

YORKSHIRE TABLE TENNIS ASSOCIATION

RULES

1. NAME

The Association shall be called the Yorkshire Table Tennis Association.

2 OBJECTS:

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

The objects of the Association shall be as follows:

- 2.1 To act as the controlling and governing body for the game of Table Tennis in the County of Yorkshire subject to any overriding decisions of the National Council of the English Table Tennis Association.
- 2.2 To assist and encourage the formation of Table Tennis leagues and clubs in the County of Yorkshire, and to promote the game in every way possible.

3 AREA OF JURISDICTION:

The area of jurisdiction of the Association shall be the County of Yorkshire as defined by the Rules of the E.T.T.A..

4 DEFINITIONS:

In these Rules and any Regulations made there under

- 4.1 The following words and phrases shall be the meaning assigned by this Rule:
 - 4.1.1 The Association: the Yorkshire Table Tennis Association.
 - 4.1.2 E.T.T.A.: the English Table Tennis Association.
 - 4.1.3 Member: those who are members of a local league affiliated to the Association, members of a directly affiliated club and directly affiliated individuals.
 - 4.1.4 National Council: the National Council of the E.T.T.A..
- 4.2 words and phrases defined by the Rules of the E.T.T.A. and not otherwise defined by these Rules shall have the meaning assigned to them by the Rules of the E.T.T.A.

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5 CONSTITUTION:

- 5.1 The Association shall consist of:
 - 5.1.1 Patron, President Vice Presidents, Honorary Life Members, duly elected Officers and duly appointed officials.
 - 5.1.2 all local leagues, directly affiliated clubs, and directly affiliated individuals affiliated to the E.T.T.A. which are within the jurisdiction of the Association as prescribed by the National Council (except such as shall be granted exemption by the E.T.T.A.).
- 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 E.T.T.A..
 - 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 E.T.T.A..
 - 5.2.3 the County Schools Table Tennis Association and Schools clubs within the jurisdiction of the Association except such as may be 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.
Note to 6.1 An E.T.T.A. Honorary Life Member is not obliged to affiliate to a County Association nor pay any affiliation or similar fee to it.
- 6.2 Application: Every applicant for affiliation shall complete the current affiliation form and shall sign it on behalf of himself or of the league or club on whose behalf the application is made.
- 6.3 A club or individual not directly affiliated to the E.T.T.A. may apply to be directly affiliated to the Association provided that it or they are affiliated to the E.T.T.A. through another body.
- 6.4 Every local league and directly affiliated club shall send to the General Secretary of the Association not later than the 30th November each season a copy of its current Rules.

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- 6.5 No person or body may affiliate to the Association unless affiliated to the E.T.T.A..

7 AFFILIATION FEES:

- 7.1 The affiliation fees per season shall be as follows:
- 7.1.1 local leagues at a rate per team agreed at the previous AGM.
 - 7.1.2 youth leagues: 50% of Rule 7.1.1 rounded the nearest 5p.
 - 7.1.3 directly affiliated clubs:
 - 7.1.3.1 For each club affiliating directly which is not a youth club £10.94
 - 7.1.3.2 for each youth club affiliating directly £8.75.
 - 7.1.4 directly affiliated individual £12.00.
 - 7.1.5 affiliation fees will be inclusive of the issue of free copies of the Rules and Regulations of the Association and, if published, the White Rose Annual and Rosettes.
- 7.2 Date of Payment: Affiliation fees shall be paid on or before the 7th November each season to the Treasurer of the Association. Failure to do so by the due date may result in a fine equal to 12½% of the total fees due being added to the amount due.
- 7.3 Guarantee: Each local league shall deposit £4.00 (payment of which may be made up by four equal yearly instalments) as a guarantee of keeping the Association's Rules and fulfilment of all obligations. Any league failing to fulfil its obligations or breaking the Association's Rules shall be liable to have the whole or any part of such deposit or instalment forfeited to the Association's funds. The guarantee or any part of it may be appropriated for or towards the payment of any fine and no league will be allowed to take part in competitions and functions of the Association until the deposit has been made good.
- 7.3.1 The guarantee deposit or instalment shall be returnable on cessation of membership provided that all obligations have been completed to the satisfaction of the Association.

8 OFFICERS AND NATIONAL COUNCILLOR:

- 8.1 The officers of the Association shall be: Chairman, General Secretary, Treasurer, Coaching Secretary, Competitions Secretary, County

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Championships Secretary, Development Officer, Minute Secretary, Press Officer, Social Secretary, Tournament Secretary and Umpires & Referees Secretary.

- 8.2 Election: The officers shall be elected in accordance with Rule 9.12 and shall serve from the end of the Annual General Meeting at which the results have been known until the end of the next Annual General Meeting; they shall be eligible for re-election.
- 8.3 Casual Vacancy: A vacancy occurring during the season may be filled by the Management Committee.
- 8.4 National Councillor and Deputy National Councillor:
- 8.4.1 Between 1st May and 15th June each season the Management Committee shall elect the National Councillor and deputy National Councillor to represent the County for the following season, after considering all nominations submitted to them by Members of the Association.
- 8.4.2 The General Secretary shall send a copy of the Management Committee Minute recording the election certified by himself and one other responsible officer to reach the E.T.T.A. General Secretary or such other person as may be designated for the purpose by the E.T.T.A. Management Committee, by 22nd June.

9 MANAGEMENT:

- 9.1 The affairs of the Association shall be managed (subject to the control of the Annual General Meeting) by a Management Committee consisting of (i) the officers (ii) the person representing the Association on the National Council (iii) League Representatives as nominated/elected in Rule 9.12.
- 9.2 Co-option: The Committee shall have power to co-opt not more than 5 other members of the Association. Co-opted members shall have the right to vote.
- 9.3 Casual Vacancies: The Committee shall have power to fill a vacancy in any office or on the Committee until the next Annual General Meeting.
- 9.4 The Committee shall meet at least 5 times throughout the year.
- 9.5 At least 7 days' notice in writing of the place, date and time of every meeting shall be sent to every member of the Committee. Should any member of the Committee be absent without reasonable cause from three consecutive meetings that member shall automatically retire.

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- 9.6 Quorum The business of the Committee may be transacted by not less than 5 members which must include at least 3 officers.
- 9.7 Chair: At the first meeting of the Management Committee the officers and elected members present shall elect a Deputy Chairman to serve for the current season. In the absence of the chairman or Deputy Chairman the Committee shall elect one of its number to take the chair for the meeting.
- 9.8 Voting: Every question at a meeting of the Committee shall be determined by a majority of the members present and voting every member having one vote. In the case of equality of votes the Chairman of the meeting shall have a second casting vote. In all matters before the Committee concerning a local league or club of which a member of the Committee is an official or member, such member shall retire from the meeting during discussion until a decision is arrived at.
- 9.9 Regulations: The Committee shall have the power to make Regulations to cover such matters not specifically dealt with in these Rules as they see fit.
- 9.10 Standing Sub-Committees: At its first meeting following the Annual General Meeting the Committee shall appoint Standing Sub-Committees to deal with the following matters:
- 9.10.1 Umpires and Referees
 - 9.10.2 Competitions
 - 9.10.3 Selection
 - 9.10.4 County Coaching
 - 9.10.5 Coaching Planning
 - 9.10.6 Tournaments
 - 9.10.7 Development
 - 9.10.8 Social
 - 9.10.9 Special Awards
 - 9.10.10 Rules
 - 9.10.11 Disciplinary

Meetings of the forgoing Sub-Committees shall be convened by the Sub Committee Secretary.

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- 9.11. Sub-Committees: The Committee may delegate any of its duties and powers to a Sub Committee consisting of such persons as it shall decide, provided that at least 50% of the members shall be members of the Committee. Any Sub Committee shall, in the performance of its duties, conform to the Terms of Reference laid down by the Committee. Unless decided otherwise by the Committee, the Chairman of a Sub Committee shall be responsible for reporting to the Committee.
- 9.12 Elections:
- 9.12.1 Each League or Association affiliated to the Association shall nominate/elect a member to represent them on the Management Committee at all meetings. In the event of the nominated representative being unavailable to attend any meeting, the League/Association Secretary shall have the power to send another accredited representative. Any League/Association may nominate/elect an Official of this Association as its Representative.
- 9.12.2 Each local league shall be entitled to nominate and vote for the Officers of the Association mentioned in Rule 8.1.
- 9.12.3 Officers of this Association shall be entitled to nominate and vote for Officers of the Association mentioned in Rule 8.1
- 9.12.4 Nomination Forms: Nomination Forms shall be forwarded by the General Secretary to each local league and Officers of the Association not later than 30 April. Nominations to be effective must be received by the General Secretary not later than the date shown on the nomination form which shall not be earlier than 14th May.
- 9.12.5 Voting shall be by postal ballot (if there are more nominations than vacancies to be filled) and shall be conducted in such a manner as the Management Committee determines. A scrutineer shall be appointed to determine any question as to the validity of nomination papers and to ascertain the result of any postal ballot held under the provision of this Rule.
- 9.12.6 Each local league having 20 or less teams affiliated shall be entitled to one vote, 21 to 40 teams two votes and 41 teams or more three votes. Officers of the Association shall be entitled to one vote each.

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10 ANNUAL GENERAL MEETING:

- 10.1 Date: Each season the Association shall hold an Annual General Meeting not later than the 3rd July.
- 10.2 Notice: To Call the AGM the General Secretary shall give at least 14 days' notice in writing of the place, date and hour, together with the Agenda to the President, Vice Presidents, Officers of the Association, the General Secretary of each local league, directly affiliated clubs, directly affiliated individuals and the Association's representative on the National Council.
- 10.3 Accredited Representatives: Each local league shall appoint one accredited representative to attend who shall hold an official accredited representative's card signed by the General Secretary of the League. Only the accredited representative shall be eligible to cast the leagues vote(s). The accredited representative of a local league may be an Officer of the Association but may not represent more than one league.
- 10.4 Right to Attend: Attendance at the meeting shall be open to all members.
- 10.5 Agenda: The following items shall be included
 - 10.5.1 Minutes of the previous AGM
 - 10.5.2 Minutes of any Special General Meeting held since the previous AGM.
 - 10.5.3 Annual Report of Management Committee.
 - 10.5.4 Statement of accounts.
 - 10.5.5 Propositions for alteration of Rules (if any).
 - 10.5.6 Motions of which the General Secretary had notice in writing not later than the 1st June.
 - 10.5.7 Election of Patron, President Life Members and Vice Presidents (these shall only be nominated by the management Committee).
 - 10.5.8 Report on election of Officers.
 - 10.5.9 Report on election of Management Committee Members.
 - 10.5.10 Report on election of National Councillor.

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10.5.11 Election of Auditor (there shall be one auditor elected).

10.5.12 Election of Board of Appeal: A Board of Appeal shall be elected consisting of 5 persons.

10.5.13 Motions not included in the Agenda shall not be voted upon.

10.6 Voting: Officers of the Association, directly affiliated clubs and directly affiliated individuals shall have one vote each; a local league having 20 or less affiliated clubs in membership three votes; 21 clubs and not exceeding 40 clubs six votes; 41 clubs or more nine votes.

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.

10.8 Fine for Non-Attendance: Any local league not represented at the AGM by an accredited representative shall be fined the sum of £25.00.

11 SPECIAL GENERAL MEETING:

11.1 A Special General Meeting shall be convened on a resolution of the Management Committee or within 28 days of receipt by the General Secretary of a requisition signed by 5 affiliated leagues stating the business to be transacted at that 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 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 Account shall be signed by the Treasurer and any one of the following: Chairman, General Secretary, one other person nominated by the Management Committee.

12.3 The financial year of the Association shall end on the 30th April.

12.4 Auditor. The accounts of the Association shall be audited each season by an auditor elected at the AGM.

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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 E.T.T.A. who shall hold them for a period of 6 years in trust to pay them to any organisation set up with identical or similar objects to those of the Association (the E.T.T.A. during such period making every endeavour to promote and encourage the formation of such an organisation) and thereafter for the general purposes of the E.T.T.A..

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 E.T.T.A. or the principles of natural justice.

14.3 Any such appeal shall be made in writing to the General Secretary within 21 days of notification of the decision or action appealed against, and shall be accompanied by a fee of £1.00 in the case of an individual or £2.00 in the case of an organisation which 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.

14.6 To reach the Association's decision under Rule 14.1 each appeal shall be determined by three members of the Board of Appeal elected under Rule 10.5.12. The three members shall be selected by the Management Committee, who shall also designate one of these as chairman.

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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 game of Table Tennis into disrepute.
- 15.2 A Member shall not without good and sufficient cause:
 - 15.2.1 absent himself from the Hearing of any allegation or appeal after having been requested with a reasonable notice to attend.
 - 15.2.2 refuse or neglect to answer any question put to him in connection with such allegation or appeal if directed to answer by the chairman of the adjudicating body.

16 SUSPENSION:

- 16.1 For a breach of this Association's Rules or Regulations the Association shall have power to suspend any local league, club, player or official within its jurisdiction, under the power created by E. T. T. A. Rules and subject to the right of appeal provided by such Rules.
- 16.2 The E.T.T.A. General Secretary shall be notified of any suspension under this Rule.
- 16.3 Such suspension shall be enforced by all bodies in this County, but shall operate only within the jurisdiction of this Association the suspended person or body being deprived of the privileges of membership of or affiliation to this Association and any local league or directly affiliated club affiliated to this Association, but not of the privileges of membership of or affiliation to the E.T.T.A. enjoyed outside the jurisdiction of this Association.

17 DISCIPLINARY COMMITTEE:

- 17.1 The Standing Sub-Committee referred to in the Rule 9.10.11 shall be called the Disciplinary Committee and shall consist of five persons, one on whom shall be designated as Chairman by the Management Committee.
- 17.2 Members of the Disciplinary Committee shall (unless they resign) serve until the end of the season in which they are appointed, and thereafter until the appointment of their successors. Casual vacancies shall be filled by the Management Committee.
- 17.3 A decision may be taken by not less than three members, all of whom must have been present throughout the hearing.

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- 17.4 Any member of the Committee having an interest in a matter to be discussed must declare that interest as soon as he is aware of it, and must not be present in his capacity as a member of the Disciplinary Committee during the transaction of that business.
- 17.5 Should disqualification under Rule 17.4 leave less than three members as required by Rule 17.3, the Management Committee shall appoint sufficient temporary members to make the number up to three, such members serving only for the particular matter for which they are appointed.
- 17.6 The Disciplinary Committee shall deal with any allegation under Rule 17.7 of breach of Rule or Regulation of the Association.
- 17.7 Any allegation referred to in Rule 17.6 must be made in writing to the General Secretary specifying the Rule or Regulation alleged to have been broken, the name of the member or organisation alleged to be in breach and the date and place of the alleged breach.
- 17.8 The Disciplinary Committee shall follow the procedure laid down by the National Council of the E.T.T.A. as included in Appendix E to the Rules of the E.T.T.A.
- 17.9 If a formal allegation is proved to its satisfaction the Disciplinary Committee shall have the power to impose on the member or organisation guilty of such breach (the offender) one or more of the following penalties.
- 17.9.1 That he be suspended from the privileges of membership of this Association either indefinitely or for a stated period.
- 17.9.2 That he be fined.
- 17.9.3 That he be censured.
- 17.9.4 That he be dealt with in such other manner as the Disciplinary Committee may think fit.
- 17.10 The Chairman of the Disciplinary Committee shall, within seven days of the hearing, notify the decision in writing to the General Secretary, who shall then notify the member or organisation in writing, at the same time sending the member or organisation a copy of Rule 18 (Right of Appeal) if the charge has been proved.

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18 RIGHT OF APPEAL:

- 18.1 Any member, affiliated club or local league aggrieved by a decision or action of this Association, or a Committee, Officer or official (except the proper determination of an Appeal), or by neglect or refusal to do something which this Association or such Committee, Officer or official of this Association is under a duty to do, may appeal against such decision, action, neglect or refusal to the E.T.T.A. Board of Appeal.
- 18.2 Any appeal under Rule 18.1 shall be made in writing to the General Secretary of the E. T. T. A. within 21 days of notification of the decision or action appealed against, and shall be accompanied by a fee of £5.00 in the case of an individual or £15.00 in the case of an organisation, which shall be returned if the adjudicating body consider the making of an appeal to have been justified (whatever the result).

19 MATTERS NOT COVERED BY RULES:

In the event of any question or matter arising which is not provided for in these Rules, it shall be dealt with by the Management Committee.

20 ALTERATION OF RULES:

- 20.1 These Rules may be changed (whether by addition, alteration or deletion) only by decision of an Annual General Meeting or of a Special General Meeting convened for the purpose.
- 20.2 Proposals for such changes to be considered by the next AGM shall be submitted in writing to reach the General Secretary not later than the 1st April.
- 20.3 All proposals so received shall be circulated to all local leagues, directly affiliated clubs and directly affiliated individuals affiliated to the Association by the 1st May.
- 20.4 Amendments or alternative proposals dealing with the same subject matter shall be accepted for consideration by the AGM if submitted in writing and received by the General Secretary not later than the 1st June.
- 20.5 Proposals for such changes to be considered by a Special General Meeting shall be submitted to the General Secretary in writing together with the requisition for the Special General Meeting.
- 20.6 Before any resolution altering these Rules shall be declared carried at least two-thirds of the total votes cast must be in favour of that resolution.

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20.7 Notwithstanding the provisions of Rule 20. 1, the following rules, that is: Rules 2.1, 2.2, 3, 4.2, 5.1.2, 5.2, 6.1, 6.5, 8.4, 9.10, 9.10.1, 12.2, 13, 14, 15, 16, 18, 20.1, 20.7, 20.8

may not be changed without the previous written consent of the National Council and may be changed by the National Council without any such change requiring to be approved by a County General Meeting: such a change shall take effect on a date to be specified by the National Council being a date not earlier than one month after the County Association has been given notice of the change.

20.8 The Rules of this Association are subject to the approval of the E.T.T.A.

21 CHANGE OF SECRETARY:

It shall be the responsibility of an affiliated club or local league changing its Secretary or the Secretary changing his/her address, to notify the General Secretary of the Association in writing within three days of the change.

22 CONCERNING PLAYERS:

22.1 Any player selected to play in Association trials or chosen to represent the Association in a County match or Exhibition match who (without good and sufficient cause) refuses to comply with the arrangements of the Management Committee for playing in such a match or trial may be adjudged by the Management Committee to be guilty of misconduct and dealt with accordingly and any club, league or official who may be deemed to have encouraged or instigated such player to commit a breach of the instructions or Rules shall be dealt with by the Management Committee.

22.2 Players chosen to represent the Association in a County match must wear the Official County shirt (navy blue) and badge (if awarded). Men must wear navy blue shorts and women navy blue skirts or shorts.

23 COUNTY BADGE:

23.1 The Yorkshire Badge, consisting of a white rose on a coloured background with a form of designation also shall be awarded to players who have represented the Association on one First Team or three Second or subsequent Team Matches in Cadet, Junior, Senior or Veterans Division County Matches.

23.2 Special Award Badge. The Annual General Meeting shall have power to confer a Special Badge on any person of exceptional services rendered, but only on the nomination of the Management Committee.

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24 CLOSED CHAMPIONSHIPS:

The management Committee shall have power to arrange and control the Yorkshire Closed Championships. Entries shall be restricted to affiliated members of the Association who are eligible for selection to represent the Association in County Championship matches.

25 OPEN CHAMPIONSHIPS:

The Management Committee shall have power to arrange and control Yorkshire Senior and Yorkshire Junior Open Championships which shall be staged in accordance with E.T.T.A. Open Tournament Regulations.

26 COMPETITIONS:

The Management Committee shall have power to arrange and control:

- 26.1. County Championship matches.
- 26.2 The Yorkshire League matches.
- 26.3 The Yorkshire Club Championships.
- 26.4 Association Trials and Exhibition matches.
- 26.5 The Yorkshire Summer League.

27 EMERGENCY POWERS:

The Chairman and General Secretary shall be empowered to act in case of an emergency and decisions shall be given, subject to confirmation at the next meeting of the Management Committee.