



## Appendix One Bowls Leicestershire Constitution Men's Section Rules

### **1. OBJECTIVES**

The objectives of the Men's Section shall be to manage and control the bowling activities for the Men's Section of Bowls Leicestershire (abbreviated to BL):

- .1 To hold county rounds of National Championships as defined in and in accordance with BE Regulation 50.
- 1.2 To hold other County Competitions that BL deems fit and proper, in accordance with the BL Ladies Championships and Competitions Rules.
- 1.3 To enter and play in National Inter-County Competitions (Middleton Cup, Balcomb Trophy and White Rose Trophy).
- 1.4 To arrange and play Inter-County matches.
- 1.5 To participate in the Middle Counties League.

### **2. MEMBERSHIP**

Membership is open to the Men's Section of bowling clubs affiliated to BL and Bowls England (abbreviated to BE).

### **3. MEN'S COUNCIL**

3.1 The affairs of the Men's Section shall be managed by the Men's Management Committee under the guidance of the Men's Council which shall meet as frequently as it considers necessary in order to efficiently conduct the business of the Men's Section.

3.2 The Council shall consist of the following members:

President, Senior Vice-President, Junior Vice-President, Men's Secretary, Men's Assistant Secretary, Men's Treasurer, Men's Competitions Secretary, Men's Match Secretary, Immediate Past-President, one elected Delegate from each affiliated club and Honorary Life Members.

#### **3.3 Elected Officers of the Men's Council**

- a. The positions of President, Senior Vice-President, Junior Vice-President & Immediate Past-President shall be progressive.
- b. Men's Secretary, Men's Treasurer, Men's Competitions Secretary, Men's Assistant Secretary, and Men's Match Secretary.
- c. One nomination for Junior Vice-President may be submitted from an affiliated Club, any nominations shall reach the Men's Secretary not later than 30<sup>th</sup> September.
- d. The above Men's Section Officers will be elected at the BL AGM.

#### **3.4 Other Elected Members of the Council**

- a. Four Area Secretaries
- b. Four Selection Committee Members

#### **3.5 Voting Members of Council**

- c. The Officers duly elected at the BL Annual General Meeting.
- d. Men's County Past President for one year only after leaving office.
- e. Life Members of the Leicestershire Bowling Association.
- f. Men Section Life members of Bowls Leicestershire.
- g. One Delegate from each Affiliated Club

#### **3.6 Non-Voting Members of Council**

The following shall have the right only to attend all Section Council Meetings: Area Secretaries, Elected Committee members and Selection Committee Members.



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**3.7 Powers & Duties of the Council**

The Section Council shall:

- h. appoint the Men's Management Committee;
  - i. appoint the Men's Selection Committee;
  - j. Provide guidance to the Men's Management Committee on Men's bowling matters.
- 3.8 30% of members present at a Men's Council meeting shall constitute a quorum.
- 3.9 The Men's Secretary must provide a list of approved nomination for the Men's President and all Men's Officers to the Administrator not later than 15<sup>th</sup> October for inclusion in the BL AGM notification package.
- 3.10 The President, Senior and Junior Vice Presidents, Men's Secretary, Assistant Secretary, Men's Match Secretary, Men's Competitions Secretary and Men's Treasurer shall be elected at the BL AGM in each year. Only Delegates (or their representatives) representing Men's or Mixed Clubs shall be eligible to vote.
- 3.11 On completion of his year in office the President shall automatically become Immediate Past President and a member of the Management Committee for one year.
- 3.12 All Honorary Life Members of BL Men's Section and the Leicestershire Bowling Association, whether appointed delegates or not, shall have full voting powers at all Men's Council Meetings.

**4. MEN'S SECRETARY**

The Men's Secretary shall call all Meetings of the Men's Council and give 14 days' notice to Club Secretaries of all Meetings. The Men's Secretary shall keep a record of all business transacted at meetings and shall provide them to any Delegate, if requested.

**5. MEN'S MANAGEMENT COMMITTEE**

- 5.1 At the BL AGM, which will normally take place in standard week 46, the Council may elect up to four Members of the Section who, together with the officers specified in Clause 3.4 above, shall constitute the Management Committee. The Management Committee shall meet on at least four occasions each year to conduct and manage the bowling business of the Section.
- 5.2 Nominations for Officers and Committee members must be made to the Men's Secretary by no later than 30<sup>th</sup> September. Clubs may nominate a single member for each/any Officer position; however, they may not nominate more than one member for the same Officer position. Only one nomination for Committee Members is allowed from each affiliated Club, however, an affiliated club may nominate one Committee member in addition to any Officer nominations they make.
- 5.3 The Bowls Leicestershire Administrator will have a non-voting position on the Men's Management Committee irrespective of their gender.
- 5.4 An affiliated club may only nominate a person for one Officer's position in any one year, however, if elected, they may also be co-opted into another Officer's position in the event it was not filled at the AGM or has become vacant during the year.
- 5.5 The Men's Management Committee may co-opt additional members during the year to fill vacant positions or provide specialised expertise as required.

**6. DUTIES OF THE MANAGEMENT COMMITTEE**

The duties of the Men's Section Management Committee shall be to control and manage all aspects of Men's bowling within Leicestershire and Rutland. This will include all Men's and Mixed County Competitions and Men's representative matches. It will also be responsible for informing and assisting clubs of changes in Regulations/Rules or directives from BE.

The Management Committee shall:



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- 6.1 Appoint an Emergency Sub-committee consisting of the President, Men's Secretary, and Men's Competition Secretary together with two other members of the Management Committee to deal with urgent matters. The Emergency Sub-Committee shall have full powers to act on behalf of the Section provided that it reports its actions to the full Management Committee at the earliest opportunity;
  - 6.2 May appoint a Team Manager whose duties will be determined by the Management Committee and set out in a contract approved by the Management Committee;
  - 6.3 May appoint an Under 25s Team Manager whose duties will be determined by the Management Committee and set out in a contract approved by the Management Committee;
  - 6.4 Approve the appointment of the BE Men's Section Benevolent Fund Secretary, as recommended by the Trustees of the Leicestershire Bowling Association Benevolent Fund;
  - 6.5 Appoint, from the membership of the Management Committee, the delegate to the Midland Counties Bowling Association;
  - 6.6 Appoint representatives on the Bowls Leicestershire Executive Board.
- 7. POWERS OF THE MANAGEMENT COMMITTEE**
- 7.1 The Management Committee shall have control over all Men's Bowling affairs within Leicestershire and Rutland including competitions, representative matches and presentation ceremonies, etc.
  - 7.2 The Management Committee shall have power to fill any vacancy arising amongst its Officers and Members of the Committee during the year.
- 8. THE MEN'S TREASURER & FINANCE**
- 8.1 All levels of Capitation Fees, Competition Fees, and Match Fees are set by the BL Board on an annual basis.
  - 8.2 The Men's Treasurer shall prepare an annual budget which shall be submitted to the BL Board indicating the level of funds required for the year ahead. When the budget is agreed, such funds will be transferred to the Men's Section's bank account. Any additional funds required during the year will be drawn down from the BL Account after the presentation of an "additional budget request" has been agreed by the BL Executive Board. Any excess funds remaining at the end of the financial year and shown in the Section's year-end statement of accounts will be off-set against the following year's budget allocation request.
  - 8.3 The financial year of the Section shall close on the 30<sup>th</sup> September.
  - 8.4 The Men's Treasurer shall maintain a bank account in the name of the Men's Section. Signatories to the bank account shall be two specifically nominated members of the Management Committee, one of whom must be the Men's Section Treasurer. One from two signatories shall be required to effect payments. The Men's Section Treasurer shall report on the financial affairs of the Section to the Men's Section Management Committee and the BL Treasurer.
  - 8.5 The Men's Section Treasurer shall submit a statement of Income and Expenditure, and Balance Sheets, at the end of the financial year to the BL Treasurer for inclusion in the Financial Account to be submitted to the BL AGM.
- 9. MEN'S SELECTION COMMITTEE**
- 9.1 At the BL AGM, four members shall be elected to serve on a Men's Selection Committee who, together with the President, Senior Vice President, Men's Match Secretary, shall select teams to play in County Friendly Matches. National Competitions, Middleton Cup and Midland Counties teams shall be selected by the Team Manager (if appointed) in consultation with elected members on the Selection Committee.



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- 9.2 The Club Proposing a candidate for election to the Selection Committee must obtain the consent of the nominee. Only one nomination is allowed from each affiliated Club. Nominations must be received by the Men's Secretary by no later than the 30<sup>th</sup> September.

**10. DUTIES OF THE MEN'S SELECTION COMMITTEE**

The Selection Committee shall:

- 10.1 Select teams from nominated players received from each Club;
- 10.2 Add any further names where exceptional circumstances or playing abilities merit inclusion in the County Teams.

**11. PLAYER AWARDS**

**11.1 Full County Badge**

In order for a player to receive his Full County Badge he must either:

- k. Have played in a minimum of six Inter-County games (excluding games played on the County Tour) over a period of at least three years or;
- l. Have been a finalist in the Men's County Competitions providing he plays in the BE National Championships or;
- m. Be selected and play in Middleton Cup and/or Midland Counties Championship matches or;
- n. Be elected to and serve in the Office of Junior, Senior or President of the Men's Section.

**11.2 Middleton Cup Badge**

In order to obtain his Middleton Cup Badge a player must have played in a minimum of four full Middleton Cup Matches.

**12. MEN'S COUNCIL MEETINGS**

- 12.1 The Men's Council shall meet as frequently as it considers necessary in order to conduct efficiently the business of the Section. This would normally be at least twice a year, once during April prior to the start of the season and again in September.
- 12.2 Additional meetings may be called at any time by the Men's Section Management Committee or an Affiliated Club (with the support of 2 other Affiliated Clubs). If an Affiliated Club wishes to call a Men's Council Meeting, they must write to the BL Men's Section Secretary stating the reason for the Meeting. The letter requesting the meeting must be signed by the Club Secretary and the Secretaries of the two supporting clubs.
- 12.3 Fourteen days' notice of such a Men's Council Meeting shall be given to all Affiliated Clubs and members as specified in Clause 3.1.
- 12.4 Any member of an Affiliated Club may attend and speak at a Men's Section Council General Meeting of the Section but only Delegates, Officers, Past Presidents (Life Members), and Men's Section Honorary Life Members shall have the right to vote at such Meetings.

**13. UNIFORM**

The BL Men's Section and its Affiliated Club Members shall adhere to the dress code rules laid down by BE and/or BL.

**14. AMENDMENT OF THE SECTION RULES**

To ensure BL remains consistent after Unification, amendments to the Men's Section Rules will require ratification by the BL Board. Any rule amendment required by the Men's Section which is gender specific and does not affect the Ladies Section Rules or the Constitution may be ratified at a regular BL Board Meeting, however, any amendment which affects the whole County will need to be approved at the BL AGM or a BL SGM.

- 14.1 A copy of these Rules shall be sent to the Club Secretary of each Affiliated Club.



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- 14.2 Proposed amendments to these Rules shall be made only at a Men's Council meeting. Where a Men's Council meeting is convened for such purpose, 28 days written notice of the terms of any such proposed amendments or additions shall be given to the Men's Secretary who shall specify in the notice of business for such meeting, the proposed amendment.
- 14.3 Any proposed amendment which is passed at a Men's Section Council Meeting will be put forward at the next scheduled BL Board Meeting for ratification. Where the proposed amendment affects either the BL Constitution or the Ladies Section Rules it will be scheduled for approval at the next BL AGM or specially convened BL SGM.
- 14.4 No amendment of any part of these Section Rules shall be allowed unless two thirds of the membership eligible to vote and present at such Men's Section Council Meeting, shall vote in favour of such amendment. Only Men's Officers, Honorary Life Members, Life Members, and Delegates representing Men's or Mixed Clubs shall be eligible to vote.