

DEVON PETANQUE REGION of the ENGLISH PÉTANQUE ASSOCIATION

CONSTITUTION & RULES

1. Name and Scope

- 1.1 The Region shall be called the Devon Petanque Region hereinafter called the Region. The scope of the Region shall be the County of Devon and areas of West Somerset and West Dorset not covered by other regions within the English Petanque Association.

2. Objectives

- 2.1 The Objectives of the Region are to promote the game of pétanque by all means at its disposal including:
- 2.2 by setting up or encouraging the formation of petanque leagues.
- 2.3 by encouraging and supporting the formation of affiliated clubs.
- 2.4 by organising competitions.
- 2.5 by the creation of centres of excellence with facilities for players to practice, coaching and holding of competitions.

3. Registered Office

- 3.1 The registered office of the Region shall be at such address as the Regional Committee shall from time to time decide.

4. Definitions

EPA

- 4.1 The English Pétanque Association, being the governing body for England.

Members

- 4.2 Members shall be persons who have paid the annual fee appropriate to their category as defined in Clause 6.2. Membership shall not be denied to any person on the grounds of gender, race, religion, colour, politics or disability.

MC

- 4.3 Management Committee, the managing body of the EPA.

Regional Committee

- 4.4 The managing body of the Region.

Executive Committee

- 4.5 The Chairman or President, Secretary and Treasurer of the Region or of a Registered Club.

Leagues

- 4.6 Leagues shall be such pétanque Leagues as are administered by the Region in the manner described in the Constitution.

Registered Clubs

- 4.7 Registered Clubs shall be such Pétanque Clubs as are registered with the Region.

FIPJP

- 4.8 The Fédération International de Pétanque et Jeu Provençal, the International Governing Body.

Quorum

- 4.9 For a general meeting a quorum shall be at least 6 members of the Region, of which at least 3 must be elected officers, and which must include at least 2 Regional Executive Committee officers. For a Regional Committee meeting a quorum shall be 3 elected officers which must include at least 2 Regional Executive Committee officers. The quorum for sub-committees will be determined by the Regional Committee.

5. Structure

Member

- 5.1 Individual members of the EPA who will be members of Registered Clubs, or unattached in exceptional circumstances at the Regional Committee's discretion.

Registered Club

- 5.2 A Registered Club shall have at least an Executive Committee who are members of the Region.

Region

- 5.3 The Region shall have the power to run its own affairs including setting a regional subscription, determining its boundaries and name, holding funds and assets separately from the EPA, organising pétanque competitions and leagues, and publishing a playing calendar.

Regional Committee

- 5.4 The Region shall be managed by a Regional Committee comprising Elected Officers (including an executive Committee), and Appointed Officers, comprising 1 member nominated by each league and 1 member nominated by each club. All of these will have voting rights.

Elected Officers

- 5.5 The Regional Committee shall have the following Elected Officers: President, Vice President, Secretary, Treasurer, Membership Secretary, Coach, Umpire and Youth Development Officer

Annual General Meeting

- 5.6 There shall be an Annual General Meeting of members in each period of twelve calendar months convened by the Regional Committee for the purpose of presenting an Annual Report, Annual Accounts, election and appointment of officers, determination of fees and subscriptions, considering motions, and appointing auditors.

Extraordinary General Meeting

- 5.7 Extraordinary General Meetings may be called upon direction of the Regional Committee or upon a requisition of not less than a majority percentage of Registered Clubs signed by an officer of the Executive Committee of each of those Clubs.

6. Membership

- 6.1 The following memberships of the EPA will be recognised by the Region.
- 6.2 Individual Membership in the following categories:
- Ordinary Members shall be players aged 18 or over on 31st December in the current year.
 - Juniors shall be players aged under 18 on 31st December in the current year.
 - Honorary Life Members of the EPA.
- 6.3 Regional Clubs shall be such pétanque clubs as are admitted to the EPA and are located in the scope of the Region or who have applied to belong to the Region.
- 6.4 Notice of the refusal or acceptance of an application shall be sent to the applicant within 24 days and in the case of refusal shall give the reasons.

7. Elections

Nomination

- 7.1 All nominations must be in writing and received by the Regional Secretary at least 14 days prior to the AGM and the members nominated must consent in writing to be nominated and to serve if elected.

Officers

- 7.2 Nominees to be an Elected Officer must have been a Member for not less than 2 years (Chairman 4 years) at the closing date for nomination, and must be nominated by at least 3 members. Nominees to be an Appointed Officer may have been a Member for any length of time.

Election

- 7.3 If there are no more nominations than vacancies for a particular office then the Presiding Officer at the AGM shall declare that member to be elected. If there are no nominations then the Presiding Officer may accept nominations from the floor. If more than one member be nominated for a particular office a ballot of all members at the AGM will be conducted.

8. Powers and Duties

Regional Committee

- 8.1 The Regional Committee shall have the following powers and duties:
- 8.2 To organise and run Regional Competitions.
- 8.3 To nominate candidates to the EPA MC.
- 8.4 To promote and develop the game of pétanque within the Region.
- 8.5 To organise coaching.
- 8.6 To establish and maintain qualified Umpires.
- 8.7 To establish as and when required disciplinary tribunals to hear and determine appeals in accordance with Clause 11.
- 8.8 To appoint sub-committees for specified purposes and duration.
- 8.9 To co-opt additional members as and when deemed necessary or desirable.
- 8.10 To propose changes to the Constitution and Rules for the decision of the members in a General Meeting of the Region.
- 8.11 To propose rates of subscription for the decision of the members in a Region General Meeting.
- 8.12 To hold and operate assets and the funds of the Region.

Regional President

- 8.13 The Regional President shall preside, when present, at meetings of the Regional Committee and at General Meetings of the Region

Regional Secretary

- 8.14 The Regional Secretary shall convene, attend and maintain accurate minutes of all meetings of the region.
- 8.15 The Regional Secretary shall be responsible for all communications of the Region as directed by the Regional Committee.

Regional Treasurer

- 8.16 The Regional Treasurer shall:
- 8.17 operate the Region's finances.
- 8.18 prepare and present audited accounts to each Annual General Meeting of the Region.

9. Finance

Fees

- 9.1 Regional subscription fees shall be at a rate to be determined from time to time by the Annual General Meeting of the Region.

Accounts

- 9.2 Proper books of account shall be maintained by the Treasurer and shall be available for inspection by members at any General Meeting.

Expenses

- 9.3 Reasonable expenses will be reimbursed for costs duly authorised by two members of the Executive Committee and incurred wholly and exclusively on behalf of the Region.

Bank Accounts

- 9.4 The Region shall maintain a cheque account with a bank from time to time selected by the Regional Committee. Signatories to the account will be designated at the Annual General Meeting. This account shall operate under the joint signatures of any two of the signatories

Grants

- 9.5 The Region may not make grants or donations to any person or organisation other than specifically for the achievement of the Objectives.

Borrowing

- 9.6 The Region may not borrow advances of money without the membership agreeing to a motion set at a General Meeting.

10. Privileges

General

- 10.1 Individual members, Leagues and Registered Clubs shall be covered for third party liability insurance as specified by the EPA and shall be entitled to:

Individual Members

- 10.2 receive a membership card on payment of the annual subscription.
- 10.3 have particulars recorded in the Register of Members.
- 10.4 attend and vote at General Meetings of the Region and the EPA.
- 10.5 apply to the British Federation for a competition license recognised by the FIPJP.
- 10.6 compete in the Region's and EPA's competitions.
- 10.7 receive one copy of the current Official Rules of the Game of Pétanque.

Leagues

- 10.8 appoint a representative to serve on the Regional Committee
- 10.9 receive one current copy of the Constitution and League Rules.
- 10.10 receive notice of General Meetings and submit motions to the Annual General Meeting.

Registered clubs

- 10.11 have its particulars recorded in the Register of Clubs.
- 10.12 receive one current copy of the Constitution & Rules and the Rules of Regional and EPA competitions and leagues.
- 10.13 receive notice of General Meetings and submit motions to the Annual General Meeting.
- 10.14 enter teams in relevant competitions sponsored or supported by the Region.
- 10.15 participate in the requisition for an Extraordinary General Meeting.

11. Discipline

- 11.1 The Regional Committee will establish a Disciplinary Tribunal to handle disciplinary matters referred to them:
- 11.2 in respect of appeals from the decisions of Leagues, after due local process.
- 11.3 by an Umpire or Official of any Regional Competition in respect of alleged unacceptable conduct of any Member or Registered Club.
- 11.4 by any Regional Officer in respect of alleged unacceptable conduct of any individual or club.
- 11.5 and the Regional Committee may elect to refer the matter to the national MC.
- 11.5 and a Registered Club or Member shall have the right to appeal a decision of the Regional Committee to the National MC.

12. Dissolution

- 12.1 The Region may be dissolved at any time by consent of a majority of members returning votes in a ballot of all Members.
- 12.2 Funds and assets can be transferred to successor bodies on their formation and on dissolution of the Region.
- 12.3 In the absence of designated successor bodies any funds and assets shall be disbursed to Registered Clubs at the time of the dissolution on a membership pro rata basis.

13. Alterations to Constitution

Method

- 13.1 The Constitution of the Region may be rescinded or altered by vote of two-thirds of the Members present at a General Meeting or at an Extraordinary General Meeting called for that purpose.

Proposals

- 13.2 Proposals to amend the Constitution may be submitted by the Regional Committee, Leagues or Registered Clubs.

Time Limit

- 13.3 No proposal to amend the Constitution which has been defeated, nor any of like effect, shall again be proposed until a period of two calendar years has elapsed.

14. Administrative Rules

Annual General Meeting

Date And Place

- 14.1 The Annual General Meeting shall, subject to Clause 5.3.4 of the Constitution, be held in the month of January or such other month and at such place as the Regional Committee may from time to time determine.

Preliminary Notice

- 14.2 At least 36 days before each Annual General Meeting, the Regional Secretary shall notify Registered Club and League contacts with the date time and place of the meeting. Those entitled and wishing to put proposals or nominations to the Meeting shall submit their motions or nominations to the Regional Secretary at least 14 days before said Annual General Meeting.

Notice

- 14.3 At least 7 days prior to the meeting the Regional Secretary shall send by post to each Registered Club and League, notice of the meeting. This notice is to include the agenda of the business to be transacted and details of any motions submitted and nominations received in accordance with the Constitution and Rules.

Agenda

- 14.4 The agenda shall be:
- to confirm the date of notice of Meeting.
 - to receive apologies for absence.
 - to approve the minutes of the previous Annual and any subsequent General Meeting.
 - to receive the Regional President's Report.
 - to receive and, if so resolved, adopt the Region's accounts and the auditor's and Regional Treasurer's reports.
 - to determine the rates of the Region's membership fee.
 - to consider and, if so resolved, approve motions submitted in accordance with the Constitution and Rules:
 - (a) to amend the Constitution
 - (b) proposed by the Regional Committee
 - (c) proposed by Leagues and Registered ClubsThe Regional Committee shall decide the order in which motions will be considered and may consolidate motions.
 - to elect and appoint the Region's Officers.
 - to appoint an auditor or auditors.
 - to consider such other business as the Presiding Officer may admit.
No vote to be taken.

Extraordinary General Meeting

Convening

- 14.5 An Extraordinary General Meeting may be convened by the Regional Secretary by direction of the Regional Committee or upon a requisition signed by a member of each Registered Club's Executive Committee representing that Club's interest and delivered to the Regional Secretary on behalf of not less than a majority of Registered Clubs plus Leagues.

Location

- 14.6 The meeting shall be held at such place as the Regional Committee shall decide.

Failure To Convene

- 14.7 Should the Regional Secretary not convene an Extraordinary General Meeting within 36 days of receiving a duly signed requisition, the requisitioners may convene the meeting and shall have a claim upon the Region for all expenses reasonably incurred in convening it.

Notice

- 14.8 The notice convening an Extraordinary General Meeting shall be sent to every League and Registered Club not less than 28 days before the date of the meeting, stating the date, time and place thereof and the purpose for which it is convened.

Quorum

- 14.9 No Extraordinary General Meeting shall proceed to business unless a representative of not less than two thirds of the organisations requisitioning the meeting are present within half an hour of the notified time of start.

Business

- 14.10 An Extraordinary General Meeting shall not be competent to transact any business other than that specified in the notice convening it.

Adopted on

Signed: Regional President.....

Regional Secretary.....

Regional Treasurer.....

Last updated.....