

# SURREY COUNTY WOMEN'S INDOOR BOWLING ASSOCIATION

## RULES and CONSTITUTION

### 1. TITLE

(The Association shall be called 'Surrey County Women's Indoor Bowling Association (SCWIBA)

### 2. OBJECTS

The objects of the Association shall be:-

- a) To uphold the good name of the English Indoor Bowling Association (EIBA).
- b) To promote, foster and safeguard the amateur game of Indoor Bowls for Ladies in the County of Surrey, as laid down by the rules of EIBA Ltd.
- c) To arrange Inter-Club and other Matches and Competitions as considered desirable.

### 3. RULES

#### MEMBERSHIP

- a) Membership of the Association shall be open to all Indoor Bowls Club in Surrey affiliated to the EIBA. Clubs applying for affiliation must have greens, banks and ditches which conform to the 'Laws of the Game' for Indoor Bowls
- b) Affiliation application should be made to the Hon. Secretary accompanied by the names and addresses of the Club Hon. Secretary and Treasurer.

### 4. SUBSCRIPTIONS

- a) An Annual Affiliation Fee as agreed at the Annual General Meeting (AGM), shall be paid by the Clubs to the Association on or before the AGM each year.
- b) Clubs failing to pay the Annual Affiliation Fee by the due date in each year shall forfeit all rights and privileges of Membership. Re-application would be necessary for re-affiliation to the Association.

### 5. ADMINISTRATION

- a) The affairs of the Association shall be conducted by the Committee, consisting of:
  1. President
  2. Vice-President
  3. Honorary Secretary
  4. Honorary Treasurer
  5. Honorary Match Secretary
  6. Honorary Patrons Secretary
  7. Honorary Competition Secretary
  8. Immediate Past President
  9. One other Member to be elected at the AGM to serve on the Committee. Should any such Member be a Club Delegate, she automatically ceases to be a Delegate for her Club, and a replacement must be nominated by the Club concerned.
- b) Hon. Secretary, Hon. Treasurer, Hon. Match Secretary, Hon. Patrons Secretary and Hon. Competition Secretary to be elected annually at the AGM. President to become Immediate Past President, Vice-President to become President.
- c) The Committee shall have the power to fill any vacancy arising among officers during the Year.
- d) Hon. Secretary and Three other Committee Members to form a quorum.

- e) The Committee shall have the power to give Notices of Motion or make recommendations to the AGM, and to make Nominations.
  - f) i) The Committee shall meet as often as the business of the Association demands  
 ii) The Committee shall have the power to co-opt additional Member(s) to the Committee and Sub-Committees, as required.
  - g) Emergency Committee  
 An Emergency Committee shall consist of the President, Hon. Secretary, Hon. Treasurer and one other Member of the Committee.
  - h) Selection and Competition Committee  
 The Selection and Competition Committee shall consist of President, Vice-President, Immediate Past President, Hon. Secretary, Hon. Match Secretary, Hon. Patrons Match Secretary, any five to form a quorum.
  - i) The Atherley Selection Committee shall consist of the President, Immediate Past President, Hon. Secretary, Atherley Manager, and Atherley Captain (Vice President in attendance)
6. HONORARY SECRETARY
- a) The Honorary Secretary shall keep a record of all meetings and business transacted by the County Association and shall prepare a report for adoption at the AGM.
  - b) The Honorary Secretary shall conduct, under the direction of the Officers of the County, the business affairs thereof.
7. HONORARY TREASURER
- a) The Honorary Treasurer shall receive all monies of the County Association and shall pay all into the County Association Account, All cheques to be signed by the Treasurer and countersigned by the Secretary.
  - b) The Honorary Treasurer shall, after adoption by the Committee, submit to the AGM a statement of accounts to the end of the financial year.
  - c) The financial year shall end on the 31<sup>st</sup> March of each year.
  - d) The accounts shall be audited by someone other than the Treasurer, to be elected at the AGM for the following year.
8. ANNUAL AND OTHER GENERAL MEETINGS
- a) The AGM shall be held in April of each year. The Notice and Agenda of this Meeting shall be sent to each Club, at least fourteen days before the date of the Meeting.
  - b) Each affiliated Club shall be entitled to send one Delegate to the AGM empowered to vote.
  - c) Any Member of an affiliated Club may attend the AGM and take part in the business, but only Delegates and Officers of the Association shall be allowed to vote and act. In the event of equality of votes, the President to have the casting vote.
  - d) Notices of Motion and Nomination for Officers must be sent in writing to reach the Hon. Secretary 28 days before the AGM. All Nominations must be accompanied by the name of the Club, Proposer and Seconder and a letter from the Club agreeing to the Nomination.
  - e) The President shall not vacate the 'Chair' until the end of the Meeting.
  - f) An Extraordinary Meeting may be called, as determined by the Committee, and at the request of not less than four affiliated Clubs. Seven days notice shall be given before calling an Extraordinary Meeting. Such notice shall specify the purpose for which the Meeting has been called, and no other business shall be transacted at the Meeting.

9. SEVERANCE OF MEMBERSHIP

The Committee shall be empowered, after investigation of the facts and, if need be, the examination of witnesses and relevant evidence, to suspend or determine the Membership of any Club thereof.

10. CONDITIONS OF PLAY

- a) The Laws of the International Bowling Board (IBB) shall apply to Indoor games. Clubs may make modifications to these Laws as may be necessary to meet special local conditions, provided that such modifications are reported to, and approved by, the Committee and are published for the information of Members and visiting players. Special attention is drawn to the requirements that all bowls used in Competitive or representative games must bear a valid IBB or WBB Master Bowls Stamp.
- b) No player may leave the playing arena in order to smoke while the match/competition is in progress, the use of electronic cigarettes is governed by the same regulation.

11. AMATEURISM

The Bye-Laws of the Rules and Constitution of the EIBA shall apply to this Association.

12. ALTERATION OF RULES

No alteration or addition to the 'Rules' shall be made except at the AGM or an Extraordinary General Meeting called for the purpose. Notice of any proposed alterations shall be given to the Hon Secretary in writing 28 days prior to the Meeting and shall be included in the Notice calling for the Meeting

(Revised 2020 AGM)