

Northwich & District Pool League - CONSTITUTION

2018 - 2019 Season

1. **TITLE.** The League shall be called 'The Northwich and District Pool League' and shall consist of as many teams as the members shall decide at the Annual General Meeting. Due to fixture constraints there will be a maximum of 12 teams per division.
2. **OBJECTIVES.** The objectives of the league will be to organise competitions for its members. To administrate the business of the league, and to organise the interests of its members in all representative competitions.
3. **MANAGEMENT.** The League shall be managed by a 'committee' hereinafter referred to as The Committee, consisting of :- Chairman, Secretary, Treasurer, Competitions Secretary, Press Officer, Assistant Treasurer, Assistant Secretary and no more than 3 Division League Representatives.

Decisions at committee meetings shall be voted upon by a show of hands with each member excluding the Chairman having a vote. In the event of a tied vote the Chairman shall have the casting vote.

Any members missing three consecutive meetings shall be deemed to have relinquished their position and shall be replaced by the committee.

4. **CAPTAINS MEETINGS.** Captains meetings will normally be held on the first Sunday in each month and all teams will be represented (see note *). There should be no more than two representatives per team. Teams will be fined for non-attendance at these meetings (see rule 21a). Persistent non-attendees will be cautioned by letter from the Secretary and may be expelled from the league.

Note* - If teams have paid all league fees, and have posted their result scorecards on our Facebook page, their attendance at Captains Meetings are at their discretion. Captains are reminded that these meetings are for communicative purposes and they should ensure that they keep up to date with all other league information online via our Website (www.northwichpool.weebly.com) or Facebook page (www.facebook.com/groups/northwichpool/)

Such meetings will be for the purpose of informative communication and shall not have the power to overturn previous decisions by the Committee.

5. **THE CHAIRMAN.** The Chairman shall be responsible for convening meetings as required by these rules.
6. a) **THE FIXTURE SECRETARY.** The Fixture Secretary shall be responsible for the keeping of the minutes of the league and administrating such decisions as the League may make from time to time, also the arranging of all meetings as required. All correspondence (except where provided in these rules) shall be addressed to the Secretary and the Secretary shall address all correspondence on behalf of the League.
The Fixture Secretary is also responsible for the organising of all fixtures and ensuring that the website is kept up to date.
The payment for this position is £75.00 annually.
- b) **ASSISTANT SECRETARY.** An Assistant Secretary may be elected at any time and shall hold an ex-officio position in the Committee. their duties will be to assist generally as directed by the Secretary and the Committee.
7. a) **THE TREASURER.** The Treasurer shall keep requisite books of accounts of the Leagues' financial affairs and will submit an audited statement at the Annual General Meeting. They will be responsible for receiving all monies due to the League and will also be responsible for making all payments due by the League. All payments on behalf of the League shall be by cheque with signatures by both Treasurer and Secretary.
The payment for this position is £75.00 annually.

- b) ASSISTANT TREASURER. An Assistant Treasurer may be elected and their duties shall be to assist the Treasurer with making or receiving payments on behalf of the League.
8. COMPETITIONS SECRETARY. The Competitions Secretary shall be responsible for convening all Singles and Doubles competitions and recording the results thereof.
The payment for this position is £75.00 annually.
 9. PRESS OFFICER. The Press Officer shall be responsible for the official reporting of all league activities both on the website, social media channels and for liaising with the local press.
The payment for this position is £75.00 annually.
 10. LEAGUE REPRESENTATIVES. Shall hold an ex-officio position and are responsible for being the initial point of contact for any queries from league members.
 11. THE FINANCIAL YEAR. The Leagues' financial year shall run from 1st August to 31 July each year.
 12. FEES & SUBSCRIPTIONS. All clubs shall pay a non-returnable fee of £20 at the first captains meeting and thereafter levies and registration fees of an amount to be fixed at each Annual General Meeting for the following season. Such subscriptions should be submitted to the Treasurer on demand.
 13. *APPLICATIONS FOR MEMBERSHIP.* The League shall be open to all clubs within the area of Northwich and District. Any club wishing to join the League must apply at the Annual General Meeting and their acceptance of the applications shall be subject to approval by the committee.

All clubs/pubs must be represented at the Annual General Meeting in order to be accepted into the following season.

If a pub/club fails to attend the Annual General Meeting, the Committee reserves the right to allow them entry into the following season if it is deemed to be a benefit to the league fixtures.

14. FIXTURES AND RESULTS. The Fixture Secretary shall arrange all fixtures and provide a calendar of events for the forthcoming season. When a match has concluded a photo of the score card must be posted on our Northwich and District Pool League Facebook page. This can be posted by any member of the team and preferably submitted by both home and away teams.
The Press Officer will be responsible for arranging for these results to be published together with the League tables in the local press.
15. REPRESENTATIVE COMPETITIONS. The Northwich and District Pool League is affiliated to the English Pool Association. Anyone who wishes to enter into a competition representing the Northwich and District Pool League must seek approval by the league committee.
16. TROPHIES. Trophies shall be provided for competitions organised by the League and presented to the winners and runners-up of each division of the league annually. One major Championship trophy will be provided to be held for one year by the winners and eight trophies presented to members of the winning team and runners-up of each division.

The committee may decide in exceptional circumstances that where an individual chooses not to receive a trophy in an individual event (and in doing so reduces the expenditure of the league) that a Gift or cash award may be presented to the player. This would only be available to individual achievements and will not be offered to team events.

Trophy holders must ensure that the annual trophies are held safely and that they are returned to the League in a clean condition and good state of repair at the last captains meeting of the season. Any damage to trophies while in the possession of winners will be made good by the League and that team will be expected to pay for such repair.

Should any team have outstanding fines or fees at the end of the season, the committee reserve the right to deduct the outstanding amount from any trophies purchased for that team.

17. ANNUAL GENERAL MEETING. The Annual General Meeting shall be held, if possible, not later than 31st August in any year. Notice of such meetings shall be given by the Secretary giving not less than 21 days notice.

All clubs/pubs wishing to register for the forthcoming season must be represented at the Annual General Meeting. If a pub/club fails to attend the Annual General Meeting, the Committee reserves the right to allow them entry into the following season if it is deemed to be a benefit to the league fixtures.

There will be no limit to the number of individuals who may attend such meetings, but each member club shall only have one vote in all matters arising.

18. SPECIAL GENERAL MEETING. A Special General Meeting may be called at the written request of not less than FIVE member clubs or by the Committee. The notice convening the meeting shall state the business of the meeting and only such business shall be considered. A Special General Meeting shall be held not later than 28 days after being requested. Members must be given at least 14 days notice of such a meeting. All clubs will be represented at Special General Meetings.
19. ALTERATION TO RULES. No alteration to these rules shall be made except at Annual General Meetings or Special General Meetings called for that purpose and then only by a majority of 2-1 votes recorded. Proposed alterations of rules must be in writing and submitted to the Fixture Secretary to arrive not later than 7 days in respect of Annual General Meetings.

(N.B. Counter proposals that are an amendment to a proposal on the agenda, will be accepted and may be voted upon)

20. COMPLAINTS. Any team making a complaint to the league against any other member club or player thereof, shall submit the complaint in writing (by letter or email) to the Secretary within 48 hours of the event which caused the complaint to be made and shall send a copy of the complaint to the other team or teams concerned.

On investigation of the complaint, a representative of the team or teams concerned will be allowed to state their case but shall not be allowed to vote thereon.

21. FINES. The following fines will be levied:

a) No representative at captains meeting by a member team. (A fine not exceeding £10 on the following basis).

First offence in any one season - £3.00

Second offence in any one season - £5.00

Third offence in any one season - £10.00

Any person may represent you at the meeting, providing that they bring along any outstanding league fees or paid prior to the meeting, in such cases your attendance is not required and no fines will be levied.

b) Failure to post the result card of any organised match on our Northwich and District Pool League Facebook Page - £2.00 per card

c) Non-fulfilment of any team fixture

First offence in any one season - £5.00

Second offence in any one season - £10.00 and expulsion from the league plus a further one-year ban for the offending team/venue and all players registered with that team.

All players registered with an 'expelled' team will also be banned for the following season, but they may have their ban lifted by paying a fee of £10. This fee may be paid by the individual player or the team signing them.

22. EXPULSION. Any proposal to expel a team from membership of the league must be made in writing to the Secretary with the reason for such a proposal clearly stated and another member club must

second this. Any club which is subject of such a proposal shall be given every opportunity of answering such a proposal at a Special General Meeting, but for such a purpose to be accepted it must receive a majority of not less than 3-1 of all members.

23. OTHER MATTERS. The Committee shall have the power to decide on all matters not specifically provided for in these rules.

24. ANNUAL FEES. The fees are banded according to league status thus : Division 1 - £150, Division 2 - £140 and Division 3 - £130. (The total fee due may be reduced at the Treasurer's discretion).

The totals due may be paid as one initial payment, or in a series of £20 monthly payment's paid at each captain's meeting.

Any team getting into arrear's may be suspended until a reasonable sum is paid, (unless special arrangements have been made with the League Treasurer). Any matches missed during such a suspension period will be awarded 7-0 to their opponents.

League fees are subject to review by the committee at the end of each season.

25. RESULTS. When a match has concluded a photo of the score card must be posted on our Northwich and District Pool League Facebook page. This can be posted by any member of the team and preferably submitted by both home and away teams.

www.facebook.com/groups/northwichpool/

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