

HERTFORDSHIRE BADMINTON ASSOCIATION

RULES OF THE ASSOCIATION

1. NAME

The Association shall be called the HERTFORDSHIRE BADMINTON ASSOCIATION (hereinafter referred to as the Association).

2. OBJECTS

The objects of the Association are

to promote the game of badminton generally in the County of Hertfordshire for players of all ages;

to arrange and organise Inter-County Matches;

to arrange and organise County and other Tournaments and County Competitions

to adopt the Laws of Badminton and any regulation which may be approved by the Badminton Association of England.

3. CONSTITUTION

a) The Association shall be affiliated to the Badminton Association of England and shall conform in every respect to the rulings of that Association.

b) Clubs having their halls within the boundaries of the County of Hertfordshire shall be eligible to affiliate to the Association. District Associations, Schools Associations and Youth Associations, with interests mainly in the County of Hertfordshire shall be eligible to affiliate to the Association. Clubs having their halls bordering on Hertfordshire may be eligible for ASSOCIATE membership of the Association provided that they affiliate to their own County Association.

c) Clubs wishing to affiliate or associate to the Association must make written application, signed by their Secretary to the Hon. Secretary of the Association. The acceptance or rejection of such application shall rest entirely with the Executive Committee of the Association.

d) It shall be the duty of each affiliated or associated club to report immediately to the Hon. Secretary of the Association any change in the name of its Secretary.

4. SUBSCRIPTIONS

The Annual Subscription shall be set out in the appendix for the following categories of membership:

a) Affiliated Clubs;

b) Schools and Junior Clubs (all members under 21 years of age);

c) Associated Clubs;

d) District Associations;

e) Schools or Youth Associations.

The subscriptions may be changed by a general Meeting. County subscriptions must be paid by the due date. If a club's subscription is not received by the due date then membership of the Association automatically lapses.

5. ANNUAL GENERAL MEETING

a) DATE:

An Annual General meeting shall be held between May 15th and June 15th each year, on a date to be notified by the Hon. Secretary in such reasonable manner as the Committee shall think fit; being not less than six weeks before the meeting date.

b) REPRESENTATION:

President, Vice Presidents, members of the Executive Committee and ONE member of each affiliated organisation or associate club shall be entitled to vote at such a meeting.

c) QUORUM:

The quorum for general meetings to be 33 1/3% of voting membership provided that at least 50% of voting members be club representatives.

d) VOTING

Voting at such a meeting shall be by a show of hands or in other such manner as the Chairman directs. Provided that if 25% of the voting members demand it, voting shall be by ballot. No person shall have more than one vote except the Chairman who shall have a vote and a casting vote.

6. ADMINISTRATION

a) A President and Vice President/s shall be elected annually at the Annual General Meeting. The President being elected for a three year maximum consecutive term.

b) The management of the Association shall be carried out by an Executive Committee comprising a Chairman, Vice Chairman, Hon. Secretary, Hon. Treasurer, Coaching Co-ordinator, Hon. Tournaments Secretary, Hon. League Co-ordinator, Chairman of Selectors, Representative from the Hertfordshire Schools Badminton Association, Child Welfare Officer, A representative from each of the recognised areas, Four elected members, Up to Four co-opted members. 40% of the members shall form a quorum.

c) Executive Committee members, other than those elected under rule 6h, shall be elected at the A.G.M. to serve from the conclusion of the A.G.M. until the end of the following A.G.M. An exception to this will be the Chairman of Selectors who shall be appointed by the Executive Committee at their next meeting after the A.G.M.

d) Nominations for election to the Executive Committee other than retiring members, shall be in writing, duly proposed by one and seconded by another member of an affiliated/associate club and received by the Hon. Secretary at least fourteen days before the date of the A.G.M. In the event of a vacancy occurring during the year, the Executive Committee shall have the power to co-opt at their discretion.

e) The Hon. Secretary shall call a meeting of the Executive Committee upon the written request of five members thereof, or at any time at his discretion.

f) The Executive Committee shall have the power to appoint and delegate powers to sub-committees for any purpose that may be desirable. The Chairman and Hon. Secretary shall be ex-officio members of such committees. The Chairman of any such sub-committee shall have a vote and a casting vote.

g) The Executive Committee shall have the power to give a decision on any matter not expressly provided for in these rules.

h) Each Area and Hertfordshire Schools Badminton Association shall annually elect an Executive Committee Representative.

i) The I.C.C. fixtures shall be organised by an Honorary Match Secretary who shall be appointed by the Executive Committee.

j) A Selection Committee shall be chosen by the Chairman of Selectors and approved by the Executive Committee. The Selection Committee shall consist of not less than three and preferably of five people.

k) A recognised Area shall be a league in a geographical region that has the halls of the majority of Clubs playing in that league.

7. SPECIAL GENERAL MEETING

A Special General Meeting may be called by the Executive Committee or, on written request of not less than seven affiliated/associate clubs and shall deal with only the particular matter(s) for which the meeting is called. Such Special Meeting shall be convened for a date within twenty eight days of the receipt of the request and seven days notice shall be given to all clubs. Twenty voting members shall form a quorum and voting powers at such a Meeting shall be in accordance with Rule 5.

8. FINANCE AND ACCOUNTS

- a) The funds of the Association shall be lodged in a recognised Bank in the name of the Association. Such banking accounts being operated by Hon. Treasurer or Hon. Secretary or other such person approved by the Executive Committee.
- b) The accounts of the Association shall require that a withdrawal shall be signed by at least two members of the executive committee.
- c) A budget shall be prepared annually for the executives committees consideration at its first meeting after the A.G.M.
- d) The financial year shall end on the 30th April each year.
- e) The accounts of the association shall be prepared on the accruals basis with the preceding year as a comparison.
- f) The accounts shall be audited by an independent person for submission to the A.G.M. each year.
- g) The auditor shall be appointed annually at the A.G.M.

9. ALTERATION TO THE RULES

Any alteration to these Rules can be made only at a General Meeting. Any affiliated associate club or member of the Association desirous of proposing an alteration of, or amendment to, these Rules, or any other matter, shall submit the same in writing to the Hon. Secretary of the Association not less than four clear weeks before, in the case of the Annual General Meeting. Notice of such proposals shall be forwarded to each affiliated/associate club and to each member of the Association not less than two weeks before the date of the meeting. Accidental omission to give such notice to any affiliated/associate club or individual shall not invalidate the proceedings of the meeting.

10. WINDING UP OF THE ASSOCIATION

Should HBA no longer be viable and the accounts need to be wound up then any residual funds, after all creditors have been satisfied, shall not be distributed amongst the members but donated to a club or organisation with similar objectives.