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1. RULES OF THE ASSOCIATION

1. TITLE

The Association shall be called the 'WEST SURREY BOWLING ASSOCIATION'

2. AFFILIATION

The Association shall be an Associate Member of the English Bowling Association.

3. OBJECTS

To promote, foster and safeguard the level green game of bowls in western Surrey, to encourage a spirit of friendly rivalry by arranging League and other Competitions, matches against other Associations and by other means approved by the Council, including the organising of an Annual Tour. Only male members of affiliated clubs may hold office within the Association, play for the Association and enter its competitions.

4. MEMBERSHIP

- (A) The Association shall be open to all Clubs who are affiliated to the Surrey County Bowling Association, and whose greens are situated on, or adjacent to, or to the west of, a line drawn from the County boundary nearest to East Molesey, through and including Esher, Leatherhead and Capel to the Sussex border.
- (B) Application to join the Association must be made in writing by the Club Honorary Secretary to the Honorary Secretary of the Association and must confirm that the club is affiliated to the Surrey County B.A. Each application will be considered by the Council at the meeting next following receipt of the application. If a simple majority of those present, entitled to vote, are in favour of the application it shall be deemed to be successful, and the Club admitted upon payment of the affiliation fee.
- (C) The Association shall have powers to elect Honorary Life Members of the Association.

5. ADMINISTRATION

The affairs of the Association shall be managed by a Council consisting of the Officers and seven other Members from seven different Clubs where possible, together with any Life Members duly elected.

- (A) A quorum shall consist of one third of the Members of the Council.
- (B) At a meeting to be held within one month of the Annual General Meeting, the Council shall appoint an Emergency Committee, with Executive powers, and such other Committees as it deems necessary. Members of League Committees shall be confined to representatives of participating Clubs. Committees need not be restricted to Council Members. Committees shall have the power to co-opt.
- (C) The Council shall have the power to make Bye-laws for the purpose of the proper conduct and management of the affairs of the Association, providing such Bye-laws are not inconsistent with these Rules.
- (D) Decisions of the Council shall be by simple majority. In the event of a tie the President/ Chairman shall have a casting vote.

6. OFFICERS AND COUNCIL MEMBERS

- (A) The Officers of the Association shall be :
 - (1) A President, who shall be Chairman of the Council and of all Committees of the Council
 - (2) A Senior Vice President
 - (3) A Junior Vice President
 - (4) An Honorary Secretary
 - (5) An Honorary Treasurer
 - (6) An Honorary Assistant Secretary, who shall also act as Match Secretary
 - (7) An Honorary Competition Secretary
 - (8) An Honorary Saturday League Secretary
 - (9) An Honorary Mid-Week League Secretary
 - (10) An Honorary Tour Secretary
 - (11) The Retiring President for a period of three years after he has passed the chair

- (B) All Officers and all the Members of the Council must be members of Member Clubs, and all except the retired Presidents and Life Members, shall be elected at the Annual General Meeting.
- (C) The Council and each Member Club shall have the right to make nominations to the Annual General Meeting with regard to the election of Officers and the seven other elected Members of the Council.
- (D) Nominations from the Clubs must be in writing and reach the Hon. Secretary by 30 September preceding the Annual General Meeting.
- (E) If no nomination for an office is received by 30 September a meeting of the Council shall be called and a nomination made by it. If insufficient nominations for the elected Members of the Council are made, the Council shall make up this deficiency.
- (F) The Council shall have power to fill any vacancy arising during the year.
- (G) With the exception of the President, Senior Vice President and the Junior Vice President, all Officers and elected Members of the Council shall terminate their appointment on the day of the next Annual General Meeting following their election. The exceptions however shall take and terminate Office during the Annual Dinner or, if no Dinner be held, on the 31 March following their election.

7. FINANCE

- (A) The Financial Year shall be from 1 October each year.
- (B) Each Club shall pay an Annual affiliation fee, the amounts of which are to be agreed at the Annual General Meeting.
- (C) The Annual Subscription shall be due for payment 1 January. If unpaid by 31 January, the Council have the right to withdraw the privileges of membership.
- (D) The Hon. Treasurer shall render to the Annual General Meeting a Financial Statement for the year just ended, such statement to be audited and signed by two Auditors who shall have been elected at the previous AGM. Nominations for Auditors may be made from the floor at the AGM.
- (E) The funds of the Association shall be banked in the name of the Association. Any two from the Hon. Treasurer, and two current Council Members so elected shall have authority to sign on behalf of the Association with special arrangements being made for funds connected with any Tour that may be organised.

- (F) If Trustees are required to regularise any investment the Council shall have power to appoint such Trustees. Trustees appointed under this rule shall authority to sign on behalf of the Association, but only in connection with any investment for which they were appointed.

8. GENERAL MEETINGS

- (A) Each Club is to be supplied with a 'Delegate Card'. Although members of the Member Clubs are entitled to Attend and take part in the business, only holders of Delegate Cards shall be entitled to vote.
- (B) At least fourteen days notice in writing of all General Meetings shall be given to the Hon. Secretary of Member Clubs.
- (C) The AGM shall be held not earlier than 21 October and not later than two months after the end of the Financial Year, the date, time and place to be decided by the Council.
- (D) The notice convening the meeting shall be accompanied by :-
- (i) An Agenda which must contain any Notice of Motion received
 - (ii) The Financial Statement
 - (iii) A list of nominations for the election of Officers
 - (iv) A list of nominations for the election of seven other Members
- (E) Notices of Motion may be made by the Council or by any Member Club. The latter must be signed by the Hon. Secretary and the President or Chairman of the Club and must be in the possession of the Hon. Secretary of the Association by the 30 September preceding the AGM.
- (F) Special General Meetings may be called by the Council whenever it deems there is sufficient cause.
- (G) The Council MUST call a Special General Meeting if it is requested so to do, in writing, by at least twelve Member Clubs, the reason/s being clearly stated. At such Meetings only the item/s identified may be discussed and voted upon.
- (H) The quorum for the General Meeting shall be one quarter of the total Member Clubs.

9. ALTERATION OF RULES

Alterations or additions to these Rules shall only be made at an AGM or at a Special General Meeting called for that purpose.

10. INTERPRETATION OF RULES

The Council shall have the authority to deal with any matter not covered by these Rules and shall adjudicate upon any dispute concerning the interpretation of a Rule.

11. DISSOLUTION

Should the number of Member Clubs fall below seven the Council shall at once call a Special General Meeting for the purpose of:

- (i) Realising the assets and liquidating the liabilities of the Association
- (ii) Obtaining unanimous consent to donate any cash balance left from said action to the Surrey County Benevolent Fund, and
- (iii) Dissolving the Association.

2. WEST SURREY BOWLING ASSOCIATION COMPETITION BYE-LAWS

TITLES and AWARDS

The Competitions shall be known as the West Surrey Bowling Association Singles, Pairs, Triples, Fours and Champion of Champions Competitions. The winners of the Competitions shall hold the following Trophies for one year.

Singles	- Harry Gemson Memorial Trophy
Pairs	- S.G.A. Stephenson Trophy
Triples	- WSBA Triples Trophy
Fours	- WSBA Challenge Cup
Champion of Champions	– C.W.Williams Trophy

No Trophy can be won outright, winners and runner/s – up will receive suitable mementoes.

2.ELIGIBILITY

The Competitions shall be open to all members of Member Clubs. In any one year no player may be entered by more than one Club in any competition or league. The date by which entries are to be submitted shall be fixed by the Competition Committee.

3.MANAGEMENT

The Competitions shall be managed by the Competition Committee, the Secretary of which is an Officer of the Association elected at the AGM.

4.CONDITIONS

The Competition shall be played under EBA Rules. All players enter on the understanding that all Member Clubs' greens are accepted as suitable for WSBA Competitions.

5.DRAWS

The draws for all rounds of all Competitions shall be made by the Competition Secretary and the Competition Committee. Competitors will be advised by email (if available) of the date and venue of their tie. The Competitor appearing first in the draw shall be the Challenger , the Competitor appearing second shall be the Opponent.

6.ROUNDS

The dates by which the various rounds must be played shall be fixed by the Competition Committee. All rounds up to and including the semi-finals shall be played on fixed days of the week as follows: -

Fours - Monday

Triples - Tuesday

Singles - Wednesday

Pairs - Thursday

Champion of Champions – Friday

The Competition Committee shall ensure that the dates of the rounds do not coincide with the date of the Annual Tour.

7. DUTIES OF CHALLENGER AND OPPONENT

- (A) As soon as the Competition e mails are received the Challenger shall contact his opponent to confirm the tie.
- (B) With the exception of the semi-final and final rounds ties may be played previous to the fixed date by mutual consent only. Failing that consent, the Competitor unable to appear at the venue of the tie on the fixed date must give his Opponent a walk-over.

- (C) The time for commencing ties of fixed dates shall be 18.15 hrs. Where ties are played previous to the fixed date the time of commencement shall also be mutually agreed but will not be later than 18.15 hrs.
- (D) If a Competitor arrives more than half an hour after the time fixed for the tie his Opponent shall claim a walk-over, providing he himself was present at the time.

8. VENUES OF TIES

The ties in all rounds except the semi-final and final shall be played on the green of the Challenger unless that green is unfit for play, when it may be mutually agreed to play elsewhere. The semi-final and final venue/s shall be arranged by the Competition Committee.

9. RESULTS OF TIES

The result of tie shall be reported to the Competition Secretary by the winning side the same day and as soon as possible after the game by e mail or telephone. Telephone calls will not be acceptable after 23.00 hrs. Failure to report the result in due time will eliminate the winning side. Score cards should be completed with the names of all players, suitably signed by one of the losing side and be retained by the winning side and presented to the Competition Secretary at the semi final. All results of the rounds will be published on the Association website.

10. QUESTIONS AND DISPUTES

The Competition Committee shall resolve all questions and disputes that may arise and which do not come within the scope of the Umpire duties. The decisions of the Competition Committee shall be final and binding on all parties.

3.HARRY MILLS' MEMORIAL DOUBLE TRIPLES COMPETITION

BYE-LAWS

1. TITLE AND AWARD

The Competition shall be known as the Harry Mills Memorial Double Triples Competition and the winning club shall hold the Memorial Shield for one year. The Shield cannot be won outright. The Clubs competing in the final shall receive suitable mementoes.

2. ELIGIBILITY

The Competition shall be open to all Member Clubs. In any one year no player may be entered by more than one club.

3. MANAGEMENT

The Competition shall be managed by the Competition Committee, the Secretary of which is an officer elected at the AGM

4. CONDITIONS

Each Club shall enter TWO TRIPLES, the players in which may be varied from round to round. The ties are to be played under EBA Rules. The dates by which entries are to be made shall be fixed by the Competition Secretary.

5. DRAWS AND ROUNDS

The draws for all rounds shall be made by the Competition Secretary. The Club whose name appears first in each tie drawn shall be deemed the 'Home' side and the Challengers; the Club whose name appears second shall be deemed the Opponents. Each tie shall consist of TWO triples contests of 18 ends each, one being played on each of the contestants' greens. On the green of the home side one extra end shall be played, the score of which is not to be counted unless the sum of the opposing scores for the first 36 ends is equal.

6. DUTIES

Upon receipt of the draw e mail the Challengers must promptly offer the Opponents at least two dates on which they are prepared to play the tie. The Opponents must reply within 72 hours accepting one of the dates. In the event that these two dates are unacceptable the Opponents may offer a third date. If agreement cannot then be reached and the Opponents are unable to meet one of the originally proposed dates they must give the Challengers a walk-over. No alteration of an accepted date shall be made unless mutually agreed upon. The time for starting ties shall not be later than 18.15 hrs. If the side of one competitor is not complete half an hour after the agreed time of starting the opposing side shall claim a walk-over, providing that they themselves had a complete side present at that time.

7. RESULT OF TIES

See Clause 9 of Competition Rules.

8. QUESTIONS AND DISPUTES

See Clause 10 of Competition Rules.

4. FRIDAY NIGHT LEAGUE COMPETITION BYE-LAWS

1. TITLE AND AWARDS

The Competition shall be known as the West Surrey Bowling Association Friday Night League (FNL) Competition. The club winning the League Championship shall hold the Trophy for one year. The Trophy cannot be won outright. The clubs competing in the final shall receive suitable mementoes.

2. ELIGIBILITY

All member clubs of the WSBA may compete in the League Competition. Clubs wishing to enter or withdraw from the League must make their application by 31 December of each year. Each club competing in the League Competition shall pay an Annual Subscription before the 1 January each year, the amount to be decided by the Council.

3. MANAGEMENT

The League shall be managed by a Committee composed of member clubs. The Secretary of this Committee will be known as the FNL Secretary, and will be an Officer elected at the AGM.

4. CONDITIONS

Each match shall be one rink of four players consisting of four men, four women or any mixture thereof.

Players must be from the same club for any game during the Competition. All matches shall be played under EBA Rules. In any one year no player may be entered by more than one club in any competition or league.

To qualify to play in the final stages a player must have played at least 2 games in the league stage of the competition unless a reason is lodged which is acceptable to the FNL Secretary.

Following Bowls England rules and guidelines, the away team should be offered the choice of two rinks to play on.

All matches will be 21 ends, unless unusual circumstances arise and the number of ends may be reduced by the umpire of the match or the FNL Secretary.

A coin is tossed before the start of the match, the winner of the toss decides on which team takes the mat. Skips are the only players allowed to be "up" during matches, except for the final.

Two trial ends with two bowls per player will be played at each match. All matches will be “greys” up to the final. The FNL Secretary will decide upon greys or whites for the final after the semi-finals have taken place.

5. DRAWS AND ROUNDS

Fixtures and dates of the rounds will be arranged by the FNL Secretary.

Games will be played on Friday evenings. In all cases the starting time will be not later than 18.15hrs.

In the event that one side cannot field a full team by 18.45hrs or half an hour after the mutually arranged time, then they will forfeit the two points and ten shots.

In the event of a match not being started or abandoned due to adverse conditions, the club Hon. Secretaries will arrange for the match to be played or completed within 14 days or at a later date with agreement of the FNL Secretary.

Any club not fulfilling a fixture (or winning club not reporting it within 48 hours) will forfeit two points and ten shots. However, if 15 ends or more have been completed then the actual score at termination shall be taken as the result of the match. If less than 15 ends have been completed the game shall be re-arranged commencing from whence it was previously terminated. Two trial ends and one substitute are permitted in a re-arranged match. Matches that are re-arranged because 15 ends have not been completed or are postponed due to extreme bad weather, may subsequently be played on any day of the week that is mutually agreeable to both clubs.

If a match cannot be accommodated at the nominated green (for instance, all rinks have been booked out), it is the home team that must notify the away team as soon as possible. The away team will then host the match. If this subsequent arrangement is not possible, then a representative from each club should discuss, agree and arrange a neutral green, taking into account proximity to both clubs.

Please keep the FNL Secretary informed about any changes to the schedule.

6. RESULTS OF TIES

The result card shall be signed by the losing skip (in the case of a tie both skips to sign) and the result shall be either emailed detailing full names of teams, full names of both team members and the final scores; or emailed as a clear photographic attachment; by the winning club to the FNL Secretary within 48 hours of the conclusion of the match. Please retain all scorecards as these will be checked at the final.

Two points will be awarded for a win and one point for a tie. At the conclusion of the league stage clubs will be ranked in order of points in their league table. If there should be more than one club with the same number of points after all League games have been played, the club with the best shot difference, shall be positioned above the other team(s) in the table. If both points and shot difference are equal, then the team with the highest number of shots will be positioned higher. If the number of shots is also the same, the FEL Secretary will toss a coin to decide the league position.

The format of the competition is open to change by the FNL Secretary; but ideally, the top four clubs from each of the four leagues go forward to the knockout stages – to the “round of 16”, where one team will be at home and the other away. Thereafter, are the quarter finals, semi-finals and final. These three latter stages are played at “neutral greens” (but may coincidentally be at one of the clubs still involved in the competition). The creation and choice of leagues, venues, match dates, numbers of teams per league and the format of the competition will be made by the FNL Secretary before the start of the season. Special requests by clubs can be made to the FNL Secretary who will decide upon the outcome solely in his own discretion.

7. QUESTIONS AND DISPUTES

The League Committee shall resolve all questions and disputes that may arise and which do not come within the scope of the Umpires duties. The decision of the League Committee shall be final and binding on all parties.

5.SATURDAY LEAGUE COMPETITION BYE-LAWS

1. TITLE AND AWARDS

The League shall be known as the West Surrey Bowling Association Saturday League Competition. The Club winning the League Championship shall hold the trophy for one year. The Trophy cannot be won outright. The winning Club shall receive a suitable memento.

2. ELIGIBILITY

The League shall be open to all Member Clubs. Any Club wishing to join must apply in writing to the League Secretary before 1 September preceding the year in which they wish to join. Each Club competing in the League Competition shall pay an Annual Subscription before 1 January, the amount to be decided by the Council. Any Club wishing to withdraw from the League should advise the League Secretary by the 1 September preceding the year in which they wish to resign. In any one year no player may be entered by more than one club in any competition or league.

3.MANAGEMENT

The League shall be managed by a Competition Committee, the Secretary of which is an Officer elected at the AGM

4.CONDITIONS

Each match shall be of THREE FOURS (male). The three rinks to be used for the match shall be selected by the home side, but sides will draw for rinks and opposition.

The results of the match shall be obtained as follows :

2 points for winning the match on aggregate shots

1 point for a drawn match on aggregate shots

1 point for each winning rink

½ point for tying rink

5 points for winning the match and ALL rinks

If there should be more than one Club with the same number of points after all League games have been completed, the Club with the best shot average, obtained by dividing the shots 'FOR' by the shots 'AGAINST' shall be declared the League Champions.

Incomplete rinks : The number of bowls shall be made up by the First and Second players of any incomplete rink playing three bowls each. One-fourth of the total shots scored by any rink playing three men shall be deducted, rounded up to the nearest whole number, from their score.

5.DRAWS AND ROUNDS

The dates of the fixtures shall be arranged by the Saturday League Secretary to ensure home and away fixtures alternate years. A complete fixture list shall be sent to each competing Club by the end of October of the preceding season. The home club shall provide at their own expense suitable refreshment for the players.

If the match has to be abandoned owing to weather conditions the Club Secretaries shall arrange a date on which to replay the match, in which case days other than Saturdays are permitted.

However, if more than 45 ends have been played then the actual score at termination shall be taken as the result. If less than 45 ends have been played the game shall be re-arranged within 14 days commencing from whence it was previously terminated. In a re-arranged game one substitute per rink is permissible.

6.DUTIES

Any Club not fulfilling a fixture other than by inclement weather, will forfeit all 5 points and twenty shots.

7.RESULTS OF TIES

The score cards for each rink, with the names of all players and signed by the losing skips, shall be sent by the winning Club to the League Secretary as soon as possible after the match so that the League table can be compiled.

8.QUESTIONS AND DISPUTES

The League Committee shall resolve all questions and disputes that may arise and which do not come within the scope of the Umpires duties. The decision of the League Committee shall be final and binding on all parties.