



Leicestershire Pétanque



This document comprises

Summer League Rules

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Constitution

Leicestershire Pétanque Association

Summer League Rules

Date: 12/12/2012

Changes: piste lighting condition; rearrangement rules modified; result notification deadline amended; grievance notification deadline amended

Date: 11/12/2013

Changes: 'Free' Wednesdays; substitutes

Date: 09/12/2015

Changes: Raking rule added [at 11.3]

1. Name of League

1.1 The name of the Summer League shall be called "The Leicestershire Pétanque Association Summer League", with the inclusion of a sponsor's name if appropriate

2. Administration of the League

2.1 The League shall be administered by the Leicestershire Pétanque Association (LPA)

3. Eligibility of Club and Teams

3.1 Each Club taking part in the League shall:

3.1.1 Have its playing piste situated within the county boundary of Leicestershire and/or Rutland (AGM 1996)

3.2 Clubs wishing to apply to join the league shall have suitable piste lighting to enable games to be played as per the league requirements

3.3 Clubs wishing to apply to join the league shall nominate their number of teams to the Fixture Secretary at a time designated by the Executive Committee of the LPA

4. Clubs and Teams Changing Venue

- 4.1 If any club wishes to change its venue and it moves en bloc, then each team within that club will retain its league and division status
- 4.2 If any club wishes to change its venue and there is a split in the membership, then the majority of members retain their league and Division status
- 4.3 A team registered with, and playing in the Leicestershire Summer League shall, subject to it complying with the following conditions, be permitted to change its playing venue, together with its name, without losing its existing position in the League
- 4.3.1 The team wishing to move playing venue shall apply to the Executive Committee of the LPA for permission to do so
- 4.3.2 The application shall be in writing, and signed by every person that has been a regular player (played more than three times during per season) for the team during the existing and / or previous league season
- 4.3.3 The team shall prove, to the satisfaction of the Executive Committee, that every player of the team requesting the move has not played for any other of his Clubs teams playing in the LPA Summer League during the previous twelve month period AND that none of the teams regular players (playing more than three times per season) wish to remain at the present Club/ venue to reform the team with different players
- 4.3.4 The team shall demonstrate to the satisfaction of the Executive Committee that it will continue to comply fully with the Association's requirements (AGM 2004)
- 4.4 Any variation of the above points must be referred back to the Executive Committee

5. Format of League and Divisions

- 5.1 All matches shall be played on a Wednesday evening, subject to the rules covering adverse weather and other reasons for cancellation where both captains agree
- 5.1.1 The Summer League will be played over a 20 week period of which 2 days will be designated "free days" by the Fixture Secretary. These days are to be used to play cancelled/ re-scheduled games within the Wednesday Calendar resulting in re-arranged matches not having to be played on other days when team members may have alternative activities in place (AGM 2013)
- 5.2 Teams in the previous year's Summer League will retain their divisional status subject to the rules contained herein
- 5.3 New teams will be added to the last division of the previous Summer League or form the basis of a new division
- 5.4 The constituent teams of each division are compiled each year by the Fixture Secretary after the date of registration
- 5.5 Divisions 1, 2, and 3 will consist of a maximum of ten teams
- 5.6 Each other division shall be made up of a sensible number of teams, at the discretion of the Fixture Secretary, dependant on the total teams registered
- 5.7 In Divisions 1, 2, and 3, each team will play each other twice, home and away, over an eighteen-fixture season, commencing on the last Wednesday in April (AGM 2004)
- 5.8 In the other divisions, the number of matches per opponent will be determined once the divisional content has been finalised by the fixture secretary
- 5.9 The official final date of the season for all divisions shall be the date of the final fixture for that Division as per the fixture list
- 5.10 If any team cedes its position in any division prior to the start of the season or during the season, for whatever reason, then all games that that team was to have played or have already played shall be null and void, and any fees paid to the LPA shall be forfeit
- 5.11 Any team failing to fulfil three fixtures will be withdrawn from the Summer League subject to rule 14

6. Format of Play

6.1 Each team will consist of two triples who will play the opponent's two triples. Each match will consist of four games of triples. The first triple to score thirteen points in each game will be the winner of that game

6.1.1 Each team is allowed one substitute in each triple (a maximum of two substitutes in total per team), to be made only at the changeover between the two sets of triples games (AGM 2013)

6.2 The League will be run on a league point's basis; each game won in a match will score one league point

7. Promotion and Relegation

7.1 Promotion and relegation between all Divisions shall be two up and two down (AGM 2005)

7.2 Any "bye", however caused, shall be included in any relegation

7.3 Any spare places resulting from byes will be filled by additional promotion

7.4 If the league points are level at the end of the season, then the following will be used, in order shown, to determine the final positions: -

7.4.1 The greatest difference between the total points scored, "for" and "against", in all matches

7.4.2 The highest total points "for" scored in all matches

7.4.3 The results of the matches between the relevant teams by taking into account the most games won, and then if necessary, most points scored "for"

7.4.4 A play-off between the relevant teams at a neutral venue

8. Player Attachment to a Club

8.1 A player is deemed to be tied for the duration of the season to the Club for whom he plays his first match, although a player may transfer to another Club during the season by giving fourteen days notice, in writing, to the Fixture Secretary

9. Player Attachment to a Team

9.1 A Club will have complete freedom on team selection subject to rule 8

10. Rearrangement of Matches

10.1 Any match may be re-scheduled subject to agreement between the two team captains. However, rearranged matches during the first half of the season must be played before the turn round point (with the exception of the last two games). All rearranged matches must be played two weeks before the end of the season (AGM2003)

10.1.1 Teams wishing to take advantage of the "free date(s)" [see 5.1.1] must give at least 3 days notice to their opponents and notify the Fixture Secretary of the re-scheduled match. In the 'Spirit of the Game' teams are expected to be sympathetic to any such requests and use the days set aside for the purpose (AGM 2013)

10.2 A rescheduled match is considered the same status as a scheduled match in terms of the Summer League rules

10.3 All details of rearranged and/or postponed matches must be agreed by the Fixture Secretary by the team requesting the postponement in sufficient time for the Fixture Secretary to contact the captain of the other team for confirmation (AGM 1998)

10.4 No change of venue is allowed, except that a match may be switched to the opponent's venue by prior agreement of the two team captains. This in no way implies that the reverse fixture should also be switched

10.5 No match can be played after the official final date of the season for that Division [except for the provision shown in 10.10](#)

10.6 If any match is played in contravention of the rules in this section then it shall be regarded as a 2-2 draw of 26 points scored by each team, but each team shall be deducted 2 league points and 26 score points as a penalty

10.7 If a match is not played on the original or rescheduled date due to adverse weather conditions or other unforeseen circumstances then, where no blame can be attached, each team will be awarded two league points and 26 score points

10.8 If a match is not played on the original or rescheduled date, due to any reason other than in the previous section, then the team innocent of causing the postponement will be awarded the match with a result of 4 league points to nil, with nil score points being awarded to both teams. In the event that blame cannot be apportioned the match will be declared null and void

10.9 In the event of a match having to be re-arranged it is the responsibility of the team requesting the re-arrangement to contact the opposing team at least the day before the fixture to notify them of the postponement and also to contact the fixture Secretary with notice and reason for the need to re-arrange

10.10 In the event of a match having to be abandoned in the last 3 weeks of the published season, the match must be played within 7 days of the end of the published date for the division and the fixture secretary made aware of the abandonment, the reason for the abandonment and the new 'to be played' date. Any failure to comply will be referred to the Executive Committee whose decision will be final

11. Starting Times of Matches

11.1 The starting time of each match will be 7.30 pm. prompt provided rule 11.2 has been adhered to. If this is not the case then the start time will be 7.45 pm if requested by the away team. Any triple not ready to start at that time will be penalised 2 points after ten minutes, and then 2 points for every 10 minutes thereafter until 8.30 pm. when the games that that triple were to have played shall be claimed. The only exception to this rule is by agreement of the two team captains (AGM 2001)

11.2 When the away team arrives at a multi-piste venue, then the piste on which, the Match is to be played must be indicated at least 15 minutes prior to the match start time. If this is not done then the away team have the right to claim 15 minutes practice time. This will only apply if the visiting team has arrived at Piste before 7.30 (AGM 2001)

11.3 If and after the piste has been raked, the opposition players have up to 15 minutes to practise on the newly raked terrain before play will commence (AGM 2015)

12. Reporting Of Match Results

12.1 Electronic submission of results from either Team Captain to be entered via the LPA Website no later than **TWO (2)** days after the match is played. In the event of a rearranged match the results to be entered the next day. Postal cards are now obsolete. Each Team Captain shall also keep a record

12.2 Late receipt of results will incur penalties to both teams. No score points will be recorded

(a) Penalties will be imposed after two communications between Clubs and the Fixture Secretary have been made. No scores will be accepted by phone

(b) These penalties will be imposed automatically after two weeks from the date of the match played. A new column will be inserted into the league tables with a heading N/R (no results)

12.3 No fabrication of result is allowed (AGM 2008)

13. Rules of Play

13.1 All matches shall be played according to the current International Rules of Pétanque with the exceptions that (AGM 2004) -

13.1.1 The size of the piste is to be as large as possible under local conditions. Each home team is to mark and advise the away team captain of the exact boundaries before the commencement of each match

13.1.2 The cochonnet is to be an acceptable distance from any boundary or obstacle, agreed by both teams prior to the commencement of play

13.1.3 Timing and commencement of play is to be as per the rules stated herein

13.1.4 A team will consist of 6 players (two teams of 3) with no substitutions allowed once play has commenced (AGM 2007) [*except as in 6.1.1 (AGM 2013)*]

14. Penalties and Complaints

14.1 Any LPA Club or Officer having a grievance or evidence of rule breaking may make a complaint to the Fixture Secretary in writing **within 3 days of the grievance or infringement occurring**

14.2 An impartial tribunal consisting of an odd number of people will be formed comprising the officers of the LPA together with any co-opted LPA members as deemed necessary by the Chairman (a quorum will be five), to administer all complaints and decide on fault and penalty

15. Amendments to Rules

15.1 Any amendments of the LPA Summer League rules can only be made at an AGM or an EGM specifically called for that purpose

16. Summer League County Ranking Points

16.1 Should further Divisions need to be formed to accommodate additional teams, Divisions 4 and below will carry the same County points (AGM 2002)

Team members having played in a minimum of 60% of the games will be eligible for County points

Division 1

1st – 10 points

2nd – 8 points

3rd – 6 points

4th – 4 points

Division 2

1st – 8 points

2nd – 4 points

3rd – 2 points

Division 3

1st – 8 points

2nd – 4 points

3rd – 2 points

Division 4 (plus all additional divisions)

1st – 4 points

2nd – 3 points

3rd – 2 points

Leicestershire Pétanque Association

Presidents Cup Rules

Date: 12/12/2012

Changes: player eligibility modified

1. Format

- 1.1 The competition is run on a knock out basis. Preliminary and 1st round losers to enter a plate competition (AGM 2003)
- 1.2 Clubs will be invited to enter teams into the Presidents Cup at the time of registration to the Summer League. Clubs may enter teams up to the number entered for the Summer League. All games to be played on Monday evening on dates specified by the committee. All byes to be in a preliminary round before the first round proper. Plate Competition winners and runners up will receive individual trophies (AGM 2009)
- 1.3 All matches must start at 7:30 pm prompt. Teams arriving late will be penalised in accordance with the lateness rules that apply to the LPA Summer League
- 1.4 Each match will consist of 2 games of triples and three games of doubles
- 1.5 The semi-finals and final will be played on a neutral venue ON DESIGNATED DATES determined by the organiser and cannot be rescheduled by the participating teams
- 1.6 After the game has been played it is the winning team's responsibility to communicate the result to the organiser within 2 days of the fixture date. Players' names of both teams must be supplied with the result
- 1.7 All disputes should be addressed to the organiser who will adjudicate

2. Eligibility And Entry

- 2.1 The competition is open to all pétanque clubs, which are registered with Leicestershire Pétanque Association
- 2.2 The draw shall be made after the Summer League registration entry closing date by the organiser and the secretary of each participating club will be notified of the draw and schedule. A further draw shall be made after each round and the result of such and the date of the next round communicated to the secretaries of the clubs involved (AGM 2004)

3. Rules Of Play

- 3.1 All matches shall be played according to the current International Rules of Pétanque with the following exceptions:
 - Rule 3: Licenses need not be produced
 - Rule 5: The size of the piste is to be as large as possible under local conditions. Each home team is to mark and advise the away team captain of the exact boundary / obstacle, agreed by both teams prior to commencement of each match
 - Rule 7(3): The jack is to be an acceptable distance from any boundary / obstacle, agreed by both teams prior to commencement of play
 - Rule 32: Timing and commencement of play is to be as per rule stated in 1.3
- 3.2 Each player plays in ONE game of TRIPLES and ONE game of DOUBLES
- 3.3 A player is cup tied to the club he or she has played for in the current LPA summer league or having played any match for the club in the President's Cup. A player may not play for more than one team in any one season

3.4 The team captains must decide upon and must then inform the opposing team captain of the format of their teams BEFORE the match starts. The format is fixed for the duration of the match

3.5 The order of play will be as follows:

Home		Away
Triple 1	v	Triple 1
Triple 2	v	Triple 2
Double 1	v	Double 1
Double 2	v	Double 2
Double 3	v	Double 3

Leicestershire Pétanque Association

Woolwich Trophy Rules

Date: 12/12/2012

Change: entrants reduced to 8

1. Woolwich Trophy

The Woolwich Trophy is the LPA Champion of Champions Trophy. The winners of each Division and the runners up from the higher divisions, to make an 8 team play off on a straight knock out basis (AGM 2003, 2012)

2. The rules of play

are identical to the rules that apply to the Leicestershire Pétanque Association Summer League. The competition is played in rounds on Wednesday nights after the end of the regular season on a NEUTRAL PISTE decided upon by the Executive Committee of the LPA. The Executive Committee will decide venues and dates for the Semi- Finals and Finals. Because the competition is a straight knock out, one additional rule applies for situations where the contesting teams have both won two games out of the 4 played. In the event of teams finishing in the round with equal games won (2-2), the result will be decided on total points difference (i.e. total points scored FOR minus total points AGAINST in the 4 games). If the result is still equal then the two team captains shall nominate one triple from their team (such triples may be any 3 of the 6 team members) who will play ONE additional end to decide the final result

Leicestershire Pétanque Association

County Ranking Competitions

Date: 12/12/2012

Changes: Leicestershire Mixed Doubles and Singles included

Date: 11/12/2013

Changes: Team Selection criteria

1. County Team Selection

The County Captain/Committee is required by the LPA to select 50% (usually 12) of the team required from the first eligible number in the ranking list. The Captain/Committee on whatever grounds are considered as merit can select the other members with preference given to members that have played away games

There is therefore a formal ranking system in operation wherein LPA players are awarded County Ranking Points for their performance in designated competitions during each season

2. County Ranking Competitions

County Points are awarded for the following competitions:

- Leicestershire Pétanque Association Winter League
- Leicestershire Pétanque Association Summer League
- Leicestershire County Pairs
- Leicestershire Doubles
- Leicestershire Open Triples
- Leicestershire President's Cup
- Leicestershire Mixed Doubles
- Leicestershire Singles

3. LPA Winter League

Team members having played in a minimum of 60% of the games will be eligible for County points.

Final Position

1st – 8 points

2nd – 7 points

3rd – 6 points

4th – 5 points

5th – 4 points

6th – 3 points

7th – 2 points

8th – 1 points

(AGM 1998)

4. LPA Summer League

Should further Divisions need to be formed to accommodate additional teams, Divisions 4 and below will carry the same County points (AGM 2002)

Team members having played in a minimum of 60% of the games will be eligible for County points

Division 1	points		Division 2	points
1st	10		1st	8

2nd	8		2nd	4
3rd	6		3rd	2
4th	4			
Division 3	points		Division 4 etc	points
1st	8		1st	4
2nd	4		2nd	3
3rd	2		3rd	2

5. Leicestershire County Pairs /Open Triples/Doubles/ Mixed Doubles/ Singles

When Knockout	points		Otherwis e	points
1st	8		1st	8
2nd	6		2nd	7
3rd	4		3rd	6
4th	2		4th	5
5th	2		5th	4
6th	2		6th	3
7th	2		7th	2
8th	2		8th	1

8. LPA President's Cup

Team members of the top 4 teams who play in a minimum of 60% of the rounds will be eligible for County points

Final Position

Winner – 6 points per player

Losing Finalist – 4 points per player

Losing Semi-Finalist – 2 points per player

Winter League Rules

Date: 12/12/2012

Changes: registration condition amended; hosting condition amended; composition of triple amended; event result criteria amended

1. Name of League

1.1 The name of the Winter League shall be called "The Leicestershire Pétanque Association.....Winter League", with the inclusion of a sponsor's name if appropriate

2. Administration of the League

2.1 The League shall be administered by the Leicestershire Pétanque Association (LPA)

3. Venue of Matches

3.1 Venues will be allocated by the Executive Committee of the LPA

3.2 There shall be a maximum of ten individual legs comprising the Winter League Triples Competition

3.3 Where possible, subject to the qualifying rules herein, the venues will be allocated to as many different clubs as possible

4. Team Numbers

4.1 Provision should be made locally to accommodate entry on the day (AGM 1998)

5. Team Entry and Registration

5.1 Teams must register on the day at least a quarter of an hour before the start of play (AGM 1999)

5.2 The time for start of play will be 10.00 am

5.3 At least **two** members of a team wishing to play must be in attendance to register

5.4 It is the responsibility of the host Club to administer the competition on the day **subject to the approval of the Executive Committee**

6. Entry Fee

6.1 The entry fee for each team will be determined by the LPA Executive Committee prior to the commencement of the season

6.2 The total entry fees collected by the each organising Club on the day shall be distributed as follows:

- An amount determined by the LPA Executive Committee shall be as a contribution to the running costs of the Winter League (£8 AGM 2005)
- Of the remainder 80% shall be allocated towards the provision of prizes and 20% kept by the organising Club. For twelve teams and below prizes will be allocated down to 3rd place; over twelve teams prizes will be allocated down to 5th place (AGM 1998)
- The nature of prizes is left to the discretion of the organising Club

7. Composition of Teams

7.1 The composition of a Winter League Team is a Triple. **A 4th player is permitted to play on the day provided that all 4 players are in attendance at the commencement of the days play**

7.2 Two members of the triple must be drawn from the first four named players who represent that team. There is no limit upon the number of players who do represent the team provided that two of the original four players feature at all times

7.3 A team may be comprised of any person who wishes to play Pétanque. Registration with an LPA Member Club is not necessary (AGM 2004)

7.4 Each team must record the names of its players on the pre-printed score card which must be submitted to the organisers at the end of the final round of the day. Failure to comply with this will result in any Winter League points earned on the day being forfeit

7.5 At the end of each of the individual legs comprising the Winter League the organising Club shall ensure that all team sheets are submitted to the Winter League organiser

8. Method of Play

8.1 Play shall commence at the time set by the LPA Executive Committee. Only under exceptional circumstances shall the organising Club vary the starting time as conditions dictate

8.2 The winner of each game in a round is the first team to reach 13 points of the team, which has the highest score when the last end has been completed after time has been called

8.3 The competition shall consist of five timed rounds, with either two or three rounds being played in the morning session and the remainder in the afternoon at the discretion of the organising Club

8.4 The lunch break will be kept to a sensible minimum time period

8.5 Each round shall last a maximum of 60 minutes. Only due to exceptional circumstances can a game be timed at more than 60 minutes

8.6 All games will be pre-drawn before start of play on the day as determined by the Winter League administrator

8.7 If there is an odd number of teams or an over subscription of teams then byes will be awarded to the relevant team(s) resulting in a 13 - 7 points win

8.9 Teams may not be awarded more than one bye on the day

8.10 After time is called for each round, the end in progress shall be completed and the final scores recorded on the teams sheets/scorecards. An end is deemed to be in progress if the jack has been thrown to start the end whether it be legal or not. If the end that is in play after time has been called is declared dead then the game shall terminate at that time

8.11 At the end of the day's play the overall result is determined according to the following criteria in order:

- The team winning the most games including any byes
- If equal the team with the highest points difference
- If equal the team with the highest total points
- If equal then any teams remain tied and share any prize /points

8.12 Prizes are awarded to the top three/five teams on the day (AGM 1998)

8.13 The final positions at the end of the Winter League season are decided using the following:

- 3 points are awarded for each game won during the season
- 1 point is awarded for each game drawn during the season

8.14 At the end of the season the top THREE teams are allocated trophies by the LPA, and the qualifying members of the top EIGHT teams are awarded County Ranking Points (AGM 1998)

8.15 To qualify for County Ranking Points a team member must have played in a minimum of 60% of the individual legs

9. Rules of Play

9.1 All matches shall be played according to the current International Rules of Pétanque with the following exceptions.. (AGM 2004)

- Dog or Leisure boule may be used

- The size of the piste is to be as large as possible under local conditions. The organising Club will advise all teams of the exact boundaries before the commencement of the competition
- The jack is to be a nominated distance from any boundary/obstacle, as advised by the organising Club prior to the commencement of play
- Timing and commencement of play is to be as per the rules stated herein

10. Amendment of Rules

10.1 Any amendments of the LPA Winter League Rules described herein can only be made by the LPA at an AGM or EGM called for that purpose

11. Winter League County Ranking Points

11.1 Team members having played in a minimum of 60% of the games will be eligible for County points

Leicestershire Pétanque Association Constitution

Date: 12-Dec 2012

Changes: individual membership of the Association defined; communications by 'electronic means' allowed; post and duties of Webmaster added; requirement to have accounts audited added

Date: 09/12/2015

Changes: AGM timetable clarified [at 10.1]

1. Name

1.1 The Association shall be called the Leicestershire Pétanque Association (LPA) hereinafter called the 'Association'

2. Objects

2.1 The objectives of the Association are to promote the game of Pétanque by all means at its disposal:

- a. By promoting public awareness of the sport
- b. By organising competitions
- c. By instruction in the sport
- d. By maintaining an association with the East Midlands Pétanque Association of the EPA (AGM 2004)

2.2 The Association shall have full power to do all things necessary, expedient or considered by it desirable for the welfare and protection or assistance of, or helpful in any matters to its members, and for the accomplishments of all objectives specified in this constitution

3. Registered Office

3.1 The Registered Office shall be the same as that of the Association's secretary as appointed under the provisions of this constitution; or such other place as may from time to time be decided by the Executive

4. Members - Clubs

4.1 Members of the Association shall consist of such Pétanque Clubs as shall be admitted to the Association in the manner provided for by this constitution. Each member club shall pay an annual registration fee that will be determined from time to time at the Annual General Meeting

4.2 Individual members shall be entitled to vote at the Annual General Meeting or an Extraordinary General Meeting provided they have played at least 3 games in the current LPA summer competitions

5. Conditions for Membership

5.1 Any Pétanque Club with its address and playing piste in Leicestershire and/or Rutland may apply for admission to membership. Clubs residing outside Leicestershire may only be admitted to membership under exceptional circumstances with the express permission of the Executive Committee (AGM 2004)

5.2 Applications for admission to Membership shall be in the form prescribed by the Executive. Applications for Membership to the Leicestershire Pétanque Association shall be channelled initially through the LPA Executive who shall be responsible for publication to all its Member Clubs. Any objections to the admission of a Club, and the grounds for such objection shall be stated in writing and forwarded to the Association's Secretary within 14 days of publication. If an objection is so made the Executive may at its discretion deputize one of its number to make an investigation and report back to the Executive. Subject to any report being satisfactory and the Club complying with all the Executive's requirements, the Executive shall admit the Club to Membership and its name shall be entered on the register of Clubs

5.3 Notice of refusal or the acceptance of a Club's application for Membership shall be sent to the Club within 28 days after such refusal or acceptance

6. Cessation of Membership

6.1 A Club failing to pay its League team Fee in accordance with this constitution shall be suspended from all privileges and shall have a notice sent to it to that effect, and if fees are not paid within 30 days of such notice, the Club shall cease Membership of the Association and its name shall be removed from the register of Clubs (AGM 2004)

6.2 A Club may be suspended from all or some of the privileges of Membership or expelled by the vote of two-thirds of the Members of the Executive present at a Management Meeting upon a charge of conduct detrimental to the Association. The nature of the charge shall be communicated to the secretary of the Club at least 14 days prior to the date of the said Management Meeting. Any Club so charged may submit its answer to the charge in writing to the Executive or a representative may attend the Meeting to answer the charge

7. Right to Appeal

7.1 A Club suspended or expelled shall have the right to appeal to Arbitrators selected by the executive of the LPA. No appeal shall be heard unless made within 28 days of the suspension or expulsion in writing addressed to the Secretary accompanied by a deposit of £5 (Five Pounds), the disposition of which shall be at the discretion of the Arbitrators. There shall be no appeal from the Arbitrators decision

8. Club Statistics

8.1 A Member Club shall furnish to the Executive any statistics necessary for the better performance of the objectives of the Association

9. Register of Members

9.1 The Secretary shall keep at the registered office a register of Member Club's of the Association and such register shall be open at all convenient times to inspection and shall contain the following particulars:

- a. The names and addresses of the Member Clubs
- b. The date at which the Club was entered in the register as a Member and the date at which the Club ceased to be a Member

10. Meetings

(see Appendix below for explanatory diagram of AGM timetable)

10.1 The Annual General Meeting - Purpose and Business:

- a. The Annual General Meeting shall be held in November or such other month and at a place as the Executive may from time to time decide. **At least 42 days prior to each Annual General Meeting the Secretary shall send by electronic means to each Member Club advance notice of the date of the meeting**
- b. At least 14 days prior to each Annual General Meeting the Secretary shall send by **electronic means** to each Member Club a notice of the time and place of the meeting and an agenda of the business to be transacted
- c. Annual General Meetings shall be open to all persons **who comply with the conditions as indicated in 4.2 of this Constitution**. Each member who has signed the register of attendance and each elected Executive Officer shall be entitled to vote by a show of hand or by ballot at the discretion of the Chair on any motion being voted upon at the AGM. The Chairperson shall have the casting vote (AGM 2004)
- d. The Agenda shall comprise:
 1. The confirmation and adoption of the minutes of the previous year's Annual General Meeting and any subsequent Extraordinary General Meeting
 2. Chairperson's Report
 3. Treasurer's Report
 4. The presentation and adoption of the Association's Accounts
 5. Resolutions submitted by the Executive Committee
 6. Resolutions submitted by the Member Clubs
 7. Resolutions submitted by individual Members
 8. Election of Executive Officers
 9. Any other business (No vote to be taken on any matter raised)

10.2 Extraordinary General Meetings - Method, Purpose and Business:

- a. An Extraordinary General Meeting may be convened by the Secretary by direction of the Executive or following a request signed by the secretary of one third of the total Member Clubs and lodged with the Secretary. Such meetings shall be held at such place as the Executive may decide
- b. An Extraordinary General Meeting shall not transact any business other than that specified in the notice convening it
- c. Should the Secretary not convene an Extraordinary General Meeting within 6 weeks after receiving a duly signed requisition to do so, the requisitioners may convene the meeting and shall have a claim upon the Association for all reasonable expenses properly incurred in convening it
- d. A notice convening an Extraordinary General Meeting shall state the time and place thereof and the purpose for which it is convened and a copy of the notice shall be sent by **electronic means** to each Member Club not less than 14 days before the date of the meeting
- e. Extraordinary General Meetings shall be open to all **persons who comply with the conditions as indicated in 4.2 of this constitution**. Each member who has signed the register of attendance and each elected officer shall be entitled to vote by a show of hand or by ballot at the discretion of the Chair on any motion being voted upon at

the EGM. The Chairperson shall have the casting vote. An EGM shall not transact any business unless there is one representative present from at least six different Member Clubs

f. At all General Meetings of whichever type, the Chairperson of the Association or in his/her absence an Executive Officer shall preside

10.3 Executive Management Meetings - Method, Purpose and Business:

a. Executive Management Meetings shall be convened by the Executive at times and places determined by the Executive for the purpose of administering the affairs of the Association. A minimum of four Executive Management Meetings shall be held per annum, the first of which shall be as soon as possible after the AGM. A quorum to consist of four members of the Executive

b. At all Executive Management Meetings the Chairperson of the Association or in his/her absence an Executive Officer shall preside and shall have the casting vote in the event of a tie

10.4 Summer League Registration Meeting:

a. The Secretary will notify the Summer League Registration Meeting time and place to all Member Clubs by **electronic means** not less than 14 days prior to the meeting. Only Summer League registrations will be dealt with at this meeting. The Executive may if deemed expedient incorporate this meeting into an Executive Management Meeting. Club Representatives would not have the right to speak during normal Executive business

11. Executive Committee

11.1 The Association shall be managed by a committee to be called the Executive, which shall be elected annually

11.2 The President, Chairperson, Secretary, Treasurer, Fixture Secretary, County Captain and **Webmaster** shall be Members of the Executive Committee and Officers of the Association

11.3 A person shall not be eligible for nomination or election or, if elected, shall not continue to sit unless he/she is a member of **the LPA as described in 4.2 of this Constitution**

11.4 The election of the Executive Officers of the Association shall be by a vote conducted at the Annual General Meeting. A person shall not be nominated without his/her consent

11.5 A member of the Executive shall be entitled, whilst engaged on any duties properly attached to his/her office, to reimbursement of reasonable expenses as approved by the Executive Committee

11.6 A member of the Executive Committee being absent from three consecutive Executive Management Meeting's shall automatically vacate his/her seat, unless he/she submits an explanation, which the Executive considers satisfactory

11.7 A casual vacancy arising on the Executive Committee may be filled and/or the appointment of no more than 2 additional Committee Members may be made by the Executive for a period no longer than the time up to the next Annual General Meeting

11.8 The Executive shall control all business carried on by or on account of the Association. It shall from time to time engage, remove or discharge all employees and fix their remuneration and duties and may require them to give such security in such form as it approves or determines

11.9 The Executive may appoint Sub-Committees, but no Sub-Committee shall incur any liability on behalf of the Association without prior consent of the Executive

12. Officers

12.1 The Association shall have the following Officers:

- a. President
- b. Chairperson

- c. Treasurer
- d. Secretary
- e. Fixture Secretary
- f. County Captain
- g. Webmaster

12.2 The Officers shall be elected at the Annual General Meeting and except for the provisions of sections of this constitution which, govern their time of office (11.6, 11.7, and 13. 1) shall remain in office until their successors are appointed at the next Annual General Meeting

12.3 A Member Club may nominate one candidate for each office and such nominations shall be forwarded in writing to the Secretary at least 28 days before the date fixed for the Annual General Meeting. In the event of written nominations for any office not being received prior to the Annual General Meeting, the Chairperson shall invite nominations from the floor at the Annual General Meeting itself

12.4 The Duties of the Officers:

a. President:

To act on behalf of the Association in promoting the affairs of the Association to the world at large. To report to the Executive as directed

b. Chairperson:

To administer and control the Annual General Meeting, any Extraordinary General Meetings, Executive Management Meetings and the Summer League Registration Meeting of the Association in accordance with the constitution

c. Secretary:

To summon, attend and keep minutes of the Annual General Meeting, any Extraordinary General Meetings, Executive Management Meetings and the Summer League Registration Meeting and, if so required by the Executive, those of any Sub-Committee meetings

To keep charge of the documents and other papers of the Association

To circulate Member Clubs with copies of minutes of all meetings held by Association Officers regarding Association business

To, in all things, act in the charge of his/her duties under the direction of the Executive

d. Treasurer:

To maintain the financial records of the Association, the collection of affiliation and annual fees and the payment of all accounts and expenses

To keep all books and accounts required to be kept and receive all monies due from Clubs and others and pay them into the bank at such times and in such a manner as the Executive shall direct

To prepare and submit to the Executive periodic and annual accounts in such a manner as the Executive directs

e. Fixture Secretary:

To organize and maintain the fixtures for the various leagues, competitions.

To maintain the records and results and league standings of the Association (AGM 2002)

f. County Captain:

To organize, with the help of a county subcommittee if required, county teams to represent the county in competitions

To report back the results of competitions to the Executive Management Committee (AGM 2002)

g. Webmaster:

To manage the Association Website and up-date and improve such site as deemed necessary by the Executive Committee

13. Removal from Office of Members of the Executive

13.1 A member of the Executive may be removed from office at any time by a vote of not less than two thirds of the representatives present and entitled to vote at an Extraordinary General Meeting called for that purpose

14. Accounts and Security by Officers and Employees

14.1 It shall be the duty of every Officer or employee of the Association having the receipt or charge of money at such time as the Executive may direct, or upon demand made, or notice in writing given, to give an account as may be required by the Executive, to be examined and allowed or disallowed by them on the like demand or notice to pay over all moneys and deliver all property for the time being in his/her custody to such person as they appoint

15. Books of Account and Inspection

15.1 All books of account, securities, documents and papers of the Association other than such (if any) as are directed by the Association to be kept elsewhere, shall be kept at the registered office of the Association in such manner and with such provision for their safety as the Executive may from time to time direct

15.2 Any Member Club or Member of a Club having an interest in the funds may inspect all the books of account and the particulars in the register of Members at all reasonable times

15.3 The accounts shall be audited every year prior to the AGM by an independent party and presented to the Membership for acceptance/ approval at the AGM

16. Loans

16.1 The Executive may obtain, on such terms as to the time and manner of repayment as it thinks fit, advances of money at interest not exceeding 5% above the prime-lending rate. The total amount so obtained shall not exceed £10,000.00 (Ten Thousand Pounds)

17. Finances

17.1 A banking or building society account shall be maintained on behalf of the Association and the signatures of two Officers of the Association must authorize any withdrawals from such

18. Application of Profit

18.1 Any profit, which may accrue, shall be applied to the objectives of the Association

19. Disputes

19.1 All disputes arising between a Club which is a Member of the Association or a Club which has for not more than 6 months ceased to be a Member, and any other person or body will be dealt with by the Executive Committee or, in the case of a dispute against the decision of the Executive Committee, by three arbitrators appointed by the Executive

19.2 The decision of the arbitrators or a majority of them shall be binding and there shall be no appeal against their decision

20. Supply of Constitution Details and Rules of Play

20.1 It shall be the duty of the Executive to advise each Member Club on all aspects of the constitution of the Association and its rules of play

20.2 Any changes to either the constitution or rules of play must be notified to all Member Clubs

21. Alteration to the Constitution

21.1 Any article in the constitution of the Association may be rescinded or altered and any new article may be incorporated by the majority vote of the representatives present at an Annual General Meeting or an Extraordinary General Meeting convened for that purpose and will take effect immediately

21.2 All proposals from Member Clubs or Members of Member Clubs must be received by the Secretary a minimum of 28 days before a General Meeting

21.3 Details of the proposed amendment shall be supplied with the notice of the meeting. No proposed amendments of this constitution, which has been defeated, shall again be proposed until a period of one year has elapsed

22. Leagues and Competitions

22.1 Rules of competitions and leagues administered by the LPA may only be changed by a vote by a show of hands or a ballot at an AGM or EGM convened for that purpose. Proposals for amendments or rule changes should be submitted as per clause 21.2

23. Value Added Tax

23.1 Where under provisions of this constitution, or any amendment thereto for the time being in force, any sum of money is payable to the Association by a Member Club whether by way of subscription or otherwise, and such payment attracts Value Added Tax then, unless any article specifically provides to the contrary, the Member Club shall, in addition, pay to the Association such further sums as shall be equal to the amount of Value Added Tax at the rate for the time being in force attributable to such sum

24. Dissolution

24.1 The Association may at any time be dissolved by the consent of two thirds of the members. Any funds and assets of the Association at the time of Dissolution shall be distributed to the member clubs on a pro rata basis dependant on the number of teams entered and completing the summer league season prior to the dissolution (AGM 2004)

25. Trophies

25.1 A register of trophies will be kept by the Secretary and recipients of trophies will be expected to sign for receipt of the trophies on behalf of the Club. It will be the Club's responsibility to return the trophy in good order in sufficient time for presentation the following year. In the event that the trophy is mislaid or the Executive incurs expense in replacing or retrieving the trophy the Club responsible will be asked to pay the cost (AGM 1996)

Appendix (AGM timetable):

6-8 weeks prior to AGM:

LPA committee meet to agree date and venue for AGM



6 weeks prior to AGM:

notice of provisional date and deadline for submitting proposals sent to LPA member representatives via email



4 weeks prior to AGM:

all proposals to have been submitted to LPA secretary in writing



2-4 weeks prior to AGM:

LPA committee meeting to be held to discuss and agree Agenda and proposals to be taken forward



2 weeks prior to AGM:

Agenda and final notice issued to all LPA members representatives via email



AGM to be held as agreed

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