

Yorkshire Badminton Association

Constitution

1. Name

The name of the Association shall be The Yorkshire Badminton Association.

2. Membership

Membership will be granted in accordance with the relevant Badminton England regulations.

3. Objects

The objects of The Association shall be consistent with those of Badminton England.

4. Management

(i) The following Standing Committees shall be established at the Annual General Meeting:

- (a) Executive Committee
- (b) Council
- (c) Finance Committee
- (d) Schools and Youth Committee
- (e) SCC Match Selection Committee
- (f) Yorkshire League Committee
- (g) Masters' Committee

(ii) Ad hoc committees may be appointed for any decreed purpose by the Executive Committee.

5. Officers of The Association

The officers of the Association shall be appointed at the Annual General Meeting every year and shall be:

Chairman

Chairman of the Schools and Youth Committee

Secretary

Treasurer

If an officer ceases to hold office for whatever reason, the Executive Committee shall have power to nominate a successor to hold office until the subsequent Annual General Meeting.

All officers and all Committee members shall be members of Badminton England.

6. Committee Membership

Membership of the Committees shall be as follows:

(a) Executive Committee

The Chairman of The Association, the Chairman of the Schools and Youth Committee, the Secretary and the Treasurer.

(b) Council

The Chairman, Chairman of Schools and Youth Committee, County Treasurer, County Secretary, Tournament Secretary, Junior Tournament Secretary, Match Secretary, Junior Match Secretary, Registration Secretary, BUA of E Representative, Yorkshire League Secretary, Masters' Coordinator, Volunteer Coordinator, Coaching Secretary, Development Officer, Disciplinary Officer

(c) Finance Committee

The Chairman of The Association, Treasurer, Chairman of the Schools and Youth Committee, Secretary.

(d) Schools and Youth Committee

The Chairman of the Schools and Youth Committee, Junior Match Secretary, Junior Tournament Secretary, Inter Area/Schools Coordinator, U18 Team Manager, U16 Team Manager, U14 Team Manager, U12 Team Manager, Secretary of the Association.

Nominated members appointed at the Annual General Meeting .

(e) SCC Match Selection Committee

The Match Secretary, The Chairman of The Association, the SCC Team Managers, one appointed representative from the Schools and Youth Committee, a current player.

(f) The Yorkshire League Committee

The Chairman of The Association, the Secretary and the Yorkshire League Secretary.

(g) Masters Committee

A Chairman and 4 other members coming from squad players or referees, The Chairman of The Association.

All committees shall be empowered to co-opt members.

The Chairman of The Association shall be ex-officio a member of all Committees.

7. General Meetings

The Association shall hold an Annual General Meeting every year on a date to be decided by the Executive Committee, which shall be not more than 15 months after the date of the previous Annual General Meeting.

There shall be provision for General Meetings and Emergency General Meetings as set out in paragraph 5 of the Association's Standing Orders.

8. Registration fees

The registration fee will consist of two elements: the registration fee as determined from time to time by Badminton England and the County registration fee as determined annually by The Association, and it will be payable in accordance with the relevant Badminton England regulations.

9. Laws of Badminton

The game in the County shall be played in accordance with the laws of badminton as published by Badminton England.

10. County Team Eligibility

Eligibility to play for the County shall be as determined by the relevant Badminton England regulations.

11. Interpretation of Rules and Omissions

(i) The Executive Committee shall have power to interpret these rules if there should be any ambiguity or difference of opinion concerning their purpose or intention.

(ii) The Executive Committee shall have power to deal with any matters not specifically provided for in these rules.

12. Alteration of Rules

Propositions to rescind, amend or add to these rules may only be considered at a general meeting of The Association and in accordance with the provisions set out in the Standing Orders of the Association.

Any such proposition may be made by any member of the Association or by the Chairman of the Executive Committee and must be seconded and sent in writing to the Secretary, specifying the rule to be changed.

13. Financial Year

The financial year for the Association begins on 1st August and ends on 31st July.

14. Accounts

A copy of the accounts of the Association shall be presented to the Annual General Meeting for approval.

Standing Orders

1. Notice of Meetings

(i) At least 7 days' notice shall be given of each meeting and of the business to be transacted thereat, with the exception of any general meeting, where the period of notice shall be 28 days.

(ii) The Chairman shall have the power to vary the period of notice where considered appropriate.

2. Number of Meetings

There shall be a minimum of one general meeting every year (the AGM), four meetings of the Executive Committee and the Council and six meetings of the Schools and Youth Committee.

All other Committees shall meet at least once every year.

The Chairman of every Committee shall have the power to call a meeting at any time.

3. Quorum

The quorum for meetings shall be as follows:

General Meetings:	10 people with the right to vote
Executive and Finance Committee:	3 members
Council	5 members
Schools and Youth Committee	5 members
Other Committees	3 members

4. Vacancies

The Executive Committee shall have the power to fill any vacancies in membership which arise between Annual General Meetings.

5. General Meetings

A general meeting shall be called-

(i) On the requisition of the Executive Committee

(ii) On the requisition of 50 individual members of the Association, when the meeting shall be held no more than 42 days after the receipt by the Secretary of the notice requesting the meeting.

No business other than that specified on the agenda for the meeting shall be transacted at a general meeting.

6. Annual General Meeting

(a) The Annual General Meeting shall be held for the following purposes:

- to receive and adopt the accounts of the Association
- to receive reports from the Association's officers and officials
- to appoint the officers of the Association
- to appoint the Association's Committees
- to appoint nominated members of the Schools and Youth Committee
- to consider any motions submitted
- to deal with any other business put before it by the Secretary

(b) There will be no restriction on those able to attend and speak at the AGM, provided that they can show a bona fide connection with the sport of badminton in the County and subject to the Chairman's power to keep good order at the meeting.

(c) Those eligible to vote at the Annual General Meeting shall be:

(i) One representative from every club in membership, provided that the nominated person is a registered member of Badminton England and regardless of whether that nominee has a vote in some other capacity.

(ii) All retiring members of the Council.

(iii) Any new members of the Council, who shall be entitled to vote from the moment of their election.

(v) All Team Managers.

(d) Notice of the Annual General Meeting shall be given to all officers and officials of the Association, clubs in membership and affiliated bodies at least 28 days before the date of the meeting and be posted on the Association's website and shall require that all nominations for officers and notices of motion be sent to the Secretary within 14 days of the date of the notice, but if no nominations for any particular office are received by the appointed date, nominations made at the meeting shall be valid.

(e) All those identified in (c) above shall be entitled to submit nominations for the officer posts and motions.

Where the number of nominations exceeds the number of vacancies, there shall be a ballot held at the meeting.

A ballot will also be held if a majority of those present at the meeting and eligible to vote so demand.

7. Voting

(i) Other than in the circumstances described in 6(e) above, all voting shall be by a show of hands and a vote shall be deemed to be carried if there is a majority in favour of the motion, except in relation to a motion involving any alteration to the Association's rules, when two-thirds of those attending and eligible to vote must be in favour of the motion.

(ii) In the event of an equality of votes, the Chairman of any meeting shall have the casting vote.

(iii) At any Committee meeting, all members of the Committee shall be entitled to vote, including co-opted members.

8 Expenditure Limits

There shall be an expenditure limit of £1000 on budgeted items and £500 on non-budgeted items.

Any expenditure above those limits shall require the sanction of the Finance Committee.

9. Complaints/Grievance

The Association shall have a complaints/grievance procedure, to be approved by the Council and to be consistent with any Badminton England regulations.

10. Disciplinary Action

The Association shall have a disciplinary procedure, to be approved by the Council and to be consistent with any Badminton England regulations.

11. Child Protection

The Association shall have a Child Protection policy, to be approved by the Executive Committee and Council in line with Badminton England's Safeguarding Policy and Protocols.

12. Equality and Diversity Policy

The Association shall have an Equality and Diversity policy, to be approved by the Executive Committee and Council.

Terms of Reference

(a) Executive Committee

The role of the Executive Committee shall be, in consultation with the Council:-

- to manage the day to day affairs of the Association, within the agreed policies of the Association
- to deal with any emergency matter
- to appoint the Association's Child Protection Officer
- to appoint the Association's Disciplinary Officer
- to appoint delegates to attend B E General Meetings
- to manage any complaints or disciplinary issues according to The Association's policies.

(b) Council

The role of the Council shall be:-

- to determine the general and financial policies of the Association
- to appoint the SCC Team Managers, the Masters' Coordinator and the U21 Team Manager.
- review, plan for and facilitate the development of badminton at all levels
- to receive reports on the wider activities of the Association
- to approve County Colours and Awards.

(c) Finance Committee

To deal with the day to day financial affairs of the Association and submit regular reports to the Council.

(d) Schools and Youth Committee

The role of the Schools and Youth Committee shall be:-

- to manage the day to day affairs of the Association in relation to junior badminton in accordance with the policies of The Association.
- to appoint the U18, U16, U14 and U12 Team Managers.
- to arrange and coordinate fixtures and tournament dates in liaison with the Senior Match Secretary.
- to organise tournaments and training sessions.

(e) SCC Match Selection Committee

- to select the SCC teams and agree the nominated players for the season.
- to submit recommendations for the award of County Team Colours to the Council.
- to submit nominations for the annual awards to the Council.

(f) The Yorkshire League Committee

- to manage the Inter-Club League.
- to determine any disputes related to the League.

(g) Masters Committee

- to promote Masters badminton in the county.
- to organise and manage the Masters' Gold Tournament.
- to recommend Masters' policies and procedures for Council approval.
- to manage in liaison with the YBA Treasurer the ringed fenced Masters' funds.
- to manage the day to day running of the Masters' teams.