



arbroath & district pool league

ARBROATH AND DISTRICT POOL LEAGUE

CONSTITUTION

Arbroath and District Pool League – Constitution

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REVISION STATUS		Revision Details	Approved AGM Year
REV.	Date		
0	31.07.14	First issue of updated/reviewed Constitution	2014
A	24.07.15	Amended to include changes from 2015 AGM	2015
B	25.07.16	Amended to include changes from 2016 AGM	2016
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Arbroath and District Pool League – Constitution

1. Title

The name of the organisation is “Arbroath and District Pool League”, hereafter referred to as ADPL.

2. ADPL Constitution

This document is the Constitution of the ADPL. The document will govern the organisation and members of the ADPL. The Committee shall be the authority for the interpretation of this document and shall have authority to make a decision on any matter arising which affects the ADPL not covered by the Constitution. The Committee are also responsible for ensuring that this document is modified to include any points of clarification that arise through queries raised by members of the ADPL at either the Annual General Meeting (AGM) or an Extraordinary General Meeting (EGM).

3. ADPL Objectives

The objectives of the ADPL are:-

- a) To manage, promote and support the game of eight-ball pool in public houses and clubs throughout Arbroath and District.
- b) To promote leagues and various competitions throughout the season.
- c) To provide a means of appeal for the final disposal of all disputes that may arise between its members, whether it is in league fixtures or competitions organised by the ADPL or Scottish Pool Association; hereafter referred to as SPA.
- d) The income and property of the ADPL where and when so ever derived shall be applied solely towards the objectives of the ADPL.

It will be the policy of the ADPL to make all reasonable efforts to ensure that its decisions adhere to and support the above objectives.

4. Structure

The ADPL hierarchy shall be structured as follows:-

- a) Committee
 - President
 - Vice President
 - Match Secretary
 - Treasurer
 - Secretary
 - Ordinary Member (4no.)
 - i. Refer to Appendix A for the roles and responsibilities of the Committee.
 - ii. No more than three members of the same team can sit on the Committee at any one time.
 - iii. The Committee requires six members to form a quorum in order to conduct business.
 - iv. In all matters the President shall have the casting vote.
 - v. The Committee shall meet during the season to deal with matters relating to the ADPL.
 - vi. The Committee hold the powers to fine, suspend or even expel any member, team, public house or club for breach of rules or failure to comply with any decision of the ADPL.

- b) Election and Termination
 - i. The ADPL's Committee positions are re-elected on an annual basis.
 - ii. Only current ADPL members are eligible to put themselves forward for election to the Committee.
 - iii. Any member who cannot attend the AGM can inform the President, Match Secretary or Secretary in writing before the AGM, intimating their intention to stand for election. A member present at the AGM can also nominate a member for election.
 - iv. Should a member of the Committee resign before the AGM then the Committee shall have the right to appoint a replacement on an interim basis until the next AGM.

5. Meetings

The ADPL AGM shall be held before the start of each new season. The time, date and venue shall be confirmed to the members in advance. This will be communicated through the ADPL Website and/or the local newspaper (Arbroath Herald). Captains from the previous season shall also be notified by telephone or text message.

Any AGM proposals should be made in writing and submitted to any member of the Committee a full seven days in advance of the date of the meeting.

Proposals will be collated by the Secretary and then posted onto the ADPL Website in advance of the meeting to ensure the members can discuss the proposals before deciding on how to vote.

An EGM can be called by either the Committee or through 15 or more members petitioning the President on a single issue. EGM's should be reserved for matters that will have a material effect on the ADPL or their events. There shall be a period of fourteen days' notice required in calling an EGM.

6. Voting Rights and Procedures

At any AGM, members have the right to raise points of clarification and indeed propose changes to the way the ADPL operates. Any fundamental changes should only be raised at an AGM or EGM.

a) Voting on any proposal shall run as follows:

- i. The President defines the vote for each round and this process continues until there are only two proposals remaining.
- ii. All proposals on a single issue will be taken by the President, should these be discernibly different from each other, those proposals should be voted on by the body of the hall with the least popular being excluded on each round.
- iii. At this stage the proposal with most votes is then matched against the status quo.
- iv. If the proposed change then defeats the status quo in the last round of voting the motion is carried.

7. Finance

- a) The financial year for the ADPL shall run from the date of the previous AGM to the date of the next AGM.
- b) All funds belonging to the ADPL shall be deposited in an account(s) that carry the organisations title.
- c) The account(s) must operate on two signatories, one of whom will be the Treasurer and the other the President.
- d) At each AGM the Treasurer will present a summary of the organisations accounts showing all income and expenditure since the last AGM.

8. Code of Conduct

The Code of Conduct applies to all ADPL events (including league fixtures) in singles or as part of a team in a competition governed by the ADPL or the SPA.

Implicit in a player entering an ADPL event (or tournament run by the ADPL), is that they agree to abide by the code of conduct of the ADPL. This applies to both players and officials. When attending an event a player is fully responsible for, not only their behaviour, but also any guests they have in attendance with them.

- a) Firstly, all players are expected to abide by the laws of the land.
- b) Players must treat each other with respect and not engage in that would bring the ADPL into disrepute.
- c) Further to Part 4 a) vi. the ADPL reserves the right to deal with anyone who breaks the Code of Conduct in order to maintain the reputation of the organisation and preserve the safety and enjoyment of the ADPL members.
- d) Any decisions on conduct decided upon while at the event should be made by the Tournament Director (provided they are not unconstitutional) and should be consistent with decisions taken in recent history.
- e) Any decisions taken after the event will be dealt with by the Committee. All incidents reported to the Committee will be dealt with as soon practicably possible. Disciplinary appeals shall be heard by the Committee.
- f) Any violence or intimidation (either physical or otherwise) will result in the player being excluded from the event and may have further repercussions (see part 8 section e). Where this happens at a team event, the whole team will be excluded.
- g) The ADPL should be aware that any decisions made which set a precedent can then be used going forward as the standard treatment for a similar offence.
- h) Breaches of conduct include, but not limited to, threatening behaviour, fighting, drug taking etc.
- i) A breach of conduct will result in disciplinary action by the Committee.

9. Registration

a) Team Registration

- i. At the start of each season, after Registration Night, the Committee shall determine the number of leagues and number of teams in each league for the forthcoming season.
- ii. All teams require a minimum of eight registered players on registration night. Registration night shall be decided by the Committee and notified to members in a similar fashion to an AGM.
- iii. Teams can register, up to a maximum, of fifteen players during the season. However, any winning team will only be presented with twelve trophies or medals.
- iv. Teams are permitted to sign a maximum of two players out with Arbroath and District areas. Areas considered part of Arbroath and District includes Arbroath, Letham and Friockheim. Other areas may also be included but will be verified at the Committee's discretion.
- v. Teams are permitted to sign a maximum of two players that are registered to an IM Area, which is not Arbroath. Players in this category are also not eligible to play in any ADPL local events. This includes, but not limited, to events such as Clifftown Singles, Portcullis Singles, ADPL Singles and Doubles events. Players within this category remain welcome to play in the league. Teams are restricted to two players registered to an alternative IM Area or two 'out of town' players, or one of each restriction. i.e. if a player from Arbroath registered to play IM's in Aberdeen then that player would count as one of the two 'alternative IM registered' or 'out of town' players.
- vi. After an 'out of town' player has participated within the ADPL for a period of five consecutive years the player will no longer be deemed an 'out of town' player and will be removed from the restrictions above.
- vii. Any Captain in doubt about a player registration from an area out with the ADPL should seek clarification from the Committee.
- viii. It is the responsibility of each team Captain to declare the town of residence for each of their players in each season. This should be noted on the Team Registration Sheet. Any Captain declaring false information on this sheet will be fined a minimum of 2 league points per match that the player has been available to play. If the match is a Cup competition then the team shall be removed from that competition immediately.
- ix. Each registered 'out of town' player shall be noted on the team registrations page displayed on the ADPL website.

b) Additional Signings and Transfers

- i. New players can be signed any time during the first half of the season, however, these must be registered with the Match Secretary a minimum twenty-four hours prior to playing.
- ii. New players can be signed after the first half of the season at the Committee's discretion only.
- iii. No transfers are permitted during the first six weeks of the league season.
- iv. No transfers are permitted after the first half of the league season has been completed.
- v. Any player that wishes to transfer must obtain signed permission with a signature from their existing and new team captain's. The transfer form must be

submitted to the Match Secretary along with the correct fee before the transfer will be registered as complete.

- vi. Captains can delete players from their team at any time during the league season.
- c) Additional Player Registration Information
- i. Any player who was registered and played for a team, that during the previous season won a league trophy and/or gained promotion, is not permitted to sign for a team that plays in a division lower than that of their previous team. (i.e. Player A is registered and plays for Team A in Division 2, Team A win promotion as runners-up in the Division. Player A cannot play in Division 2 or lower the next season.)
 - ii. Further to rule 9 c) i. a player is eligible to register for a team in the same Division as their previous team or any division above.

10. Competition Rules

- a) League Matches
- i. All frames shall be played in accordance with the official Blackball Rules, as determined by the European Blackball Association (EBA).
 - ii. A minimum of four members of each team are required to be present in the home team's venue by eight o'clock (20:00hrs). The remainder of the team must be in the venue no later than nine o'clock (21:00hrs).
 - iii. It is the responsibility of each captain to name their player to participate before each frame starts. The home captain must name their player first.
 - iv. All League fixtures shall be in the format of eight singles and four doubles, except in playoffs.
 - v. In the event of a league playoff the fixture shall be in the format of nine singles and four doubles.
 - vi. It is the responsibility of the home team captain to inform the Match Secretary of the result upon completion of the tie. This can either be by telephone call or text message. Failure to do so, and at the Committee's discretion, will result in a one league point deduction.
 - vii. Any team who are found to have played an unregistered player or player registered to an alternative team shall forfeit the match and have one league point deducted.
 - viii. Any team who fails to fulfil a league fixture shall be fined the sum of twenty pounds (£20). Fines must be paid to the Treasurer or Match Secretary.
 - ix. Any team that fails to fulfil more than three league fixtures during the first half of the season shall be removed from the league.
 - x. Any team that fails to fulfil fixtures during the second half of each season shall be subject to disciplinary action by the Committee.
 - xi. It is the responsibility of the home team to ensure an adequate selection of equipment is available. As a guide, adequate equipment is considered to include two cues, one rest and one spider.
 - xii. The use of a spotted cue ball is mandatory in all ADPL competitions. The ADPL shall supply each registered team (at the start of the 2016-17 season only) with a spotted cue ball. After this it becomes the team/publicans responsibility to ensure this is available for match play. Replacements can be bought from the league by contacting the Match Secretary. Any team not using a spotted cue ball will be fined £20. Repeated offences may result in a points deduction or

disqualification from a Cup competition. Final decision to be made by the Committee.

- xiii. It is the responsibility of the home team to ensure match tables are clean, level and free from tears.
- xiv. It is the responsibility of the home team to pay for the use of the match table.
- xv. Referees must be in place for each frame. The duty of refereeing shall be undertaken by each team on an alternating basis after each frame. The home team shall referee frame number one. As a reminder, if there is no referee in place then there is no right of appeal.
- xvi. Should both teams have insufficient players to fulfil the fixture the match will be played out with the remaining frames declared void. i.e. if both teams have seven players each the match will be played as best of 7 singles and 3 doubles and the match result determined from these frames only. Neither team shall benefit from both teams having the same number of reduced players.
- xvii. In the spirit of the game, home teams are expected to provide "half-time" food for the opposing team.
- xviii. At the end of each season, in the event of a tie in positions to decide a trophy, promotion and/or relegation a play-off tie will be arranged at a neutral venue by the Match Secretary.
- xix. A 1 minute shot clock must be used for all doubles matches in the ADPL, this includes all league and competition matches.

b) Cup Games (as above except)

- i. All matches shall be nine singles and four doubles.
- ii. If scores are even and both teams do not have a full complement of players (i.e. both teams have only eight players and the score is 6-6) both captains will nominate one player from their own team to play a one-frame decider. Both captains shall write their player down on a piece of paper and show it to their opposing captain simultaneously.
- iii. All Cup semi-final and final matches shall be played at neutral venues where possible. In the event that Finals Day is played at a local pool hall within the town then matches shall be played on neutral tables within the hall (unless agreed otherwise by the team Captains).
- iv. In the event that a team fails to fulfil their Knockout Cup first round tie, where the first rounds losers gain automatic entry into the Consolation Cup, they will be excluded from the Consolation Cup.
- v. Any team who fails to fulfil a cup fixture shall be fined the sum of twenty pounds (£20). Fines must be paid to the Treasurer or Match Secretary.

c) Neutral Venues

- i. All cup matches and play-off matches shall be nine singles and four doubles.
- ii. Both Captains shall write down their first three singles and show the opposing captain simultaneously. Upon completion of the first three singles the same process is followed until the ninth single is completed.
- iii. Doubles shall be nominated one at a time.

d) International Selection

- i. Any team that has a player that is selected to play/manage at International level, where the International event clashes with an ADPL league fixture, can request the fixture to be rescheduled. This must be done with a minimum of six weeks'

notice to the Match Secretary. Any period less than this will result in an automatic refusal of such request. The only relaxation to this will be if a player receives a call-up within the six week period, then the Committee can use discretion to grant the request.

- ii. The date for any rescheduled fixture shall be determined by the Match Secretary.

11. Tournaments

a) ADPL Singles & Doubles

- i. Players wishing to enter the ADPL Singles and Doubles competitions are expected to have shown some commitment to the ADPL. The committee shall monitor and review all entries prior to the commencement of the first round draw (or prelim where applicable). As a guide, players are expected to have been available for selection during approximately 33% of league matches played before the draw date.
- ii. Any player considered to have not shown adequate commitment to the ADPL shall be removed at the Committee's discretion and advised by the Secretary.
- iii. Any player who wishes to join the ADPL and is deemed as 'out of town' will not be permitted to enter the ADPL Singles and/or Doubles for a period of two years. These players must be a member for two consecutive years (minimum) and have participated in at least 33% of league fixtures in each year prior to registering for the Singles and/or Doubles Competitions.
- iv. After the draw has been made there will be no changes or substitutions allowed at any stage. Except in the Doubles when the substitution of one player will be allowed for their first match only.
- v. Any player drawn to play at a venue where he/she has been barred can only play at that venue with the permission of the proprietor. The draw will not be altered to suit the barred player.
- vi. All competitors must be present at the declared sign-in time, the sign-in time will be published along with the draw. Both players must be present at the doubles.
- vii. There will be no dispensation given to any player(s) by the Controller and/or Committee, whatsoever, to arrive later than the sign-in time. Failure to adhere to this will result in the player(s) being removed from the draw and subsequently the event.
- viii. The cost of the tables is to be met equally by both players/teams.
- ix. It is the responsibility of the controller of each venue to forward results to Match Secretary upon completion of the ties. Controllers will be determined by the committee and published along with the draw.
- x. Any table not meeting the table requirement size of seven feet by four feet cannot be used for knockout competitions.
- xi. There is a dress code for all players that qualify for the Last 16 onwards of the Singles and the finalists of the Doubles. The dress code consists of dress trousers, dress shoes and collared polo-shirt/shirt; please note no denims or trainers will be permitted. Any player not complying with the dress code will automatically lose their first frame and have ten minutes to comply with the dress code. If he/she fails to return in the correct attire, they will be removed from the tournament.
- xii. Any venue wishing to host an ADPL Competition must supply spotted cue balls for play.

- b) All other ADPL Events
 - i. All other ADPL Events (i.e. 7-man, 4-man and Arbroath Open) to be run on a yearly basis at the discretion of the Committee.
 - ii. Tournament formats is the responsibility of the Committee.
 - iii. Any venue wishing to host an ADPL Competition must supply spotted cue balls for play.

- c) ADPL Finals Day
 - i. Player attendance and arrival at table. Players who are registered and known to be in the venue are permitted up to a maximum of five minutes to be present at the table ready for play, this is to allow for delay due to comfort breaks or the like.
 - ii. Players not registered and not in the venue are to be given no dispensation and the frame will be awarded to the opponent.
 - iii. Players competing at Finals day in the Singles (Last 16 onwards) or Doubles Final should note rule 11, a), xi.

- d) Superleague/National Team Events
 - i. Any player who wishes to join the ADPL and is deemed as 'out of town' will not be eligible for Superleague/National Team event selection for a period of two years. These players must be a member for two consecutive years (minimum) and have participated in at least 33% of league fixtures in each year prior to being eligible for these competitions.

12. Appeal Rules

- a) Any member or team wishing to lodge an appeal must do so within 72 hours of that which the appeal refers to. The sum of £1 to be lodged with each appeal. All money accumulated from unsuccessful appeals will be paid into the ADPL accounts.
- b) All appeals must be in writing and sent or handed to the Secretary (no other member can accept these). Where it is an appeal in relation to team matters an exact copy will be supplied to the opposing captain.
- c) The Secretary shall acknowledge receipt and inform all parties concerned when and where appeal will be heard.
- d) The Committee will hear all appeals and their decision will be final and binding.
- e) No interested party will be allowed to sit through an appeal hearing.

13. Constitution

- a) Any alteration to this Constitution must be carried by two-thirds majority at the AGM or EGM.

Appendix A - Roles of the Committee

President

- a) The President will have the casting vote on all matters relating to the ADPL.
- b) The President shall be responsible for promoting the ADPL, its tournaments and fund raising events held throughout the year.
- c) The President shall attend all SPA Meetings on behalf of the ADPL.

Vice President

- a) The Vice President shall be responsible for promoting the ADPL, its tournaments and fund raising events held throughout the year.
- b) In the event the President is unavailable for any meeting the Vice President shall be the chairperson.
- c) In the event the President is unavailable to attend any SPA meetings the Vice President shall attend in his absence

Match Secretary

- a) The Match Secretary shall be responsible for compiling league fixtures, processing all ADPL results and updating league tables.
- b) The Match Secretary is responsible for arranging and running of all ADPL tournaments.
- c) The Match Secretary is responsible for compiling the annual rankings for publication at the end of each season.
- d) The Match Secretary shall be responsible for advertising and collating entries for all SPA Events.

Treasurer

- a) The Treasurer shall be responsible for all money transactions between the ADPL and its members.
- b) The Treasurer shall keep accurate records of all transactions.
- c) The Treasurer shall present the books for inspection before the Committee when requested by the President.
- d) Before the AGM and before a balance sheet has been drawn up, the treasurer will present a book of transactions before the committee for inspection. Once they have been verified, they will sign the books and a balance sheet prepared for presenting to the members at the AGM.
- e) At each AGM the Treasurer will present a summary of the organisations accounts showing all income and expenditure since the last AGM.

Secretary

- a) The Secretary shall be responsible for the recording of minutes for all meetings held.
- b) The Secretary shall be responsible for carrying out all correspondence between the ADPL and its communicators.

Ordinary Members

- a) General duties required over the course of the ADPL season will be expected to be undertaken by the Ordinary Members.
- b) Duties include, but are not limited to:
 - i. Setting up venues for tournaments, including table preparation;
 - ii. Assisting with any fund-raising events held by the ADPL;
 - iii. Any other duty required to be undertaken by the Committee during the ADPL season.