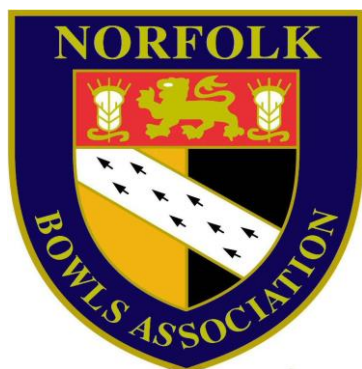


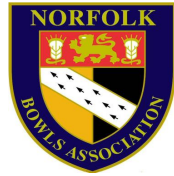
# Norfolk Bowls Association



## Men's Rules

**8<sup>th</sup> December 2024**

*Updated Rules following the Men's Annual General Meeting held on 8<sup>th</sup> December 2024 – changes to Rules 1(a) (xvi) and 1(e) (Safeguarding Officer)*



# Norfolk Bowls Association

## Men's Rules

### **Rule 1 - Administration**

The male affairs of the Association shall be concluded by a Men's Annual Meeting, a Men's Management Committee, Groups and a Selection Committee as follows:-

- a) Men's Annual Meeting
- b) Men's Management Committee
- c) Groups
- d) Men's County and National team selection
- e) Election Format

### **(a) Men's Annual Meeting**

Those persons empowered to vote at the Men's Annual Meeting or Special General Meeting are:-

- (i) All members of the Men's Management Committee
- (ii) County Coach
- (iii) Group Competition Secretaries
- (iv) League Chairman
- (v) Norfolk Past Presidents and Associate Members Bowling Association Delegate
- (vi) Norfolk Vice Presidents Delegate
- (vii) Greens Maintenance Advisory Officer
- (viii) Greens Inspection Committee members
- (ix) Benevolent Fund Committee members
- (x) Men's Past Presidents and Honorary Life Members of Norfolk County EBA Association and Norfolk Bowls Association
- (xi) Middleton Cup Manager
- (xii) Visiting Tourist Liaison Officer
- (xiii) County Tour Manager
- (xiv) EUBA (Eastern Area) Committee Representative
- (xv) Eastern Counties Co-ordinator
- (xvi) Safeguarding Officer

**plus** One delegate from each affiliated club except that clubs with a membership of between 100 and 200 may have 2 Delegates and clubs in excess of 200 members may have 3 Delegates. Any person shall only have one vote even should they hold more than one office within the County. The General Meeting may appoint from members such other Special Committees and Authorities as may be necessary to deal with special matters.

### **(b) Men's Management Committee**

The Management Committee shall consist of the following Men's Officers –

- Chairman
- President
- Senior Vice President
- Junior Vice President

- The retiring President for a period of one year after his year of office
- Secretary
- Assistant Secretary
- Treasurer
- Match Secretary
- Assistant Match Secretary
- Competition Secretary
- League Secretary
- Bowls England Delegate
- Delegate appointed by the NCIBA
- **and** four members nominated from the Group Meetings (one from each Group, who shall be called Group Representatives).

The Management Committee shall deal with all matters in connection with the proper conduct of the Men's game as part of the Association and such matters which may be delegated to it by the Executive Board or an Annual Meeting.

Five members shall form a quorum.

The Management Committee shall have the power to fill any vacancy arising among its Officers and members of Committees during the year. The Men's President, Senior Vice President and Secretary will in an emergency take over the running of a vacated position on the Management Committee until such time as a full meeting of the Management Committee is convened to fill the position.

The Men's Management Committee will meet in January, April, July, September, and October of each year and at any other time when called for specific purpose.

The Committee will receive and discuss proposals for any Amendment to the, Men's Rules or Regulations of Norfolk Bowls Association, at the Men's Annual Meeting and any amendment to the Constitution of Norfolk Bowls Association at an Executive Board Meeting.

### **(c) Groups**

A Group shall consist of Member Clubs comprising the County Competition Group for the previous year.

Group Representatives will have the responsibility to convene at least one meeting of member clubs annually. One meeting must take place prior to October 1<sup>st</sup> to nominate the Representative to serve on the Management Committee who will be advised to the Men's County Secretary by 1<sup>st</sup> October for confirmation at the Men's Annual Meeting.

Groups will deal with any other matters which may be appropriate and a report of each meeting will be given to the Men's County Secretary.

The Men's County Competition Secretary will arrange for a Competition Secretary to represent each Group but this office does not require ratification by the Men's General Meeting.

### **(d) Men's County and National team selection**

#### **(i) Presidents Invitation matches.**

The teams will be selected by the President and the Match Secretary from nominations received on the official form provided.

**(ii) County Friendly and Tourists Matches.**

The Selection Committee shall consist of the Honorary Match Secretary & the Honorary Assistant Match Secretary with the assistance of the President. Teams will be selected from nominations received on the official forms provided. The selection committee shall have the power to invite suitable players not so nominated.

**(iii) National Team Selection.**

A Team Manager will be appointed by the Men's Management Committee for a period of 3 years. He will be responsible for the selection of the Middleton Cup, Eastern Counties League, Balcomb Trophy & White Rose Trophy Teams and any other events as may be instructed by the Men's Management Committee

- a) He will appoint a Captain for each team.
- b) He will appoint four assistants, one from each Group with whom he should meet regularly.
- c) The Manager shall have no restrictions to playing in any of these teams or events but the assistants shall not be eligible.
- d) The Team Managers shall maintain relevant records and information regarding achievements of teams and players with a copy of such information being deposited with the Hon. County Secretary.
- e) The County Match Secretary or such other Officers delegated for the time being shall be responsible for all general administration and for supplying information to the President and the Press Officer.
- f) At the conclusion of each season the Managers shall submit a written report to the Men's Management Committee.

**(e) Election Format.**

(i) All nominations for the Management Committee:-

- Junior Vice President
- Middleton Cup Manager
- Visiting Tourist Liaison Officer
- County Tour Manager
- Benevolent Committee Members
- Greens Maintenance Advisory Officer
- Greens Inspection Committee
- Eastern Counties Co-ordinator
- Honorary Life members
- Safeguarding Officer

will be advised by Club Secretaries in writing to the Men's Honorary Secretary by 15th September for consideration by the Management Committee, excluding Bowls England Delegate who shall be appointed by the Management Committee.

If no nominations are received for an office then recommendations to the post will be submitted for election at the Men's General Meeting.

(ii) All other Officers namely

- League Chairman
- Norfolk Vice Presidents Association Delegate,
- Group Representatives to serve on the Management Committee

- Norfolk Past President and Associated Members Bowling Association Delegate will be elected by their respective organisations and advised to the Men's County Secretary by October 1st.

These nominations will be advised to the Management Committee and the Annual Meeting but not voted upon.

- (iii) NCIBA Executive – automatic appointment of Men's County Secretary.
- (iv) NCIBA Council automatic appointment of Men's County Secretary and Assistant Secretary.
- (v) ECBA – automatic appointment of President, Senior Vice President and Men's County Secretary.

## **Rule 2 - Men's Annual Meeting**

The men's Annual Meeting shall be held on or before the second Sunday in December in each year. Twenty eight days' notice of it and of all General Meetings shall be given and 15 members shall form a quorum.

Recommendations and Notices of Motion to the Annual Meeting shall be submitted to the Men's County Secretary by 15<sup>th</sup> October. Later submissions will not be accepted for the Agenda but may be discussed at the discretion of the Chairman under Any Other Business without a decision being made.

Every item that appears on the Agenda will be discussed and put to the vote.

If the Management Committee shall determine that sufficient cause has been shown a Special General Meeting must be summonsed on the requisition of an affiliated club to consider the business or grievance set forth in the requisition. The requisition must state clearly the nature of the matter at issue and be signed by the Honorary Secretary of the club. The Notice calling such a Special General Meeting shall state the purpose for which it has been summonsed and no other business shall be transacted at the meeting. Members of all clubs may attend any Annual Meeting and take part in the business but only those designated in Rule 1(a) (i) may vote.

## **Rule 3 - The Management Committee in Appeal**

The Management Committee shall be empowered to adjudicate upon any disputes referred to it arising between or amongst Affiliated Clubs or any members thereof as to the meaning or interpretation of the laws of the game or any of the rules, bye-laws, regulations and conditions or any point not covered by the laws, rules, bye-laws regulations or conditions or any matter of practice policy or complaint which it shall hold to be within its jurisdiction. The subject of reference or appeal must be stated in writing to the Men's County Secretary who shall call either a Special Management Meeting to discuss it or postpone its consideration until the next Management Meeting. Parties may be heard on each side and the decision of the Management Committee shall be final.

## **Rule 4 - Alterations to Rules and Regulation**

The Norfolk Bowls Association Men's Rules may be amended, rescinded, added to, at the Men's Annual Meeting or any Special General Meeting convened for that purpose.

Notices of Motion should be given to the Men's County Secretary by October 15<sup>th</sup> for discussion at the Annual Meeting. At any other time, upon a receipt of

Notice of Motion the Men's Secretary will discuss the subject matter with the Management Committee and if advised by them will give 28 days notice of a Special General Meeting to members.

No such proposal for alteration of or addition to the foregoing rules shall be deemed to have been passed unless at least two thirds of the votes are cast in favour.

Any changes will be advised to the next Norfolk Bowls Association Executive Board meeting for ratification but will not be voted upon.