



## Welsh Short Mat Bowls Association

### CONSTITUTION

*Last amended August 2021*

#### 1. TITLE

- a. The controlling body for the game of Indoor Bowls played on the Short Mat in Wales shall be called THE WELSH SHORT MAT BOWLS ASSOCIATION, hereinafter referred to as the WSMBA.

Note: Short Mat shall mean a mat with a maximum length of 45 feet (13.7 meters) and a minimum length of 40 feet (12.2 meters) and with a width of 6 feet (1.8 meters). A tolerance of 2 inches (50mm) being allowed on the width. Other playing conditions for the game are defined in the Official WSMBA Rule book.

- b. The address of the WSMBA shall be the residence or office address of the Secretary to whom all correspondence should be addressed.

#### 2. OBJECTIVES

- a. To promote and foster the game of Short Mat Bowls throughout Wales.
- b. To formulate and administer the rules under which the game shall be played in Wales.

Note: These rules should be similar to the Rules adopted within other National Short Mat Bowls Associations and shall only be subject to alteration after due consultation with those other bodies.

- c. To pay particular attention to developing the game among all classes and categories of people who are disabled.
- d. To authorise and control tours of all teams playing in national and international competitions and to oversee the selection of members of the same.
- e. To set up and administer coaching courses for players, umpires, markers and to authorise the appointment of such officials.

#### 3. MEMBERSHIP

- a. Membership shall be open to all people of all ages, of both sexes and regardless of disability, upon receipt of correctly completed registration form and appropriate fee – subject to the approval of the Executive Committee. All applicants must be members of Clubs and County Associations affiliated to the WSMBA.

- b. All players playing in County Lague matches and tournaments under the aegis of the WSMBA must be registered members of the WSMBA.
- c. Honorary membership may be bestowed on those persons who, in the opinion of the WSMBA, have made a significant contribution to the development of the Short mat game in Wales.
- d. The right to refuse membership, or to refuse to renew membership, shall be the sole right of the WSMBA.

#### **4. ADMINISTRATION**

- a. The officers of the Association shall consist of the President, Chairperson, Vice-Chairperson, Treasurer and Secretary and such other officers as the Executive Committee may decide. The Chairperson shall be elected annually but may only serve for a maximum of 2 consecutive years.
- b. The Association shall be administered by an Executive Committee consisting of the Officers together with one representative from each County Association. A deputy may be nominated by a County if their elected member is unable to attend meetings. A quorum shall constitute of 2 officers (including the Chair or Vice-Chair and the Secretary or Treasurer or their deputies) and more than half of the total number of elected County representatives.
- c. County members of the WSMBA Committee shall be elected at their own County Association AGMs.
- d. The committee shall have the power to set up sub-committees to deal with specific matters and to appoint persons to carry out specific duties.
- e. Other bodies such as the national Umpires Council and the National Coaches Council, set up under the jurisdiction of the WSMA, shall appoint a representative to this committee. Such representative shall be non-voting.
- f. Each County member attending shall have one vote in committee, no officer and no other attendee having a vote except the Chair who shall have a casting vote.
- g. Founder members of the WSMBA who retire from any post they have held may be invited to continue to sit on the Committee as observers but without the power to vote.
- h. The Executive Committee shall act for the members. Liabilities incurred shall fall upon the membership (provided the executive committee act in accordance with the constitution in honesty and good faith).

#### **5. GENERAL MEETINGS**

- a. The Annual General meeting shall be held on the first Sunday in August, or as near as possible to that date, at a venue approved by the Executive Committee.

- b. The business of the AGM shall include:
  - i. Receipt of the minutes of the last AGM, as well as any EGM held since that date, and dealing with any matters arising;
  - ii. Receipt and consideration of the reports for the Secretary and Treasurer;
  - iii. Election of Officers for the coming year;
  - iv. To agree fees of members, Clubs and County Associations for the coming year; and
  - v. Consideration of other matters that have been pre-notified to members and included on the Agenda.
  
- c. All members of the WSMBA Committee shall be deemed to have retired on the date of the AGM and the new members shall take up their duties immediately following the AGM. Nominations for any of the Officers and other items for consideration for inclusion in the Agenda shall be received by the Secretary, in writing, at least 6 weeks before the date of the AGM.
  
- d. All members registered with the WSMBA shall be entitled to attend the AGM, but only two members of each Club and two members of each County Association shall be entitled to vote. The Chair shall not have a casting vote. In the case of a tied vote the motion shall be deemed lost.
  
- e. Postal voted are acceptable from each Club (2 votes per Club) and from each County Association (2 votes per County). Such votes shall be lodged with the Secretary by each Club/County Association individually and separately and at least 10 days prior to the date of the general Meeting.
  
- f. An Extraordinary general meeting may be convened by the Executive Committee when, of if, the need arises. Only the business stated in the notice of the meeting shall be transacted .
  
- g. At least 21 days notice shall be given of all General meetings.

## **6. FINANCE**

- a. The annual fees for all members, Clubs and County Associations shall be determined at the AGM and become due on 1<sup>st</sup> October. Any Club or County not paying their fees by 1<sup>st</sup> November each year shall forfeit all rights and privileges of membership until the full fees are received.
  
- b. All monies received shall be placed in a suitable bank account and the signatures of three officers of the WSMBA affixed to a mandate form; any two of the three signatures to be used to withdraw such monies approved by the committee.
  
- c. The Treasurer shall keep the accounts in a recognised manner and present audited accounts to the AGM in respect of the year to the previous May. Accounts shall be audited by a qualified Chartered Accountant. The books shall be open to inspection by any registered member carrying out tasks or attending meetings on behalf of the WSMBA.

## **7. DISPUTES/DISCIPLINARY PROCEDURES**

- a. The WSMBA should not be approached either verbally or in writing regarding disciplinary or complaints disputes within a County by any of the aggrieved parties until all the correct

procedures have been exhausted within the County. If necessary, thereafter, the Secretary of WSMBA should be sent the relevant details in writing to enable the WSMAB Executive Committee to decide the appropriate action.

- b. The WSMBA Committee shall have the power to impose fines and/or disqualify and/or suspend any registered member, Club or County for any breach of the Constitution.
- c. Aggrieved parties shall have the right of one appeal against the disciplinary action decided by the Committee.

## **8. DOPING COPNTROL**

- a. The taking of prohibited substances is strictly forbidden and shall be regarded as a breach of the Constitution; offending players shall be banned from playing in any event organised under the authority of the WSMBA for a period of 2 years.
- b. Drug testing may take place at any time during match play or practise.
- c. The lists of allowed and prohibited substances quoted in the International Olympic Committee Medical Code shall be used as a guide, but may not be comprehensive.
- d. It is the individual responsibility of each player to ensure that any drugs that they may be taking are in fact permissible. This can be done by reference to the above medical Code, their own Doctor, or the Sports Council's Doping Control Unit.
- e. In the game of Short Mat Bowls, the use of Beta-blockers, obtained on medical prescription are permitted.

## **9. ALTERATIONS TO THE CONSTITUTION**

- a. Amendments to the Constitution shall be made only at an AGM or an Extraordinary General Meeting expressly called for that purpose. Full written details must be submitted to the Secretary at least 43 days notice before the date of the general meeting, and any amendment passed by at least 2/3rds of the votes (including postal votes) cast at the meeting.

## **10. ALTERATION TO RULES**

- a. No new rule shall be made or any altered or rescinded, except at a general meeting called for that purpose.
- b. Clubs or County Associations wishing to propose new rules or amendments to existing rules must give full details in writing to the Secretary (WSMBA) or the Secretary (National Umpires Council), giving 42 days notice before the date of the general meeting. The NUC will consider any such proposal and pass their recommendations to the Executive Committee for ratification before proposals are circulated to each Club.

## **11. DISSOLUTION PROCEDURES**

- a. In the event of the Association ceasing to exist, and following the discharge of all debts and liabilities, any assets at the time of the dissolution shall become the property of the ..... (a similar organisation). No member shall obtain any asset from the Association.