

# ACTON NETBALL LEAGUE CONSTITUTION AND RULES 2009/10

*Updated 9 September 2009*

## CONSTITUTION

### 1. Title

The League shall be known as the Acton Netball League; referred to hereafter as "The League".

### 2. Object

The object of The League shall be to promote the game of netball in a spirit of friendly competition.

### 3. Membership

3.1 The League will charge an entry fee to be reviewed annually.

3.2 The League will be divided into Divisions. The two teams finishing bottom of each Division will be relegated. The two teams finishing top of each Division will be promoted.

3.3 Any female netball team shall be admitted to membership at the discretion of The League's Committee.

3.4 Teams must re-apply for membership annually prior to the Annual General Meeting.

3.5 All teams must have a representative at the AGM in order to be considered for membership of The League for the following season.

3.6 Any team entering The League shall enter in the bottom division. However, teams with a proven track record may be considered for entry at a higher position at the discretion of The Management Committee.

3.7 Applications to The League from new members shall be considered on first come, first served basis.

3.8 Any team withdrawing from The League during the season shall not be permitted to re-enter The League until one complete season has passed.

### 4. Administration

The administration of The League shall be vested in a League Committee.

### 5. The League Committee

The League Committee shall consist of:

- Chairperson
- Vice-Chairperson
- Secretary
- Treasurer/Fines Secretary
- Minute Secretary
- Match Secretary
- Publicity/Trophy Secretary
- Disputes Secretary
- A representative from the winners of each division.

In the event of a duplication of Clubs, divisional runners-up followed by rally winners will be selected to form The League's Committee.

### 6. Election of League Committee Members

The League Committee Members will be elected annually at the Annual General Meeting by the accredited representative of each Club in membership.

7. Nominations
  - 7.1 Nominations for each League Committee position may be submitted in writing by the secretary of any Club in membership, or by The League Committee, and should be received on the official form by The League Secretary by 31<sup>st</sup> August.
  - 7.2 Clubs must seek agreement of their nominees before putting their names forward.
  - 7.3 Those elected shall be eligible for re-election without re-nomination.
  
8. Co-option

The League Committee shall have power to co-opt additional Committee members as appropriate at any time, and such co-opted members shall have full voting rights, but will require to be formally nominated and elected if they wish to serve on the League Committee after the next AGM.
  
9. General Meeting
  - 9.1 An Annual General Meeting shall be held each year not later than 30<sup>th</sup> September.
  - 9.2 General Meetings shall be called by order of The League Committee.
  - 9.3 Any Club not represented at a General Meeting shall be fined a fee to be determined by The League Committee and will be deducted 2 points.
  
10. The Annual General Meeting

The business of the AGM shall be to:

  - Receive the Annual Report and the Statement of Accounts;
  - Elect the League Committee Members for the ensuing year;
  - Confirm The League fees for the year;
  - Consider any alterations and additions to the Constitution and Rules;
  - Consider any resolutions submitted to The League Secretary by 1<sup>st</sup> August, by The League Committee; or by a member Club, providing such resolution will have been seconded by one other member Club.
  
11. Extraordinary General Meeting

An Extraordinary General Meeting shall be convened upon receipt by the League Secretary of a written request signed by a representative from each of one third of the number of Clubs in membership.
  
12. Quorum
  - 12.1 A quorum for a General Meeting shall be one-third of the number of Clubs in The League.
  - 12.2 A quorum for a League Committee Meeting shall be one-third of the members.
  
13. Voting
  - 13.1 At General Meetings, each Club in membership may cast one vote.
  - 13.2 At League Committee Meetings, each member may cast one vote.
  - 13.3 Voting at General Meetings and League Committee Meetings shall be decided by a single majority vote, with the Chairperson having the casting vote in the event of an equality of votes. An exception to this, however, will be alterations to Constitution and Rules which must be decided on the basis of at least a two-thirds majority.
  - 13.4 Votes by proxy are not permitted.
  
14. The Chairperson
  - 14.1 The Chairperson shall take charge of General and League Committee Meetings.
  - 14.2 In the Absence of the Chairperson, the Vice-Chairperson will assume the responsibilities of the Chairperson.
  - 14.3 In the event of neither being present, a substitute for that meeting shall be elected from among those present.

15. Finance
- 15.1 The Financial Year shall run from 1<sup>st</sup> September to 31<sup>st</sup> August.
- 15.2 League membership fees shall be decided by The League Committee.
- 15.3 All new teams entering The League are required to pay a deposit of £50 plus the entry fee, and to give an assurance that they have a squad of at least ten players. The £50 will be refunded when it successfully completes the season the following April.
- 15.4 Books and Accounts shall be presented at every General Meeting and signed by the Chairperson and the Secretary.
- 15.5 A bank account shall be opened, approved by members in an AGM, and all transactions signed by two of the following: Chairperson, Secretary or Treasurer.
- 15.6 Year end accounts will be prepared by the Treasurer and examined by the Chairperson and the Secretary for presentation at the AGM.
  
16. League Committee Responsibilities
- 16.1 The general administration and financial control of The League.
- 16.2 Oversee the conduct of the members of The League.
- 16.3 Formulate and administer a procedure for dealing with disputes.
  
17. Alterations to the Constitution and Rules
- 17.1 Any alteration or addition to the Constitution or Rules shall be made only at an AGM.
- 17.2 Any proposal for the alteration or addition to the Constitution or Rules must be submitted in writing to the League Secretary not later than 1<sup>st</sup> August by The League Committee, or by a member Club in which case such a proposal must be seconded by another member Club of The League.
  
18. Dissolution of the League
- 18.1 In the event of The League being dissolved any assets remaining after the satisfaction of all debts and liabilities shall be dealt with in a manner to be determined by resolution of a General Meeting so as to promote the objects of The League or of some organisation with similar aims.
- 18.2 In the event of there being a deficit, an Extraordinary General Meeting shall be called to decide how it shall be met.

# ACTON NETBALL LEAGUE RULES

2009/10

*Updated 9 September 2009*

These are the rules of the Acton Netball League (The League) and shall apply to all The League's matches. The rules will be applied at the discretion of the League Committee. The latest All England Netball Association shall be the rules of play.

## 1. Players and Teams

- 1.1 There is no age limit.
- 1.2 All Clubs must be affiliated to England Netball and Middlesex County Netball Association.
  - 1.2.1 Teams will be allowed an unlimited number of players aged 14 years and over. A minimum of 7 players per team must be registered at the start of the season. A team registration sheet, with at least 7 players printed names (forename and surname) and registration numbers must be submitted to the Match/Registration Secretary by close of play following the first match of the season. Additional players may be registered provided they have affiliated to England Netball. The forename, surname and registration number of the new player must be entered on the score sheet of the first match in which the new player plays.
  - 1.2.2 Failure to comply with this rule will incur a deduction of 3 points.
- 1.3 A Club with more than one team in the League may use players from a lower division, but after three matches in the higher team, the player is deemed to be a member of the higher team.
  - 1.3.1 Failure to comply with this rule will incur a deduction of 3 points.
- 1.4 No Club may use a player from a higher team(s) in its lower teams(s)
  - 1.4.1 Failure to comply with this rule will incur a deduction of 3 points.
- 1.5 If, in extenuating circumstances, a player is required by its Club to play permanently for a lower team, a letter must be sent to The League Committee for its consideration and appraisal, and that player must not play for the lower team until permission has been granted.
  - 1.5.1 In the case of long-term injury, sympathetic consideration will be given by The League Committee, but permission must be granted first.
  - 1.5.2 Failure to comply with this rule will incur a deduction of 3 points.
- 1.6 Any player who wishes to change Clubs during the season may do so provided The League's Secretary is notified in writing before the player plays for the new Club.
  - 1.6.1 Failure to comply with this rule will incur a deduction of 3 points from both clubs involved.
- 1.7 No player may play for more than one Club participating in The League simultaneously during a season.
  - 1.7.1 Failure to comply with this rule will incur a deduction of 3 points.
- 1.8 It is the responsibility of each Club to self-regulate themselves in accordance with these rules.
  - 1.8.1 The League Committee will consider any complaint made and make an appropriate ruling.

## 2. Matches

- 2.1 Matches will be played at a central venue as arranged by the League Committee.
- 2.2 All matches must be played on the date specified by the fixture schedule as agreed by The League Committee.
- 2.3 The start time of each match has been set by The League Committee. Matches will start at 10.00am; 11.30am and 1.00pm.
  - 2.3.1 The umpire of the "Home" team on Court 1 will start all the matches. Thereafter, umpires on each court will assume responsibility of timekeeping their own matches. Injury time will be allowed.
  - 2.3.2 Any team not on court by the specified time will forfeit the match and will be deducted 3 points. The non-offending team will be awarded the match and a score of 25-0 to the non-offending team will be recorded.
  - 2.3.3 A team failing to fulfil 3 fixtures will be expelled from the League and will not be accepted for the following season.
  - 2.3.4 A team failing to provide a team for any Rally or Competition after their entry has been accepted will be suspended from entering any Rally/Competition for the rest of the current season and the following season. They also forfeit their deposit.
  - 2.3.5 In the event of a clash of colours, the home team will be required to change bibs.
  - 2.3.6 Each team must provide a well-stocked, usable first aid kit on court.
  - 2.3.7 If a team is unable to fulfil a fixture, their Captain/Secretary must phone the opposition Captain/Secretary, Umpire and the Match Secretary, to cancel the match. In the event that this is not done and the non-offending team travels to the venue, the offending team will be liable for any travelling expenses incurred.
  - 2.3.8 In the event of inclement weather Captains must phone the designated Committee Member for advice. A schedule of Committee Members will be made available.
  - 2.3.9 Teams are encouraged to provide oranges for refreshment at half-time.
  - 2.3.10 The League is not responsible for any injury incurred during any match under the jurisdiction of the Acton Netball League Management Committee.

## 3. Umpires

- 3.1 Both teams must provide an umpire who must be affiliated, active and hold a Netball Europe C award or above. Trainee umpires will be allowed to officiate in Division 2 games, providing they have applied and can prove they are waiting to take the Netball Europe C award.
- 3.2 In the event that an umpire fails to arrive, or is injured or taken ill during a match, the following procedure will be applied.
  - 3.2.1 If another umpire of the required standard is available then he/she will umpire the match.
  - 3.2.2 Failing that, a player may be dropped to umpire the match subject to the necessary qualifications.
  - 3.2.3 In the event of inclement weather starting after the match has begun, the umpires shall decide whether play should continue. In the event of the umpires disagreeing, the decision of the senior umpire shall rule. If both umpires hold the same qualification the home umpire shall rule. A report must be sent to the Match Secretary explaining the situation. The report must be signed by both Captains and Umpires.
- 3.3 Teams are responsible for paying their Umpire's expenses.

## 4. Results

- 4.1.1 At the end of the match, the captains must confirm the score and collect both umpire's and the opposing captain's signature.
- 4.1.2 Score sheets must be submitted separately to the Match Secretary within 7 days of the match.
- 4.1.3 Points will only be recorded on receipt of correctly completed score sheets.
- 4.1.4 Teams submitting score sheets late or incomplete will be issued with a warning.
- 4.1.5 Thereafter, failure to comply will incur a deduction of 3 penalty points for each late or incomplete score sheet received.

- 4.2 A point system will be used for results of all matches, as follows:
- 5 points for a win
  - points for a draw
  - points for scoring within 5 goals of the winning team (i.e. 50-46 = 2 points; 50-45 = 1 point)
  - 1 point for scoring more than 50% of the winning score
  - 0 points for a loss.
- 4.3 Where teams finish with an equal number of points, the league title, promotion and relegation will be decided by goal average. (i.e. goals for divided by goals against.)
- 4.3.1 If, after this, teams are still tied, the League Committee will arrange for a play-off with neutral umpires. This rule will affect all league titles, promotions and relegations.
5. Complaints
- 5.1 The League Committee shall have the responsibility of dealing with any team, official, supporter, spectator or member of The League Committee proved guilty of conduct prejudicial to the interests of The League or the game.
- 5.2 Any complaint made about players, umpires, spectators, supports etc: must be made in writing and received by the Disputes Secretary within 7 days of the match.
- 5.3 The Disputes Secretary will acknowledge receipt of the letter, send a copy to each League Committee Member and advise the parties concerned that a complaint has been made.
- 5.4 The person or Club against whom the complaint has been made must submit a written response to the Disputes Secretary within 7 days of receipt of the letter.
- 5.4.1 Failure to respond may result in the complaint being upheld.
- 5.5 The League will pass any complaint involving umpires to the appropriate Middlesex County Netball Association (MCNA) official.
- 5.6 All complaints will be investigated by the Disputes Secretary and a report submitted to The League Committee for a decision. An exception to this is where a member of The League Committee has direct knowledge of, or is the subject of the complaint. That Committee Member will not take part in the decision making.
- 5.6.1 The League Committee shall have power to call for such information as it requires in order to decide if there is a case to answer.
- 5.6.2 If the investigation reveals a bone fide case to answer, in accordance with the All England Netball Association's disciplinary advisory notes (as published from time to time), The League will hold a disciplinary hearing (which may be attended by a representative of the Middlesex County Netball Association (MCNA)) and, as appropriate, may penalise the Club, team, player, spectator, official, supporter, spectator or member of The League Committee.
- 5.6.3 The dispute will be decided at the next scheduled League Committee Meeting.
- 5.6.4 If immediate action is deemed necessary, the Disputes Secretary will call an emergency meeting for The Management Committee.
- 5.6.5 The Disputes Secretary will notify all parties of The League Committee's decision immediately after the meeting.
- 5.6.6 The League's decision will be final.
- 5.6.6 A copy of The League Committee's report and final decision will be forwarded to the MCNA.

6. Additional Information

- 6.1 It is each team's responsibility to notify any change of Secretary, contact details, phone numbers, e-mail details, etc to every team in their division and to The League Secretary.
- 6.2 Trophies awarded to teams for their performance in The League remain the property of The Acton Netball League.
  - 6.2.1 Teams are responsible for the safe keeping of the trophies.
  - 6.2.2 Failure to do so will result in a fine to be determined by The League Committee and agreed at the AGM.
  - 6.2.3 Trophies are to be returned to the Trophy Secretary by a date appointed by The League Committee.
  - 6.2.4 Failure to do so will result in a fine to be determined by The League Committee and agreed at the AGM.
- 6.3 Any team defaulting on the payment of any fine imposed by The League Committee shall not be eligible to enter any Competition/Rally or re-enter The League until the fine shall have been paid.
  - 6.3.1 In the event of a Club failing to pay a fine, all teams in membership of that Club shall also be penalised until the Club pays the fine.