



**The Kernow Pétanque Association
Constitution and Rules**

Adopted 24 February 2008. Amended 7 February 2010, 12 February 2012; 16 February 2013; and 3 March 2019.

1 Name

The Association shall be called the Kernow Pétanque Association. The name **Kernow Pétanque** may be used for promotional purposes.

2 Objects

The Objects of the Association are to promote the sport of pétanque by all means at its disposal, including:

- 2.1 promoting public awareness of the sport.
- 2.2 organising competitions.
- 2.3 instruction in the sport.
- 2.4 promoting international links.

3 Registered office

The registered office of the Association shall be at such address as the Management Committee shall from time to time decide.

4 Definitions

4.2 Members

Members of the Association shall be persons who have paid the annual fee appropriate to their category as defined in clause 6.2. Membership shall not be denied to any person on the grounds of gender, race, religion, colour, politics, disability, age or sexual orientation.

4.3 PE

Pétanque England.

4.4 KPA / The Association

Kernow Pétanque Association.

4.5 MC

The Management Committee of Kernow Pétanque Association.

4.6 Affiliated Leagues

Affiliated Leagues shall be such Pétanque Leagues as are admitted to the Association in the manner described in the Constitution and Rules clause 6.4.

4.7 Registered clubs

Shall be such Pétanque clubs as are admitted to the Association in the manner described in the constitution and rules clause 6.3.

5.0 Structure of the Association

5.1 Member

Individual members who may be members of registered clubs or independent (unattached to a registered club).

5.1 Club

Clubs shall be as currently defined in the constitution and rules of Pétanque England.

6.0 Membership

6.1 Individuals and clubs shall have completed the application or renewal form for the time being prescribed by the KPA and shall have paid the appropriate fee.

6.2 Individual membership shall be in the following categories:

6.2.1 Ordinary Members Shall be adults aged 18 or over on 31st December of the current year.

6.2.2 Juniors Shall be aged under 18 on 31st December of the current year.

6.2.3 Cadets Shall be aged under 14 on 31st December of the current year.

6.2.4 Minors Shall be aged under 11 on 31st December of the current year.

6.2.5 Honorary Life Membership May be given by the KPA. A maximum of three life memberships may be awarded in any one year.

6.2.6 Refusal of membership.

The MC has the right to refuse an application for membership. Notice of refusal must be sent to the applicant advising that, should the applicant wish to appeal against the refusal they may do so in writing to the KPA President within 14 days.

6.3 Registered Clubs shall be such Pétanque Clubs as are admitted to the Association having a constitution and rules which do not conflict with those of the Association or of Pétanque England. The Officers and at least six Members of such clubs shall be and remain members of the Association.

6.4 Affiliated Leagues shall be such Leagues as are admitted to the Association having constitution and rules which do not conflict with those of the Association. Such leagues shall require all players to be and remain members of the Association.

7. Elections for office

7.1 Nominations

All members nominated must consent to be nominated and to serve if elected.

7.2 Election

If there are no more nominations than vacancies for a particular office then the presiding officer at the AGM shall declare that member(s) to be elected.

8 Powers and duties

8.1 KPA Management committee

The MC shall have the following powers and duties:

- 8.1.1** To be the managing authority of the Association.
- 8.1.2** To promote and develop the game of Pétanque in Cornwall.
- 8.1.3** To fill casual vacancies arising on the MC.
- 8.1.4** To appoint sub-committees for specified purposes and duration.
- 8.1.5** To co-opt additional members as and when deemed necessary or desirable.
- 8.1.6** To establish as and when required disciplinary tribunals to hear and determine appeals in accordance with clause 11.
- 8.1.7** To propose changes to the constitution and rules for the decision of the members in General Meeting.
- 8.1.8** To hold and operate assets and the funds of the County Region.
- 8.1.9** To prepare and present an annual budget.
- 8.1.10** To propose rates of subscription for the decision of members in General Meeting.
- 8.1.11** To organise and run competitions
- 8.1.12** To nominate candidates to Pétanque England MC.
- 8.1.13** To receive notice of Pétanque England general meetings and submit motions to the Pétanque England General Meeting.
- 8.1.14** To participate in the requisition for a Pétanque England extraordinary general meeting.
- 8.1.15** To organise and fund coaching.
- 8.1.16** To establish and maintain qualified umpires.
- 8.1.17** To make awards (funds permitting) to individual members or teams towards the cost of participating at national or international level.
- 8.1.18** To generally act in the name of the Association as required by the constitution and rules.
- 8.1.19** Jointly to ensure that appropriate measures are taken at all KPA events to ensure the health and safety of players and others, and that Pétanque England policies and guidelines are followed on safeguarding, equity and conduct, and such other policies and guidelines as may be introduced in future.

8.2 President

- 8.2.1** To preside when present at meetings of the MC.
- 8.2.2** To preside when present at general meetings of the Association and shall *ex officio* be a member of all standing committees.
- 8.2.3** To act as counter signatory in respect of any property or financial transactions on behalf of the Association

8.3 Vice President (Development)

8.3.1 To carry out activities aimed at developing interest and participation in pétanque in Cornwall as represented by KPA, together with such other activities as may from time to time be determined by the MC.

8.3.2 To preside at meetings in the absence of the President.

8.4 Youth Development Officer

8.4.1 To carry out activities aimed at developing interest and participation in pétanque in Cornwall among young people, through liaison with individuals, clubs, schools and youth organisations and such other means as may be appropriate.

8.4.2 The postholder must be willing to undergo a DBS check for this role together with such other guidance as may be set out by Pétanque England or other appropriate bodies.

8.5 Secretary

8.5.1 To convene, attend and keep minutes of all meetings of the MC and general meetings of the association.

8.5.2 To establish and maintain communication with the general membership.

8.5.3 To act as counter-signatory in respect of cheques drawn on behalf of KPA

8.6 Treasurer

8.6.1 To operate the Association's finances.

8.6.2 To prepare the books of account for audit.

8.6.3 To prepare and present audited accounts to each annual meeting of the association.

8.7 Membership Secretary

8.7.1 To undertake the administration of the KPA membership.

8.7.2 To maintain the register of members and clubs and / or obtain appropriate information on members and clubs from systems operated by Pétanque England.

8.8 Playing Officer

8.8.1 To co-ordinate and organise the KPA events calendar and competitions.

8.9 Promotions Officer

8.9.1 To promote the sport of Pétanque and the KPA throughout Cornwall.

9. Finance

9.1 Fees

9.1.1 All fees relating to adult members, juniors, clubs and leagues, whether existing members of the Association or joining, shall be at a rate to be determined from time to time by an AGM, or determined by the KPA MC and subsequently confirmed by a vote of members at an AGM.

9.1.2 The Association will pay an affiliation fee to Pétanque England in respect of every member in membership.

9.2 Accounts

Proper books of account shall be maintained by the Treasurer and will be available for inspection by members at any reasonable time.

9.3 Expenses

Reasonable expenses may be reimbursed for costs incurred when previously agreed by the Management Committee.

9.4 Bank account

The Association shall maintain a cheque account with a bank from time to time selected by the MC. Such account shall operate under two signatures of the Treasurer, the President or the Secretary, or other Officers of the MC. Such other accounts as may be deemed desirable may be opened and operated provided the signature requirements are as those for the cheque account.

9.5 Grants

The KPA may not make grants or donations to any person or organisation other than specifically for the achievement of the objectives.

9.6 Borrowing

The KPA may not borrow advances of money at rates in excess of 7% above LIBOR and in any event may not borrow in excess of 10 times its last audited annual income.

9.7 Financial year

The financial year of the Association shall run from 1 January to 31 December in each calendar year.

10. Privileges

10.1 General

Registered individual members, Affiliated Leagues and Registered Clubs shall be covered by such insurance as shall be currently provided through individual and club membership of Pétanque England.

10.2 Individual Members

Shall, on payment of the annual subscription, be eligible to:

10.2.1 Receive such proof of membership as shall be provided currently by Pétanque England

10.2.2 Have particulars recorded by whatever means currently provided for by Pétanque England.

10.2.3 Attend and vote at General Meetings.

10.2.4 Receive one copy of the current Official Rules of the Game of Pétanque.

10.2.5 Participate in the requisition of an Extraordinary General Meeting.

10.3 Affiliated Leagues

An Affiliated League shall be eligible to:

10.3.1 Receive such proof of affiliation as shall be provided currently by Pétanque England.

10.3.2 Have its particulars recorded by whatever means currently provided for by Pétanque England.

10.3.3 Receive one current copy of the Constitution, the By-laws, the Standing Orders for Meetings and the Rules of national competitions.

10.3.4 Receive Notice of General Meetings and submit motions to the Annual General Meeting.

10.3.5 Enter teams in competitions sponsored or supported by the Association.

10.3.6 Purchase sale goods and publications of the Association on behalf of Individual members.

10.3.7 Participate in the requisition for an Extraordinary General Meeting.

10.3.8 Nominate candidates for the League section of the Pétanque England MC.

10.3.9 Appoint a representative to serve on the KPA MC.

10.4 Registered Clubs

A Registered Club shall be eligible to:

10.4.1 Receive such proof of registration as shall be provided currently by Pétanque England.

10.4.2 Have particulars recorded by whatever means currently provided for by Pétanque England.

10.4.3 Receive one current copy of the Constitution & Rules and the Rules of national competitions.

10.4.4 Receive Notice of General Meetings.

10.4.5 Submit motions to the Annual General Meeting.

10.4.6 Enter teams in competitions sponsored or supported by the Association.

10.4.7 Purchase sale goods and publications of the Association.

10.4.8 Participate in the requisition for an Extraordinary General Meeting.

10.4.9 Be part of Kernow Pétanque Association.

11. Discipline

11.1 Matters of discipline should be referred to the MC under the disciplinary rules as advised by Pétanque England and amended by the MC. The MC may also decide to refer disciplinary matters to the National MC for determination.

12 Dissolution

12.1 The Association may be dissolved at any time by consent of a majority of members voting in a Ballot of Members.

12.2 Funds and assets can be transferred to successor bodies on their formation and on dissolution of the Association.

12.3 In the absence of designated successor bodies any funds and assets shall be donated to the Sports Council or, if there be no Sports Council, in such manner as the MC shall decide.

13 Alterations to Constitution

13.1 Method

The constitution of the KPA may be rescinded or altered by vote of two-thirds of the Members present at a General Meeting or at an Extraordinary General Meeting called for that purpose.

13.2 Proposals

Proposals to amend the constitution may be submitted by the MC, affiliated leagues, registered clubs or individual members.

14 Administrative rules

14.1 Annual General Meeting

14.1.1 Date and Place

The AGM shall be held once in each calendar year at such time and place as the MC may from time to time determine.

14.1.2 Preliminary notice

At least 28 days before each AGM, the KPA Secretary shall publish the date, time and place of the meeting. Those entitled and wishing to put proposals to the meeting shall submit their motions to the Secretary at least 14 days before said AGM.

14.1.3 Notice

At least 7 days prior to the meeting the Secretary shall email or post to each Member notice of the meeting and the agenda of the business to be transacted and details of any motions submitted in accordance with the Constitution and Rules.

14.1.4 Agenda

The Agenda will be determined by the President and Secretary and will include *inter alia* the following items: apologies for absence; approve minutes of the previous Annual and any subsequent General Meeting; receive the President's Report; receive and, if so resolved, adopt the Association's accounts and financial reports; determine the rates of registration fees and subscriptions; consider and, if so resolved, approve motions submitted in accordance with the Constitution and Bye-laws (a) to amend the Constitution, (b) as proposed by the MC, (c) as proposed by Affiliated Leagues and Registered Clubs; elect Officers; consider such other business as the Presiding Officer may admit.

14.2 Extraordinary General Meeting (EGM)

14.2.1 Convening

An EGM may be convened by the Secretary by direction of the MC or upon a requisition signed by not less than 15 members.

14.2.2 Location

The meeting shall be held at such place as the MC shall decide.

14.2.3 Failure to convene

Should the Secretary not convene an Extraordinary General Meeting within 36 days of receiving a duly signed requisition, the requisitioners may convene the meeting and shall have a claim upon the Association for all expenses reasonably incurred in convening it.

14.2.4 Notice

The notice convening an EGM shall be sent by email or post to each Member not less than 28 days before the date of the meeting, stating the date, time and place thereof and the purpose for which it is convened.

14.2.5 Quorum

No EGM shall proceed to business unless 25 per cent of the registered members are present.

14.2.6 Business

An EGM shall not be competent to transact any business other than that specified in the notice convening it.