

BOWLS WILTSHIRE (MEN) RULES

Section 1-RULES

TITLE

1. The Section shall be known as “Bowls Wiltshire Men” hereafter referred to as BW(M).

OBJECTIVES & INDEMNITY

2. In accordance with those of Bowls Wiltshire.

MEMBERSHIP

3. Via Bowls Wiltshire.

FEES AND SUBSCRIPTIONS

4. Every affiliated Club of the Men’s Section shall pay a subscription as specified by Bowls Wiltshire (P&E). Such subscription shall be paid by a date specified by BW. BW will deal with all late payment issues.

ADMINISTRATION

5A EXECUTIVE COUNCIL

The affairs of BW(M) shall be conducted by an Executive Council consisting of:

- (1) The President, Senior Vice-President, Junior Vice-President, Chairman of GPC, Men's Administrator, Match Secretary, Treasurer and MC Administrator, all of whom shall be entitled to speak and vote.
- (2) BE Councillor - who shall be allowed to speak and vote.
- (3) Club Delegates - One delegate from each Club, who shall be allowed to speak and vote.
- (4) Past Presidents / Honorary Life Members - who are allowed to speak but not vote (unless they are delegates in another capacity).
- (5) Championship and Competition Secretary who are allowed to speak but not vote (unless they are delegates in another capacity).
- (6) Honorary Secretary and Honorary Treasurer of the Benevolent Fund who are allowed to speak but not vote (unless they are delegates in another capacity).
- (7) Any member of BW(M) currently holding a directorship of BE or appointed to an official capacity within BE - who are allowed to speak but not vote (unless they are delegates in another capacity)
- (8) The Chairman shall have a casting vote if required.

The Chairman of the GPC shall be elected for a period of three years. Nominations for Chairman must be submitted to the Administrator not later than 1st October when called for by the Men's Administrator.

Nominations for the post of Junior Vice-President, Men's Administrator, Match Secretary, Treasurer, BE Councillor and MC Administrator will be accepted from any affiliated Club and such nominations shall be made in writing by the Club after the consent of the nominee has been obtained and must be in the hands of the Men's Administrator not later than 1st October in each year.

Should no nominations be received by the closing date, then the incumbent will, if in agreement, continue in office following formal nomination and seconding from the floor of the meeting. Should the incumbent wish to retire from office, nominations will be taken from the floor of the relevant meeting.

The Executive Council shall have power to fill any vacancy arising during the year.

The Executive Council shall meet at least twice per annum (February and October), or as often as the business of BW(M) demands. Five members shall form a quorum and in the event of a delegate being unable to attend a Meeting of the Executive Council a substitute shall be allowed to attend and vote. Minutes of the meeting shall be made available to all Council Members.

All Committees are empowered to co-opt members to provide additional expertise when required.

Chairmen of all Committees to have a casting vote.

The following appointments will be made annually:

- (a) Championship Secretary and Area Secretaries – appointed by the October Executive Council
- (b) County Competition Secretary – appointed by the October Executive Council
- (c) League Area Secretaries - appointed by the October Executive Council

5B GENERAL PURPOSES COMMITTEE

(1) The Committee shall consist of a Chairman, the Men's Administrator, the Treasurer, the Match Secretary, the BE Councillor, the MC Administrator and four Councillors, elected by the Executive Council, having been previously nominated by their respective Clubs.

Ideally the elected councillors would be one from each of the four rink areas, however, if this is not possible we would accept multiple nominations from the same area.

The President, SVP, JVP and IPP and any County Member holding a Directorship or acting in an official capacity for BE will always be invited to attend the meetings. They may speak but not vote.

(2) Officers of the GPC may be proposed by their respective clubs prior to the General Meeting/Extraordinary Meeting or by the GPC Committee.

(3) Councillors should be nominated by their respective club prior to the General Meeting/Extraordinary Meeting. All nominees will be eligible to stand for election. Should no nominees be forthcoming then nominations may be taken from the floor in an open vote.

(4) The GPC shall have the authority to appoint sub-committees as required to conduct BW(M) business. The appointed chairman of the sub-committee will be responsible for informing the GPC of any recommendations.

(5) This Committee shall deliberate upon any matter referred to it and, if necessary, make recommendations for approval or amendment by the Executive Council.

(6) This Committee is also empowered to implement any transactions considered necessary in the interests of BW(M), following a recommendation by the Finance Sub-Committee, without reference to the Executive Council. All business shall be minuted and copies made available to all GPC Members at their next Meeting.

(7) This Committee shall have power to fill any vacancy arising during the year.

(8) This Committee shall meet at least four times per year, preferably January, April, July and October.

(9) Three Officers and two members shall form a quorum.

5C FINANCE SUB-COMMITTEE

(1) The Sub-Committee shall be Chaired by the Treasurer who is responsible for co-opting / appointing up to three Members who can provide relevant expertise and recommendations to the Committee.

5D EMERGENCY COMMITTEE

(1) General matters

The Chairman, Men's Administrator and three other GPC members. The choice of the three GPC members is to be guided by the geographical location of the reason for calling the meeting. The Men's Administrator is empowered to call this Sub-Committee as and when required.

Note: Anyone directly involved with the Clubs / Areas concerned must 'declare an interest' and withdraw from any such Meeting.

OR

(2) For specific urgent issues

A minimum of three County Officials (Officers, Council Members etc) invited by the Men's Administrator, who have the relevant knowledge to adjudicate, but are not directly involved with the Clubs / Areas concerned

The Emergency Committee shall adjudicate upon any matter referred to it, and its decision shall be final.

5F GREENS SUB-COMMITTEE

The Men's Administrator to be empowered to call this Sub-Committee of up to three GPC members as and when required. The Greens Sub-Committee shall adjudicate on all matters or disputes referred to it in relation to the fitness of a green for competitive play, and its decision shall be final.

6 TEAM SELECTION

(1) APPOINTMENT OF MIDDLETON CUP TEAM MANAGER /SELECTORS

Nominations for the position of MC Manager should be received by 1st September of the year in which the appointment is necessary (the MC Manager shall serve for four years), the nomination will be together with a CV detailing their experience. The election shall take place at the October Exec. Meeting of that year.

The MC Manager will appoint up to four Selectors to assist during term of office.

(2) ELECTION OF AMINISTRATORS FOR COUNTY FRIENDLIES

Nominations should be received by 1st December. Elections, if required will take place at the February Exec. Meeting. This is a one year appointment but re-election is allowed.

Lists of available players from the Clubs will be forwarded to Match Secretary or another nominated person.

(3) SELECTION OF COUNTY FRIENDLY TEAMS

Teams will be selected by as many of the following that can be available for the task: President, SVP, Match Secretary and Administrators.

7 COUNTY MATCH HONOURS

To qualify to represent BW(M) a player must be a member of an affiliated Club.

(a) A player representing BW(M) for the first time shall be entitled to wear a Colts Badge, which is a miniature version of the full official BW(M) pocket badge. The Colts Badge shall be worn until qualification for the full pocket badge under Rules 7 (i, ii or iii) below.

The full pocket badge shall be awarded to a player:

(i) who has played in an inter-county match in four separate years, the cost of the badge to be borne by the recipient.

(ii) who has played in a Middleton Cup match.

(iii) who wins the County Singles or Unbadged Singles Competition (should he not have already qualified by Rule 7 (i) or (ii) above.

(b) Players taking part in Middleton Cup matches are entitled to wear the Middleton Cup flash after playing in 3 Middleton Cup matches.

In the event of inclement weather, or any other reason for which a qualifying match is curtailed, at least ten ends must be played in order to count towards qualification for any County badge or flash.

Tour, Executive and Presidents Matches shall not count.

8 ANNUAL AND OTHER MEETINGS

(1) The Annual Meeting of BW(M) shall be held in the month of November of each year. Fourteen days notice of it and all General Meetings shall be given, three Officers and ten Members shall form a quorum. Every Club shall be entitled to be represented by two representatives (for voting purposes) in addition to the delegate or his substitute to the Executive Council.

(2) An Extraordinary General Meeting shall be called:

(a) At the request of the Executive Council.

(b) At the request of at least two of the BW(M) Officers, see 5A (1) above.

(c) On a written request addressed to the Administrator of BW(M) by any three Clubs and signed by at least two of the Officials of each of those Clubs, (i.e., two of the following:- Secretary, Match Secretary, Treasurer, President and Club Delegate to the Executive Council).

The notice calling an Extraordinary General Meeting shall state the purpose for which it is called, and no other business shall be transacted at that meeting.

(d) At the Annual Meeting, or an Extraordinary General Meeting, voting shall be as per the Executive Council, except that every Club shall be entitled to be represented by the delegate to the Executive Council (or his substitute), together with two additional nominees from the Club, all of whom shall be empowered to vote.

(e) Should an election be necessary pertaining to a specific District, Area, League or other group of Clubs, then only those voting members from the Clubs concerned will be eligible to vote.

9 RESPONSIBILITIES

Job Descriptions are available from the Secretary.

10 MISCONDUCT, SUSPENSION / SEVERANCE OF MEMBERSHIP

In accordance with Rule 9 Bowls England.

11 ALTERATION OF RULES

Alteration or additions to all or any of the foregoing rules shall be made only at the Annual Meeting or at an Extraordinary General Meeting convened for that purpose.

12 PROTECTION OF CHILDREN AND THE VULNERABLE, DISCRIMINATION, EQUAL OPPORTUNITIES, HUMAN RIGHTS LEGISLATION AND DISSOLUTION

In accordance with those of Bowls Wiltshire.

13 MATTERS NOT PROVIDED FOR

If any matter shall arise which in the opinion of the General Purposes Committee of BW(M) is not provided for in these Rules then the same may be determined by the General Purposes Committee in such manner as it sees fit, and every such determination shall be binding upon affiliated Clubs and members of the affiliated Clubs unless and until set aside by a resolution of a General Meeting.

AN OUTLINE OF THE ROLE OF A CLUB DELEGATE AND THE EXECUTIVE COUNCIL

A CLUB DELEGATE (WHO IS ALSO A MEMBER OF THE EXECUTIVE COUNCIL)

1. A Club Delegate is the representative for a Club at all Exec and General Meetings.
2. He speaks / votes for and on behalf of his Club, as directed by that Club.
3. He acts as a messenger between BW(M) and the Club Committee / Member.
4. Any club member wishing to make representations to the Executive Council for changes in rules, etc., should act through his Club Committee / Executive Councillor.
5. Any representations from Club Committees / Executive Councillors should be directed to the BWM Administrator in the first instance.

THE EXECUTIVE COUNCIL

1. Meet twice a year (February and October) to deliberate upon, modify and enhance any suggested changes recommended by the General Purpose Committee.
2. Prepare recommendations for the Annual Meeting (Rules / Constitution / Financial / Structure / Policy, etc.).
3. Elect General Purpose Committee, Area Representatives, Area Selectors, Middleton Cup Manager.
4. Manage Leagues, Championship and Competition Rules / Areas.
5. Receive Reports from the President, Men's Administrator, Treasurer, Middleton Cup Manager and BE Councillor.