

N.S.M.B.A Constitution (Adopted February 2026)



1 TITLE

The Association shall be called the Northamptonshire Short Mat Bowls Association (N.S.M.B.A.)

2. OBJECT

- a)** To promote, foster and regulate the Short Mat Game in the County of Northamptonshire and to encourage mutual friendship and recreation therein.
- b)** To arrange League Matches, County Championships and additional Competitions for members, including, where appropriate, Inter - county games.
- c)** To aim to bring to the attention of all members all Open Competitions, of which the NSMBA Committee have been notified, which are taking place in Northamptonshire, those offered by the English Short Mat Bowls Association (ESMBA) and those offered by another County Association.
- d)** To act at all times in the best interests of its members and to resolve, where necessary, any disputes arising therein. It is recommended that all Member and Affiliated Clubs have their own Constitution to abide by. Member clubs to liaise with NSMBA Safeguarding Officer with regard to adopting their own Constitution.

However, in the event of a request for help from NSMBA seeking a dispute resolution, it is understood that the NSMBA Constitution will apply.

- e)** The Association shall recognise the ESMBA as the governing body of the game and play to ESMBA rules as detailed in the current version of ESMBA Laws of the Game.

3. AFFILIATION

- a)** Affiliation to the Association shall be open to any Club within the County of Northamptonshire. Each Affiliated club shall pay a yearly affiliation fee to be determined at an AGM.
- b)** If a club does not wish to take full membership of NSMBA, they may elect to affiliate to NSMBA. Affiliated clubs benefit from the receipt of NSMBA minutes and may request the assistance of the NSMBA in the resolution of any dispute.
- c)** Clubs outside of Northamptonshire can only be members of NSMBA at the discretion of the Committee. Those members not registered with ESMBA cannot compete in qualifying matches.

Full membership of the Association shall be open to any person who is a member of a Club which is affiliated to NSMBA

4. FEES AND SUBSCRIPTIONS FOR MEMBER CLUBS

- a)** Each Full Member Club shall pay a yearly membership fee which shall be determined at an Annual General Meeting. The subscriptions shall be payable to the Association before August 31st. in each year. Late submissions will incur a penalty if deemed appropriate by the NSMBA Committee.

b) Each club shall also pay an annual registration fee, for each player registered, before August 31st. in each year. All subsequently received registrations shall incur a surcharge to cover administrative costs.

c) Any club failing to pay the subscription shall forfeit all Rights and Privileges of Membership until the whole of the arrears have been paid.

5. REGISTRATION OF PLAYERS

a) Clubs shall forward a full list of registered club players to the County Membership Secretary before August 31st. of each year, with any subsequent changes being advised as these arise. If a club registers a player after August 31st of any year, that player will not be eligible to play in a League match until a period of one week has passed. If a player wishes to become a member of more than one club, that is permissible. However, in order to take part in any Association Leagues, a player must be a current member of all clubs played for, and each relevant club must submit an additional Registration for that player, to NSMBA, as detailed above.

b) NSMBA Competitions, Leagues and other matches organised by the Association are open to any player who is a Registered member of an NSMBA club, and who is normally a regularly attending participant in that club's activities.

c) Any current NSMBA Member must be registered by an NSMBA Club by August 31st. to be eligible for selection to a County Team that season and must also hold membership of ESMBA. A new member, registered after that date, will still be considered for selection.

All winners of NSMBA Qualifying Competitions must be prepared, if selected, to play in County Team matches.

6. FINANCIAL YEAR

The financial year of the Association shall end on March 31st. each year.

7. ADMINISTRATION

a) The Association shall be conducted by a Management Committee which will consist of an Executive Committee and a General Committee.

b) The Executive Committee Should consist of the Chairperson, Vice Chairperson, Secretary and Treasurer.

c) A Quorum for the Executive Committee shall consist of not less than three officers.

d) The General Committee shall consist of up to 12 members of the Association, elected by the members of the Association or co-opted by the current Management Committee.

e) The Management Committee shall have the power to set up Special Committees at any time to deal with specific matters. The Management Committee may appoint from within their ranks the following officers -

i) League and associated competitions Co-ordinator

ii) NSMBA Competition Co-ordinator

iii) Membership Secretary

iv) County Team Manager

v) Also, from within their ranks or co-opted, a Team Captain for any County Team currently viable.

vi) Website Co-ordinator / Administrator, if the role has not already been incorporated into any of the above roles.

vii) Publicity Officer, if the role has not already been incorporated into any of the above roles.

The holders of the above positions will be expected to submit a report to every Committee Meeting. The holders of positions **i) to vii)** will also submit an annual written report to the membership at the AGM.

f) A Quorum for the Management Committee shall consist of at least six officers, of whom a minimum of two shall be Executives.

g) At Management Committee meetings each member present shall have one vote – when necessary, the Chairperson shall have a second casting vote. A simple majority will carry the vote.

h) The Executive Committee shall be responsible to the Management Committee for the day-to-day running of the Association. All decisions made by the Executive Committee shall be reported to the next Management Committee meeting for approval and ratification.

i) The Management Committee shall have the power to fill any vacancy, arising among its Officers or General Committee, in an acting capacity, until ratified at the next AGM.

j) The Executive Committee shall have the power to submit notice of motions and make recommendations to the Annual General Meeting.

k) The Management Committee, Executive Committee and Subcommittees shall meet as often as the business of the Association requires.

The Secretary, in consultation with the Chairperson, may call a Management Committee meeting whenever circumstances warrant it.

Fourteen days written notice of any meeting shall be given by the Secretary to all those entitled to attend.

l) The members of the Executive Committee shall be elected to serve a term of two years and shall be eligible for re-election. To achieve continuity, the Executive Committee will arrange for the election of a fifty percent proportion of Executive Officers annually.

The Chairperson and Secretary will alternate with the Treasurer and Vice Chairperson for two years' service.

m) The General Committee shall be elected by the Membership at the AGM and serve for one year. All General Committee members are eligible for re-election annually.

n) Election to the Executive or General Management Committee of the NSMBA is open to every fully paid-up member of the Association. Under normal circumstances, no person may be elected to the Committee of the NSMBA who is not in attendance at the AGM.

8. ANNUAL GENERAL MEETING

a) The Annual General Meeting shall be held not later than the 30th of June.

The following business shall be conducted:

- i) To receive the Chairperson's written report.
- ii) To receive the Secretary's written report.
- iii) To receive the Treasurer's written report, including the fully audited accounts.
- iv) To receive written reports from:
 - * League and associated Competitions Co-ordinator
 - * National Qualifier/NSMBA Competition Co-ordinator
 - * County Team Manager or Team Captain(s)
- v) To receive the Membership Secretary's written report.
- vi) To receive the Website Administrator's written report
- vii) To receive the Publicity Officer's written report, if applicable.
- viii) To select the Office Bearers of the Association for the next year.
- ix) To determine the annual fees for affiliation and membership.
- x) To receive, discuss and vote on any amendments to the Constitution.
- xi) To elect an Auditor to act for the Association.

Reports will be issued electronically, at least 7 days before the AGM, to all Member Club Secretaries and Affiliated Club Secretaries. If a hard copy is required, then requests should be made to the NSMBA Secretary. No hard copies will be made available at the AGM.

b) The method whereby the AGM will be called will be as follows:

i) Written notice will be given to each Club, not later **than the last day of January**, as to when the AGM will be held, listing those positions that are liable for election and asking for proposals and nominations.

ii) All proposals from Clubs for office bearers, or Constitutional changes, shall be put in writing to the Association Secretary not later than the **1st of February**.

iii) Each club will receive a draft copy of the Accounts and stock valuation, with nominations for the office bearers and any proposed Constitutional changes, not later than the **last day of April**.

c) At the AGM all members present may vote. (Voting to be by paper ballot where necessary.) Changes to the Constitution shall require a majority of two thirds of the votes cast. All other voting shall be concluded by a simple majority. The Chairperson may use a casting vote if necessary.

d) Special General Meetings may be called by the Management or Executive Committee, or on request of at least 60% of registered Member Clubs. The notice calling for such a meeting shall state specifically the purpose for which it has been called, and no other business shall be transacted at that meeting. At least fourteen days written notice of the meeting shall be given by the Secretary to all those entitled to attend.

9. POWERS OF ASSOCIATION COMMITTEES

a) The Executive Committee shall have the power to suspend any Club or Member in breach of these rules, or if, in the opinion of the Committee, they bring the Game into disrepute.

b) The Executive Committee shall be the sole interpreters of these rules, and decisions shall be binding until confirmed by the Management Committee.

c) Decisions of the Management Committee may be appealed and, if no agreement can be reached locally, may ultimately be referred to ESMBA as the final arbiter.

10. APPEALS

All disputes referred to the Association shall be determined by the Management Committee. The Secretary must be notified in writing about the subject of any appeal and will call a meeting of the Management Committee to settle the appeal – the Management Committee may call upon any/all involved parties as deemed necessary in order to resolve the matter.

The ESMBA may be the final Arbiter in any appeal.