

# CROSTON AND DISTRICT BOULES LEAGUE

## CONSTITUTION – Advisory document only

### 1. NAME

The name of the League shall be **THE CROSTON AND DISTRICT BOULES LEAGUE**, hereinafter referred to as “the League”.

The Croston and District Boules League is committed to ensuring that Boules is a sport which is inclusive and welcoming of diversity. We want to ensure that everyone has a genuine and equal opportunity to participate in Boules at all levels and in all roles. ***“Our ethos is that all players have fun, can participate in an enjoyable sociable evening and most of all enjoy playing the game”.***

### 2. AIMS & OBJECTIVES

The aims and objectives of the League will be:

- The League exists to promote and encourage the recognition of Boules as being played as a sport in Croston and the surrounding area.
- To create a competitive competition which incorporates the different venues whilst ensuring that the League rules and format allows the game to be played in good spirit and provides enjoyment for all.
- To organise open competitions throughout the area to encourage new players to participate in the playing of Boules and social activity.
- To promote the League within the local communities including Leyland, Ulnes Walton, Eccleston and Mawdesley.
- To create an environment in which all individuals can make the best use of their skills, they are treated fairly, with respect and free from discrimination or harassment, and in which all decisions are based on merit.
- To provide duty of care and protection to all League players.
- To promote fitness and encourage players to become more active and meet new people.
- Each Member should endeavour to actively participate in the League in order to receive benefits from the League such as grant funding or other benefits of kind.

### 3. THE LEAGUE

The League will be benevolent and charitable in nature and non-profit making. Officers and Members of the League will work on a voluntary basis for the well-being of the League, and shall not gain or profit financially in any way as a result of their work for the League.

### 4. MEMBERSHIP

Participation in the League shall be open to anyone interested in playing Boules regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

A Member is defined as an elected “Team”. The Team Captains will be selected by Team players.

All Members and players will be subject to the regulations of the constitution and by participating in the League will be deemed to accept these regulations and Codes of Practice that the League has adopted.

League membership and League Fees are based on a non-discriminatory and fair basis. The League will keep subscriptions at a price that will not pose a significant obstacle to people participating in the League.

In the unfortunate event that a **complaint** needs to be raised regarding the behaviour of a Player who is deemed to be in breach of the League Code of Conduct. In the first instance, this should be raised with the Team Captain so they can speak to the Player in question to resolve the situation and if necessary, remove the Player from the match and issue a verbal warning regarding future unacceptable behaviour.

Following these actions, if unacceptable behaviour continues by the Player, notification of the complaint(s) should be submitted in writing to the Secretary. This will be reviewed by the Committee and a decision agreed in the best interests of all our Players and the League.

The Committee shall have the power to remove the Player from the Team and if necessary, remove the Player from the League providing reasons are given for such a decision, subject to the right of the Player, or Players, involved to appear before a meeting of the Committee to appeal against the decision. The Player will have the right of appeal. (See Code of Conduct policy document).

## **5. LEAGUE FEES**

League Fees will be set annually and agreed by the Committee and the Members at the Annual General Meeting in January. Member League Fees will be paid approximately four weeks from the commencement of the season. The payment date will be advised to the Team Members by the Secretary.

## **6. CLUB POLICIES**

The Club adopts the following policies and procedures:

- *Equality and Diversity*
- *Safeguarding Adults*
- *Code of Conduct*
- *Risk Assessment*

## **7. OFFICERS OF THE CLUB**

The Officers of the League will be:

- Chairperson
- Secretary
- Treasurer
- Any other relevant position

The Management Committee shall consist of a Chairperson, Secretary, Treasurer, other Committee Officers and Team Members.

The Annual General Meeting shall be held in January.

The election of the Chairperson, Secretary, Treasurer and any other Officers will be held annually at the Annual General Meeting. Nominations for new committee positions should be submitted in writing to the Secretary prior to the AGM. All Officers will retire each year but will be eligible for re-appointment.

The Officers of the League shall take office at the first meeting of the committee after the AGM. The Committee will meet at regular intervals throughout the year as and when necessary.

***In furtherance of the Aims and Objectives and purposes herein before defined but not further or otherwise, the League shall have the following specific powers: -***

The role of the Committee will be to control the affairs of the League, provide the administration, management and control of the affairs and property of the League, to keep accurate accounts of the League finances and to make decisions on the basis of a majority vote. The Chairperson will be entitled to an additional casting vote in the event of tied vote.

To obtain, collect and receive money and funds by way of fund-raising events and by League Fees/subscriptions.

## **8. CONFLICTS OF INTEREST**

The Committee accept their responsibility in acknowledging potential conflicts of interest, and that all decisions made must be in the best interest of the League and its Members. The Committee through the Chairperson and Secretary agree to administering a register of interests for all Committee members and recording potential conflicts as and when they arise.

## **9. FINANCE**

All League monies will be banked in an account held in the name of the League.

The Committee will be responsible for the finances of the League which will be managed by the Treasurer. The financial year of the League will end on 31st October. A statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

There will be 2 account operators on the account who will be authorised to transact on the account and will both have access to online statements, transaction details etc. Any one account operator can approve any financial transaction (although changes to account details will require the signature of 2 Committee members). The account operators shall be the Chairperson and the Treasurer.

Any cheques drawn against League funds will hold the signatures of two voting Officers of the Committee including the Treasurer plus one other Officer. Where online payments are made, arrangements should be such that another Committee member is aware of and agrees the transactions.

The Treasurer shall keep accounts of all monies received and expended on account of the League. The Treasurer shall present details of income and expenditure at each meeting of the Committee and acceptance of these shall be recorded in the meeting minutes by the Secretary.

All proper costs, charges, and expenses incidental to the management of the League may be defrayed out of funds of the League.

All the income and property of the League shall be applied solely towards its objects and no portion thereof shall be paid or transferred in any way to any Committee Officer or Members provided that nothing herein shall prevent the payment in good faith of reasonable and proper remuneration of any employee of the League (other than a Committee Officer) and repayment of out-of-pocket expenses to Members or Committee Officers incurred in the course of the work of the League.

In the execution of the League hereof, no Committee Officer shall be liable for any loss to the property of the League arising by reason of any improper investment made in good faith (so long as she/he shall have sought

professional advice before making such investment) or the negligence or fraud of any agent employed by him/her by any other.

## **10. ANNUAL GENERAL MEETING & OTHER MEETINGS**

Notice of Annual General Meetings will be given by the Club Secretary, not less than 21 clear days' notice being given to all Members. The notice of the AGM will be communicated via a direct communication (letter or email) to all voting Members. The AGM will be held at the end of January prior to commencement of the League season in April.

The AGM will receive a report from the Chairperson and a statement of the annual accounts. The accounts statement, a meeting Agenda and previous meeting minutes will be available to Members prior to the meeting.

Proposals and nominations for consideration at the Annual General Meeting shall be submitted in writing to the Secretary at least 14 clear days before the meeting, proposed and seconded by Members of the League. Emergency proposals validly submitted on matters other than changes to the constitution may only be accepted on the agreement of the meeting.

All Members shall be entitled to attend and speak at the Annual General Meeting and each Member shall have one vote. Decisions other than those relating to amendments to this constitution or dissolution shall be taken by a simple majority of those present and voting. The Chairperson of the meeting shall have a casting vote.

Elections of Committee Officers are to take place at the AGM.

All proposals and matters relating to match play and League rules will be discussed and voted on at the Annual General Meeting.

Applications from new teams to join the League must be considered by the Committee following written request to the Secretary and admittance to the League can only be approved at the Annual General Meeting.

The Secretary shall compile the seasons Fixture List for approval at the Annual General Meeting in January.

Attendance at the AGM is important and mandatory for all Members. If a Team Captain is not available a nominated delegate must attend the meeting.

Failure of a Team to be represented at the AGM could result in either the Team being fined or issued with a 10 points deduction for the following season.

The Committee has the right to call **Extraordinary General Meetings (EGMs)** outside the AGM. Procedures for EGMs will be the same as for the AGM. Members of the League also have the right to call an Extraordinary General Meeting, which must be called for by at least 50% of the Members and communicated with 21 days' notice.

## **11. DISSOLUTION**

A resolution to dissolve the League can only be passed at an AGM or EGM through a majority vote of the League Officers and Members.

In the event of dissolution, any assets of the League that remain after the settlement of any outstanding debts of the League shall be either returned to the Member Teams, or donated to a local charity or charities, or

another sports club, with similar aims and objectives. However; any other proposals received will be considered at the meeting and decided on by a vote of the then current Members.

## **12. AMENDMENTS TO THE CONSTITUTION**

The constitution will only be changed through agreement by majority vote at an AGM or EGM. However; no change to the constitution will be allowed which will alter the benevolent and charitable aims of the League, nor to the procedure to be followed with respect to the dissolution of the League.

## **13. DECLARATION**

THE CROSTON AND DISTRICT BOULES LEAGUE hereby adopts and accepts this constitution as a current operating guide regulating the actions of the Committee Officers and Members.

## **OFFICERS**

**SIGNED:**

**DATE:**

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**NAME: CRAIG HOWARD**

**POSITION: League Chairperson**

**SIGNED:**

**DATE:**

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**NAME: MARTYN LITTLEWOOD**

**POSITION: League Secretary**

***March 2025***