



**CONSTITUTION  
OF THE  
GWENT  
SQUASH  
RACKETS  
ASSOCIATION**

**[1] NAME**

The Association shall be called "The Gwent Squash Rackets Association" and hereinafter referred to as "The Association".

**[2] OBJECTIVE**

- (a) To promote, develop and encourage squash in Gwent at all levels of the sporting continuum.
- (b) To promote, hold, manage and control all club events at Junior and Senior level.
- (c) To promote the uniformity of rules for the control and regulation of squash, and the management of all competitions therein.
- (d) Enforce the observance of the Laws and Rules of the Association and to deal with any infringements thereof.
- (e) To stimulate public opinion in favour of providing proper accommodation and facilities for acquiring and practising the sport of squash.
- (f) To do such other things as are conducive or incidental to the attainment of the objectives above specified.

**[3] CONSTITUTION**

The Association shall be constituted as follows:

- (a) A President who shall not hold office for more than three consecutive years and who shall be elected at the A.G.M. Nominations for the post of President should be submitted one month prior to the A.G.M. to the Association Secretary, supported by a Proposer and Seconder. In the event of more than one nomination, a vote shall be taken at the A.G.M. The President shall be a figurehead only.
- (b) A Chairman and a Vice Chairman who shall be elected at the A.G.M. Nominations for these posts should be submitted one month prior to the A.G.M. to the Association Secretary supported by a Proposer and Seconder. In the event of more than one nomination, a vote shall be taken at the A.G.M.
- (c) A Treasurer which shall be a two year appointment and who shall be elected at the A.G.M. Nominations for the post should be submitted one month prior to the A.G.M. to the Association Secretary, supported by a Proposer and a Seconder. In the event of more than one nomination, a vote shall be taken at the A.G.M.
- (d) A Secretary which will be a two year appointment and who shall be elected at the A.G.M. Nominations for this post should be submitted one month prior to the A.G.M. to the Association Secretary supported by a Proposer and a Seconder. In the event of more than one nomination, a vote shall be taken at the A.G.M.
- (e) Chairman, President, Treasurer, Vice Chairman and Secretary's roles shall be determined by all the members and committee.
- (f) Individual members and clubs may join the Association on payment of the required annual subscription. Application for membership shall be made in writing to the Association Secretary and shall be submitted to the Executive Committee for approval.
- (g) Honorary Members: Any member who has rendered a particular valuable service to the Association may be recommended by the Executive Committee to be an Honorary Member without payment of an annual subscription at the discretion of the Executive Committee. Any such recommendation should be subject to confirmation by election at the A.G.M. An Honorary Member cannot hold office in the Association.

- (h) No person shall be eligible for a re-nomination if during the previous three years such person has been removed from office.
- (i) Any person becoming a member of the Association shall automatically be bound by the terms of this Constitution, and any member who commits an ultra vires act will be personally responsible for such actions.

**[4] APPLICATION FOR MEMBERSHIP**

Applications from clubs (men and women) for membership shall be made on an official form in use at the time to the Association Secretary.

**[5] WITHDRAWAL OF MEMBERSHIP**

Any individual or club may withdraw from membership of the Association at any time by giving notice in writing to the Association Secretary but will be liable for any subscription due to the end of the current year. The Executive Committee may require the withdrawal from membership from the Association of any individual or club upon a vote of not less than two thirds of the Executive Committee, following disciplinary proceedings.

**[6] DUTY OF MEMBERS**

By joining the Association, members agree to abide by the published rules which are available from the Association office.

**[7] ACCOUNTABILITY**

The Association and its members shall be organised and be held accountable by an Executive Committee and by A.G.M.

**[8] EXECUTIVE COMMITTEE**

(a) The Executive Committee shall consist of the President, Chairman, Vice Chairman, the Association Secretary, Treasurer and one nominated representative from each club to be elected at the A.G.M. The Chairman, Vice Chairman and Treasurer will be entitled to vote. All club representatives on the committee have one vote and must retire at the A.G.M. but each is eligible for re-election upon being re-nominated. The Executive Committee shall have power to co-opt up to three non-voting members of the Association.

(b) The Executive Committee shall have power to act in all matters relating to the game of Squash Rackets in accordance with the Constitution.

(c) The Executive Committee shall meet at least five times every year and the quorum shall be representation from a minimum of four clubs. If in the opinion of the Chairman, or three individual members, business has arisen of such urgent nature as to make it desirable to hold an immediate meeting of the Executive Committee, the Chairman or the three individual members may summon a meeting on not less than three days notice.

(d) The club membership committee shall meet three times per year in January, May and September. These dates can be flexible.

(e) The Executive Committee may have the power to make, from time to time, such rules, rules, by-laws and regulations for the conduct of the affairs of the Association consistent with the Constitution and appoint sub-committees as they shall think necessary.

(f) The Executive Committee shall authorise payment out of the funds of the Association as they shall see fit.

(g) In the event of voting being equal for and against any motion before the Committee, the Chairman shall have the casting vote.

**[9] SUB COMMITTEES**

(a) The Executive Committee may, from time to time, as it considers necessary or expedient appoint sub committees from among its members, the Chairman of which shall be an Executive Committee member (Selection Committee, Referees, Discipline Committee, etc).

(b) The Sub Committee must periodically report their proceedings to the Executive Committee and must conduct their business in accordance with the directions of the Executive Committee.

**[10] ANNUAL GENERAL MEETING**

The Annual General Meeting shall be held anytime up to the end of May and at such a place as the Executive Committee shall appoint. Not less than 14 days notice shall be given in writing. The following business shall be transacted:

(a) Approval of previous A.G.M. Minutes as a true record.

(b) Approval of Annual Report, Statement of Accounts and Balance Sheets.

(c) Election of Officers and club representatives.

(d) Any Other Business of which due notice shall have been received by the Association Secretary one month prior to the A.G.M.

(e) The Executive Committee will have authority to impose a penalty on member clubs not attending.

**[11] EXTRAORDINARY GENERAL MEETING**

An Extraordinary General Meeting may be called by the Executive Committee at the request of not less than six of the member clubs, sent in writing to the Association Secretary and stating the business to be transacted. The Executive Committee must convene a meeting within 28 days to consider the matters raised in the request. Not less than 14 days notice shall be given of such meetings and voting powers will be as at the A.G.M.

**[12] VOTING POWERS AT THE A.G.M.**

(a) A quorum shall be representative of a minimum of six clubs.

(b) Clubs shall have one nominated representative and that representative shall have one vote only when in attendance at the A.G.M.

(c) Individual members shall not be entitled to vote but shall be entitled to be present.

(d) Votes may be given either by show of hands or a ballot.

(e) In the event of voting being equal for and against any motion, the Chairman shall have the casting vote.

- (f) All clubs are expected to send at least one representative to the Gwent A.G.M. A fine of £15 may be made on non-attenders ; warnings throughout the season will be advertised to make sure clubs are notified.

**[13] MEETINGS**

Meetings of the Executive Committee shall be convened by the Association Secretary after consultation with the Chairman and Vice Chairman giving at least 7 days notice to all members.

**[14] FUNDS**

The Association Secretary shall be responsible for the safekeeping of all funds. A bank account will be opened and cheques drawn shall bear the signature of the Chairman or Vice Chairman and Treasurer or Association Secretary.

The financial year of the Association shall end on the 31<sup>st</sup> March each year. A balance sheet will be produced at the end of each financial year, duly audited and presented to the A.G.M.

The funds of the Association shall be employed in such a manner as to be deemed to be in the best interests of the Association. In no circumstances shall part of the funds of the Association be distributed amongst its members by way of profit or otherwise. In the event of dissolution, the funds shall be distributed as directly by the Executive Committee for charitable purposes.

**[15] LEVY AND SUBSCRIPTIONS**

- (a) A levy will be made upon the clubs to support the Association and ensure its solvency. The basis of the calculation of the levy will be fixed at the A.G.M. each year. The levy must be paid before 31<sup>st</sup> October each year.
- (b) The Executive Committee shall be entitled to effect insurance to guard against insolvency.
- (c) Individual membership shall be available and Junior membership is for persons under 19.

**[16] DRUGS – DOPING CONTROL**

- (a) Doping is strictly prohibited.
- (b) Doping is the use by or distribution to a sportsman or sportswomen (the competitor) of any substance defined by the International Olympic Committee as a banned substance. The Association will abide by the recommendation of the International Olympic Committee. For a full list of the recommendations, please consult the Association office.

**[17] AMENDMENTS TO CONSTITUTION RULES**

Notice of motions, duly proposed and seconded, shall be submitted in writing to the Association Secretary 28 days prior to the A.G.M. The proposed amendments shall be circulated to all clubs at least 14 days before the A.G.M. and considered at the A.G.M. No alteration of the Constitution shall take effect unless sanctioned by a quorum of at least two thirds of the members in attendance at the A.G.M.

Drug laws and laws of the sport shall be amended as and when necessary by the Executive Committee.

**[18] LAWS OF THE SPORT**

The Association recognises, and shall enforce by disciplinary process, the laws of the sport.

**[19] DISCIPLINE**

The Association's disciplinary procedures will be as follows:

- (a) Reports received related to incidents of conduct, warnings or strokes (or any other minor matters).

The player is advised that the report has been received and he/she is invited to comment/apologise/explain and then the incident is recorded on file.

- (b) Reports received relating to incidents of conduct, games, matches or any more serious incidents.

The player is advised that the report has been received and he/she is invited to comment/apologise/explain within two weeks. After that date, all paperwork is forwarded to the Association Executive Committee for consideration. If necessary, a meeting is called and the player is invited to attend and the outcome is then advised to the player.

The Executive Committee shall have the power to:

1. Fine
2. Issue a Written Warning
3. Suspend
4. Expel.