



# CONSTITUTION & REGULATIONS

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## ISSUE & AMENDMENT RECORD

<i>ISSUE No.</i>	<i>AMENDMENT No.</i>	<i>DATE</i>	<i>CHANGE</i>
1	0	29/11/2012	Rewritten to reflect changes following resignation from W.P.G.B.A. Council
1	1	20/02/2014	Change of wording to Const. 5.3 Pg. 4 reinstating voting rights of Past Presidents
1	2	14.04.2015	Change to disciplinary procedure under Reg 6.2 Pg 13
1	3	23.06 2015	Definition on player eligibility Reg 3.5 Pg. 11
1	4	18.10.2016	Removal of reference to games against WWPGBA Regs 2.1a/2.1c Removal of reference to L&SC Regs 2.4/2.5/5 Add PG1 Precedence to Reg 3.1 Add to Reg 3.2iv/3.3iii re rearranged games Change to wording of penalties in Reg 6.2 Line added to end of Const. 3.2
1	5	June 2017	Amendment governing player transfer in season 2.1 f&g
1	6	Sept 2017	Removal of distinction between PG1 & PG2 Players 3.5 Alteration to Dress Code 5.2
1	7	Oct 2018	Amendment to cancellation of league games Reg 3.6c
1	8		Reg
1	9	Feb 2019	Reg 3.1 Reversion back to original rules re rinks playing 3 against 4
1	10	June 2019	Reg. 3.1 Clarification of above amendment by inclusion of original rule
1	11	May 2021	Reg 3.6c For PG2 matches (2021 season) the offending team, who is at fault for cancelling the game, will be penalised and deducted 12

			points but will be able to play for the 6 points match win in the rearranged fixture.for the 6 points match win in the rearranged fixture.


## CONSTITUTION

### 1.0 TITLE

1.1 In accordance with the wishes of the Members as passed at the 2010 AGM of the Eastern Section of the Welsh Private Greens Bowling Association the Section gave notice of its decision to resign from the Welsh Private Greens Council as of the end of the 2011 season and to be renamed as the “East Wales Private Greens Bowling Association”, affiliated to the Welsh Bowling Association, and hereafter referred to as the “Association”. This Constitution reflects that change and replaces all earlier issues and amendments.

### 2.0 OBJECTIVES

- 2.1 The objectives of the Association shall be that it will:
- a. foster, promote and safeguard the level green game of bowls in accordance with the Laws of the game as laid down for the time being by World Bowls and the Welsh Bowling Association and
  - b. organise competitions and matches in which Member Clubs and individual male members of those Clubs shall be eligible to compete.

### 3.0 MEMBERSHIP

- 3.1 Membership will be open to those male Private Green Clubs, duly approved in accordance with 3.2.
- 3.2 On receipt of a written application for Membership from a Club a team of two persons shall be appointed by the Association Management Committee to carry out the following:
- a. Determine that the Club has direct control of its green, facilities and activities.  
  
The Club must prove that it's Committee and Officers have total control over:
    - i. allocation and availability of rinks,
    - ii. season start and finish dates, days and times of green opening.
    - iii. frequency and methods of green care and maintenance.
  - b. Check that the green, its ditches and banks, conform to the dimensions and layout required and that the green is maintained in a suitable condition
  - c. Verify that the Club has sufficient playing members to field a side(s) in the competition(s) being applied for.

- d. Establish that the Club has adequate changing & toilet facilities.
- e. Confirm that there are suitable facilities available to prepare and consume refreshments or be able to provide suitable local provision.
- f. Ensure that the Club holds suitable liability insurance
- g. Confirm that the Club conforms with appropriate Health & Safety requirements and that an H&S Risk Assessment has been carried out.
- h. Obtain contact details of Officers, Coaches etc.

On completion, a written report shall be given to the Association Secretary, and provided all conditions are met, the Management Committee shall recommend that the application is accepted at the next AGM,

N.B. This procedure shall also be carried out when an existing Club moves to a new venue.

- 3.3 Any Member Club may withdraw from the Association by giving written notice to the Association Secretary. Such Club will forfeit all rights and interest in funds of the Association and shall be in the same position as if it had never been a member of the Association.
- 3.4 Membership of the Association may be withdrawn by the Management Committee if the Club is found to have contravened the Constitution and/or Regulations of the Association in a significant manner.

#### **4.0 SUBSCRIPTIONS**

- 4.1 The yearly subscriptions, which shall be recommended by the Management Committee and agreed at the Annual General Meeting, shall be payable not later than the 1st May following.

Any Club in arrears is liable to a late payment fine, equivalent to 50% of their due subscriptions, and will forfeit all the rights and privileges of membership until such subscriptions and fines are paid.

#### **5.0 MANAGEMENT**

- 5.1 The Association shall be managed by a Management Committee elected at an Annual General Meeting. All retiring Officers will be eligible for re-election. The Management Committee shall have the power to fill any vacancy that may occur.
- 5.2 The Management Committee shall have the power to control all the affairs of the Association, and to make Regulations consistent with this Constitution subject to any resolutions passed by members at an Annual or Special General Meeting.
- 5.3 The Management Committee shall consist of the following, all of whom shall have voting rights. Patron, President, Vice President, Immediate Past President, Secretary, Treasurer, Fixture/Competition Secretary, all of whom shall be elected annually, Past Presidents, and five (5) Club Representatives, with no more than one from any Club, elected for a three (3) year period, Where an Officer holds more than one

post, the Management Committee have the power to co-opt additional Members to maintain the full complement of twelve (12). on the Committee.

- 5.4 Nominations from Member Clubs or the Management Committee for Officers and from Member Clubs for Club Representatives shall be in the hands of the Association Secretary by 18th January prior to the AGM each year and embodied in the agenda for the Annual General Meeting.
- 5.5 The incoming President and Vice President must be existing members of the Management Committee immediately prior to the Annual General Meeting.

## **6.0 ANNUAL GENERAL MEETING**

- 6.1 The Annual General Meeting of the Association shall be convened on the 3<sup>rd</sup> Thursday of February each year. All Member Clubs shall be entitled to send two (2) delegates, only one (1) of whom shall be entitled to vote. The purpose of the meeting shall be to:
  - a. Receive and adopt the minutes of the previous Annual General Meeting.
  - b. Receive and adopt the annual report from the Secretary.
  - c. Receive and adopt the annual report from the Treasurer, consider the financial recommendation of the Management Committee and agree the annual subscriptions and other fees.
  - d. Receive and adopt the audited statement of accounts for the year to the previous 30<sup>th</sup> September.
  - e. Consider any proposed alterations to the Constitution and / or to ratify any provisional Constitution or Regulation changes introduced by the Management Committee.
  - f. Appoint the Officers and other members of the Management Committee.
  - g. Appoint two (2) auditors, neither of whom may be current Officers of the Association.
  - h. Consider any nominations for Patron where a vacancy exists.
- 6.2 Notice convening the Annual General Meeting shall be sent to all Member Clubs not later than the 4th January.
- 6.3 Proposals to make changes to the Constitution suitably seconded by another Member Club and nominations for vacant positions from Member Clubs shall be in the hands of the Association Secretary by the 18th January.
- 6.4 The agenda, details of any proposals & nominations received and audited accounts for the Annual General Meeting shall be sent to all Member Clubs not later than the 25th January.
- 6.5 Voting at Annual General Meetings shall be restricted to the nominated representatives of the Member Clubs by a show of hands, except where necessary for the election of Officers and Club Representatives which shall be by secret ballot.

- 6.6 All Association Officers, the Patron and Past Presidents (including those of the WPGBA (Eastern Section)) shall be entitled to attend and speak at the Annual General Meeting in a non voting capacity.

## **7.0 SPECIAL GENERAL MEETING**

- 7.1 A Special General Meeting of the Association may be summoned by the Management Committee at any time or shall be called upon receipt of a requisition in writing signed by the accredited officials of not less than three Member Clubs. Such meetings are to be held within twenty one (21) days of the receipt of the requisition.
- 7.2 Fourteen (14) days notice of such meetings shall be given to each Member Club. The notice shall state the business for which the meeting has been called, and no other business shall be transacted.
- 7.3 Voting regulations at Special General Meetings shall be as for an Annual General Meeting (see regulation 6.5)
- 7.4 A further Special General Meeting to discuss the same business shall not be convened until a period of twelve (12) months has elapsed.

## **8.0 PROCEDURE AT MEETINGS**

- 8.1 The President or, in his absence, Vice President shall normally chair all meetings.
- 8.2 Subject to the provisions of 11.0 'Alterations rule', decisions made at any meeting shall be decided by a simple majority of those members present and entitled to vote. In the event of equality of votes the Chairperson shall have a casting vote.
- 8.3 Fifty one percent (51%) of Committee Members eligible to vote shall form a quorum at meetings of the Management Committee, at least two (2) of whom must be Officers, and fifty one percent (51%) of all Member Clubs shall form a quorum at all General Meetings of the Association.
- 8.4 Minutes shall be kept safely by the Association Secretary who shall record all proceedings  
And resolutions arising.

## **9.0 FINANCE**

- 9.1 The Association Treasurer shall keep proper financial records of the Association and the books shall be closed on 30<sup>th</sup> September each year and thereupon audited. An audited Statement of the accounts for the last financial year shall be submitted to the Management Committee and made available at the Annual General Meeting.
- 9.2 Bank and / or Building Society accounts shall be opened in the name of the Association.

All withdrawals shall be authorised by any two (2) of the following three (3) officers, President, Secretary, and Treasurer.

- 9.3 All subscriptions and monies raised by and on behalf of the Association are to be handed to the Treasurer and paid into either the bank or building society account held in the name of the Association.
- 9.4 Reasonable and approved expenses incurred by Officers shall be paid from Association funds.
- 9.5 In the event of dissolution, all funds and assets held by the Association shall be distributed equally amongst the existing Member Clubs at the time of dissolution.

## **10.0 PATRON**

- 10.1 The Association has the power to appoint, at Annual General Meetings, a Patron who shall be entitled to remain in office for life.
- 10.2 The Patron may attend both Management Committee Meetings and General Meetings, and speak thereat, but shall not vote at General Meetings except as the designated representative of a Member Club.
- 10.3 Nominations for a Patron shall be made by the Management Committee who may consider recommendations from Member Clubs.

## **11.0 ALTERATIONS**

- 11.1 Any proposal received from Member Clubs to alter this Constitution must be delivered to the Secretary, duly seconded by another Member Club, not later than the 18 January prior to the Annual General Meeting at which they are to be considered. Alterations to this Constitution shall not be adopted unless approved by two thirds (2/3) of those Member Clubs present.
- 11.2 Any resolutions passed by the Management Committee within the scope of its powers and any resolution or amendment of the Constitution or Regulations passed by the Member Clubs at an Annual or Special General Meeting shall, wherever practicable, become operative immediately.

## **12.0 DISCIPLINE**

### **12.1 Individuals**

Any disciplinary measures to be taken against any individual(s) shall be the responsibility of their Club(s).

### **12.2 Member Clubs**

The Management Committee shall have the power, after due consideration of the known available facts and when considered necessary and appropriate, the examination of witnesses and relevant documentary evidence, to suspend, determine the membership of any Member Club, or take any other appropriate



action. Member Clubs shall have the right to appeal within five (5) days of the receipt of the Management Committee's decision. Such appeal shall be heard by a Disciplinary Committee appointed by the Management Committee of the Association. The decision of the Disciplinary Committee shall be final.

### **13.0 INTERPRETATION**

- 13.1 The Management Committee shall be the sole authority for interpreting the Constitution and Regulations of the Association.

### **14.0 BADGES OF OFFICE**

- 14.1 On appointment as an Officer or Patron, individuals shall be presented with a Chain or Badge of Office at the expense of the Association. The President's Chain of Office, Officers' and Patron's pendant badges remain the property of the Association and are to be returned to the Secretary on termination of office.

# EAST WALES PRIVATE GREENS BOWLING ASSOCIATION

Patron: Mr G Price | President: Mr N Collett | Secretary: Mr M Letman



## CONSTITUTION & REGULATIONS

### REGULATIONS

#### 1.0 LAWS OF THE GAME

- 1.1 All matches shall be played in accordance with the Laws of the game as laid down for the time being by World Bowls, the rules of the Welsh Bowling Association and the Constitution and Regulations of the East Wales Private Greens Bowling Association.

#### 2.0 COMPETITIONS & MATCHES

- 2.1 The format for major competitive games organised by the Association are:
- a. All Member Clubs shall be entitled to enter a competition known as 'P.G.1' The winners of the P.G.1 Division 1 shall be awarded the 'W. Tucker Cup'.
  - b. Member Clubs which have entered the 'PG.1' competition shall also be entitled to enter a further competition known as 'P.G.2' or 'P.G.3'
  - c. The Club Singles champion of each Member Club, or their chosen replacement, shall be eligible to be entered into a competition played on a knock-out basis provided he is a current eligible player for that Club in the PG1, PG2 or PG3 tournaments. The winner shall be awarded the 'Cratchley Bowl'
  - d. All Member Clubs shall be eligible to enter the 'Single Rink' competition played on a knock out basis, provided entry has been registered and a fee determined annually by the Management Committee, paid by 1<sup>st</sup> May. The winners of the Single Rink Competition will receive the 'Cardiff & District Cup'.
  - e. A selected Association team will play a team from West Wales Private Greens for the 'Gwalia Cup'
  - d. Players shall not represent more than one Member Club in any one season in any competitions organised by the Association apart from 2.1g below.
  - f. If a player has made a transfer between Private Greens Clubs and such transfer is

completed no later than 30 June he may play in any league game during that season PROVIDED it is not against his former club nor any team against whom he has already played against in that season and in that Division...Where such a player has already participated in either the Single Rink or Cratchley Bowl in that season for his former club then he is eligible to play for his new club in that competition.

## 2.2 **Association Games**

The Management Committee shall arrange a number of games against other Associations for which individual players from Member Clubs may submit their names for selection

## 2.3 **Presidents Games**

Clubs may invite the President to play a game against their Club for which the President shall select an Executive rink from the Management Committee and invite Member Clubs to supply the remaining rinks for that game.

## 2.4 **Blazer Badges**

Association blazer badges can be awarded to any player on completion of three games played in any Association match on payment of the cost of the badge to the Treasurer.

## 3.0 **ADMINISTRATION OF COMPETITIONS**

3.1 All League Games are to be played on Saturdays commencing at 2.30 p.m.

**In normal circumstances it is expected PG 1 matches will take precedence over all other PG games**

In the event of a team fielding a Triples Rink or Rinks then on those rinks the Lead and Second shall bowl 3 woods each and the skip 2 woods only. At the conclusion of the game(s) 25% of the Triples final score shall be deducted. The Four-man rink will bowl their two woods each and record their score as normal.

## 3.2 **P.G.1**

- i. The Member Clubs playing in the P.G.1 competition shall be divided into divisions of as near equal numbers as possible, with Clubs within divisions playing each other on a home and away basis each season. Promotion and relegation shall apply between Divisions on a basis determined by the Management Committee.
- ii. Matches shall be played between four (4) rinks each consisting of four (4) male players over twenty one (21) ends. Two (2) points shall be awarded to the winners of each rink and one (1) point to each team where on a rink scores are tied and six (6) points awarded to the team with the highest aggregate score or, three (3) points to each team if the aggregate

scores are tied.

- iii. All matches in the 'P.G.1.' competition shall be completed by the final date as set by the Management Committee.
- iv. The dates and the venues for the playing of the 'P.G. 1.' matches shall be decided by the Fixture/Competition Secretary and shall be varied only with the consent of the two teams involved in any fixture. Both clubs to inform the Fixture/Competition Secretary of the change ASAP.
- v. The winners of Division 1 shall receive the 'William Tucker' cup .The winners of lower Divisions shall receive the 'Ellis Stanbury Cup' the 'Rebecca Stanbury Cup' and the 'Penarth Cup' respectively.

### **3.3 P.G.2**

- i. All Member Clubs entering the P.G.2. Competition shall be divided, as far as possible, into equal divisions with Clubs within divisions playing each other on a home and away basis each season. Promotion and relegation shall apply between Divisions on a basis determined by the Management Committee.
- ii. Matches shall be played between four (4) rinks each consisting of four (4) male players over twenty one (21) ends. Two (2) points shall be awarded to the winners of each rink and one (1) point to each team where on a rink scores are tied and six (6) points awarded to the team with the highest aggregate score or, three (3) points to each team if the aggregate scores are tied.
- iii. The dates and venues for the playing of P.G.2. Matches shall be decided by the Fixture/Competition Secretary. Following completion of all games and finalisation of league positions, which shall be varied only with the consent of the two teams involved in any fixture. Both clubs to inform the Fixture/Competition Secretary of the change ASAP.
- iv. The winning team of Division 1 of the P.G.2. Competition shall be presented with the 'G.H.Morgan Cup', and the 'J. Thomson Cup' will be presented to the winning team of Division 2.

### **3.4 P.G.3**

- i. For P.G.3, competitions, entered Clubs will play each other on a home and away basis as decided by the League Secretary. The games will be played over twenty one (21) ends between three (3) rinks of four (4) male players. Points allocation being the same as for P.G.1. And P.G.2 games.
- ii. This league was initiated to assist Clubs who were finding it difficult to field four rinks in the P.G.2 competition. Any Club, that wishes, may apply to rejoin the P. G. 2 competition.
- iii. The winners of this competition will be awarded the 'Tom Martin Cup'.

### **3.5 Eligibility**

- a. Member clubs are duty bound to select their strongest possible team for their PG 1 matches from those members making themselves available for selection.
- b. Neither Member clubs nor individuals shall be required to play on a Sunday unless by mutual consent
- c. Any previous restriction on the use of PG1 players participating in PG2/PG3 matches is now removed
- d. The Association will allow the use of non-members in PG 2/PG 3 games **or** where a club has only one team, provided that they have not played for any other Private Greens club that season, but they **must** play at Lead or Second. **Only one such player shall play in any one rink.**
- e. On receipt of a complaint re this regulation, this will be considered under **Disciplinary Regulations**

### 3.6 Cancellation of League Games

- a. In the event of a game being cancelled due to either side being involved in any round of the Carruthers Shield or the home ground being required for playing a round within this competition then the opposition shall offer the cancelling Club a choice of three non-consecutive dates for the cancelled game to be played, only one of which may be a Sunday.
- b. If a game is cancelled by the home side due to weather, or any other unforeseeable reason that makes the green unplayable, then the opposition shall offer the cancelling Club a choice of three non-consecutive dates for the cancelled game to be played, only one of which may be a Sunday.
- c. In the event that the game is cancelled by one side without reasonable cause then the match must be replayed within 3 weeks of the original date. In addition the "offending" club may only claim rink points (max 8) in the rearranged game and not match points (6). The non-offending club will be eligible to claim match points as normal. For PG2 matches (2021 season) the offending team, who is at fault for cancelling the game, will be penalised and deducted 12 points but will be able to play for the 6 points match win in the rearranged fixture.

## 4.0 CORRELATION OF RESULTS

- 4.1 The 'P.G.1.; P.G.2 and 'P.G.3.' competition results will be correlated by the Fixture / Competition Secretary.

- 4.2 The Captains of both sides must, within twenty four (24) hours of the end of the match, telephone or email the result of the match to the Fixture/Competition Secretary.
- 4.3 Both Clubs must retain correctly completed result cards until the league tables have been compiled and verified.

## **5.0 DRESS**

- 5.1 All players involved in any match or competition organised by the Association shall conform at all times to the dress code as stipulated in these Regulations.

Players may remove ties after completion of trial ends only with the approval of both team captains.

### **5.2 League Games**

Players in all league matches played in the afternoon shall wear full whites, or tailored white shorts if worn by all four players Club ties and either brown or white approved bowling shoes. Players in evening matches may wear grey trousers or tailored grey shorts and whites above the waist if this is the dress agreed by the team captains. If a coloured team shirt exists it may be worn without ties provided all members of the side are dressed the same.

### **5.3 Association Games**

Players in Association games shall wear full whites, Association or Club ties and either brown or white approved bowling shoes.

### **5.4 Presidents Games**

Players in Presidents games shall wear full whites, Club or Association ties and either brown or white approved bowling shoes. If a rink consists solely of players from one Club and a coloured club shirt exists it may be worn without ties provided all members of the rink are dressed the same.

## **6.0 IMPLEMENTATION OF REGULATIONS**

- 6.1 All Member Clubs shall be held responsible for ensuring that they and their members abide by these Regulations at all times.
- 6.2 Where a Club is, or becomes aware of a breach of the regulations, the Club MUST notify the Committee within 48 HOURS. Upon receipt of a Complaint a Disciplinary

Committee consisting of the Competition Fixture Secretary and 2 independent members of the Executive Committee shall be appointed by the President.

Clubs found to be in breach of Regulations or Laws as laid down in the Constitution and following a complaint, the club in question may face disciplinary proceedings and may be penalized to an extent dependent upon the circumstances and severity of the breach of Regulations:

**In Particular Member clubs found to have played an ineligible player or players will be subject to *any* or *all* of the following penalties:**

- Deduction of 14 points
- Replaying of the Game
- A fine of up to £50

**A Second Offence of the same nature in the same Season will result in expunging of all their Results**

The offending club will be notified within 48 hours of the complaint and asked for their response within 7 days at the latest, failing which the Disciplinary Committee may make such a recommendation to the President as deemed appropriate.

The decision will be conveyed to both clubs within 48 hours.

Whilst there will be the right of appeal, Clubs **must** lodge such an appeal within 7 days

Other forms of reported breaches will be dealt with in a similar manner and time frame with any penalties being decided by the Disciplinary Committee.

- 6.3 All disputes relating to 'P.G.1.' ; 'P.G.2.' ; and 'P. G.3' matters shall be resolved by the Association's Management Committee. Disputes relating to the 'Cratchley Bowl' and 'Single Rink' competitions shall be referred initially to the Competition Secretary and only to the Association Management Committee as a last resort.

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***Copies of this document can be obtained from the EWPGBA Secretary***