

Lewes and District Bar Billiards League - Constitution

1 NAME

The name of the organisation shall be the Lewes and District Bar Billiards League, hereinafter referred to as the League.

2 AIMS

The aim of the League is to organise and promote the playing of bar billiards within the Lewes District.

The League is a non-profit-making organisation that charges only to cover the cost of operation.

3 POWERS

To further these aims the League's Management Committee shall have power to:

- a) Obtain, collect and receive money or funds by way of fees, donations, grants and any other lawful method towards the aims of the League.
- b) Appoint sub-committees as they consider necessary
- c) Deal with matters arising, even when not provided for in the rules
- d) Fill any vacancy which may occur during their term of office.
- e) Delegate tasks to other league members by agreement; such persons will not thereby become voting members of the committee.

4 MEMBERSHIP

- a) Membership shall consist of Teams representing public houses or registered/licensed clubs.
- b) All players registered for a league Team are Members of the League. All members registered at the time a general meeting is called are eligible to vote at that meeting..
- c) The Management Committee shall have the power to approve or reject applications for membership or to terminate the membership of any team or player provided that the member shall have the right to be heard by the committee before a final decision is made.
- d) All teams shall have a secretary or captain who shall be responsible to the Management Committee for:
 - i. Ensuring all rules and good conduct are carried out
 - ii. Reporting any dispute to the League Secretary not more than 3 days after the point of dispute
 - iii. Cooperating with their Licensee in seeing that their table is kept up to a standard required for matches

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- iv. Notifying the League Secretary of their name and address and any change thereof.
 - v. Ensuring that a current constitution and set of playing rules is readily available at each match.
- e) All League matches are to be played according to the Lewes and District Bar Billiard League Rules

5 MANAGEMENT

- a) A Management Committee elected annually at the Annual General Meeting (AGM) shall manage the League.
- b) The committee shall consist of a Chairman, Secretary, Treasurer (the Officers), and 4 other voting members.
- c) The committee may co-opt further voting members onto the committee, to widen the representation. Such co-opted members shall be limited to at most one registered player from each team which otherwise would not be represented on the committee. Co-opted members must resign at the next AGM (but may of course stand for election as regular committee members).
- d) No remuneration shall be made to Officers, or other members, but the Secretary shall be paid administration costs if applicable.
- e) The committee shall meet at least 4 times each year.
- f) At least 3 committee members, including one officer, must be present at a committee meeting to be able to make decisions.
- g) A proper record of all transactions and meetings shall be kept.
- h) Should any member of the Management Committee absent himself from three consecutive meetings without reasonable explanation, his seat shall be declared vacant.
- i) Members of the committee other than the chairman are entitled to one vote each. The Chairman is entitled to a casting vote if required.
- j) No Committee member shall be entitled to vote on any matter concerning their own team.
- k) The League Secretary shall be responsible for informing the Management Committee in good time of all details relating to meetings.
- l) All officers while holding office shall, for all intents and purposes, be the legal owners of the League Trophies, and all other property. The League Secretary shall be responsible for insuring the League Trophies each season, should the management committee decide that this is economically viable.
- m) The Secretary shall be responsible for sending fixture lists to all teams prior to the commencement of the season. The list shall include a list of telephone numbers of all teams and team captains/secretaries who are members of the League. The Secretary's and Chairman's contact details shall also be included on the list.

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- n) When the respective winners of the League Trophies have been ascertained, these teams/individuals shall receive their trophies at the League Annual Finals night; the date, time and venue of which shall be decided by the Management Committee, and the teams shall be notified by the League Secretary. Each winner shall be responsible for the trophy whilst it is in their possession, and the trophy must be handed back to the Secretary upon request, in the same condition in which it was received. Any team or individual failing to return the trophy, or returning a trophy in inferior condition to that at the time of presentation, shall be held responsible for meeting the cost of repair or replacement by a similar trophy.

6 GENERAL MEETINGS

- a) An Annual General Meeting shall be held each year, at a date, time and venue as decided by the Management Committee but, in any case, not more than 60 days after finals night.
- b) Notices of the AGM shall be published on or before finals night, and at least 28 days beforehand. A report on the League's financial position for the previous year will be made available at least 14 days beforehand.
- c) The business of the AGM shall be:
- i. to receive the financial business statement for the previous season
 - ii. to elect a Chairman, Secretary and Treasurer who shall be the officers of the League
 - iii. with the aforementioned officers, to elect four additional members who, with the aforementioned officers, shall be known as the Management Committee.
 - iv. to decide the annual subscription for the ensuing year per team
 - v. to transact any other business admissible.
- d) An Extraordinary General Meeting (EGM) may be called at any time at the request of the committee, or on receipt of a written request from members of at least three teams. The meeting must take place within 30 days of such request, and a notice explaining the place, date, time and reason shall be published, and notified to all team captains 14 days before the date of the meeting.
- e) A quorum at a General Meeting shall consist of members, equal in number to the number of registered teams in the most recent season, or four members, whichever is the greater.
- f) Proposals for consideration at a general meeting, including changes to league rules or constitution, must be given in writing to the secretary at least 21 days before the meeting.
- g) The secretary shall publish any proposals received at least 14 days before a general meeting.
- h) Amendments may be tabled to proposals, after publication, or at the meeting, provided they do not substantially change the purpose or scope of the original.

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- i) Proposals to change the constitution must be approved by a two thirds majority of those present and voting at a general meeting.

7 ACCOUNTS

- a) The funds of the league including all donations, contributions and bequests, shall be paid into an account operated by the management committee. All cheques drawn on the account must be signed by at least two members of the Management Committee.
- b) The funds belonging to the league shall be applied only to further the aims of the league.
- c) A current record of all income, funding and expenditure will be kept.

8 DISSOLUTION

- a) The League may be dissolved by a resolution passed by a simple two-thirds majority of those present and voting at an Extraordinary General Meeting.
- b) If confirmed by the EGM, the Management Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the League and discharge all debts and liabilities of the League.
- c) After discharging all debts and liabilities of the League, the remaining assets shall not be paid or distributed amongst Members of the League, but shall be given or transferred to some other voluntary organisation having objects similar to those of the League.

Adopted at Annual General Meeting, 14 August 2018.