

1. Name

The name of the Association shall be 'Swindon and District Badminton Association' (hereinafter called the Association).

2. Objects

- i. The objects of the Association shall be to organise competitive leagues in Swindon and District, to arrange tournaments and representative matches for members of affiliated Clubs, and to promote the game of badminton in every possible way.
- ii. All affiliated clubs shall also affiliate to the County Association.
- iii. The Association shall affiliate to Badminton England.

3. Membership

- i. Affiliation. Clubs whose courts are within a fifteen mile radius of Swindon and who compete in one or more of the Swindon and District Badminton Leagues shall affiliate to the Association. Affiliation from clubs outside this radius shall be considered at a General Meeting of the Association.
- ii. Associate Membership. Clubs within a fifteen mile radius of Swindon, who do not wish to compete in league play may apply for Associate membership of the Association. Such clubs will be entitled to information, assistance and coaching.

4. Subscriptions and Finance

- i. Club affiliation fees, league team registration fees, club deposit, associate membership fees and any other levies shall be fixed at the Annual General Meeting, and shall be paid in full by 31st July each year.
- ii. A Club whose fees are unpaid shall be excluded from the league and liable to forfeit their club deposit and not enter teams in the Leagues and its players are ineligible to enter tournaments organised by the Association.
- iii. County Affiliation and Badminton England Fees must be paid by 1st November of the current season. Failure to comply may result in the committee withdrawing offending clubs from the association.
- iv. The financial year shall terminate at the end of April each year.
- v. The Association Treasurer shall keep, or cause to be kept, a record of all financial transactions of the Association. All books and relevant papers together with the Annual Statement of Accounts shall be submitted to the elected Auditor within 3 months of the financial year end.

- vi. Should there be a dissolution of the Association, all property remaining, after refund of Clubs deposits, shall be devoted to a Society with similar aims to those of the Association, as decided by the committee, and not distributed amongst the member clubs of the Association.

5. Resignation

A club withdrawing a team or teams from the League at any time during the season shall give notice, in writing, to the Association Secretary. Withdrawals after the start of the season will result in forfeiture of the Club deposit

6. Officers

- i. The Officers of the Association shall be the members of affiliated Clubs, shall be elected at the Annual General Meeting, and shall consist of a Chairperson, Association Secretary, Treasurer, 'League Secretaries', Tournament Secretary.
- ii. One person may fulfil more than one office.
- iii. All Officers shall retire annually but shall be eligible for re-election.

7. Management

- i. The management of the Association shall be vested in a committee consisting of the officers and members of affiliated clubs elected at the Annual General Meeting, who shall serve for three years of office at a term and shall be eligible for re-election. If a committee member is absent from three consecutive committee meetings during a season it shall thereby be deemed that he/she is no longer a member of the committee.
- ii. All contracts entered into by the committee shall be deemed to be entered into by the Association.
- iii. The committee's decision shall be final in all matters of complaints, dispute or interpretation of the rules of the Association.
- iv. No member shall be allowed to vote at any Meeting on any dispute, protest or claim which concerns their Club.
- v. The committee shall have the power to co-opt members of affiliated Clubs, to appoint sub-committees for specific purposes and to define their duties.
- vi. The Chairperson and Association Secretary shall be members ex officio of all sub-committees.
- vii. At all meetings of the committee five (5) shall form a quorum.

8. Election of Officers and Committee Members

Nominations for Officers and members of the committee shall be submitted to the Association Secretary in writing or by email prior to the 31st March.

9. Amendments to Rules

The Association and League rules may be altered only at an Annual General Meeting. Proposed alterations to the rules must be submitted in writing or by email to the Association Secretary by the 31st March prior to the Meeting. The Association Secretary shall include particulars of proposed alterations on the Agenda.

10. Annual General Meeting

- i. The Annual General Meeting shall be held not later than May each year.
- ii. At least fourteen days notice of the Meeting shall be given to each member Club together with a copy of the Agenda.
- iii. The business of the meeting shall be transacted in the following order.
(1) Apologies for absence - (2) Minutes of last meeting - (3) Matters arising (4) Association Secretary's Report - (5) Treasurer's Report - (6) Auditor's Report - (7) Annual Subscriptions - (8) Alterations to Rules - (9) Composition of teams in League and Cup competitions - (10) Election of Officers and Committee Members - (11) Nominations of representatives for Wiltshire County Badminton Assoc. - (12) Other representatives - (13) Any other business.
- iv. All members of affiliated and associate Clubs shall be entitled to attend but only one specified representative from each affiliated Club shall be entitled to vote.
- v. Representatives from one third of the total number of affiliated clubs entitled to vote, shall constitute a quorum.
- vi. A person not present at the Meeting may be elected an Officer or Committee Member provided that the Association Secretary has had that person's confirmation in writing or by email of their willingness to stand.
- vii. Where the number of nominations exceeds the number of vacancies for election of Officers and Committee Members, voting shall be by secret ballot.
- viii. Voting on other matters shall be by show of hands unless a majority of representatives present decide that voting shall be by secret ballot. In the event of equal voting, the Chairperson shall have the casting vote.
- ix. An Extraordinary General Meeting shall be convened at any time within 14 days upon the written requisition of either:-
(a) Any five members of the Committee or
(b) The representation of any six affiliated Clubs.
Any requisition shall state expressly the object of the meeting and no other

business shall be transacted thereat. Notice of such a meeting shall be sent to all affiliated Club Secretaries at least 7 days before the date fixed.

- x. Where a vote at the AGM concerns changes to Youth League Rules, then only clubs which have entered a youth team in the season preceding that AGM shall be entitled to vote. Where a vote at the AGM concerns changes to the Senior or Masters Leagues, then only Senior clubs shall be entitled to vote.

11. League Entry and Teams

- i. The committee shall arrange the leagues on a formal promotion and relegation system.
- ii. Each Club must complete their Affiliation and Club Registration by 31st July. Clubs may apply for a change to the Division in each league in which they are placed only submission to the committee in writing or by email by 31st July in any year or within a week of the new Leagues being published prior to the start of the season.