

SOUTH WEST ATHLETICS LEAGUE

CONSTITUTION

1. NAME

The name of the league shall be “**SOUTH WEST ATHLETICS LEAGUE**” (Hereinafter called the “South West League”).

2. OBJECTIVE

To encourage and promote athletic competition between clubs from the South West of England.

3. DUTIES

- a) To ensure that athletic competition which is organised and promoted by the South West League, be in strict accordance with the Laws & Rules defined by the UKA.
- b) To arrange and supervise as far as possible, athletics meetings on a league basis for T & F competition.
- c) To maintain minutes of all proceedings with a record of members attending and to furnish clubs with copies thereof.

4. MANAGEMENT

- a) The management of the South West League shall be vested in a general committee. This committee shall consist of elected officers – Chairman, Vice-Chairman, Hon General Secretary, Hon Treasurer, together with one representative member from each affiliated club.
- b) All members of the General Committee shall be entitled to one (1) vote on any matter proposed and seconded with the exception of the Chairman, who shall have the casting vote if necessary.
- c) The Officers, who shall be elected annually at the Annual General meeting, will form an Executive Committee for the purpose of carrying out administrative work as defined under Rule 12 during their term of office. The Executive Committee will record minutes and seek approval at a General Committee Meeting of the decision taken by it.
- d) The Executive Committee shall have the power of co-option.

5. OFFICE OF PRESIDENT

By unanimous agreement, the General Committee may invite any person of long standing and close association with athletics, to accept office and appointment as President of the South West League. The appointment may be held for a period not exceeding five years.

6. AFFILIATIONS

- a) Any club wishing to join the league shall make a written application which will be considered at the AGM before the next T & F season. They should enclose the appropriate affiliation fee when the application is approved.
- b) The league shall be limited to an affiliation of not more than twenty-eight clubs.
- c) In the event that applications exceed the number of vacancies, an election will take place involving the clubs applying, and those clubs and vacancies which comprise an equal number of places from the bottom of the third division.

Each affiliated club will have a number of votes equivalent to the number of places to be elected. The clubs receiving the greatest number of votes will be elected.

7 SUBSCRIPTIONS

- a) Affiliation fees for both League and Cup competition shall be determined at the AGM each year and shall be paid by 1st January for the following season.
- b) Clubs that are not fully paid up in accordance with Rule 6 will not be eligible to compete in league meetings or to be represented at those meetings.

8 RULES OF COMPETITION (hereinafter called “the rules”)

- a) The rules as defined by the UKA together with any local South West League rules as deemed necessary shall be the sole rules under which athletic competition shall be promoted and held by the league.
- b) Any such local South West League rules considered necessary shall be clearly printed in the documents issued to all affiliated clubs, no later than two calendar months prior to the first match. All proposed changes must be notified to the secretary at least four weeks prior to the AGM for inclusion in the Agenda (in accordance with rule 10(f) for approval by clubs.
- c) It is the responsibility of member clubs to bring to the notice of their athletes, any such rules, and to ensure as far as possible that the rules are understood.

9. FINANCE

- a) The accounts of the League, maintained by the Treasurer, will end on 20th September annually
- b) Cheques and other financial instruments shall require two signatures of officials agreed at the AGM.
- c) A bank account or equivalent shall be maintained.
- d) The income and property of the South West League, wheresoever derived shall be applied solely to its stated objectives (para 2) and no portion thereof shall be paid or transferred directly, or indirectly by way of dividend, bonus or otherwise by way of profit, to any member of the South West League, unless covered by Rule 14.

10. ANNUAL GENERAL MEETING

A General Meeting of the league shall be held annually before the end of the month of November (The date being notified to the clubs in the August prior to the meeting) to conduct the following business:-

- a) To receive, consider and, if approved, adopt the annual reports of the Secretary and Divisional Secretaries.
- b) To receive, consider, and if approved, adopt the Treasurer’s report and accounts.
- c) To elect the officers and officials of the league as detailed on Section 4 (a). Nominations for such positions shall be notified to the Secretary not later than four weeks before the meeting. Such officials shall form the Executive Committee.
- d) To transact such other business as has been properly notified by affiliated clubs to the Secretary, in writing, not later than four weeks before the Annual General Meeting.
- e) To transact such business as may be determined by the Executive Committee.

- f) The Secretary shall give affiliated clubs and members of the Executive elected in accordance with Section 4 (a) at least twenty-one days notice convening the General Meeting with an agenda to be conducted. No other business may be conducted at the meeting.
- g) The President, or in his absence or at his request, the Chairman of the Executive shall preside at such meetings.
- h) Each club affiliated to the League shall be entitled to send one (1) representative to the meeting who will be entitled to vote.
- i) The President and Officers of the League shall be entitled to vote at any General Meeting.
- j) Voting shall be confined to those present and entitled to vote and shall be by a show of hands unless a ballot is demanded by not less than seven persons present and entitled to vote. The Chairman of the meeting to vote only in the case of a tie to determine the matter. In the event of a ballot being required, the meeting shall elect two members to supervise and count the votes cast and report the results to the Chairman of the meeting.
- k) A simple majority shall determine any matter except on proposed changes of Rules of Competition which shall require at least at least two thirds of those present and entitled to vote.
- l) Any change to the Constitution should be proposed in draft at least one month before an AGM or Extraordinary General Meeting and voted on at the at that AGM or EGM. A two thirds majority will be required in this case also.
- m) No business shall be transacted at any General Meeting unless a quorum is present when the meeting opens. The quorum shall be two thirds of the number of clubs currently affiliated, paid up members for the previous season. And entitled to vote.
- n) To agree dates and venues, the method of scoring, and the number of clubs to be promoted and relegated from each division for track and field meetings for the following season.
- o) To ratify the composition of the divisions for the forthcoming season including further applications for membership.

11. EXTRAORDINARY GENERAL MEETINGS

An extraordinary General Meeting of the League shall be convened on the instruction of the Executive Committee or within twenty-eight days of the receipt by the Secretary of a written request by at least one third of the General Committee. The Secretary shall give all members of the League at least 14 days notice of such a Special Meeting and the business to be conducted thereat. No other business shall be dealt with by the meeting. The entitlement to vote, voting procedures and quorum shall be determined as Rule 10 of the Constitution Rules.

12. THE EXECUTIVE COMMITTEE – Duties and Powers

The Executive Committee shall:-

- a) Arrange league competition of track and field affiliated clubs. Clubs will be invited to host meetings and may, if they wish, apply to the league for financial assistance in respect of costs incurred in providing competition facilities.
- b) Receive and retain all affiliation fees, grants, etc and any sums due or granted to the league and to control expenditure.
- c) Do all things as are incidental to or conducive to the attainments of the objects of the league.

- d) The Executive to meet as often as necessary, The Secretary to give at least two weeks notice of such meetings and the agenda to be discussed. The Chairman of the meeting may, at his or hers sole discretion, permit any other business to be raised and dealt with at the meeting.
- e) The Executive Committee shall have the power to co-opt any persons for the purposes of undertaking any special duties. Such membership shall convey no voting powers.
- f) The Executive Committee shall have the powers to fill any vacancy, and any person so elected shall have the power to vote.
- g) No business shall be transacted at the Executive Meeting unless a quorum is present when the meeting opens. The quorum shall be four (4) members present and entitled to vote.
- h) All decisions of the Executive Committee are binding upon all affiliated clubs and their members.

13. PROPERTY

Any property of the league shall be vested in the officers for the time being, who shall deal with it as directed by the Executive Committee.

14. TERMINATION OF THE SOUTH WEST LEAGUE

- a) In the event of the South West League having to be dissolved, the General Secretary shall call an Extraordinary General Meeting.
- b) The General Committee shall then decide on the disposal aspects of any such property belonging to the South West Athletics League, and the distribution of any monies remaining in the league accounts.
- c) All voting decisions relating to paras (a) and (b) above shall require a two thirds majority in favour of a proposal.
- d) Should agreement not be reached on any matter or aspect of the dissolution procedures, the Executive Committee shall have the power to refer the matter to an independent athletic association/body. The decision of the association/body shall be deemed final.

15. GENERAL

Any matters not provided for these rules shall be dealt with by the Executive Committee who may not delegate the authority conferred upon it under this rule.

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