

# Ayrshire Bowling Association

## Constitution, Rules & Bye-Laws

Revised 2020

### **CONSTITUTION – Name & Purpose**

- 1 - The name is the Ayrshire Bowling Association.
- 2 - The business address of the Association is the home/office of the Secretary for the time being, to which all communications to the Association must be directed.
- 3 - The Association exists to foster bowling in Ayrshire by:
  - (a) Promoting, conducting and controlling Ayrshire County Championships, County Cup Tournaments, Ayrshire teams in the Cities and Counties Championship and representative games.
  - (b) Acting on behalf of its constituent clubs in all matters of general interest.
  - (c) Affiliating and acting with other Bowling Associations in Scotland.
- 4 - **Constituent Clubs** - The Association consists of the clubs already admitted to membership, with the addition of any club within the County of Ayr, which must apply for admission in conformity with Rule 5 and receive the support of two thirds of the representatives present at the Annual General Meeting of the Association.
- 5 – **Membership** - Application for membership shall be made to the Secretary, in writing, for submission to the next Annual general Meeting, and shall state the name of the Club and its Secretary.
  - 5(a) Before submission of the application to the Annual General meeting, an inspection of the Club's Green will be made by a delegated two or more Directors to ensure that the measurements etc. are within regulation lengths and to ask, and answer, any relevant questions relating to membership of the Association.
- 6 - Clubs admitted to membership shall be entitled to all the privileges of the Association, and shall be subject to its Rules and Bye-Laws, and shall agree to take no legal proceedings against the Association, its Board of Management or Officials, with regard to any decision made, or as to the outcome of their decision on any appeal.
- 7 – **Mode of Working** - The executive control shall be delegated to the representatives of the constituent clubs, two members appointed by

each club, and exercised in General Meeting. The clubs, solely from male members, shall appoint the representatives.

8 - The Annual Membership Subscription of the Association shall be fixed at the Annual General Meeting, and is due, and payable, by the 31<sup>st</sup> day of January of each year. No club will be drawn in any Association games until payment of Subscription has been made.

9 - The clubs in membership will be formed into four districts, (North, South, East & West) and three Directors from each district will be elected to serve for three years at the Annual General Meeting. The election will be on a triennial basis with, at all times, each of the Directors serving for three years, two years and one year. Should a Director resign, retire, or be promoted to office, his replacement will serve for the number of years left of the departed Director. Directors will be proposed and voted for only by the representatives of the clubs within their respective districts.

10 - The Association shall have the power to elect as Honorary Member any gentleman, whose services to the Association are such to entitle him to that distinction, and who has been recommended by the Directors for election.

An Honorary Member shall be entitled to attend General Meetings of the Association but shall have no vote unless he is also a representative of a constituent club.

11 - Membership shall cease only by –

(a) Resignation intimated to the Secretary before the third Wednesday in November in any year, or –

(b) Exclusion voted for by three fourths of the representatives at the General Meeting, of which meeting, and proposed exclusion, ten days notice shall have been sent to each Constituent Club.

(c) A club ceasing membership shall forfeit all rights to, and interest in, the assets of the Association.

## **BOARD of MANAGEMENT**

**Office Bearers:** A President, Vice President and Immediate Past President shall represent the North, South, West and East Districts.

A District can be skipped if no Director in the relevant District comes forward for office.

**Directors:** The Annual General Meeting will elect 12 Directors (3 from each District) on a triennial basis to serve for 3 years, four (1 from each District) retiring annually by rotation. No one will be eligible for election that is not the representative of a constituent Club.

## **Mode of Working:**

1 - A Director being installed as Vice-President will be replaced at the Annual General Meeting with a newly elected Director, who shall serve on the Board of Management for his predecessors remaining time in office.

2 - Any Director, who in his term of office, is expelled or suspended from his home club, will not be entitled to remain as a Director of the Association, or have any participation in the affairs of the Association, during the term of said expulsion or suspension, even should he attain membership of any other Bowling Club.

3 - Five members of the Board of Management will constitute a quorum.

4- The Board of Management shall have full power to transact the whole business and affairs of the Association, including the power to: -

(a) promote, conduct and control all Association games.

(b) frame Bye-Laws consistent with the Rules and with any resolution passed at a General Meeting of the Association.

(c) appoint sub-committees with special powers and for such time, as they may deem advisable.

(d) make any special disbursement of funds as directed by the Annual General Meeting.

(e) decide all disputes, subject to the following:- any constituent Club dissenting from the decision of the Board, or sub-committee concerned in any disputed matter, shall be entitled to have the decision reviewed by a Special General Meeting on sending to the Secretary within 14 days of the date of the decision, a requisition to that effect, together with a deposit of £25 which will be returned to the Club if the Meeting sustain the appeal. The decision of the meeting shall be final.

5- The Board of Management shall submit, to each Annual General Meeting, a report on the affairs of the Association during the current year of office.

### **PROTESTS**

Any constituent Club may protest against any alleged irregularity, or breach of the Laws of the Game, or of the Rules or Bye-Laws of the Association. The protest will be considered by the Board, or sub-committee concerned, only if made to the Secretary in writing within 7 days of the occurrence on which the protest is based.

### **Secretary & Treasurer**

A Secretary & Treasurer, who must be a member, but not a representative of a constituent Club, shall be elected annually, unanimously or by ballot, at the Annual General Meeting.

His duties will be to conform with the Rules and to:-

- (a) convene and attend all General and Board meetings and write the minutes.
- (b) make the necessary arrangements for all Association games and keep a record thereof.
- (c) intimate the Draw for all Association Championships to each competing Club – using the 4 Board members elected as District Secretaries.
- (d) conduct all correspondence, and
- (e) make all disbursements as are found necessary for conducting the affairs of the Association and as authorised by the General Meeting, or as instructed by the Board of Management.

The Secretary shall receive an allowance for his services, and for the use of his office, such sum to be fixed at the Annual General Meeting. He shall not have a vote at any meeting.

The Treasurer's duties will be the responsibility of the Secretary. The Board of Management may, on request by the Secretary/Treasurer, appoint a member to have the title 'Treasurer' and be held fully responsible for the following:-

- (a) collect all sums due by constituent Clubs for Membership Capitation Fees and Entry money for the Championships etc., and all other cash payable to the Association.
- (b) keep a record of all money transactions, and make up the Financial Statement annually at the 31<sup>st</sup> October, giving, for comparison, the previous year's items.

The funds of the Association will be lodged in a Bank in the name of the Association to be operated by the Secretary and Treasurer for the time being.

### **Auditors**

An auditor, or auditors, shall be elected at the Annual General Meeting, and his/their duties shall be to audit & certify, the Treasurer's Annual Finance Statement as soon as convenient after the 31<sup>st</sup> October in each year.

### **Annual General Meeting**

The Annual General Meeting of the Association shall be held on the last Wednesday of November at 7pm. A copy of the Agenda, giving notice and place and purposes of the meeting, plus the Minutes of the previous year's meeting, the Board of Management Report for the year and the Financial Statement shall be sent to each constituent Club at least 10

days before the date of the meeting. The meeting will be held in the clubhouse of Townholm Bowling Club, Kilmarnock for the foreseeable future. The business to be transacted thereat shall be to receive and consider: -

- (a) the Minutes of the previous year's AGM,
- (b) the Board of Management's Report,
- (c) the Financial Statement,
- (d) fix the Capitation Fee and Championship Entry Fees for the coming year,
- (e) any proposed resolutions,
- (f) any applications for Membership,
- (g) elect Office Bearers,
- (h) elect Directors by District,
- (i) fix Secretary's allowance
- (j) any other competent business.

### **Extraordinary General Meetings**

An Extraordinary or Special General Meeting shall be called by the Secretary within one month of receipt of: -

- (a) instructions from the Board or
- (b) a requisition by 5 member Clubs, signed by the President & Secretary of each Club, stating the purpose of the meeting, or the resolution to be proposed or
- (c) an appeal by any member Club under rule 4(e).

A notice calling an Extraordinary or Special Meeting will be sent to all constituent Clubs 10 days before the date of the meeting and shall state the business for which the meeting has been called.

### **At all General Meetings**

Each representative, on entering, must write his name and the club that he represents on the Register of Attendance. The President, whom failing the Vice-President, whom also failing any representative appointed by the Meeting, shall be Chairman, and have a casting vote as well as a deliberative vote. The representatives of 15 clubs will form a quorum.

At an Extraordinary or Special Meeting ONLY the business for which the meeting is called shall be transacted.

## **Ayrshire Championship Game**

**1 Singles Championship**

**21 Shots**

<b>2</b>	<b>Pairs Championship</b>	<b>17 Ends</b>
<b>3</b>	<b>Triples Championship</b>	<b>15 Ends</b>
<b>4</b>	<b>Fours Championship</b>	<b>17 Ends</b>
<b>5</b>	<b>Under 16 Singles (under 16 at 1<sup>st</sup> April)</b>	<b>21 Shots</b>
<b>6</b>	<b>Under 25 Singles (under 25 at 1<sup>st</sup> April)</b>	<b>21 Shots</b>
<b>7</b>	<b>Senior Singles (60 or over at 1<sup>st</sup> April)</b>	<b>21 Shots</b>
<b>8</b>	<b>Senior Pairs (60 or over at 1<sup>st</sup> April)</b>	<b>15 Ends</b>
<b>9</b>	<b>Senior Triples (60 or over at 1<sup>st</sup> April)</b>	<b>13 Ends</b>
<b>10</b>	<b>Senior Fours (60 or over at 1<sup>st</sup> April)</b>	<b>15 Ends</b>
<b>11</b>	<b>Mixed Pairs</b>	<b>17 Ends</b>
<b>12</b>	<b>Top Ten (singles, pairs, triples, fours) above</b>	<b>As to 1 to 4</b>

### **Ayrshire Championship – Rules**

1. All entries to be made with the Secretary not later than the date on the Entry Forms supplied by the Association for that purpose.
2. All games to be played on a Green to be fixed by the District Secretary.
3. Games shall be played in Districts North, South, West & East. The winners in each district to play off for the Championship. The power to designate the Greens for the Inter-District ties to be left to the Board of Management, or sub-committee.
4. No player can represent his club in more than one Championship, with the exception of the Seniors, Mixed Pairs and Top Ten. Senior players (over age 60) can play in the Main and Senior competitions – one entry in each category.
5. All of the Ayrshire Bowling Association Finals, with the exception of the Mixed Pairs and Top Ten, will be played in July, the date and times to be determined annually.

6. Mixed Pairs and Top Ten Finals will be played at a later date, again to be determined annually.

7. Only one entry per competition is allowed from each Club, with the exception of the Under 16 Singles, which allows two entries per club and these entries can be girls or boys.

8. Any Club fielding an ineligible player in any Championship tie will be disqualified from the competition, and the player, or team, immediately beaten by the disqualified player, or team, shall be reinstated, and participate in the next round of the competition.

9. **Substitution** Substitutes are permitted to fill any, or all positions in all rounds of all Ayrshire Championships up to and including the District Final. The players taking part in the Ayrshire Semi-Finals must be able to play in the Ayrshire Final, as no substitutes will be allowed. \*\*

*\*\*The Ayrshire Directors reserve the right to veto the 'no substitutes' rule should an unexpected event take place that necessitates a player to withdraw. For example, holidays will **NOT** be accepted as a reason, and all claims will be examined thoroughly before a decision is reached. This decision will be final.*

10. All ties must be played on the date, time, and venue laid down by the District Secretary. Any failure in that respect will result in disqualification.

The Umpire appointed at all venues shall be responsible for the decision as to whether or not the green is playable. If the green is deemed unplayable the two parties involved will arrange to play at a date before the next round is due. Failing agreement, the District Secretary will appoint a new date to which all parties will be duly bound.

11. The Secretary of each Club at which the tie is played will be responsible for communicating the result to the District Secretary within 24 hours after the game.

12. The representation of the constituent Clubs in Association Matches and Competitions shall be, with the exception of the Under 16 Singles and the Mixed Pairs, confined to male members of the Clubs.

13. The value of prizes in all Championships to be as may be determined from time to time.

## **TOURNAMENTS**

The Association organises and conducts three tournaments annually. These are:

### **1. The Eglinton Gold and Silver Bowls Match**

This match, of 21 ends, is played each year on the first Wednesday in June at 2.30pm, each Club being represented by two Fours. Entries are made on the Entry Form supplied by the Association and this then sent to the Secretary before the date stated on the Entry Form.

(Originally this match was played by the Eglinton Estates Clubs against the County Clubs but over the years since the first match in 1854 these terms no longer apply. The Clubs have been arranged into two sides and only referred to as the Home & Away teams each year.)

### **2. The Ayrshire Cup Match**

This match, of 21 ends, is played each year on the third Saturday in June at 2.30pm, each Club being represented by four Fours. Entries are made on the Entry Form supplied by the Association and this then sent to the Secretary before the date stated on the Entry Form.

(Originally this match was played between the Coast Clubs and the Inland Clubs but with new clubs being added at various times through the last 150 years that distinction has been abandoned. The Clubs have been arranged into two sides and only referred to as the Home and Away teams each year.)

(a) In both of the preceding Tournaments should any Club fail to play the full number of Fours in each, a penalty of £30 per Four failing to appear, will be incurred, unless by the first Wednesday in May notice has been given to the opposing Club, and the Association Secretary, of their inability to play. Each Four defaulting will be liable for the cost of meals, for all eight players, provided by the host Club.

(b) In the event of a preponderance of entries on either side in the Eglinton Gold & Silver Bowls, or the Ayrshire Cup, the Board of Management, or

Sub-Committee, shall have the power to ballot and direct any Club to play on the opposite side, but not before all efforts are made to right the imbalance of entries.

### **3. The Glasgow v Ayrshire Match**

This match, of 31 ends, is played each year on the first Friday in July at 11am, each club being represented by at least \*four Fours. Entries are made on the Entry Form supplied by the Association and this then sent to the Secretary before the date stated on the Entry Form.

\*Clubs should enter a minimum of four Fours but an entry of three Fours will be accepted in the meantime, and Clubs with larger memberships are encouraged to enter as many Fours as they are able. It will not be considered a breach of the laws if two smaller Clubs should join together to enter 4, or 5, Fours as one entry.

The Draw for the Match will be made jointly with the Committee of the Glasgow Bowling Association and no visiting Club shall have more than



one four drawn to play against the same Home Club. The trophy, the Eglinton Jug, will be presented to the highest-up Club on the winning side, plus a monetary prize, at the Green of that Club at a date to be fixed by the Boards of both Associations. At that presentation, the Burns Crystal Rose Bowl will be presented, plus a monetary prize, to the highest-up Club on the losing side. Clubs failing to play the full number of Fours entered and drawn, will incur a penalty of £30 for each Four failing to appear, unless notice has been given by the first Wednesday in May to the Association of their inability to play. Each Four defaulting will be liable for the cost of meals, (Breakfast, Lunch and Dinner for 8 players) provided by the Home Club.

#### **4. All Tournaments**

(a) In the Gold and Silver Bowls, the Ayrshire Cup and the Glasgow v Ayrshire matches, should the weather be unfavourable, and an Official of the green, or an Umpire not present, a skip of any Club may convene a meeting of all the skips on that green to decide whether play shall begin, or if begun, be discontinued. One of their number shall be appointed Chairman, and have a casting and deliberative vote. A majority decision must be accepted by all. Should any Four disregard the decision, it, and the Club that it represents shall be disqualified from winning a prize.

(b) If the question be as to beginning play, that question must not be finally decided in the negative earlier than one hour after the due start time for starting the game.

(c) If play has begun, and the decision be to cease, the scores of the Fours who have then played 11 ends (16 or more in the case of the Glasgow v Ayrshire) shall be taken to be complete as they stand, and the scores of the Fours which have played fewer ends shall be ruled out of the game as incomplete.

(d) Should more than half of the Fours drawn in any match fail to return scores that can be taken as complete, the match shall be abandoned.

(e) It shall be the duty of the Secretary of each Club, at which these matches are played, to collect the scores of the Fours playing on his Club's green, enter these scores on the official card supplied by the Secretary of the Association, sign to certify that the scores, so entered, are correct, and to post the official card to the secretary immediately on conclusion of play.

(f) Alterations in the dates and hours stated for these Tournaments may be made by the Board, if and when, they consider it desirable.

#### **General Regulations**

1. In all Associations games, if, on account of the absence of one side, a game is not begun thirty minutes after the time fixed for its commencement, the side in attendance may claim the tie.

2. A player, or players, not appearing to play an Association Competition game, without having announced the intention of non-

appearance to the District Secretary, the opponent/s, or the host club, at least 24 hours before the due time for the game will incur a penalty fine of £30 invoiced to their Club by the Ayrshire Treasurer. Should this fine not be paid before the date of the Annual General Meeting of the current year then, in the following year the offending club will be denied entry to the Competition for which they were fined.

3. World Bowls Laws of the Sport of Bowls current Crystal Edition shall be binding on all the constituent Clubs in the Association.

4. The representation of the constituent Clubs in the Association matches, and competitions shall be, with the exception of the Under 16 Singles, and the Mixed Pairs, be confined to male members of the Clubs.

5. Where not inconsistent with the context, words in the singular denote also the plural and vice-versa.

6. Any Club withdrawing team(s) following the first Wednesday in May after all the draws have been made for the Glasgow v Ayrshire, Ayrshire Cup and Gold & Silver Bowl, will receive a Penalty Fine in accordance with the Constitution.

### **Amendments and Alterations**

Alterations may be made only at a meeting of the Committee of which at least 7 days notice, stating the proposed alteration, shall be given to all the members.

These Rules and Bye-Laws together with the Constitution are as agreed after revisions presented to the Annual General Meeting on Wednesday 30<sup>th</sup> November, 2011 and are now incumbent on all members of the Association.