

CONSTITUTION & RULES OF NORTHERN PETANQUE
A REGION OF THE ENGLISH PETANQUE ASSOCIATION

1. **NAME and SCOPE**

The name of the region shall be Northern Petanque.

The geographical area covered by Northern Petanque shall be Lancashire, Cheshire and Yorkshire.

2. **OBJECTIVES**

The objective of the Region is to promote the game of Petanque by all means at its disposal including

- by organising competitions.
- by setting up or encouraging the formation of EPA member leagues.
- by creating centres of excellence with facilities for practice, coaching and competitions.

3. **MEMBERSHIP**

- a. The Region shall be comprised of EPA registered clubs and affiliated leagues based within the regional boundaries. A club or league based outside the regional boundaries may apply to join the Region if that is most appropriate to their playing practice.
- b. The individual membership of the Region shall be comprised of those members of regional clubs or leagues who live within the regional boundaries and who have paid the annual membership fee. In addition, individuals residing within the Regional boundaries who are not members of a regional club or league may join the region as an unattached member, also individuals residing outside the Regional boundaries may apply to join the Region as an unattached member if that is most appropriate to their playing practice,
- c. Clubs, leagues or unattached individuals based outside the Regional boundaries require a majority of the executive officers to approve their membership application. Executive officer approval is also needed by clubs or individuals applying to join with associate member status. This applies only to membership applications not to renewals.
- d. Non EPA clubs may apply to join the Region as Associate Clubs. The membership fee will be 50% of the EPA club membership fee. Associate status will allow a club to plan tournaments in conjunction with Northern clubs and to advertise their tournaments on the Northern website.
- e. Non EPA players may apply to join the Region as Associate Members. The membership fee will be equal to the regional precept. Associate status will allow a player to play in Regional tournaments that do not lead to representing the region at national level. Associate members will also be able to attend coaching sessions without charge.
- f. The Executive Officers may refuse an application for membership or a renewal of membership. Notice of refusal must be sent to the applicant within 14 days of the decision giving the reasons for refusal and informing the applicant of their right of appeal to the Regional Management Committee.

4. **REGIONAL MANAGEMENT COMMITTEE**

a. Composition

The Region shall be managed by a Management Committee comprising elected officers and one member from each regional club or affiliated league.

b. Elected officers

At the Regional AGM the Region shall elect the following officers ;

President, Vice President, Secretary, Treasurer/Membership Secretary, Playing Officer, Umpire, Coach, Youth Development Officer, Development Officer (West) and Development Officer (East).

Other officers may also be elected as necessary or expedient. All such officers shall be and shall remain individual members of the Region in good standing.

The Executive Officers may co-opt ordinary members for previously specified purposes and periods or to fill a casual vacancy for a period ending with the next AGM. Any such co-option should be approved by the management committee at its next meeting.

c. Duties

The Management Committee shall have the following powers and duties

- To organise and run regional competitions.
- To promote and develop the game of pétanque within the Region.
- To organise and fund coaching.
- To establish and maintain qualified umpiring.
- To establish as and when required disciplinary tribunals in accordance with Constitution point 7.
- To appoint sub-committees for specified purposes and duration.
- To propose changes to the Constitution and Rules for decision by members in a General Meeting.
- To propose rates of subscription for the decision by members in a General Meeting.
- To hold and operate the assets and funds of the Region.

The President shall preside, when present, at all regional meetings.

The Vice President shall provide support in running the Region and in the Presidents absence shall fulfill the Presidents responsibilities.

The Secretary shall convene and when present, maintain and distribute minutes of all regional meetings.

The Treasurer shall maintain the Regions finances and shall prepare and present audited accounts to the AGM. The President or Vice President shall act as counter signatories for all financial transactions arranged by the Treasurer.

5. **FINANCE**

- a. The fee for individual membership shall comprise an EPA membership fee and a regional precept which shall be retained by the Region. The amount of the regional precept shall be determined by the AGM.
- b. A member of , or another person authorised by , the Management Committee shall be reimbursed for all reasonable and approved expenses incurred whilst engaged in duties for the Region.
- c. The Region may not make grants or donations other than specifically for the achievement of the objectives.
- d. Regional funds above day to day expenses shall be held in a bank account under the name of Northern Petanque.

6. MEETINGS

6.1 Annual General Meeting

- a. The Region shall hold an AGM in October or November each year at a venue decided by the Management Committee.
- b. The Secretary shall publish the date, time and venue for the meeting at least 28 days in advance.
- c. Motions for the AGM may be put forward by any Northern registered club or Northern officer and must be received by the regional secretary at least 14 days prior to the meeting.
Nominations for any regional officer position may be put forward by any Northern registered club.
Candidates may also be nominated by a minimum of three individual members.
All nominations must be in writing and must be received by the regional secretary at least 14 days prior to the meeting. The nomination must include the members signature consenting to the nomination and consenting to serve if elected.
Elected members shall remain in office from the end of one Regional AGM until the end of the AGM following.
Serving may stand for re-election without a new nomination being required.
If there are no nominations for a post the Presiding Officer at the AGM may accept nominations from the floor.
- d. The AGM shall include the presentation of an annual report, annual accounts, election of officers, determination of fees, consideration of motions , agreement of playing rules and the appointing of auditors.
- e. At an AGM each individual member of the region in good standing shall have 1 vote.
In the event of a tied vote the presiding officer shall have an additional deciding vote.

6.2 Extraordinary General Meeting

- a. An EGM may be convened by the Secretary on direction of the Executive Officers or upon a requisition signed by a minimum of five regional club secretaries. The Secretary shall convene the meeting within 28 days of receiving the request and shall publish the date, time, venue and reason for the meeting at least 14 days prior to the meeting.
- b. The venue for the EGM shall be decided by the Executive Officers.
- c. At an EGM each individual member of the region in good standing shall have 1 vote.
In the event of a tied vote the presiding officer shall have an additional deciding vote.

6.3 Management Committee Meetings

The Management Committee shall meet to receive the reports of and to ratify the actions of the officers. Unless there are exceptional circumstances the management committee should meet four times each year.

Management Committee meetings are open to all regional members who are in good standing. Voting at these meetings is restricted to regional officers and to 1 representative from each regional club. An officer may vote both as an officer and to represent their club if no other club representative is present.

In the event of a tied vote the presiding officer shall have an additional deciding vote.

6.4 Quorum for meetings

- a. The quorum for General Meetings (AGM or EGM) shall be a minimum of one third of the regional management committee.
- b. The quorum for Regional Management Committee meetings shall be a minimum of one third of the eligible members or 8 whichever is the smaller.
- c. The quorum for Executive Officers meetings shall be a minimum of one half of the officers or 8 whichever is the smaller.

7 **DISCIPLINE**

The Management Committee shall establish a disciplinary tribunal to handle disciplinary matters referred to them.

- a. In respect of appeals regarding the decisions of regional clubs or affiliated leagues where the constitution of such allows for such a reference.
- b. By an umpire or official of any regional competition in respect of alleged unacceptable conduct by any individual or club at that competition.
- c. By any regional officer in respect of alleged unacceptable conduct by any individual or club.
- d. The disciplinary tribunal shall include the President or Vice President and at least 2 other officers.
- e. A club, league or individual shall have the right to appeal to the full Regional Management Committee regarding a disciplinary tribunal decision. The tribunal members shall report to the Committee but will not participate in discussions or votes at the meeting.
- f. The Committee may elect to refer the matter to the EPA Management Committee.
- g. A club, league or individual shall have the right to appeal to the EPA Management Committee regarding a regional Management Committee decision.

8 **DISSOLUTION**

- a. The Region may be dissolved at any time by consent of a majority of members voting in a ballot of members.
- b. Upon dissolution, the funds and assets of the Region shall transfer to any successor bodies.
- c. In the absence of successor bodies any funds and assets shall be donated to the EPA.

Version 8 of the constitution was approved at the Regional AGM held 19/11/11.

Points amended from version 7 were

New Point 7.e with previous points 7.e and 7.f becoming 7.f and 7.g

New Points 3.d and 3.e with previous point 3.d becoming 3.f