of a club holding a trophy, said trophy should be lost, stolen or damaged beyond repair, then it is the responsibility of the club to replace the trophy with a new trophy of a suitable standard acceptable by the Management Committee.

12. In the event that matches are abandoned after they have started, because of any conditions or events, then the following rules will apply;

- a) For games completed the result of the game will stand as far as the match result is concerned.
- b) Games not completed must be restarted in accordance with the laws of the game (paragraph 9.10 – the position of the jack should be marked) and the game restarted as near as possible to that mark with the score to stand. Ends should be completed where possible.
- c) Uncompleted games must be between the original players, otherwise the game will be against the missing player as that players score stands.
- d) All games that have not started, before the abandonment, should be redrawn.

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- e) Any player who had played in the doubles on the original fixture date and then has to play in the singles on the rearranged date will not be penalised the five shot penalty.
- f) Abandoned games must be rearranged within 28 days of the original fixture.

C COMPLAINTS AND DISPUTES

- i) Individuals or Teams who have a complaint against another Individual or Team **MUST** write immediately to the league Secretary. (Either E-mail or handwritten Correspondence is acceptable). The complainant must give full details of the complaint or dispute, the individuals or team involved and **MUST** be countersigned by the relevant Club Secretary.
- ii) The league Secretary will acknowledge receipt of the complaint and forward a copy to the individual(s) or Team captain asking them for their comments. If no response received within 21 days of the league Secretary's letter then, it will be deemed that the complaint / dispute is justified.
(Complaints will follow the BCGBA guidelines)
- iii) A meeting of the management Committee will be convened to determine the action to be taken against the individual(s) or team, after which the League Secretary will write to all concerned and the Staffordshire County Bowling Association (SCBA) advising them of the Management Committee decision.
- iv) Should the complaint be contested, a meeting of the Management Committee will be convened and all persons involved in the complaint/dispute will be called to appear before the Management Committee to make their statements to the committee members. The Management Committee will then consider all aspects of the complaint and reach a final decision. Notification of the final decision will be sent in writing to all concerned by the League Secretary and the Staffordshire County Bowling Association (SCBA) advising them of the Management Committee decision.

D Safeguarding

If anyone has any concerns about the welfare of an adult or child you should follow the guidelines of the BCGBA . Talk to your clubs safeguarding officer for advice. Serious concerns should be reported to the police. Everyone involved in bowls has a part to play in safeguarding young people and adults making bowls an enjoyable and safe experience for all. (Guidance is available on the BCGBA website, and bowlsdevelopmentalliance.com for viewing all the relevant safeguarding policies) Your clubs safeguarding officer will also have the relevant contact details if they require further advice.

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