

SUSSEX COUNTY BADMINTON ASSOCIATION RULES Second Draft 8th April

Proposed at the AGM on 14th June 2006

1. NAME

The Association shall be called, 'The Sussex County Badminton Association' (hereafter called "The Association") and all clubs and other organisations affiliated to it shall be affiliated to BADMINTON England and shall conform to its rules.

2. OBJECTS

The objects of the Association shall be the organisation, promotion and management of Badminton generally throughout Sussex, to ensure that affiliated Members shall observe only the Laws of Badminton and the regulations of the International Badminton Federation and of BADMINTON England.

3. CONSTITUTION

The Association shall be affiliated to BADMINTON England.

Members eligible for affiliation to the Association at the discretion of the Management Committee are:

3.1 Clubs of which at least one of its objectives is Badminton and which have their headquarters and/or courts in Brighton, East Sussex and West Sussex.

3.2 District Associations in which all the clubs are-affiliated to BADMINTON England.

3.3 Schools and Youth clubs whose members have an age limit of 19 years.

3.4 Associate Members (Individuals, Sports Centres or similar organisations) without a vote who shall receive copies of all communications sent to other Members

4. ADMINISTRATION

4.1 The Administration of the Association shall be vested in a Management Committee consisting of the following Officers: -

Chairman; Deputy Chairman; Secretary; Finance Manager; Commercial Manager, and Development Manager.

These Officers will be unpaid volunteers. To be eligible for election each Officer, shall be proposed in writing to the Secretary by an affiliated club by 30th April in each year, alternatively the Management Committee may propose such Officers. It shall be permissible for one individual to occupy not more than two of these positions but with only one vote at Management Meetings.

The names of all nominees for positions described above shall be published on the Agenda for the Annual General Meeting. When there are more candidates than vacancies the election shall be by ballot. They shall retire annually but shall be eligible for re-election. They shall assume the office at the conclusion of the A.G.M. at which they are elected and continue until the conclusion of the A.G.M. at which they retire.

The Management Committee shall have power to fill vacancies, co-opt, and arrange for individuals to shadow Officers for the purpose of succession planning.

4.2 The Management Committee shall nominate a non executive President of the Association to serve for three years, for approval at the AGM. The Management Committee shall also nominate Vice Presidents: such distinction to be reserved for those who have rendered outstanding service to the Association.

4.3 The Management Committee will make functional appointments to deliver specific badminton related activities within the County. The number and roles of these positions will be at the discretion of the Management Committee. The Management Committee may also appoint individuals to assist the Committee.

The appointments will be confirmed at the AGM or if there are vacancies, appointments will be made during the following year.

The individuals appointed shall be entitled to attend, make reports and contribute to Management Committee meetings.

The following groups will be invited to nominate a representative to attend and contribute to Management Committee meetings.

District Associations

The Badminton Umpires Association of England (Sussex area)

4.4 The Management Committee will establish standing committees to manage specific activities.

Such committees will nominate a representative to attend, make reports and contribute to Management Committee meetings.

These will normally include:

4.4.1 A Development Group to promote and develop badminton. This group will be responsible for the direction and management of the Badminton Development Officer.

4.4.2. A Junior Badminton Committee to manage badminton for young people. This committee will maintain separate accounts and funds, which shall be consolidated into the Association's accounts at the end of each financial year.

4.5 The Management Committee shall nominate an individual and an alternate to represent Sussex on the Council of BADMINTON England.

5. CHILD PROTECTION

5.1 The Sussex County Badminton Association agrees to adopt the BADMINTON England Child Protection Policy and Implementation Procedures.

5.2 All individuals at all levels involved in Badminton through Sussex, must abide by BADMINTON England's Child Protection Policy and the Code of Ethics and Conduct ('the Code') and all individuals, by participating or being involved in Badminton through Sussex are deemed to have assented to and thereby adhere to the principles and responsibilities embodied in these documents.

5.3 Each and every constituent member of Sussex including, without limitation, all clubs and leagues shall be responsible for the implementation of the Child Protection Policy and Procedures in Badminton in relation to their individual members.

5.4 Any act, statement or other behaviour that harms a child or group of children or poses a risk of harm to a child or group of children shall constitute conduct that is improper and thereby brings Badminton into disrepute. Such conduct will be dealt with, at the appropriate level, through the Disciplinary Procedure.

6. MANAGEMENT COMMITTEE MEETINGS

6.1 The Secretary of the Association shall call a meeting of the Management Committee when requested to do so by two members thereof or at any time at his/her discretion. Three shall form a quorum of the Management Committee and the Chairman shall be entitled to exercise a casting vote in addition to his ordinary vote.

6.2 The Management Committee shall meet not less than three times annually, and may give a decision on any matter for which express provision is not made in these rules.

6.3 The Management Committee, at its discretion, shall have power to authorise the payment of travelling expenses.

6.4 Notification of meetings, together with all correspondence originated within the Association will be sent to attendees by electronic mail unless specific instructions to the contrary are issued to the Secretary by the attendee.

7. DISTRICT ASSOCIATIONS AND LEAGUES

7.1 The rules and regulations of every affiliated District Association and their Leagues shall not contravene those of the Association and shall be made available to the Secretary of the Association on request.

7.2 There shall be no geographical restrictions attached to the recognition of any District Association except that it shall have its headquarters in the County of Sussex, but only members of clubs affiliated to the Association may be nominated for the Management Committee.

7.3 No District Association shall extend membership to any club which is not affiliated to BADMINTON England. Clubs outside of Sussex shall affiliate to the county association where its courts are located.

7.4 District Associations shall affiliate to BADMINTON England and shall appoint a representative to attend the Management Committee meetings of the Association.

8. FINANCE

8.1 The financial year of the Association shall be set by the Management Committee.

8.2 The county affiliation fee for club members will be remitted to BADMINTON England with their BADMINTON England fees. The county element will returned to the Association.

8.3 Any organisation whose affiliation fees or Associate Members whose subscription is not paid by October 31st in any year shall be liable to forfeit of membership at the discretion of the Management Committee.

9. GENERAL MEETINGS

9.1 An Annual General Meeting shall be held before the Annual General Meeting of BADMINTON England, for the purpose of receiving the Management Committee's Report and the Accounts, setting the fees payable for affiliation, and for electing the Management Committee and an Auditor for the ensuing year and other general business.

9.2 At all General Meetings and Special General Meetings 10 members entitled to vote shall form a quorum.

9.3 Every member of an affiliated organisation shall be entitled to attend any General Meeting; only two members from each organisation shall have power to vote. Management Committee Officers shall have one vote and shall not be deemed to be representatives of the organisation to which they belong. No individual may represent more than one organisation nor have more than one vote, except the Chairman who shall have the casting vote.

9.4 Each Associate Member shall be entitled to attend and to speak at General Meetings but shall not be entitled to vote.

9.5 Items for inclusion in the Agenda of the Annual General Meeting shall be forwarded to the Secretary not later than the 30th April

9.6 Written notice convening the Annual General Meeting shall be sent to the Secretaries of all affiliated organisations, to all Officers of the Management Committee, to those individuals normally attending Management Committee meetings, and to associate members at least fourteen days before the date of the meeting.

9.7 Accidental omission to give the required notice to any member shall not invalidate the proceedings at a General Meeting.

9.8 A special General Meeting may be called at any time by the Management Committee and shall be convened by the Secretary upon the requisition in writing by four affiliated organisations. Each such requisition shall expressly state the object of the proposed meeting. The Secretary shall give to all affiliated organisations, to the Officers of the Management Committee and to Associate Members at least fourteen days notice of such meeting, specifying the purpose for which it is called. No other business other than that specified shall be transacted at such meeting.

9.9 If there is no quorum at a Special General Meeting, the motion on the agenda shall be deemed to have been defeated, and the meeting concluded. In the case of an Annual General Meeting, it shall be adjourned and another notification shall be circulated without time restriction. At the adjourned meeting the members present shall form a quorum.

9.10 The Association's web site www.sussexbadminto.org.uk will be used for making information available.

9.11 The rules of the Association may be altered only at a General Meeting and the proposed alteration shall be fully specified in the notice convening the meeting. Two thirds of the votes cast must be in favour of the alteration, except in the case of any change in the fees payable in which case a simple majority is required.

10. DISCIPLINARY PROCEDURE

The Association shall operate a Disciplinary Procedure which will be available on the web site. The Procedure will be based on the BADMINTON England template.

11. EQUITY POLICY

The Association shall operate the BADMINTON England Equity Policy which will be available on the web site.

12. TOURNAMENTS

A tournament shall not be held by a member organisation unless authorised in writing by the Management Committee of the Association. Such authorization will not unreasonably be withheld. This shall not apply to tournaments for members of one club only. All tournaments that are promoted by the Association or held under its sanction shall be confined to members of clubs affiliated to BADMINTON England. Members of an affiliated club shall not compete in any tournament not authorised by BADMINTON England or the County Badminton Association.

13. RESTRICTED CHAMPIONSHIPS

Players competing in the Sussex Restricted Championships must, at the date on which entries close, be qualified by the regulations for the inter-county championships to represent the county.

14. DISSOLUTION

Any resolution for dissolution shall be presented in accordance with Rule 9. A postal ballot shall be held as soon as convenient. Two thirds of the votes cast, in accordance with Rule 9 must be in favour for any such resolution to be carried. If the resolution be lost, a further resolution cannot be presented for five years. If, upon winding up or dissolution, there remains any property whatsoever, after the payment of all debts and liabilities, the President may distribute to a body with similar aims as the Association, and failing this then to any charitable body of his/her choosing.