



WARWICKSHIRE TABLE TENNIS ASSOCIATION RULES

1. NAME

The Association shall be called Warwickshire Table Tennis Association.

2. OBJECTS

2.1. The Association shall be affiliated to the English Table Tennis Association Ltd.

2.2. The objects of the Association shall be as follows:

2.2.1. To act as the controlling and governing body for the sport of Table Tennis in the County of Warwickshire subject to any overriding decisions of the National Council of the English Table Tennis Association Ltd.

2.2.2. To assist and encourage the formation of Table Tennis leagues and clubs in the County of Warwickshire and to promote the sport in every possible way.

3. AREA OF JURISDICTION

The area of jurisdiction of the Association shall be the County of Warwickshire as defined by the Rules of the ETTA. (The area coincides with the areas of Birmingham City Council, Coventry City Council, Solihull Metropolitan Borough Council and Warwickshire County Council.)

4. DEFINITIONS

In these Rules and any Regulations made hereunder:-

4.1. The following words and phrases shall have the meaning assigned by this Rule:

4.1.1. The Association: the Warwickshire Table Tennis Association

4.1.2. Casual Vacancy: A vacancy which occurs at a time when the normal procedure prescribed by the Rules for filling it cannot operate.

4.1.3. ETTA: the English Table Tennis Association Ltd

4.1.4. Member: Any person mentioned in Rule 5.1, or any official, player or other individual member of a body mentioned in Rule 5.1.2 or of a club in membership of or affiliated to such a body.

4.1.5. National Council: the National Council of the ETTA.

4.2. Words and phrases defined by the Rules of the ETTA and not otherwise defined by these Rules shall have the meaning assigned to them by the Rules of the ETTA.

5. CONSTITUTION

5.1. The Association shall consist of:

5.1.1. The Officers

5.1.2. All Local Leagues, Directly Affiliated Clubs and Directly Affiliated Individuals affiliated to the ETTA which are within the jurisdiction of the Association as prescribed by the National Council (except those exempted by decision of the National Council)

5.1.3 Life Members

5.2. The Association shall without payment of fee accept into Good Standing the following, but no other, bodies:

5.2.1 All organisations within the jurisdiction of the Association which are in Good Standing with the ETTA.

5.2.2 All County or Regional Associations or organisations covering the area or part of the area of jurisdiction of this Association which are part of or affiliated to national Associations or organisations in Good Standing with the ETTA.

5.2.3 The County Schools Table Tennis Associations and Schools Leagues and School Clubs within the jurisdiction of the Association except such as are affiliated.

6. AFFILIATION

6.1. Affiliation to the Association shall be compulsory for all Local Leagues, Directly Affiliated Clubs and Directly Affiliated

Individuals in the County, unless exempted by a decision of the National Council.

6.2. Application: Every applicant on behalf of himself or of a league or club shall complete and sign the current affiliation form.

6.3. A club or individual not directly affiliated to the ETTA may apply to be directly affiliated to the Association provided that it or he/she is affiliated to the ETTA through another body.

6.4. Every Local League and Directly Affiliated Club shall send to the General Secretary of the Association not later than 1 November each season a copy of its current Rules.

6.5. No person or body may affiliate to the Association unless affiliated to the ETTA.

7. AFFILIATION FEES

7.1 The Affiliation Fees per season shall be fixed at the Annual General Meeting in the form of a fee unit and applied as follows:

7.1.1 Local Leagues shall pay the number of fee units calculated in accordance with ETTA rules.

7.1.2 Directly affiliated clubs shall pay 7 fee units.

7.2. Affiliation Fees shall be paid on or before 31 October each season to the Association Treasurer.

8. OFFICERS AND NATIONAL COUNCILLOR

8.1. The Officers of the Association shall be: President, Chairman, Vice Chairman, General Secretary, Treasurer, County Match Secretary, Publicity Secretary, Competition Secretary, Umpires Secretary, Coaching Secretary and Webmaster.

8.2. Election: The Officers shall be elected by the Annual General Meeting and shall serve from the end of the meeting at which they are elected until the end of the Annual General Meeting following; they shall be eligible for re-election.

8.3 Casual Vacancy: Any casual vacancy may be filled by the Executive Committee.

8.4. National Councillor

8.4.1. Between 1 May and 15 June each Administrative Year the Executive Committee shall elect a National Councillor and may elect a Deputy National Councillor to represent the County for the following Administrative Year, after considering all nominations submitted to them by Members of the Association.

8.4.2. The General Secretary shall send a copy of the Executive Committee Minute recording the election or the information required by the ETTA official appointment form certified by himself and by a second person who must be the Chairman, Vice-Chairman or Treasurer to reach the ETTA General Secretary, or such other person as may be designated for the purpose by the ETTA Management Committee, by 20 June.

9. MANAGEMENT

9.1. The affairs of the Association shall be managed, subject to the control of the Annual General Meeting, by an Executive Committee consisting of:

(1) The Officers

(2) The National Councillor and the Deputy National Councillor

(3) One representative elected by each Local League. Each Local League may also appoint a deputy representative who shall be entitled to attend and vote at an Executive Committee meeting in the absence of the representative.

(4) Those persons the Association elects to represent it at the West Midlands Regional Committee of ETTA.

(5) One person elected by the AGM to represent schools table tennis.

(6) One person elected by the AGM to represent clubs.

9.2. Co-option: The Executive Committee shall have power to co-opt not more than two other members of the Association. Co-opted members shall have the right to vote.

9.3. Casual Vacancies: The Executive Committee shall have power to fill a Casual Vacancy in any Office or on the Executive Committee until the next Annual General Meeting.

9.4 Meetings: The Executive Committee shall meet as and when it decides or as decided by the Chairman and General Secretary provided that there shall be at least four meetings a year.

9.5 At least seven days notice in writing of the place, date and time of every meeting shall be sent to every member of the Executive Committee.

9.6 Quorum: The business of the Executive Committee may be transacted by not less than five members.

9.7 Chair: In the absence of both Chairman and Vice Chairman the Executive Committee shall elect one of its number to take the chair for the meeting.

9.8 Voting: Every question at a meeting of the Executive Committee shall be determined by a majority of the members present and voting, every member having one vote. In the case of an equality of votes the chairman of the meeting shall have a second or casting vote.

9.9 Regulations: The Executive Committee shall have power to make Regulations to cover such matters not specifically dealt with in these Rules as it thinks fit.

9.10. Standing Sub Committees: At its first meeting following the Annual General Meeting the Executive Committee shall appoint Standing Sub Committees to deal with the following matters:

(1) Umpiring (meetings of this sub-committee shall be convened by the Umpires Secretary)

(2) Discipline

(3) Selection

(4) Coaching

9.11. Sub Committees: The Executive Committee may delegate any of its duties and powers to sub committees consisting of such persons as it shall decide, provided that at least two members shall be members of the Executive Committee. Any sub committee shall, in the performance of its duties, conform to the Terms of Reference laid down by the Executive Committee. Unless decided otherwise by the Executive Committee, the chairman of a sub committee shall be responsible for reporting to the Executive Committee.

10. ANNUAL GENERAL MEETING

10.1. Date: Each season the Association shall hold an Annual General Meeting not later than 31 July.

10.2. Notice: To call the AGM the General Secretary shall give at least 35 days preliminary notice in writing of the place, date and time to the Officers and to the General Secretary of each Local League and Directly Affiliated Club. The preliminary notice shall:

(1) State that rule change propositions must be received by the General Secretary in writing at least 21 days before the meeting.

(2) State that motions must be received by the General Secretary in writing at least 21 days before the meeting.

(3) State the positions to be filled at the AGM, the names of those presently holding such positions and whether they are nominated for re-election and the names of any other persons already nominated.

(4) State that any further nominations must be received by the General Secretary in writing at least 21 days before the meeting.

10.3. Accredited Representative: Each Local League shall appoint one Accredited Representative to attend each General Meeting. Only the Accredited Representative shall be entitled to cast his league's votes.

10.4 Right to attend: Attendance at the meeting shall be open to all Members.

10.5 Agenda:

10.5.1. The General Secretary shall circulate an agenda to those listed in rule 10.2 at least 14 days before the AGM. The following items shall be included in the agenda:

(1) Minutes of the previous AGM

(2) Minutes of any SGM held since the previous AGM

(3) Annual Report of Executive Committee

(4) Statement of Accounts

(5) The wording of any Rule Change Propositions (in accordance with rule 20.3)

(6) The wording of any motions of which the General Secretary has received notice in writing not later than 21 days before the meeting

(7) Election of Life Members

(8) Election of Officers

(9) Election of Executive Committee Members

(10) Appointment of Auditor.

10.5.2 Motions not included in the agenda shall not be voted upon except with permission of the chairman.

10.6. Voting. In any vote the vote allocation shall be as follows:-

10.6.1 The Officers of the Association shall each have one vote.

10.6.2 Local leagues shall have one vote for each 24 teams or part thereof in their league.

10.7. Special Majority: No resolution altering the Rules of the Association shall be declared carried unless at least two thirds of the total votes cast are in favour of that resolution.

11. SPECIAL GENERAL MEETING

11.1. A Special General Meeting shall be convened on a resolution of the Executive Committee or to take place within 28 days after receipt by the General Secretary of a requisition signed by two local leagues stating the business to be transacted at the meeting.

11.2 Rule 10 (except sub rules 10.1 and 10.5) shall apply.

11.3 A Special General Meeting shall transact only such business as is specified in the resolution or requisition convening it.

12. FINANCE

12.1. Bank Account: The funds of the Association shall be kept at a Bank or invested in a Building Society or other security approved by the Association.

12.2. Cheque Signatories: All cheques etc, drawn on the Bank, Building Society and other accounts shall be signed by any two of the following Treasurer, Chairman, Vice Chairman, and General Secretary.

12.3 The Financial Year of the Association shall end on 31 May.

12.4 Auditor: The accounts of the Association shall be audited each season by an independent auditor appointed by the AGM.

12.5 All income and property of the Association from whatever source derived shall be applied solely to the promotion of the objects of the Association.

13. DISSOLUTION

In the event of the winding up or dissolution of the Association, any surplus assets remaining after discharge of liabilities shall automatically vest in the ETTA who shall hold them for a period of six years in trust to pay them to any organisation set up with objects identical with or similar to those of the Association (the ETTA during such period making every endeavour to promote and encourage the formation of such an organisation) and thereafter for the general purposes of the ETTA.

14. APPEALS AGAINST LEAGUES

14.1 Any Member or affiliated club aggrieved by a decision or action of a Local League, or a Committee, Officer or official of such league, or by neglect or refusal to do something which such organisation or person is under a duty to do, may appeal against such decision, action neglect or refusal to this Association whose proper decision shall be final and binding on all parties.

14.2 The Association shall not have power to reverse a decision or action which is in accordance with the rules of the Local League unless it constitutes a breach of the Rules or Regulations of this Association or of the ETTA or of the principles of natural justice.

14.3 Any such appeal shall be made in writing to the General Secretary within 21 days after notification of the decision or action appealed against, and shall be accompanied by a fee of the amount prescribed by the ETTA and specified in the Schedule to this rule. The fee shall be returned if the adjudicating body consider the making of an appeal to have been justified (whatever the result).

14.4 Either party to the Appeal shall be entitled to require a Hearing before the adjudicating body.

14.5 Any party may be represented at a Hearing provided that the Association is notified in advance in writing of the intention to be represented.

15. DISCIPLINARY

15.1 A Member shall not do or cause to be done anything deliberately harmful to the Association nor likely to bring the Association or the sport of Table Tennis into disrepute.

15.2 A Member shall not without good and sufficient cause:

