

CONSTITUTION OF SOUTH WESTMORLAND SENIORS BOWLING LEAGUE

C1. The League shall be called The South Westmorland Seniors' Bowling League and will be affiliated to Cumbria County Crown Green Bowling Association.

C2. The objective of the League is to further Crown Green Bowling in the locality, and playing members are eligible to take part in league matches on or after their 60th birthday.

C3. The Executive Committee will consist of President, and four Executive Officers who will undertake the roles of Chairman, Vice Chairman, Hon Secretary, Hon Treasurer. For any event necessitating a meeting of the Executive Committee then at least three of the 5 members must be in attendance. The Executive Committee will be responsible for the day-to-day management of the league.

Any disciplinary issues will be handled by the Executive Committee. It is then up to the Executive Committee to call a full Management committee meeting, if necessary.

The Management Committee will consist of the Executive Committee together with one designated representative of each of the member clubs of the South Westmorland Seniors' Bowling League. For any meeting of the Management Committee (including the Annual General Meeting) a quorum, consisting of a majority of the member clubs, must be in attendance, each member club will have a single vote and a member of the Executive Committee will not have a vote unless he/she is a designated representative of a member club.

The League's accounts shall be closed on 30th September each year for preparation of the Financial Accounts and Balance Sheet by the Hon Treasurer. The Financial Accounts and Balance Sheet should be independently assessed by a suitable qualified person.

League funds will be held in a single account with either a Bank or Building Society and to effect any withdrawals from such will necessitate any two of three signatures of Chairman, Hon Secretary and Hon Treasurer.

A copy of the Financial Accounts and balance Sheet, together with a copy of the minutes from the previous year's Annual General meeting and a copy of the agenda for the forthcoming Annual General Meeting and the Hon Secretary's Report, will be made available to each member club electronically at least two weeks prior to the forthcoming Annual general meeting. Any Club that is unable to access this information electronically may request a hard copy from the Hon Secretary.

An Annual General Meeting will be held within six weeks of the 30th September each year at a time and location to be determined by the League Hon Secretary.

The Annual General Meeting will conduct the following business:

- a) Approve the minutes of the previous Annual General Meeting and, if appropriate any Extraordinary General Meeting held since the date of the previous Annual General Meeting.

- b) Receive the Hon Secretary's Annual report.
- c) Approve independently assessed accounts for the last financial period as presented by the Hon Treasurer.
- d) Elect Executive Officers, and two delegates to the CCCGBA.
- e) Consider any proposed motions and any rule amendment proposals.
- f) Set fees as necessary for the forthcoming year
- g) Approve Officers honoraria.
- h) To consider new application for membership to the League

Ideally, proposal of a motion for consideration at the Annual General Meeting should be submitted to the League Hon Secretary in writing by the Secretary of the member club before 30th September. Normally motions will not be taken from the floor at an Annual General Meeting

An Extraordinary General Meeting may be convened as necessary by the Executive Committee. Also, if requested in writing to the Hon Secretary, specifying the object of the meeting and signed by at least three member clubs, an Extraordinary Meeting must be convened within twenty-one days of receipt of the requisition. Such meetings may be arranged for the following purposes:

- a) To consider, and if approval is attained, then sanction any rule amendment(s).
- b) To deal with any matter which the member club requisitioning the meeting wishes to have considered.

Notice convening the Extraordinary General Meeting specifying the matter(s) to be dealt with will be issued to each member club electronically at least seven days before the date of the meeting.

C4. Subject to a limit of 5 divisions and 60 teams, application for membership to the League will be considered from any Club in the locality and affiliated to the Cumbria County Crown Green Bowling Association. Such applications must be received on or before 30th September in each year, by which date resignations must also be forwarded in writing to the League Secretary.

C5. Promotion and relegation will involve the top two teams and the bottom two teams in Divisions 1,2,3 & 4 where and when appropriate. The top two teams in Division 5 will be promoted.

The League Secretary shall have the authority to adjust the number of teams in each division should any team(s) withdraw from the League after the A.G.M. and before the fixtures are made.

C6. Expenses incurred by the Secretary and Treasurer shall be paid from the League funds.

C7. The Secretary and Treasurer each to be paid an Honorarium to be agreed by the Members representing their Clubs and voting at the Annual General Meeting.

Updated October 2019