

CONSTITUTION AND REGULATIONS OF YORKSHIRE BOWLING ASSOCIATION

1. TITLE:

- 1.1. The Association shall be called 'YORKSHIRE BOWLING ASSOCIATION'.

2. AFFILIATION:

- 2.1. The Association is a sponsor of, and shall be affiliated to, Bowls England and conform to and be bound by its Rules and Regulations. The Association will also conform to the Laws of the Sport of Bowls.

3. AIMS AND OBJECTIVES:

- 3.1. The aims and objectives of the Association shall be:
- a) To promote, foster and safeguard the level green game of bowls in the County of Yorkshire.
 - b) To arrange annual championships for ladies and men in single handed, pairs, triples and fours competitions and any other competitions as required, including those of mixed gender.
 - c) To arrange inter county and other matches as required.
 - d) To interpret, when called upon by affiliated clubs or members thereof, difficult or doubtful questions of law and practice, arbitrate in all differences referred to the Association between and among affiliated clubs and members thereof.

4. MEMBERSHIP:

- 4.1. Details of Club and Life Membership are contained in Yorkshire Bowling Association Regulations 2 and 3.

5. FEES AND FINANCIAL SUPPORT:

- 5.1. Details of the Annual Fees payable by clubs, the procedure for fixing such fees and the date by which they must be paid are contained in Yorkshire Bowling Association Regulation 4.
- 5.2. Any person wishing to give additional financial support to the Association may become a Patron of the Association under the terms outlined in Yorkshire Bowling Association Regulation 5.

6. ADMINISTRATIVE ORGANISATION:

- 6.1. The Association shall be administered by an Executive Committee and separate Ladies' and Men's Sub-Committees.
- 6.2. The Presidential and Executive Officers of the Association together with the composition of the Executive Committee, Ladies' and Men's Sub-Committees and the procedures for nomination and election to these Officers and Committees are given in Yorkshire Bowling Association Regulations 6 and 7. These committees may also co-opt up to 2 additional non-voting members as and when necessary.
- 6.3. The Executive Committee may also appoint any Sub-Committees as it considers necessary.
- 6.4. The Ladies' and Men's Sub-Committees will be responsible for administering all playing matters, including competitions, for each gender. The rules relating to playing matters and competitions are contained in Yorkshire Bowling Association Regulations 14 to 20.
- 6.5. The Ladies' and Men's sections of the Association will be divided into four administrative Zones and the procedures for the administration/responsibilities of such Zones by the two gender Sub-Committees are detailed in Yorkshire Bowling Association Regulation 8.

- 6.6. The procedures for representation of clubs or zones within the Association on the Ladies' and Men's Sub-Committees of the Association are also detailed in Regulation 8.
- 6.7. The use of the word correspondence will include electronic mailing.

7. GENERAL AND OTHER MEETINGS:

- 7.1. The holding of the Yorkshire Bowling Association Annual General Meeting, other General Meetings, the Annual Meetings of the Ladies' and Men's Sub-Committees, the convening of, resolutions for, and notices in respect of such Meetings, together with business to be discussed and voting rights are contained in Yorkshire Bowling Association Regulation 9.

8. GRIEVANCE AND DISCIPLINARY PROCEDURES:

- 8.1. A code of conduct, grievance and disciplinary procedures are set out in Yorkshire Bowling Association Regulations 10 and 11.

9. PROTECTION OF CHILDREN AND VULNERABLE ADULTS:

- 9.1. The Association is responsible for administering the Bowls England Policy under the Child Protection Legislation which recognises and acknowledges its responsibilities to safeguard the welfare of young persons and other vulnerable people taking part in its activities. Further guidance is given in Yorkshire Bowling Association Regulation 12.

10. DUTIES OF HONORARY SECRETARY AND HONARY TREASURER:

- 10.1. The Honorary Secretary and Honorary Treasurer shall discharge the duties normally appropriate to their respective offices, and shall undertake any other responsibilities mutually agreed with the Executive Committee and shall at all times act in conjunction with the Executive Committee.
- 10.2. The Administrators of the Ladies' and Men's Sub-Committees shall assist the Honorary Secretary and be responsible for all matters which involve that gender, including attending meetings of other bodies associated with those Committees.

11. FINANCE:

- 11.1. Details of the accounting period of the association, auditing procedures and the responsibilities of the Executive Committee in relation to investment, payment of expenses etc. are given in Yorkshire Bowling Association Regulation 13.

12. INDEMNITY:

- 12.1. The Executive Committee and each and every member of the Ladies' and Men's Sub-Committees, except in the case of willful default or fraudulent acts or omissions, shall be indemnified by and out of the funds of Yorkshire Bowling Association against any loss, damage or expenses or liability incurred by reason of or in connection with any legal proceedings instituted against them, or any of them, for any act done or omitted or suffered in relation to the performance of any of their duties, and the Association shall effect any appropriate insurance to cover them in respect of the indemnity provision of this clause at the expense of Association.

13. ALTERATION TO CONSTITUTION AND REGULATIONS:

- 13.1. Alteration or addition to the Constitution or any of the forgoing Regulations shall be made only at the Annual General Meeting of the Association, or at a Special General Meeting called for that purpose by the Executive Committee. Notice of such alteration or addition may be submitted only by the Executive Committee, the Ladies' and Men's Committees, or by clubs affiliated to the Association, not by individuals. Notice of the terms of such proposed alteration or addition (which shall be stated in the notice of the business of the meeting) shall be given in writing to the Honorary Secretary of the Association by affiliated clubs not later than the 30th September in each year and by the Ladies' and Men's Sub-Committees immediately after their Annual Meeting.

14. MATTERS NOT PROVIDED FOR:

- 14.1. Should any matter arise which in the opinion of the Executive is not provided for in this Constitution or Regulations then the same may be determined by the Executive Committee in such a manner as it deems necessary, and every such determination shall be binding upon affiliated clubs and members of such clubs unless and until set aside by resolution at a General Meeting.

15. DISSOLUTION:

- 15.1. In the event of the dissolution of Yorkshire Bowling Association for whatever reason, the funds and assets of the Association remaining after payment and satisfaction of debts and liabilities and the costs and expenses of dissolution shall be distributed by Yorkshire Bowling Association in General Meeting to a sporting body which is established substantially or primarily for the purpose of promoting any game or sport provided that the game or sport is conducted for the recreation and benefit or entertainment of the general public in Yorkshire and no part of the income or other funds of the body corporate operating such sport is used or available to be used for the pecuniary profit of the proprietor, member or shareholder.

YORKSHIRE BOWLING ASSOCIATION REGULATIONS

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2. YORKSHIRE BOWLING ASSOCIATION REGULATION 2 - CLUB MEMBERSHIP:

- 2.1. Clubs affiliated to the Yorkshire County Bowling Association and the Yorkshire County Women's Bowling Association on 1st October 2009 will become founding members of Yorkshire Bowling Association.
- 2.2. Future membership shall be open to all Clubs in the County of Yorkshire which are unified with regard to gender, if appropriate, and have no fewer than sixteen members playing the game on private, leased or public greens which comply with the Regulations of Bowls England.
- 2.3. Clubs playing on leased or public greens must possess a permit from the owners which allows them to use rinks for competitive purposes.
- 2.4. Every application for affiliation must be made to the Secretary of the Association and must be accompanied by a copy of the Club Rules and Constitution, a list of office bearers of the club and the address of the Honorary Secretary and of the green. Approval of such applications shall be at the discretion of the Executive Committee.
- 2.5. Any club wishing to withdraw from membership of the Association shall give notice in writing to the Secretary of the Association by 30th September. Failure to comply with this rule shall make the club liable to payment of the annual subscription for the ensuing year.

3. YORKSHIRE BOWLING ASSOCIATION REGULATION 3 - LIFE MEMBERSHIP:

- 3.1. The Association, through the Executive Committee, may award Life Membership to any person who has given exceptional services to the sport of bowls and/or the Association. Life Membership will be conferred at the Annual General Meeting.
- 3.2. Nominations for Life Membership shall be forwarded to the Honorary Secretary of the Association by 30th September of each year.
- 3.3. All existing Life Members of the Yorkshire County Women's Bowling Association and the Yorkshire County Bowling Association will be recognised as Life Members of the Yorkshire Bowling Association.

4. YORKSHIRE BOWLING ASSOCIATION REGULATION 4 - FEES:

- 4.1. Every club, on becoming a member of the Association, shall pay an Annual Affiliation. Fees in respect of every bowling member of the Club as at the 31st day of August each year, which shall include the Affiliation Fee payable to Bowls England. The amount of such Annual Affiliation Fee shall be fixed at the Annual General Meeting of the Association. Club Secretaries must forward to the Association Secretary a list of the names of their bowling members by 1st May each year.
- 4.2. The Annual Affiliation Fee shall be paid no later than the 31st day of December in each year and any club failing to pay the fee by that date shall forfeit all the rights and privileges of affiliation until the whole of such arrears have been discharged.
- 4.3. Any other fees or allowances not specifically mentioned in this Constitution or these Regulations shall be decided at an Annual General Meeting.

5. YORKSHIRE BOWLING ASSOCIATION REGULATION 5 - ADDITIONAL FINANCIAL SUPPORT/PATRONS:

- 5.1. An individual wishing to give additional financial support to the Association may, on application, become a Patron of the Association. Patrons shall have no special privileges and take no part in the administration of the Association unless entitled to do so by virtue of holding office or other rights under the Constitution and Regulations of the Association. The minimum amount payable to become a Patron shall, from time to time, be determined at the Annual General Meeting of the Association.

6. YORKSHIRE BOWLING ASSOCIATION REGULATION 6 - NOMINATION AND APPOINTMENT OF PRESIDENTIAL AND EXECUTIVE OFFICERS:

- 6.1. There shall be a male and female President and Vice President who shall be elected at each Annual General Meeting.
- 6.2. The Executive Officers of the Association shall be the Chairman, Honorary Secretary and Honorary Treasurer who shall be elected at each Annual General Meeting.
- 6.3. Nominations for Presidential Officers and the Executive Offices of Chairman, Honorary Secretary and Honorary Treasurer shall be received in writing by the Honorary Secretary of the Association from affiliated clubs by 30th September in each year, or from the Ladies' or Men's Sub-Committees immediately following their Annual Meeting, or shall be made by the Executive Committee Meeting held prior to the Annual General Meeting.

7. YORKSHIRE BOWLING ASSOCIATION REGULATION 7 - COMPOSITION OF THE EXECUTIVE COMMITTEE AND THE LADIES' AND MEN'S SUB-COMMITTEES:

- 7.1. The Executive Committee shall consist of a Chairman, Honorary Secretary, Honorary Treasurer, the Ladies' and Men's Administrators and two members appointed by each of the Ladies' and Men's Sub-Committees.
- 7.2. The Ladies' Sub-Committee shall consist of: the Ladies' President; the Vice President; the Immediate Past President; an Administrator; the Finance Officer; the Competition Secretary; the Safeguarding Officer; the Youth Development Officer; the Match Secretary and two representatives from each zone. This Committee shall also appoint a Selection Committee to recruit 2 selectors from each zone plus the Ladies' President and the Administrator (ex officio members) to total 10. In the event of there not being two selectors from each zone additional selectors will be sought from the other zones.
- 7.3. The Ladies' Sub-Committee will meet in March/April and September/October of each year and at such other times as necessary in order to conduct the business of the Ladies' section.
- 7.4. The Men's Sub-Committee shall consist of: the Men's President; the Vice President; the Immediate Past President; the Administrator; the Finance Officer; the Competition Secretary; the Patrons' Secretary; the Safeguarding Officer; the Youth Development Officer; the Team Manager and two representatives from each of the four Zones. This Committee shall also appoint a Team Manager (Muras/Middleton). The Team Manager will appoint a Representative to manage the Alsop. The Men's Sub-Committee will also appoint a Youth Development Officer, who will also be responsible for the White Rose team.
- 7.5. The Men's Sub-Committee will meet in March/April and September/October of each year and at such other times as necessary in order to conduct the business of the Men's Section.

- 7.6. The Association Honorary Secretary shall be sent an agenda/notice of meetings for all meetings of the Ladies' and Men's Sub-Committees and shall be entitled to attend those meetings as an advisor and non-voting member.
- 7.7. Nothing in these Regulations shall prevent a member holding Office on both the Executive Committee and the Ladies' and Men's Sub-Committees.

8. YORKSHIRE BOWLING ASSOCIATION REGULATION 8 - ZONE ORGANISATION/ADMINISTRATION:

- 8.1. The County shall be divided into four administrative Zones. The composition and club membership of such Zones for each gender shall be decided by the Ladies' and Men's Sub-Committees.
- 8.2. The representation and voting rights of the Ladies' sections of clubs within these Zones are detailed in Regulation 7.2.
- 8.3. The male members of clubs shall form a Zone Committee of not more than two delegates from each affiliated club within the Zone which shall hold an Annual Meeting during the month of September to elect a Chairman, Secretary, and in accordance with Regulation 7.4 the members to serve on the Men's Sub-Committee nominate suitable members to be considered as non-playing selectors for the ensuing year. They shall also appoint an Emergency Committee consisting of: the Chairman; the Secretary and one other elected member to deal with disputes arising from the playing of competitions within the Rules and Regulations of the Association governing such competitions, which may arise within the Zone, providing that no member of the club concerned in such dispute shall act as a member of the Emergency Sub-Committee and the Chairman shall be empowered to appoint a substitute(s) to bring that Emergency Sub-Committee to the requisite number. They shall also meet as often as necessary to discuss matters affecting affiliated clubs in their Zone. The names of the Chairman, Secretary and members appointed under Regulation 7.4 shall be notified to the Men's Sub-Committee not later than seven days before the Annual Meeting of that Committee.

9. YORKSHIRE BOWLING ASSOCIATION REGULATION 9 - GENERAL AND OTHER ANNUAL MEETINGS:

- 9.1. The Annual General Meeting of the Association shall be held before the last day of November in each year, subject to power being reserved by the Executive Committee to vary this date if special circumstances warrant such a change. Notice of Motion to be included in the agenda for such meetings may be given by or on behalf of the Ladies' and Men's Sub-Committees, an affiliated club, and, other than for an alteration or addition to the Constitution or Regulations, by any member of such club. Such notice shall be received by the Honorary Secretary of the Association from an affiliated club, or member of such club, not later than the 30th September in each year and from the Ladies' and Men's Sub-Committees immediately following their annual meeting.
- 9.2. A Special/Extraordinary General Meeting may be convened at any time on the instructions of the Executive Committee or on receipt of a request signed by the chairman and secretaries of 25% of the affiliated clubs clearly stating, in writing, the business to be submitted to the meeting.
- 9.3. Notices of General Meetings, together with a copy of the agenda for such meetings and the minutes of the previous meeting, shall be sent to the Administrators of the Ladies' and Men's Sub-Committees, the Honorary Secretaries of all affiliated clubs, Life Members, Officers of the Association and all other persons entitled to attend the meetings at least 21 days before the date of the meeting.

- 9.4. Resolutions at a General Meeting must be carried by a two thirds majority of those present and entitled to vote.
- 9.5. General Meetings may be attended by the Executive Officers, members of the Ladies' and Men's Sub-Committees, Life Members and appointed delegates of affiliated clubs. Clubs with a membership not exceeding 50 may appoint two delegates and clubs with a membership exceeding 50 may be represented by three delegates. In addition members of affiliated clubs may attend and speak but not vote. The procedure for voting by show of hands shall be that the Executive Officers, members of the Ladies' and Men's Sub-Committees, Life Members and appointed delegates of clubs shall be entitled to one vote, but any person holding two or more offices or positions at the meeting may appoint a proxy for any office or position. Proxies' names should be submitted to The Executive Committee Secretary at least 7 days prior to any meeting. In order to vote the proxy must be in attendance at the meeting and should not be entitled to any other vote than that for which he or she has been appointed proxy. Voting shall be by a show of hands except in the following cases when there shall be a scroll vote:
- a) The appointment of Officers.
 - b) When a demand is made for a scroll vote and the motion for such vote is carried, without debate, by a majority of those present. In the case of a scroll vote the Executive Officers, members of the Ladies' and Men's Committees and Life Members shall have one vote each, each club represented by a delegate or delegates shall have two or three votes according to the strength of membership mentioned earlier in this paragraph.
- 9.6. Member(s) to represent the Association at meetings of Bowls England and other bodies associated with the organisation/administration of bowls for the benefit of the Association or its members shall be appointed at the Annual General Meeting.
- 9.7. The Ladies shall hold Bi-Annual meetings, which are open to all affiliated club members, in March/April and October in each year.

10. YORKSHIRE BOWLING ASSOCIATION REGULATION 10 - CODE OF CONDUCT FOR PLAYERS AND OFFICIALS REPRESENTING YORKSHIRE BOWLING ASSOCIATION:

- 10.1. Bowlers and Officials shall, at all times, conduct themselves in a manner that reflects favourably upon fellow bowlers, Bowls England and other Counties, both on and off the bowling green.
- 10.2. In addition to giving priority to any event appertaining to his/her selection or appointment they shall have the following obligations for the duration of any event.
- a) Observe the relevant Rules and Regulations relating to the sport.
 - b) Accept the control of the appropriate Team Manager/Official in all matters relating to dress, reporting times etc.
 - c) Players should inform the appropriate Official of any medication being taken prior to or when participating in inter county matches/national finals etc. and adhere to any applicable drugs testing policy.
 - d) Not render themselves unfit through alcohol or drugs either on or away from the green.
 - e) Not to subject colleagues, other players or officials to any physical or verbal abuse at any time.
- 10.3 Non-attendance at the National Championships, without good reason and appropriate notification, will result in ineligibility to enter County Competitions for the following season.

11. YORKSHIRE BOWLING ASSOCIATION REGULATION 11 - GRIEVANCE AND DISCIPLINARY PROCEDURES:

- 11.1. Yorkshire Bowling Association will adopt the Bowls England Discipline Regulation 9 and the following administrative procedures for dealing with grievance and disciplinary matters:
- 11.2. The Executive Committee may appoint and delegate to a Committee of five, with one elected as Chairperson, the power to hold on behalf of the Association an enquiry into any grievance or case of misconduct or breach of the Constitution or any Regulations made under the Constitution by any club, player or official participating in any event organised by or under the control of the Association and to impose such punishment as it sees fit, and as set out in the Bowls England Regulation on types of penalty. Everything done by this delegated Committee shall for all purposes be deemed to be done by the Executive Committee. The delegated committee, and any committee appointed under Regulation 11.4(j), may also appoint a minute secretary who shall take no part in the enquiry other than recording and producing minutes of such meetings.
- 11.3. For the purposes of this Regulation misconduct shall include, but is not restricted to, the following:
 - a) Breach of the policy for the Protection of Children and Vulnerable Adults.
 - b) Breach of the Constitution and Regulations made under that Constitution or the Laws of the Sport.
 - c) Any conduct which is prejudicial to the interests of the Association or the game of bowls.
 - d) Deliberately lose or attempt to lose any match or otherwise be guilty of unfair play.
 - e) Willfully alter a bowl after it has been stamped by a World Bowls Board Licensed Tester without submitting it to such Tester for re-testing and re-stamping.
 - f) Insulting or offensive behaviour towards Yorkshire Bowling Association, any club or member thereof, or any official appointed by such body, in respect of carrying out their functions or duties under the Laws of the Sport or the Constitution of Yorkshire Bowling Association or Club as applicable.
 - g) Using any profound, indecent or improper language at any function of Yorkshire Bowling Association or affiliated club.
 - h) Sexual, religious, disability or racial harassment of any member of Yorkshire Bowling Association or any members affiliated through their club.
 - i) Being guilty of any drug abuse in breach of the Doping Policy Regulations of Bowls England.
 - j) Disregarding or refusing to comply with, or acting in contravention of, any decision of Yorkshire Bowling Association or its Committees.
 - k) Failure to comply with a reasonable instruction relating to bowling matters authorised by the Association or the Constitution and Regulations of the Association.
 - l) Being guilty of any conduct which constitutes a criminal offence or commit any fraud, deceit, deception or dishonesty in relation to Yorkshire Bowling Association or its members.
- 11.4. If an event is considered necessary for possible disciplinary action the following procedure should be followed:
 - a) An initial enquiry should be held by the Executive Committee, or a Sub-Committee appointed under Regulation 11.2 for that purpose, to establish whether or not there is a case to answer. It is not essential for the club or person concerned to be present at this stage but they must be informed, in writing, as soon as possible that possible disciplinary action is being considered and the grounds on which it is being considered. Minutes of this meeting must be recorded.

- b) If this initial enquiry determines there is a case to answer the club or person concerned must be informed, in writing (in the case of a club through the Secretary or Chairman), of the allegations against them and given a reasonable opportunity to provide an explanation, call witnesses and attend the hearing outlined in Regulation 11.2. They should also be informed they have the right to be accompanied by and represented at the hearing by an advisor.
- c) The Chair of the committee will appoint a member of Yorkshire Bowling Association, or a lawyer, to present the allegations.
- d) The committee delegated under Regulation 11.2 must be impartial and at the hearing should reiterate the allegation(s), allow the offending club or person to answer, hear all sides of the story including written and oral evidence, and ask whatever questions are deemed necessary. It should then adjourn to consider its decision. The Committee's decision must be confirmed in writing to the offending club or person as soon as possible and in any case within seven days of the hearing. Minutes must be kept of the hearing, including questions and answers, and must be made available to all parties to the hearing.
- e) The burden of proof shall be with Yorkshire Bowling Association, and the Committee will find that an allegation has been proved only if, on the evidence before it, it is satisfied in its absolute discretion that the allegation has been proved.
- f) If all members of the Committee cannot agree, the verdict of the Committee will be that of the majority of its members.
- g) If two or more clubs or persons are involved in related allegations the Committee may, at its discretion, deal with the allegations together. The wishes of the clubs or persons concerned must however be taken into account.
- h) If disciplinary action is taken then the written notification under regulation 11.4(d) must advise the club or person of their right of appeal and that they may be accompanied by, and represented by, an advisor at the appeal hearing if they so wish.
- i) A request for an appeal hearing must be made in writing, by Recorded Delivery post, to the Honorary Secretary of the Association, or other nominated person, within 28 days of the Committee's decision and in the case of a club shall be signed by the Officers of the Club. It shall include the basis of the request, (e.g. new evidence, unreasonable disciplinary action for the offence committed etc.) and will be accompanied by a deposit of £100 which may be forfeited to Yorkshire Bowling Association if the appeal is dismissed, but which shall otherwise be refunded to the appellant.
- j) If an appeal is made a new and impartial committee must be designated to hear the appeal which should be held within 28 days of receipt of the notice of appeal. The appeal will be restricted to the grounds upon which it is made but should again hear all sides of the story, including new evidence, answers to questions etc. The committee must then adjourn and make its decision and that decision will be confirmed in writing within 7 days of the hearing. The minutes of the hearing should be made available to all parties to the appeal.
- k) If the appeal is dismissed then the opportunity to appeal to Bowls England must be drawn to the appellant's notice.

- l) The rules of Natural Justice must apply at all times throughout the disciplinary procedure and any person involved in the original incident must not form part of any disciplinary committee. Natural Justice is more concerned with the manner in which a decision is reached rather than whether or not the decision is correct. The two basic rules are that:
 - i) No person is to be judge in his own cause.
 - ii) No person is to be condemned unheard.

12. YORKSHIRE BOWLING ASSOCIATION REGULATION 12 - PROTECTION OF CHILDREN AND VULNERABLE ADULTS:

- 12.1. The Association will appoint a Child and Vulnerable Adult Protection Officer of each gender.
- 12.2. All affiliated clubs must have in place a Protection of Children and Vulnerable Adults Policy and appoint a Child and Vulnerable Adults Protection Officer who will be responsible for Young People and Vulnerable Adults and act as a point of referral for concerns of club members. They will be required to have Criminal Record Bureau (CRB) clearance, together with such other documentation as may be required by legislation or guidelines for the sport.
- 12.3. Clubs with less than 20 members may wish to share this role with another local club but all Clubs regardless of size must have a Child and Vulnerable Adult Officer if they provide youth programmes, school links, activities for vulnerable adults, junior tournaments or any other frequent activities for children/vulnerable adults.
- 12.4. The following basic guidelines should form the basis of all matters relating to children and vulnerable adults:
 - a) The welfare of the child or vulnerable adult is paramount.
 - b) Recognition that working in partnership with children, parents or guardians, vulnerable adults, social services and other agencies is necessary for the welfare and protection of all concerned.
 - c) The age of a child is defined by legislation as someone under the age of 18 years.
 - d) Each child or vulnerable adult has the right to protection from abuse regardless of age, religion, gender, race or disability.
 - e) Each child or vulnerable adult has the right to be safe and treated with respect and dignity.
 - f) Allegations or suspicions of abuse will be taken seriously and responded to swiftly and appropriately.
 - g) Coaches and other adults should have recourse to any allegation(s) made against them.
 - h) All clubs need to have a consent form signed for all junior members. Records should be kept in a confidential manner.

13. YORKSHIRE BOWLING ASSOCIATION REGULATION 13 - FINANCE:

- 13.1. The accounts of the Association shall commence on 1st October and end on 30th September of each year.
- 13.2. There shall an auditor, appointed at the Annual General Meeting, who will audit the accounts of the Association annually.
- 13.3. The funds of the Association shall be deposited at a Bank approved by the Executive Committee. All cheques shall be signed by either the Honorary Treasurer, Honorary Secretary, Chairman of the Executive Committee or the Ladies' or Men's Finance Officers.

- 13.4. The Executive Committee may, in such manner and terms as they determine:
- a) Invest capital or other monies of the Association.
 - b) Pay travelling expenses or make contributions to such expenses.
 - c) Give financial assistance to affiliated clubs, by grant or loan, for special purposes.
- 13.5. The Ladies' and Men's Committees will each have a subsidiary or working account, of an amount agreed by the Executive Committee, operated by the Finance Officer to enable them to carry out the day to day working of their Committee in relation to match fees, catering and transport costs etc. The income and expenditure of these accounts will be subject to review by the Honorary Treasurer at agreed periods.

14. YORKSHIRE BOWLING ASSOCIATION REGULATION 14 - COLOURED CLOTHING

- 14.1. Coloured shirts, pullovers, cardigans and waterproofs may be worn by club players providing that the design and colour has been registered by the Club with, and approved by, the Association. It is a requirement that if coloured shirts are to be worn the same colour shirt must be worn by all members of the team or side, or not worn by any of the members.
- 14.2. White waterproof clothing may be used, but if coloured shirts are worn, the same registered coloured waterproofs/fleeces may be worn.

15. YORKSHIRE BOWLING ASSOCIATION REGULATION 15 - QUALIFICATION FOR COUNTY BADGES ETC.:

- 15.1. Members of affiliated clubs may qualify for County blazer badges, flashes etc. as follows:
- a) Ladies and men qualify for a full blazer badge by obtaining 18 playing points, at least 12 of which shall be for playing in the 'A' or 'B' teams. Playing in the 'A' team will count as 3 playing points, playing in the 'B' team as 2 points and playing in the 'C' team, County Under 25s team, County Under 21s team and/or the Amy Rose Bowl team will count as 1 playing point. Each round played in the final stages of the National Championships will count as 2 playing points.
 - b) The Association will award an Intermediate blazer badge for any member of an affiliated club playing 8 times in any Men's 'C' team, County Under 25s team, County Under 21s and Inter County Friendly games, or 4 times in an Amy Rose Bowl team.
 - c) Ladies may qualify for a Johns Trophy Flash by playing in 3 Johns Trophy games.
- 15.2. Playing points already credited to a player by the Yorkshire County Bowling Association or the Yorkshire County Women's Bowling Association will count towards qualification for blazer badges etc. under this regulation.

16. YORKSHIRE BOWLING ASSOCIATION REGULATION 16 - COUNTY COMPETITION FEES:

- 16.1. The fees for all County Competitions will be fixed at the Annual General Meeting of the Association.
- 16.2. All competition fees must be paid to the Honorary Treasurer or stipulated on the entry form.

17. YORKSHIRE BOWLING ASSOCIATION REGULATION 17 - DRESS CODE:

17.1 GENERAL:

- a) The registered County coloured shirts will be worn for matches as indicated in these regulations.
- b) Tracksuits, shell suits and jeans are not acceptable.
- c) Head gear, if worn, should be white or a registered colour.
- d) Players governed by the requirements of a specific ethnic culture may wear their traditional dress if they so desire.

17.2 REGULATION DRESS FOR LADIES:

- a) For players taking part in all competitions dress code shall be grey or white (as appropriate) BE approved skirt, culottes, trousers, crops or shorts, with white or club shirt. Shoes should be BE approved bowling shoes.
- b) The Anne Wilkinson, Janet Harrow and Top Ten games shall be played in grey and white or grey and club shirt up to the semi-finals and final – these shall be played in whites.
- c) All County games, including Patrons and friendlies, shall be played in white BE approved skirt, culottes, trousers, crops or shorts, with a County shirt. County gilets and jackets are also permitted. BE approved bowling shoes, not bowling sandals to be worn.
- d) For players taking part in the semi-finals or final of County Championships the dress code shall be white BE approved skirt, culottes, trousers, crops or shorts, with a club or white shirt. Shoes should be BE approved bowling shoes.
- e) Players governed by requirements of a specific ethnic culture shall be permitted to wear their traditional dress if they so desire.
- f) Headgear, if worn, should be white or a registered colour.
- g) Socks, if worn, should be predominately white.
- h) White waterproof clothing may be used, or providing all members of the side or team wear the same, registered coloured waterproof/fleeces are permitted. BE approved apparel may also be worn.

Please note that under BE regulations, all reference to white clothing should read predominately white.

17.3 REGULATION DRESS FOR MEN:

- a) For players taking part in all men's competitions the dress for all rounds up to and including the quarter and semi-finals will be grey trousers, BE approved shorts or club registered trousers/shorts, white, cream or club registered shirt, white or cream pullover or cardigan, or if worn with club shirt may be of the same colour as the shirt. Braces, if worn, not to be visible. For the final white or cream trousers or BE white shorts with white belt, if worn, and white socks. Club registered trousers/shorts may also be worn.
- b) For all County games including National Competitions and Northern Counties League matches, white or cream trousers or BE approved shorts, white belt if worn, white socks and the registered coloured shirt, white cap or white hat or other approved headwear. Bowls England approved bowling shoes should be worn for all 'A' and 'B' team and Two Fours matches.
- c) For all County friendlies and patrons games, unless otherwise stipulated, white or cream trousers or BE approved white shorts, white belt if worn, white socks and County shirt. Bowls England approved bowling shoes must be worn.

2. YORKSHIRE BOWLING ASSOCIATION REGULATION 18 - GENERAL COMPETITION RULES:

- 2.1. The competitions shall be open to clubs or members of such clubs as are affiliated to the Association and have paid their subscriptions for the current year. No restriction shall be placed on any member playing in more than one competition. The entrant of a competition should play on the green of the club from which they entered the competition, unless it is played by mutual agreement on another green.
- 2.2. All County Competitions must be played outdoors on a green which complies with the current edition of the Laws of the Sport of Bowls. The greenkeeper or other appointed club official shall be the adjudicator on whether a green is fit for play and shall have the power to postpone play.
- 2.3. The first drawn in each pair shall be termed the 'challenger' and the second the 'opponent'. Unless competitions are being played on selected dates the challenger shall, at the latest in respect of any round to be played, at least 7 days before that round closure, offer his opponent at least two dates, none of which shall be the last day of the period of the round nor be on the same day as a county match or county competition fixed date match. The time for commencing a match shall be mutually agreed but no player shall be compelled to accept a time earlier than 6pm Monday to Friday or 3pm on Saturdays and Sundays, nor later than 6.30pm on any day. The challenger in singles matches will provide a marker and failure to do so will mean forfeiture of the round. In the event of a match being rained off etc. and the players not being able to agree another date they should inform the respective Competition Secretary immediately.
- 2.4. Every County competition shall be played under the Regulations of Bowls England and the current Laws of the Sport of Bowls and shall be controlled by the Ladies' and Men's Sub-Committees as appropriate. Appeals under the Laws of the Sport of Bowls shall be made within 24 hours of playing a tie, and not later than the last day of the period of the round, if reinstatement of a defeated appellant is desired. A clear statement in writing of the point at issue shall be communicated to the appropriate committee Administrator, or such other person who from time to time may be appointed, at the earliest possible opportunity together with evidence if such exists.
- 2.5. The County Competitions shall comprise of Singles, Pairs, Triples, Fours, Junior Singles, Junior Pairs, Two Wood Singles and Senior Fours which form part of the National Championships and the Women's County Champion of Champions, Men's Club Championship, the Under 18s and Under 16s Singles and such other competitions as the Ladies' and Men's Committees or BE may introduce. All competitions will be governed by the current Bowls England Regulation.
- 2.6. In the event of an extra end being necessary to decide a tie in Pairs, Triples or Fours matches the opponent shall toss a coin and the challenger shall call to determine who controls the jack for that extra end.
- 2.7. Players, Officers and Officials on international duties must be allowed to play in all stages of the competitions and if competitions are taking place on selected dates their matches will be rearranged to another date.
- 2.8. A player shall not represent or allow their name to be submitted by more than one County or Club for the County Competitions in any one year.
- 2.9. In Pairs, Triples and Fours the players taking part in the first game shall constitute the team throughout the competition.
- 2.10. One additional, and the same, substitute may be used at any time provided they have not already played in that competition. The substitute may play in any position, but such substitute shall be a member of the same club to which the team belongs.

- 2.11. If during the course of a Pairs, Triples or Fours match a player has to leave the green owing to illness their place may be filled by a substitute in accordance with the current Laws of the Sport of Bowls.
- 2.12. A named entrant conceding a walk over before the first game of the competition, or a named entrant of a team cannot be a member of, or a substitute for, any other team in the same competition.
- 2.13. In all competitions in the event of any player or team failing to appear within 30 minutes of the appointed time for any round the match will be given to the opposing side. Should both sides default then the match will be scratched altogether.
- 2.14. The Under 18s and Under 16s Singles will be open to players who have not attained the appropriate birthday on 1 April in the year of the competitions, and are members of affiliated clubs. They shall consist of 21 points, four bowls each player, and may be played down to the final on selected dates or on a challenger/opponent basis. They will be under the control of the Men's Youth Development Officer.
- 2.15. The winner of any trophy of the Association shall give satisfactory security to the Association for their safe keeping during the time they are in their possession. All trophies shall be returned in good condition to the appropriate Committee Administrator before the Finals Days.

3. YORKSHIRE BOWLING ASSOCIATION REGULATION 19 - ADDITIONAL RULES FOR LADIES' COMPETITIONS:

- 3.1. The Four Wood Singles will be played on selected dates and greens and the games will continue on that day to the last 16. There should be an official or competent person present at each green. Rinks will be drawn before the commencement of play.
- 3.2. The semi-finals will be played on a green selected by the Competition Secretary and the finals will be played on the green of the President or a green of the President's choice; otherwise the Competition Secretary and Administrator select a green.
- 3.3. The Two Wood Singles will be played on selected dates and greens and the games will be played to the final in one or two days.
- 3.4. The County Champion of Champions shall be a single handed game consisting of 21 points, four bowls each player, and will be played on selected dates and greens. The semi-finals will be played on one day on a neutral green selected by the Competition Secretary.
- 3.5. The Janet Harrow Competition is an inter-club competition, played as three triples (three woods) over 18 ends. Each club shall be represented by 9 players forming the three rinks who may be substituted in the subsequent rounds should the original players not be available, but only 12 badges will be awarded. Should the scores be level after the 18 ends have been played the Captains shall toss a coin to determine who controls the jack for the extra end. All three rinks will play the extra end. The final shall be played on a neutral green as decided by the Competition Secretary.
- 3.6. The Ann Wilkinson Competition is an inter-club competition, played as two fours over 21 ends. Each club shall be represented by 8 players forming two rinks who may be substituted in the subsequent rounds should the original players not be available, but only 10 badges will be awarded. Should the scores be level after 21 ends have been played the captains shall toss a coin to decide who controls the jack for the extra end. Both rinks will play the extra end. The final will be played on a neutral green to be decided by the Competition Secretary.

- 3.7. The Top Ten Competition is an inter club competition. Each team will consist of ten players from the same club and include a marker from the home club. Any member of the team may be substituted in the subsequent rounds should the original players not be available. To be played as 1 Four Wood Singles (21 shots), 1 Four Wood Pairs (21 ends), 1 Three Wood Triples (18 ends) and 1 Two Wood Fours (21 ends). One point will be awarded for each rink won and 0.5 points for a drawn rink; a total of four points per game. If the overall points score is tied then the aggregate shot score from all four rinks shall be decided the match. If the overall shots scores are still the same the pair, triple and four shall play an extra end. Shots do not count on the extra end, only the result of the three rinks - 1 point each winning rink. To be played until a result is reached. The final will be played on a neutral green to be decided by the Competition Secretary.
- 3.8. Substitutes in Ann Wilkinson, Janet Harrow and County Top Ten.
 - a) After the commencement of a team game in any round, in the event of illness or an accident, only one substitute per rink will be allowed; Players in the rink may then be adjusted accordingly. No further changes to that rink will be allowed. In the event of another player in the same rink having to leave the game, play in that rink will stop and the score held to the end of the game.
 - b) If no reserves are available to substitute, play will halt and the rink score will be held to the end of the game.
- 3.9. Any club wishing to enter more than one team in the Ann Wilkinson, Janet Harrow or Top Ten may do so providing a list of named players for each squad is received by the Competition Secretary prior to the draw being made.
- 3.10. The National Benevolent Triples is an inter club competition. Each game shall consist of three players, two woods and fifteen ends. This is a knock-out competition to be played to a final in one or two days on greens selected by the Competition Secretary. The final will be played on County Finals Day. The winner's card to be sent to Bowls England for consideration in the National Competition.
- 3.11. The Over 55's Singles, four woods and 21 shots, will be played on a home and away basis up to the final which will be played on County Finals Day.
- 3.12. The Over 55's Pairs, four woods and 21 ends will be played by two members of the same club on a home and away basis up to the final which will be played on County Finals Day.
- 3.13. In the Singles, Pairs, Triples and Fours competitions if in any round played on a home and away basis means if the opponent has to travel more than 160 miles round trip they may ask for a neutral green which the challenger shall arrange. This green must be affiliated to the Yorkshire Bowling Association.

4. YORKSHIRE BOWLING ASSOCIATION REGULATION 20 - ADDITIONAL RULES FOR MEN'S COMPETITIONS:

- 4.1. The draw for the Club Championship will be an Open Draw with matches up to and including the quarter finals being played on the green of the home club. Where the mileage exceeds 160 miles round trip club to club (using Bowls England competition rules mileage calculation) matches will be played on a neutral green midway between the two clubs, unless mutually agreed. The semi-finals and final will be played on the same day on adjacent greens. The competition in the second stage shall be under the control of the Men's Competition Secretary or such other person who from time to time may be appointed.

- 4.2. For the Club Championship the Zones will play as units in the format and down to the number of competitors as set out in the draw. The quarter finals will be played on the green of the home club. The competition in this first stage shall be under the control of the Zone Secretaries or such other person who may from time to time be appointed. The semi-finals and final will be played on the same day on adjacent greens. The competition in this second stage shall be under the control of the Men's Competition Secretary or such other person who may from time to time be appointed.
- 4.3. The dates between which the various rounds of all competitions must be played will be found with the draw or in the calendar and these dates will be strictly enforced. No matches to be played before 1 May unless mutually agreed.
- 4.4. A separate draw for all rounds of the competition in the first stages shall be made by the Zone Secretaries, or such other person who may from time to time be appointed, and the result of these draws should be notified to the Men's Competition Secretary by 30 November or such other date as may be decided by the Men's Committee. The draw for the competitions in the second stages shall be made by the Men's Competition Secretary or such other person who may from time to time be appointed.
- 4.5. In the Club Championship the club being the challenger shall offer three dates to its opponent, two of which must be a Saturday or Sunday, but not a Saturday on which there is a county match unless mutually agreed. The Saturday or Sunday game to commence between 2pm and 6pm unless mutually agreed. A club having an ordinary or league fixture with another club against whom it is drawn in the club championship may play by mutual arrangement the competition match at the same time as the ordinary or league fixture, providing such match takes place within the period allowed for completion of the round concerned. A challenger or opponent failing to comply with the above shall be scratched upon the successful application of the opposite party, and failing such an application before the last day of the period of the round both parties shall be scratched. No alteration of an accepted date shall be made unless mutually agreed. Failing such agreement the party desiring such alteration must give the other party a 'walk over'. The results should be notified immediately after the match to the Zone Secretary in the first stage and the Men's Competition Secretary in the quarter final stage.
- 4.6. In the Club Championship the Captains to toss at the start of the game for the right to nominate which rink will play the extra end in the event of a tied game at the end of the match. The Captains also toss at the start to determine who has the right to deliver the jack on the end, although the decision can be delayed until the start of the extra end.
- 4.7. The entrance fee for the Two Wood Singles, less any fees due to Bowls England, will be donated to the Benevolent Fund.
- 4.8. The Emergency Sub-Committees of the Zones appointed under Regulation 8.3 shall determine all questions and disputes which may arise in the First Stage of the competitions and which do not come within the scope of the Umpires duties. The Men's Sub-Committee, or a sub-committee appointed for that purpose shall deal with all questions and disputes in the Final Stages. The decision of the appropriate committee shall be final and binding.

AMENDMENTS

- A. Regulations 7.2, 7.4 and 8.3 amended at AGM on 20.11.10.
- B. Regulations 18.5, 19.11, 20.1 and 20.6 amended at AGM on 19.11.11.
- C. Regulations 15.1(a), 15.1(b), and 20.2 amended at AGM on 17.11.12.
- D. Regulations 7.3 and 17.2(a) amended at AGM on 16.11.13.
- E. Regulations 6.7 and 20.6 added, 7.2, 7.3, 7.4, 9.5, 11.1 and 20.5, 20.7 amended at AGM 15.11.14.
- F. Regulation 19.8 added and existing 19.8 to 19.11 renumbered, amended at AGM 29.11.15.
- G. Regulations 17.2, 17.3, 19.1 to 19.7 and 20.4 amended plus 19.9 added at AGM 19.11.16.
- H. Regulation 17.1(b) removed, 17.2(c) and 18.5 amended at AGM 17.11.18
- I. Constitution renumbered and reissued March 2019.
- J. Constitution 2 amended, Regulations 7.1, 7.4, 7.5, 8.1, 9.7 amended, 10.3 added, 17.2 amended at AGM 16.11.2019.