

# THURROCK & DISTRICT BOWLING ASSOCIATION



## RULES AND CONSTITUTION

## **TABLE OF RULE BOOK REVISIONS**

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# **THURROCK AND DISTRICT BOWLING ASSOCIATION**

## **RULES & CONSTITUTION**

### **1. TITLE**

The title of the association shall be the THURROCK AND DISTRICT BOWLING ASSOCIATION.

### **2. CONSTITUTION**

The Association shall be affiliated to Bowls England.

### **3. OBJECTS**

The primary objects of the Association shall be:-

- (a)** To promote, foster and safeguard the amateur status of bowls, both indoor and outdoor, in the Borough of Thurrock and the immediate surrounding areas.
- (b)** To hold Annual Championships in the following:- Singles, 2 Wood Pairs, 4 Wood Pairs, Triples, Fours, Secretaries Singles, Champion of Champions Singles, League and Inter-club Knockout Competitions.
- (c)** To arrange Representative Matches with other Bowling Associations and Clubs both outdoors and indoors.
- (d)** To interpret, when called upon by associated Clubs or members of those Clubs, questions regarding the Laws of the Game as laid down by the National Governing body, Bowls England and the County Association, the ECBA, and to arbitrate in disputes between associated Clubs and members of those Clubs.

### **4. MEMBERSHIP**

Membership of the Association shall be confined to Clubs within the Borough of Thurrock and the immediate surrounding areas. who must all be affiliated to the Essex County Bowling Association. Applications for membership must be made in writing to the General Secretary of the Association and the Executive Committee shall have the power to accept or reject any such application. New Clubs shall pay a one-off entry

fee on joining. This fee shall be fixed by the Executive Committee and will be reviewed on an annual basis.

At the end of his term of Office, the President of the Association will automatically become a Life Member, other Honorary Life Members may be recommended for election at the AGM.

## **5. SUBSCRIPTION**

Each Club in membership of the Association shall pay an Annual Subscription, the amount of which shall be determined at the AGM each year. and such subscription shall be paid to the Association Treasurer by the end of February the following year.

## **6. ADMINISTRATION**

### **(a) The Executive Committee**

The affairs of the Association shall be administered by the Executive Committee. The Executive Committee shall consist of seven members holding the following offices: - President, General Secretary, Treasurer, Match Secretary, League Secretary, Competition Secretary and Delegates Representative.

Nominations for the above-mentioned offices MUST be submitted by the affiliated member clubs to the General Secretary in writing by the second week in November each year. If one person holds two of the above Offices then another Delegate is to be elected to attend. The Executive Committee shall appoint for special purposes such Sub-Committees as they deem necessary.

### **(b) The Delegates.**

Each member Club shall nominate one Delegate and these Delegates plus the Executive Committee shall normally meet (excluding the AGM and EGM) TWICE a year, prior to the start of the season and at its close, the exact date of the meetings to be agreed at the end of the previous meeting.

### **(c) SUB –COMMITTEES.**

#### **(i) Indoor and Outdoor Team Selection**

Team selection for Association Indoor and Outdoor matches are the responsibility of the Match Secretary and the Assistant Match Secretary or any other member of an Association affiliated Club deputed by them.

## **(ii) Association Competitions**

The arrangement of Association competitions are the responsibility of the Competition Secretary and the Assistant Competition Secretary or any other member of an Association affiliated Club deputed by them. All disputes which may arise out of the above-mentioned competitions shall be made to the Competition Secretary for a decision by him, which will be made in accordance with the Competition Rules listed below. Should the Competition Secretary's decision be disputed, escalation can be made immediately in writing to the Executive Committee for their final adjudication.

## **(iii) Presentation Night**

The Presentation Night shall be organised by the Executive Committee plus any other member of an Association affiliated Club deputed by them.

## **7 MEETINGS**

### **(a) The AGM**

The Annual General Meeting of the Association shall be held during the second or third week in December each year, when ALL officers of the Association and ALL members of the various Committees shall be elected. The exact date will be determined by the Executive Committee. All members of the clubs affiliated to the Thurrock and District Bowling Association, and Hon. Life Members, may attend the AGM and take part in the business and associated discussions. Only the one nominated Club Delegate may vote on any issue. In the event of a tie the Chairman has the deciding vote. No business other than that shown on the agenda shall be discussed at the AGM.

Any Notices of Motion for inclusion in the AGM Agenda must be received by the General Secretary at least four (4) weeks before the date of the AGM. These will be discussed by the Executive Committee and the feedback from those discussions shall be sent to all club delegates for discussion by their club membership prior to the AGM. The General Secretary shall properly convene the AGM of the Association by sending an Agenda (including any Notices of Motion) and minutes of the previous meeting to all Executive Committee members, Hon. Life Members and each Club Delegate (with a copy of the agenda and minutes for the Club Secretary), at least three (3) weeks prior to the meeting. A quorum for the AGM shall be eleven (11).

### **(b) An EGM**

An Extraordinary General Meeting shall only be convened on receipt by the General Secretary of an application signed by the Secretary or Chairperson of six (6) or more affiliated clubs of the Association, or by the Executive Committee. The notice calling for such a meeting shall be posted at least three (3) weeks prior to the meeting to all

Executive Committee members, Hon. Life Members and each Club Delegate (with a copy for the Club Secretary) stating the reason for such a meeting. No other business shall be discussed at the meeting other than that stated on the application. Members of all clubs may attend the meeting and take part in the discussions but only the one nominated club delegate from each club can vote. In the event of a tie the Chairman shall have the casting vote. A quorum for the EGM shall be eleven (11).

**(c) EXECUTIVE COMMITTEE MEETINGS.**

The Executive Committee shall meet, when deemed necessary, prior to each of the main meetings, the AGM in December, or when requested to do so by the General Secretary. The General Secretary shall properly convene the meetings by posting a notice to each Executive Committee member enclosing the agenda for the meeting and a copy of the minutes of the previous meeting.

**(d) EXECUTIVE & DELEGATES MEETINGS.**

The Delegates plus the Executive Committee shall normally meet (excluding the AGM and EGM) TWICE a year, prior to the start of the season and at its close, the exact date of the meetings to be agreed at the end of the previous meeting. The General Secretary shall properly convene these meetings by sending an Agenda and Minutes of the previous meeting to each Delegate (with a copy of the Agenda and Minutes to the Club Secretary) and the Executive Committee members at least seven (7) days prior to the meeting.

In order that business discussed at the meetings is correctly reported back it is imperative that clubs ensure their delegates attend BOTH meetings held during the year. If the elected Club Delegate is unable to attend any of the meetings, then a deputy delegate MUST attend in his absence so that the club can be properly represented

**8. FINANCE**

Funds of the Association shall be deposited with a Bank or Building Society approved by the Executive Committee. Any two of the Treasurer, General Secretary and one other Officer named by the Executive Committee shall be authorised to sign cheques on behalf of the Association.

The financial year shall end on the 30<sup>th</sup>. November each year. The Treasurer shall render to the AGM an account of receipts and expenditure for the year and the financial status of the Association.

These accounts MUST be audited and signed by the Associations' two duly appointed Auditors/Account Examiners and the Treasurer before presentation at the AGM.

Copies of accounts for the past year shall be available to all the Officers of the Association and Club Secretaries. There shall be sufficient copies of the statement of accounts for distribution at the AGM.

## **9. ASSOCIATION HONOURS.**

To qualify for Association Honours a player shall:-

**(a)** Be a member of a Club in membership of the Association.

**(b)** Be nominated by his Club as being a suitable player.

Honours shall be:

**(i)** A distinctive metal badge awarded to a player when he plays his first outdoor Association game.

**(ii)** Qualification for a blazer badge shall be four (4) outdoor representative games, two (2) games in any one outdoor season to count.

Matches played indoors and on any tours do not qualify for Association Honours.

The player shall be presented with his Association Badge at cost.

## **COMPETITION RULES**

### **1. RULES AND REGULATIONS**

All competitions shall be played under laws of the IBB, also in accordance with the rules and regulations of Bowls England and of this Association.

### **2. PLAYERS**

**(a)** All players in the competitions must be bone fide members of a club affiliated to the Thurrock & District Bowling Association.

**(b)** No player can be entered or play for more than one club in any one season.

**(c)** Should a member enter one or more competitions whilst belonging to a club, and that club is disbanded after the competition entries are submitted, the entries they have made can be transferred to their new club upon notification to the Competition Secretary.

**(d)** Should any member submit competition entries and then decide to go to another club, only the singles and secretary's singles entries will be transferable, all other entries will be null and void.

### **3 ENTRANCE FEES**

Entrance fees shall be decided at the AGM

### **4. ENTRY FORMS & QUALIFICATIONS**

**(a)** Entry forms shall be forwarded to club secretaries not later than January 31<sup>st</sup>.



**(b)** The names of all competitors must be entered on the entry forms which must be returned to the Competition Secretary together with the affiliation and competition fees not later than the date announced by the Competition Secretary at the AGM. No entry form will be accepted unless accompanied by the relevant fees.

**(c)** No competitor is allowed to play for more than one team in the same competition. (Except the League Competition – see Rule 12 (a))

**(d)** After the closing date for the aforesaid entries, no person will be allowed to withdraw to partner another entry in the same competition.

**(e) Substitutes.** One substitute is allowed in the Pairs, Triples and Fours competitions. He **must** be named as the substitute and after playing **may not** play for another entry in the same competition.

## **5. COMPETITION DRAW**

**(a)** A letter and number will be allocated to every entry in the competitions.

**(b)** The draw shall be made by the Competition Committee. The Competition Secretary shall forward the result of the draw to each club Secretary (unless otherwise notified) not later than April 30<sup>th</sup>. each year.

**(c)** At the close of competition rounds the Competition Secretary will e-mail draw updates to club secretaries, delegates and any Association member who wishes to be included on the distribution list. These will also be made available for viewing and downloading from the Association Web site.

## **6. DATE OF ROUNDS**

**(a)** ALL competitions shall start on May 12<sup>th</sup> unless entry numbers dictate otherwise. Should this be the case the Competition Secretary will notify clubs at the same time as when the initial competition draws are circulated. This will be no later than 30<sup>th</sup> April.

**(b)** Closing dates of rounds will be published with original draw sheets.

## **7 PLAYING ARRANGEMENTS**

**(a)** The challenger shall offer his opponent three (3) dates for playing, one of which **must** be a weekend (Bank Holiday Weekends are excluded). Not more than two (2) dates shall be offered in one week. The offering of dates must be made by May 12<sup>th</sup> for first round games, and for subsequent rounds within 3 days of the closing date of the previous round. In the event that no reply is forthcoming from or contact cannot be made with an opponent within 3 days, the game may be claimed, but only **AFTER** having contacted the Competition Secretary directly to inform him of the situation.

**(b)** Should the challenger fail to offer dates within the allotted time scale the opponent may claim the game, but only **AFTER** having contacted the Competition Secretary directly to inform him of the situation. The opponent will then notify the challenger of his intentions. The opponent may also decide to become the challenger and offer his opponent two dates to be played on his own green. The original challenger must then immediately accept one of these dates or forfeit the game.

**(c)** The Competition Secretary must be informed **IMMEDIATELY** of any situation where match dates have not or cannot be agreed amicably within 5 days of the start of the competition round. In such cases the Competition Secretary's decision will be final.

## **8 PLAYING RULES**

**(a) Match Format:** four-wood singles and 2-wood pairs competitions to be played to **21 SHOTS**; two-wood singles, 4-wood pairs and fours competitions to be played to **21 ENDS**; Triples to be played to **18 ENDS**; Inter-Club Knockout to be played to **18 ENDS**, total rinks scores to count.

Mixed fours Knockout Competition open to all members of Clubs Affiliated to T.& D.B.A. the entry and contact details provided must be consistent with this.

All players in a four (2 x men + 2 x Ladies) must belong to the same bowls club. Two substitutes allowed per team, one lady and one man, **but only one substitute** is allowed to play at any one time. He or she **must** be named as the substitute and after playing **may not** play for another entry in the same competition

**(b) Starting times:** All games should commence **no later** than 6.15 pm (5.45 pm in August)

**(c) Greens:** All matches must be played on greens passed by County inspectors. If the green selected has not been passed, the players involved can either mutually agree a match venue or contact the Competition Secretary for a resolution. All rounds of the Champion of Champions competition shall be played on a mutually agreed green.

**(d) Protests:**

1. All protests about the condition and play of the rink must be made before the sixth end.
2. In the event of wishing to lodge a formal complaint on the rink condition, the green inspection certificate must be examined to verify that the rink in dispute has been passed fit for county competition play. This should be confirmed, full details of rink number, colour, direction of play and nature of complaint must be communicated immediately after completion of the match to the Group 9 secretary for further investigation
3. In spite of any protest, the game must be played to its conclusion and a result communicated to the Competition Secretary. Any team refusing to play a match to its conclusion will automatically forfeit the tie

4. The communicated result of any game where a protest has been made, will stand, irrespective of any findings resulting from any investigations carried out by out by the organisation responsible for green testing within the County Group

**(e) Markers:** The onus of providing a marker in all rounds up the Finals is upon challenger. Markers for the finals will be provided by the Competition Committee.

**(f) Scoring:** In the event of the scores being equal on the completion of the 21<sup>st.</sup>, or 18<sup>th.</sup> end in triples, the toss of a coin will decide who casts the jack for the extra end.

**(g) Disputed points:** The two skips will be the judges of all disputed points on the green. If they cannot agree a neutral umpire shall decide the point.

**(h) Uncompleted matches:** In the event of it being impossible to complete a match it must be completed on the same green and the same rink where practicable unless mutually agreed at the time of abandonment

**(i) Disputes:** In the event of a dispute arising, such disputes shall be made in writing to the Competition Secretary for a decision by the Competition Committee. Individuals or Clubs shall have the right of appeal to the Executive Committee of the Association whose decision shall be final.

**(j) Results:** The result MUST be telephoned to the Competition Secretary on the day of the game no later than 10:30 PM or e-mailed on the day of the match. In addition, the correctly completed match result card or an electronic copy must reach the Competition Secretary within three days of the match date. If the result has not reached the Competition Secretary by midnight on the closing date both competitors will be eliminated.

## **9. SECRETARIES COMPETITION**

This competition shall be open to any type of male secretary of member clubs and the Association Secretaries past and present.

## **10 CHAMPION OF CHAMPIONS COMPETITION.**

This competition is open to all club champions of the previous season plus the Holder.

## **11 SEMI-FINALS & FINALS.**

**(a)** All semi-finals to be played by August 31<sup>st.</sup> and will be played on a mutually agreed neutral green. Should the players fail to agree a neutral venue the Competition Secretary must be contacted. He will decide on the match venue, his decision being final.

**(b)** Finals to be played over the 2nd. weekend in September, (unless circumstances prevent this), on a suitable green agreed by the Competition Secretary in conjunction with the Executive Committee.

## 12. LEAGUE COMPETITION

(a) Where a club enters more than one team into the league, all registered bowlers shall be available for any team on the proviso, that the club nominates 8 bowlers to play in their 'A' team and those nominated shall be ineligible to play in their 'B' team. All other bowlers may play in either team as and when required. If a registered 'A' team player plays in a rink for their club's B team in a league match, the B team will forfeit that rink with the loss of 2 points and 5 shots.

Any team in any division conceding more than 2 games throughout the season will be withdrawn from the league for that season and any team in the Premier and Division 1 fielding only 2 rinks more than 3 times will be withdrawn from the league for that season. Any team in Division 2 fielding only two rinks of triples more than 3 times will be withdrawn from the league for that season.

(b) Under normal circumstances two (2) clubs will be promoted and two (2) clubs relegated at the end of each season. However, any decision on promotion and relegation will be made by the League Secretary after receipt of the number of teams being entered by Clubs, in which Division they wish to play and the resulting composition of each Division has been decided.

(c) In the event of a club having two or more teams in the same division they will play both their games in the early part of the season.

(d) The league programme will terminate in August each year. As per the official league fixture programme. Any postponed games must be played no later than the 31<sup>st</sup> of August and may be played on any evening or weekends by mutual consent. Any dispute arising from postponed games not played by the 31<sup>st</sup> August will be resolved by the Executive Committee.

(e) Three rinks of each club will play three rinks of the opposing clubs in the Premier and Division 1 as programmed by the League Secretary.

(f) In Division 2 two rinks of each club will play two rinks of the opposing clubs as programmed by the League Secretary.

(g) Two points are awarded for a win and one for a draw on each of the rinks played. One extra point will be awarded to the side winning on total shots provided that they have twelve (12) bowlers playing in the Premier and Division 1 and eight (8) bowlers playing in Division 2.

(h) **For Premier & Divisions 1 only.** All league matches should commence **no later** than 6.15 pm. (5.45 pm in August)

If a full quota of 12 players is not available at this time, then the following format will take place:

Eleven players: Two rinks and one Triple.

Ten or nine players: Two rinks and forfeit one rink and 5 shots.

Less than nine (8) players: The match is forfeited and the opposing team, providing twelve (12) players turn up to play, receive seven (7) points and fifteen (15) shots. The opposing

team will only receive six (6) points and fifteen shots if less than twelve (12) players turn up to play. A completed result card must be returned by the team claiming the match.

**(i)** In the event of a triple being played then the triple will lose 25% of their total shots or (5) shots whichever is the greater.

Where a rink has been forfeited, then the team which has arrived with at least eleven bowlers, shall be able to play whichever eight bowlers they choose to select. The draw for rinks will take place as normal with only two rinks instead of three.

**(j) For Division 2** All league matches should commence **no later** than 6.15 pm (5.45 pm in August).

If a full quota of 8 players is not available at this time, then the following format will take place:

Seven (7) players: One rink and one triple.

Six (6) players: Two triples.

Five (5) or Four (4) players: One rink. Forfeit one rink, with the opposing team receiving 2 points and 5 shots.

Less than Four (4) players the match is forfeited and the opposing team, providing Eight (8) players turn up to play, receive five (5) points and ten (10) shots. The opposing team will only receive four (4) points and ten (10) shots if less than eight (8) players turn up to play. In the event of a triple or triples being played then the triple will lose 25% of their total shots or (5) shots whichever is the greater. (Rule (g) above still applies.)

**(k)** In the event of a tie-on points for any position in the league tables at the end of the season, the club with the better shot difference will be the winners, if there is still a tie the team with most rink wins will be the winner and if the position is still equal a tie will be declared.

**(l)** Scorecards should not be numbered until both captains have made the draw for rinks.

**(m)** Once dates have been arranged by the League Secretary, a Club shall not cancel any game, unless circumstances on the day are unavoidable e.g., bad weather, or unless permitted to do so by the League Secretary. The League Secretary must be notified of any prior intended cancellations, failure to comply will result in the club cancelling the fixture forfeiting the points for that match.

**(n)** In the event of it being impossible to complete a match due to adverse conditions, by mutual agreement of the captains or by direction of the greenkeeper. The following rule shall apply for the league and league knock out competitions. If an average of twelve (12) ends have been played across the rinks, the game shall be deemed to have been completed and the points awarded accordingly. If, however the average of ends completed is less than twelve (12) at the time of abandonment then the match **must** be completed at a later date on the same rink and the same players where practicable

**(o)** The result **MUST** be telephoned to the League Secretary on the day of the game no later than 10:00 PM or e-mailed on the day of the match. Result cards of all league games are to be posted by **the home team**, immediately after the game, to the League Secretary using a first-class stamp.

### 13. KNOCK-OUT COMPETITION

(a) All clubs (including those from any triples league) are eligible for this competition. A club may make as many entries as they have league teams. However, once a bowler has bowled in this competition for a team he shall become ineligible to bowl for any other team in this competition for the rest of the season

(b) Entrance fees to be decided at the AGM.

(c) Teams shall consist of three rinks of three players, competing in a Three Wood Triples match, less than nine players will result in forfeiture of the match. The winner will be the team with the highest total score across all three rinks.

(d) The draw will be made by the Competition Committee and circulated to all club Secretaries with the closing dates of each round.

(e) The first named club will offer three (3) dates for playing, one of which **must** be a weekend (Bank Holiday Weekends are excluded). Not more than two (2) dates shall be offered in one week. The offering of dates must be made by within six (6) days of commencement of each round. In the event that no reply is forthcoming from the opponent within 6 days, the game may be claimed, but only AFTER having contacted the Competition Secretary directly to inform him of the situation

(f) Should the challenger fail to offer dates within the allotted time scale the opponent may claim the game, but only AFTER having contacted the Competition Secretary directly to inform him of the situation. The opponent will then notify the challenger of his intentions. The opponent may also decide to become the challenger and offer his opponent two dates to be played in the next six days on his own green. Should the new opponent not reply or not accept any of the dates the game may be claimed only AFTER having informed the Competition Secretary of the situation.

(g) The Competition Secretary must be informed IMMEDIATELY of any situation where match dates have not or cannot be agreed amicably. In such cases the Competition Secretary's decision will be final.

(h) All rounds after the first commence the day after the previous round finishes.

(i) All matches should start **no later** than 6.15 pm. (5.45 pm in August)

(j) In the event that the scores are tied after 18 ends, the game will continue until a result is forthcoming.

(k) Semi-finals will take place on a mutually agreed neutral green. Should the teams fail to agree a neutral venue the Competition Secretary must be contacted. He will decide on the match venue, his decision being final.

**(I)** The Final will be played during the 2nd weekend in September as part of the finals weekend. Should circumstances prevent this the final will to be played on the 1st. Sunday in September on a suitable green agreed by the Competition Secretary in conjunction with the Executive Committee.

## **ASSOCIATION & COMPETITION RULES**

Alterations or additions to any of the foregoing Rules shall be made only at the AGM or an EGM convened for that purpose. Four (4) weeks written notice of the terms of such proposed alterations or additions shall be submitted to the Association Secretary and stated in the notice of business for such meeting. Any alterations or additions so passed come into operation immediately following the AGM or EGM convened for that purpose.

## **TROPHIES**

TWO WOOD SINGLES

**LEON WILLIAMS TROPHY**

FOUR WOOD SINGLES

**J H PINKERTON MBE CUP**

Runners-up: **E G Brinkley Trophy**

TWO-WOOD PAIRS

**THE DAPHNE TROPHY**

Runners-up: **The Gordon Trophy**

FOUR-WOOD PAIRS

**C Mc CONNELL THAMESIDE MAIL TROPHY**

Runners-up: **The Wellington Cup**

TRIPLES

**TILBURY HOSPITAL CHALLENGE CUP**

Runners-up: **Cyril Apps Rose Bowl**

FOURS

**CHARRINGTON BREWERIES CUP**

Runners-up: **S R & I L Crisp Cup**

MIXED FOURS

**JOHN WATSON BOWL**

Runners-up: **JOHN MCCORMACK Memorial Trophy**

SECRETARIES

**IND COOPE & ALSOPP LTD CUP**

Runners-up: **Les Turner Memorial Shield**

CHAMPION OF CHAMPIONS

**ERNIE MANSFIELD CHALLENGE TROPHY**

Runners-up: Dave Symonds Memorial Trophy

PREMIER DIVISION

**FLORENCE BRAGG SHIELD**

Runners-up: O Bragg Shield

DIVISION ONE

**GEORGE AMBROSE SHIELD**

Runners-up: **Vic Shipman Cup**

DIVISION TWO

**Capt. C A L BARNES MC CUP**

Runners-up: **H Reynolds Trophy**

INTER-CLUB KNOCKOUT

**J H BECKETT CUP**

Runners-up: **F A H Clarke Memorial Cup**

ASSOCIATION v TALBA

**THE WIN BAYFORD CHALLENGE TROPHY**

All the Trophies are perpetual and cannot be won outright. They shall be lodged by holders, both winners and runners-up, with their own clubs immediately at the start of the following season. All trophies will be insured by the Association

All Trophies are to be returned to the Competition Secretary by 31<sup>st</sup>. August each year.