

Avon County Table Tennis Association.

RULES

1. NAME

The Association shall be called the Avon County Table Tennis Association.

2. OBJECTS

2.1. The Association shall be affiliated to the English Table Tennis Association.

2.2. The objects of the Association shall be as follows:-

2.2.1. To act as the controlling and governing body for the game of Table Tennis in the County of Avon subject to any overriding decisions of the National Council of the English Table Tennis Association.

2.2.2. To assist and encourage the formation of Table Tennis leagues and clubs in the County of Avon, and to promote the game in every possible way.

3. AREA OF JURISDICTION

The area of jurisdiction of the Association shall be the County of Avon as defined by the Rules of the E.T.T.A.

DEFINITIONS

In these Rules and any Regulations made thereunder

4.1. the following words and phrases shall have the meaning assigned by this Rule:

4.1.1. the Association: the Avon County Table Tennis Association

4.1.2. E.T.T.A: the English Table Tennis Association

4.1.3. Member: Any person mentioned in Rule 5.1.1. or any official player or other member of a body mentioned in Rule 5.1.2. or of a club in membership of or affiliated to such a body.

4.1.4. National Council: the National Council of the E.T.T.A.

4.2. words and phrases defined by the Rules of the E.T.T.A. and not otherwise defined by these Rules shall have the meaning assigned to them by the Rules of the E.T.T.A.

5. CONSTITUTION

5.1. The Association shall consist of:-

5.1.1. President, Vice Presidents, Honorary Life Members, duly elected Officers and duly appointed Officials.

5.1.2. All Local Leagues, Directly Affiliated Clubs and Directly Affiliated Individuals affiliated to the E.T.T.A. which are within the jurisdiction of the Association as prescribed by the National Council (except such as shall be granted exemption by the E.T.T.A.)

5.2. The Association shall without payment of fee accept into Good Standing the following, but no other, bodies:

5.2.1. All organisations within the jurisdiction of the Association which are in Good Standing with the E.T.T.A.

- 5.2.2. All County or Regional Associations or organisations covering the area or part of the area of jurisdiction of this Association which are part of or affiliated to National Associations or organisations in Good Standing with the E.T.T.A.
- 5.2.3. The County Schools Table Tennis Association and Schools Leagues and Schools Clubs within the jurisdiction of the Association except such as may be affiliated.

6. AFFILIATION

- 6.1. Affiliation to the Association shall be compulsory for all Local Leagues, Directly Affiliated Clubs and Directly Affiliated Individuals in the County, subject to a right of appeal to the National Council for exemption.

Note to 6.1. An E.T.T.A. Honorary Life Member is not obliged to affiliate to a County Association nor pay any affiliation or similar fee to it.
- 6.2. Application: Every applicant for affiliation shall complete the current affiliation form and shall sign it on behalf of himself or of the league or club on whose behalf the application is made.
- 6.3. A club or individual not directly affiliated to the E.T.T.A. may apply to be directly affiliated to the Association provided that it or he is affiliated to the E.T.T.A. through another body.
- 6.4. Every Local League and Directly Affiliated Club shall send to the General Secretary of the Association not later than 31st October each season a copy of its current Rules.
- 6.5. No person or body may affiliate to the Association unless affiliated to the E.T.T.A.

7. AFFILIATION FEES

- 7.1. The Affiliation Fees per season shall be as follows:-
 - 7.1.1. Local Leagues: 30p per team place for each team in a league
 - 7.1.2. Directly Affiliated Clubs: £2.00 per club
 - 7.1.3. Directly Affiliated Individuals: £1.00 each
- 7.2. Date for Payment: Affiliation Fees shall be paid on or before October 1st each season to the Treasurer.

8. OFFICERS AND NATIONAL COUNCILLOR

- 8.1. The Officers of the Association shall be:-
Chairman, Vice-Chairman, General Secretary, Treasurer, County Match Secretary, County League Secretary, Umpires Secretary, Coaching Secretary and Press Officer.
- 8.2.1. Election: The Officers shall be elected by the Annual General Meeting and shall serve from the end of the meeting at which they are elected until the end of the Annual General Meeting following; they shall be eligible for re-election
- 8.2.2. Forms of nomination for the election of Officers shall be forwarded by the General Secretary to all Secretaries of local Leagues and directly Affiliated Clubs in membership, at least 28 days before the date fixed for holding the Annual General Meeting. Each local Association, local League or directly Affiliated Club shall be entitled to nominate as many persons as there are vacancies to be filled and no more. No nominations will be effective unless received by the General Secretary (or such persons as may be appointed for the purpose by the Management Council) within 14 days of the issue of the nomination paper,

- 8.2.3. The voting for the election of officers, shall be as laid down in Rule 10.6 if there are more valid nominations than vacancies to be filled. Each elector shall be entitled to vote for as many candidates as there are vacancies to be filled. Scrutineers shall be appointed by the Management Council to determine any questions as to the validity of nomination papers.
- 8.3. Casual Vacancy: A vacancy occurring during the season may be filled by the Management Council.
- 8.4. National Councillor
- 8.4.1. Between 1st May and 15th June each season the Management Council shall elect the National Councillor to represent the County for the following season, after considering all nominations submitted to them by Members of the Association
- 8.4.2. The General Secretary shall send a copy of the Management Council Minute recording the election certified by himself and one other responsible Officer to reach the E.T.T.A. General Secretary or such other person as may be designated for the purpose by the E.T.T.A. Management Committee, by 22nd June

9. MANAGEMENT

- 9.1. The affairs of the Association shall be managed (subject to the control of the Annual General Meeting) by a Management Council consisting of (i) the Officers (ii) the person representing the Association on the National Council (iii) 3 representatives appointed by each Local League (iv) one member appointed by each directly affiliated club.
- 9.2. Co-option: The Council shall have power to co-opt not more than three other members of the Association. Co-opted members shall have the right to vote.
- 9.3. Casual Vacancies: The Council shall have power to fill a vacancy in any Office or on the Council until the next Annual General Meeting
- 9.4. Meetings: The Council shall meet at least four times per year during September, November, January and April and at any other time as may be deemed necessary by the Chairman and General Secretary.
- 9.5. At least seven days' notice in writing of the place, date and time of every meeting shall be sent to every member of the Council.
- 9.6. Quorum: The business of the Council may be transacted by not less than 6 members which must include at least 2 Officers.
- 9.7. Chair: In the absence of both Chairman and Vice-Chairman the Council shall elect one of its number to take the chair for the meeting.
- 9.8. Voting: Every question at a meeting of the Council shall be determined by a majority of the members present and voting, every member having one vote. In the case of an equality of votes, the Chairman of the meeting shall have a second or casting vote.
- 9.9. Regulations: The Council shall have power to make Regulations to cover such matters not specifically dealt with in these Rules as they think fit.
- 9.10. Standing Sub-Committees: At its first meeting following the Annual General Meeting the Council shall appoint Standing Sub-Committees to deal with the following matters:- (1) Umpiring (Meetings of this sub-Committee shall be convened by the Umpires Secretary) (2) Tournament (3) Selection.

- 9.11. Sub-Committees: The Council may delegate any of its duties and powers to sub-committees consisting of such persons as it shall decide, provided that at least 2 members shall be members of the Council. Any sub-committee shall, in the performance of its duties, conform to the Terms of Reference laid down by the Council. Unless decided otherwise by the Council, the Chairman of a sub-committee shall be responsible for reporting to the Council.

10. ANNUAL GENERAL MEETING

- 10.1. Date: Each season the Association shall hold an Annual General Meeting in June.
- 10.2. Notice: To call the A.G.M. the General Secretary shall give at least 14 days notice in writing of the place, date and hour, together with the Agenda, to the President, Vice-President and Officers and to the General Secretary of each Local League and Directly Affiliated Club and to each Directly Affiliated Individual.
- 10.3. Accredited Representative: Each Local League shall appoint one Accredited Representative to attend each General Meeting who shall hold an official Accredited Representative's Card signed by the General Secretary of the Local League. Only the Accredited Representative shall be entitled to cash his league's vote(s). Each Directly Affiliated Club shall also appoint one Accredited Representative to attend each General Meeting who shall hold an official Accredited Representative's Card signed by the Secretary of the Club. Only the Accredited Representative shall be entitled to cast his club's votes.
- 10.4. Right to attend: Attendance at the meeting shall be open to all Members
- 10.5. Agenda: The following items shall be included: (1) Minutes of the previous A.G.M. (2) Minutes of any S.G.M. held since the previous A.G.M. (3) Annual Report of the Management Council (4) Statement of Accounts (5) Propositions for alteration of Rules (if any) (6) Motions of which the General Secretary has received notice in writing not later than May 16th (7) Election of President, Vice-Presidents, etc. (8) Election of Officers (9) Election of Auditors.
- 10.5.2. Motions not included in the Agenda shall not be voted upon except with the permission of the Chairman.
- 10.6. Voting: Only Accredited Representatives present and Directly Affiliated Individuals shall have the power to vote on change of rules, which shall be subject to block voting. The allocation of voting rights for block voting shall be as follows:-
- | | |
|---------------------------|----------|
| Local League | 21 votes |
| Directly Affiliated Club: | 5 " |
| " " Individual: | 1 vote |
- All other matters to be decided by a show of hands of Accredited Representatives at the discretion of the Chairman.
- 10.7. Special Majority: No resolution altering the Rules of the Association shall be declared carried unless at least two-thirds of the total votes cast are in favour of that resolution.

11. SPECIAL GENERAL MEETING

- 11.1. A Special General Meeting shall be convened on a resolution of Management Council or within 28 days of receipt by the General Secretary of a requisition signed by one-third of the total of all local leagues and directly affiliated clubs stating the business to be transacted at the meeting.

- 11.2. Rule 10 (except sub-rules 10.1 and 10.5) shall apply
- 11.3. A Special General Meeting shall transact only such business as is specified in the resolution or requisition convening it.

12. FINANCE

- 12.1. Bank Account: The funds of the Association shall be kept at a Bank or invested in a Building Society or other security approved by the Association.
- 12.2. Cheque Signatories: All cheques etc. drawn on the Bank Account shall be signed by the Treasurer and by the Chairman or Secretary. All expenditure must be approved by the Management Council.
- 12.3. The Financial Year of the Association shall end on April 30th.
- 12.4. Auditors: The Accounts of the Association shall be audited each season by two auditors elected by the A.G.M. who shall not be members of the Management Council.
- 12.5. All income and property of the Association from whatever source derived shall be applied solely to the promotion of the objects of the Association.

13. DISSOLUTION

In the event of the winding up or dissolution of the Association, any surplus assets remaining after discharge of liabilities shall automatically vest in the E.T.T.A. who shall hold them for a period of six years in trust to pay them to any organisation set up with objects identical or similar to those of the Association (the E.T.T.A. during such period making every endeavour to promote and encourage the formation of such an organisation) and thereafter for the general purposes of the E.T.T.A.

14. APPEALS AGAINST LEAGUES

- 14.1. Any Member or affiliated club aggrieved by a decision or action of a Local League, or a Committee, Officer or official of such League, or by neglect or refusal to do something which such organisation or person is under a duty to do, may appeal against such decision, action, neglect or refusal to this Association whose proper decision shall be final and binding on all parties.
- 14.2. The Association shall not have power to reverse a decision or action which is in accordance with the rules of the Local League unless it constitutes a breach of the Rules or Regulations of this Association or of the E.T.T.A. or of the principles of natural justice.
- 14.3. Any such appeal shall be made in writing to the General Secretary within 21 days of notification of the decision or action appealed against and shall be accompanied by a fee of 50p in the case of an individual or £2. in the case of an organisation which shall be returned if the adjudicating body consider the making of an appeal to be justified (whatever the result).
- 14.4. Either party to the Appeal shall be entitled to require a Hearing before the adjudicating body.
- 14.5. Any party may be represented at a Hearing provided that the Association is notified in advance in writing of the intention to be represented.

15. DISCIPLINARY

- 15.1. A member shall not do or cause to be done anything deliberately harmful to the Association nor likely to bring the Association or the game of Table Tennis into disrepute
- 15.2. A Member shall not without good and sufficient cause
 - 15.2.1. absent himself from the Hearing of any allegation or appeal after having been requested with reasonable notice to attend
 - 15.2.2. refuse or neglect to answer any question put to him in connection with such allegation or appeal if directed to answer by the chairman of the adjudicating body.

16. SUSPENSION

- 16.1. For a breach of this Association's Rule or Regulations the Association shall have power to suspend any Local League, club, player or official within its jurisdiction, under the power created by E.T.T.A. Rules and subject to the right of appeal provided by such Rules.
- 16.2. The E.T.T.A. General Secretary shall be notified of any suspension under this Rule.
- 16.3. Such suspension shall be enforced by all bodies in this county, but shall operate only within the jurisdiction of this Association the suspended person or body being deprived of the privileges of membership of or affiliation to this Association and any Local League or Directly Affiliated Club affiliated to this Association, but not of the privileges of membership of or affiliation to the E.T.T.A. enjoyed outside the jurisdiction of this Association.

17. DISCIPLINARY

- 17.1. As provided under Rule 9.11. the Council shall, at its discretion, appoint a Disciplinary Committee which shall consist of five persons, one of whom shall be designated as Chairman by the Council
- 17.2. Members of the Disciplinary Committee shall (unless they resign) serve until the end of the season in which they are appointed.
- 17.3. A decision may be taken by not less than three members, all of whom must have been present throughout the hearing.
- 17.4. Any member of the Committee having an interest in a matter to be discussed must declare that interest as soon as he is aware of it, and must not be present in his capacity as a member of the Disciplinary Committee during the transaction of that business.
- 17.5. Should disqualification under Rule 17.4 leave less than three members as required by rule 17.3., the Management Council shall appoint sufficient temporary members to make the number up to three, such members serving only for the particular matter for which they are appointed.
- 17.6. The Disciplinary Committee shall deal with any allegation under Rule 17.7 of breach of Rule or Regulation of this Association.
- 17.7. Any allegation referred to in Rule 17.6 must be made in writing to the General Secretary specifying the Rule or Regulation alleged to have been broken, the name of the member or organisation alleged to be in breach and the date and place of the alleged breach,

- 17.8. The Disciplinary Committee shall follow the procedure laid down by the National Council of the E.T.T.A. as included in Appendix E to the Rules of the E.T.T.A.
- 17.9. If a formal allegation is proved to its satisfaction the Disciplinary Committee shall have power to impose on the member or organisation guilty of such breach (the offender) one or more of the following penalties:
 - 17.9.1. That he be suspended from the privileges of membership of this Association either indefinitely or for a stated period
 - 17.9.2. That he be fined
 - 17.9.3. That he be censured
 - 17.9.4. That he be dealt with in such other manner as the Disciplinary Committee may think fit.
- 17.10. The Chairman of the Disciplinary Committee shall, within seven days of the hearing, notify its decision in writing to the General Secretary, who shall then notify the member or organisation in writing, at the same time sending the member or organisation a copy of Rule 18 (Right of Appeal) if the charge has been proved.

18. RIGHT OF APPEAL

- 18.1. Any Member, affiliated club or local League aggrieved by a decision or action of this Association, or a Committee, Officer or official of this Association (except the proper determination of an Appeal), or by the neglect or refusal to do something which this Association or such Committee, Officer or official of this Association is under a duty to do, may appeal against such decision, action, neglect or refusal to the E.T.T.A. Board of Appeal.
- 18.2. Any appeal under Rule 18.1 shall be made in writing to the General Secretary of the E.T.T.A. within 21 days of notification of the decision or action appealed against, and shall be accompanied by a fee of £5 in the case of an individual or £15 in the case of an organisation, which shall be returned if the adjudicating body consider the making of an appeal to have been justified (whatever the result.)

19. MATTERS NOT COVERED BY RULES

In the event of any question or matter arising which is not provided for in these Rules, it shall be dealt with by the Management Council

20. ALTERATION OF RULES

- 20.1. These Rules may be changed (whether by addition, alteration or deletion) only by decision of an Annual General Meeting or of a Special General Meeting convened for the purpose.
- 20.2. Proposals for such changes to be considered by the next A.G.M. shall be submitted in writing to reach the General Secretary not later than April 30th.
- 20.3. All proposals so received shall be circulated to all Local Leagues Directly Affiliated Clubs and Directly Affiliated Individuals affiliated to the Association by May 16th.
- 20.4. Amendments or alternative proposals dealing with the same subject matter shall be accepted for consideration by the A.G.M. if submitted in writing and received by the General Secretary not later than May 31st.

- 20.5. Proposals for such changes to be considered by a Special General Meeting shall be submitted to the General Secretary in writing together with the requisition for the Special General Meeting.
- 20.6. Before any resolution altering these Rules shall be declared carried at least two-thirds of the total votes cast must be in favour of that resolution. Voting shall be as laid down in Rule 10.6.
- 20.7. Notwithstanding the provisions of Rule 20.1., the following Rules, that is
- Rules 2.1., 2.2., 3., 4.2., 5.1.2., 5.2., 6.1., 6.5., 8.4., 9.10., 9.10.(1)., 12.2., 13., 14., 15., 16., 18., 20.1., 20.7., 20.8., may not be changed without the previous written consent of the National Council and may be changed by the National Council without any such change requiring to be approved by a County General Meeting; such a change shall take effect on a date to be specified by the National Council being a date not earlier than one month after the County Association has been given notice of the change.
- 20.8. The Rules of this Association are subject to the approval of the E.T.T.A.

21. VICE-PRESIDENTS

Vice-Presidents may be nominated at the Annual General Meeting by any member present for "services to Avon County Table Tennis Association". They shall be elected for a period of one year but shall be eligible for re-election.

22. HONORARY LIFE MEMBERS

The distinction of Honorary Life Membership may be conferred for special or long service in connection with the game in the County at an Annual General Meeting. Candidates shall be nominated only by the Management Council. On acceptance of a Life Membership the person concerned shall have the right to attend all meetings of the Association. Life Membership is the highest honour that can be conferred by the Association.

23. COUNTY TEAM ELIGIBILITY

- 23.1. All players who are registered with the Association shall be eligible to play for any team representing the Association.
- 23.2. Selection for any International Team or National Open Championship shall take precedence over selection for the County Association.

24. COUNTY TEAM BADGES

Badges and shirts will be awarded at the discretion of the Selection Committee.