



# THE EAST ANGLIAN CROQUET FEDERATION

## CONSTITUTION (as amended on 1<sup>st</sup> May 2020)

### 1. NAME

The name shall be "The East Anglian Croquet Federation".

### 2. AREA OF INFLUENCE

The Area of Influence of the Federation shall be the same as that covered by the current administrative areas of Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Norfolk and Suffolk.

### 3. AIMS

The aims of the Federation shall be to promote the game of croquet and to coordinate the activities of croquet clubs in and near the Area.

The Federation shall be a Member of The Croquet Association

### 4. MEMBERSHIP

A Member Club shall be any croquet club (or croquet section of larger clubs) in or near the Area of Influence which on application pays the relevant annual subscription/joining fee as determined by the Annual General Meeting (AGM). A Member Club which has not paid the subscription by such default date as the Executive Committee prescribes may, at the discretion of the Executive Committee, be deemed to have resigned.

- i) There shall be the following classes of Member Clubs:

Full Member Clubs. These shall be clubs which are registered with the Croquet Association (CA) either as Full or Affiliate Clubs.

Associate Member Clubs. These shall be clubs which are not registered with the CA. The contact details of Associate Member Clubs will be listed on the Federation's website and they will be eligible for support from the Federation in the form of advice, coaching and equipment hire but will not be eligible to enter any of the events organised by the Federation or to vote at a General Meeting.

### 5. GENERAL MEETINGS

- i) FREQUENCY

There shall be at least one meeting each year.

- ii) LOCATION

All meetings are held within the Area of Influence.

- iii) NOTICE OF MEETINGS

There shall be at least 14 days notice of meetings given to all Members.

- iv) VOTING

Each Full Member shall be entitled to send two voting delegates. In addition members of the Executive Committee of the Federation shall be entitled to attend and vote. Other interested persons may attend general meetings, but they shall not be entitled to vote. In

the event of a tie the chairman of the meeting shall be entitled to an additional casting vote. The chairman of any General Meeting shall be the chairman of The Executive Committee or in his absence any member of the Executive Committee elected as chairman by a simple majority of votes of those present and entitled to vote.

v) MOTIONS

Motions, except for amendments to the Constitution or for the dissolution of the Federation, shall be carried by a simple majority of votes cast from those present and entitled to vote.

vi) QUORUM

A quorum shall consist of six persons present and entitled to vote.

vii) ANNUAL GENERAL MEETINGS

The Annual General Meeting will be held, in or about March each year, to elect the Executive Committee, approve the Accounts, appoint an Examiner, and transact general business.

viii) EXTRAORDINARY GENERAL MEETINGS

An Extraordinary General Meeting may be called at the discretion of the Executive Committee, or at the written request of at least three Full Member Clubs. On receipt of such a request, the Executive Committee must arrange the meeting within two months of the date of receipt. The business to be considered at the meeting shall be specified in the notice of the meeting.

## 6. EXECUTIVE COMMITTEE

- i) The Committee shall consist of a Chairman, Secretary, Treasurer and at least one other person all of whom shall be elected at the Annual General Meeting but no-one shall be eligible for election as Chairman if they have held that Office for the previous five years. All Committee members who wish to continue (apart from ex-officio members) shall offer themselves for re-election at the AGM

In addition the elected representatives on Council for the East Anglia constituency of the Croquet Association shall be ex-officio members of the Committee. An ex-officio member may stand for election at the Annual General as Chairman, Secretary or Treasurer and will be subject to the requirement of annual re-election as long as he or she wishes to continue in that role.

- ii) Decisions made by the Committee shall be on the basis of a simple majority of votes.

In the event of a tie the chairman of the meeting shall be entitled to an additional casting vote.

- iii) A vacancy on (or in addition to) the Committee may be filled by co-option. Such co-opted members will hold office until the next Annual General Meeting.
- iv) The Committee shall meet at least twice a year, the time and place to be fixed by themselves. Three members will form a quorum.
- v) Nomination of candidates for election as Executive Committee members shall be made in writing to the Secretary at least 7 days before the AGM. Nominations can only be made by an officer of a Full Member Club. In the absence of nominations prior to the

meeting nominations may be taken from the floor. All nominations shall have the consent of the nominee.

## **7. FINANCE**

The Treasurer shall transact the financial business of the Federation, and shall present the examined Accounts made up to the 31st December of the previous year at the Annual General Meeting.

Bank accounts shall be in the name of the Federation. Drawing on these accounts shall be done by any two of the Treasurer, Chairman and Secretary, except as otherwise determined by the Executive Committee, or a General Meeting.

## **8. AMENDMENTS TO THE CONSTITUTION**

Notice of motions to amend the Constitution shall be sent to all Members at least 14 days before the meeting at which they will be put.

An amendment to the Constitution shall be carried only if at least two thirds of the votes are in favour.

## **9. DISSOLUTION**

Notice of motions to wind up the Federation shall be sent to all Members at least 14 days before the meeting at which they will be put.

If, at any General Meeting, a resolution for the dissolution of the Federation shall be passed by at least two thirds of those present and entitled to vote, the Federation shall be formally wound up and the assets transferred to the Croquet Association.