

DERBYSHIRE SQUASH & RACKETBALL
COUNTY CONSTITUTION RATIFIED AT AGM ON 28th June 2023

1. NAME

The Association shall be known as Derbyshire Squash and Racketball (DSR).

2. OBJECTS

- 2.1. To represent England Squash and Racketball (ESR), in the County of Derbyshire and act on its behalf as appropriate.
- 2.2. To promote and encourage the game of squash rackets and racketball and to further its growth and development at all levels in the County.
- 2.3. To maintain and uphold the rules of squash and racketball.
- 2.4. To develop an Equality, Diversity and Inclusion Policy and to ensure that county practices and procedures reflect the diversity of the community it serves. It will report annually on actions taken and progress made.
- 2.5. To provide local administration and liaison with County membership on behalf of ESR when required.
- 2.6. To train, select and manage County teams for Inter County matches, arrange individual County Championships and County Leagues and other competitions as it shall from time deem necessary for fulfilment of objectives.

3. MEMBERS

- 3.1. A Member of the DSR is any club affiliated to England Squash and Racketball and lies within the geographic region of Derbyshire or has a postcode beginning with 'DE' or play in the Derbyshire County Leagues.

4. MANAGEMENT

- 4.1. The Management Committee shall consist of a maximum of twelve people elected annually. At least three members of the management committee must be neither related to nor cohabiting with other members of the management committee. Each member can serve for a maximum period of nine years.
- 4.2. The following positions shall be elected:
 - 4.2.1. Chair, Secretary, Treasurer, Junior Representative, Refereeing/Marking, Discipline, County Development, League Secretary, Men's and Ladies County Captains, plus others to fulfil tasks at the discretion of the Management Committee.
- 4.3. At least two Members of the Management Committee shall be women if the remainder are men and vice versa.
- 4.4. Additional (non-voting) Committee Members may be co-opted by the Management Committee as deemed appropriate.
- 4.5. A quorum for Management meetings shall be four Members but must include at least one from the:
 - 4.5.1. Chairman or Deputy Chairman/Secretary/Treasurer
- 4.6. The Management Committee will meet on a regular basis and a minimum of 4 times annually.
 - 4.6.1. The Management Committee will manage the County's competitions at these meetings.
 - 4.6.2. Mandatory items for the meeting's agenda are:
 - 4.6.2.1. approval of minutes/matters arising
 - 4.6.2.2. League Report
 - 4.6.2.3. League business
 - 4.6.2.4. Other business (subject to appropriate notice of at least 7 days before the meeting).
 - 4.6.2.5. Approved meeting minutes will be available not more than 8 weeks from the subject meeting
- 4.7. A record of the governing committee member's personal, business and financial interests. Actual or perceived conflicts of interest must be recognised, managed and recorded.

5. POWERS

- 5.1. The powers vested in the Management Committee relate generally to the requirements that are necessary to enable fulfilment of objectives for the DSR. The Management Committee has the power to:
 - 5.1.1. enact legislation
 - 5.1.2. create such sub-committees as deemed necessary, e.g. Coaching, Disciplinary, Juniors, League, Selection
 - 5.1.3. ensure that day to day running of the DSR is competent and that actions/decisions of sub-committees are ratified
 - 5.1.4. determine the level of league fees
 - 5.1.5. act in all matters and employ County funds in such manner as deemed most effective and in the best interests of the DSR
 - 5.1.6. co-opt members to fill vacant positions on the Management Committee
 - 5.1.7. appoint an ESR Council delegate
 - 5.1.8. decide on matters referred to it by ESR
 - 5.1.9. decide on awards for distinction/merit for County team players
 - 5.1.10. invoke disciplinary procedures within the County as required.
 - 5.1.11. nominate authorised cheque signatories; two signatures will invariably be required when funds are drawn from the County's account(s).

6. ANNUAL GENERAL MEETING

- 6.1. The Annual General Meeting of the DSR shall be held during April, May, June or July each year.
- 6.2. Not less than 21 days' written notice shall be given to Members stating the business to be transacted this will include :
 - 6.2.1. A copy of or location where the previous year's AGM Minutes can be accessed
 - 6.2.2. A copy of or location where the current Accounts can be accessed.
 - 6.2.3. A list of vacant or required positions to be filled on the committee.
- 6.3. Copies of the current Annual Report and Accounts should be handed to Members at the meeting if not available previously.
- 6.4. Mandatory items for the agenda are:
 - 6.4.1. approval of minutes/matters arising
 - 6.4.2. Annual Report (including leagues)
 - 6.4.3. Adoption of Accounts
 - 6.4.4. Election of Management Committee
 - 6.4.5. Squash League business (as determined from the men's and ladies league meetings (see item 11)
 - 6.4.6. Racketball
 - 6.4.7. Other business (subject to appropriate notice)
- 6.5. 'Other Business' agenda items should reach the Secretary, in writing, at least 7 days before the meeting.
- 6.6. Each member shall have one vote.
- 6.7. All nominations for elections to the Management Committee shall be proposed and seconded by a member able to vote at an AGM, and should be made in writing to the Secretary seven days before the meeting - where there are vacant positions nominations may be accepted at the AGM.
- 6.8. Not less than 25% in aggregate of those Members entitled to vote at an AGM are required to be present in order to constitute a quorum.
- 6.9. All Members are entitled to attend and vote. All Members with teams in the Derbyshire Leagues are required to attend or a fine or points deduction from its teams will be incurred for non-attendance.

7. EGM

- 7.1. An EGM may be called by the Management Committee at any time stating the business and giving at least 28 days' notice to the membership.
- 7.2. An EGM can also be called by 6 Members entitled to vote at the EGM. A letter signed by this group must be lodged with the Secretary who shall give at least 28 days notice of the EGM to the membership. The EGM must be held within 35 days of the receipt of such letter.

7.3. A representative from each Member calling the EGM must attend.

7.4. Voting entitlement and quorum requirement shall be the same as for an AGM.

8. VOTING AND PROCEDURE - AGM/EGM

8.1. Voting may be by a show of hands or pre-distributed voting cards.

8.2. Only Member Clubs who have at least one team in the Derbyshire Leagues may vote at an AGM/EGM, each member club has one vote.

8.3. No individual can represent more than one Member Club.

8.4. A Member Club may only be represented by an individual who is a Committee Member of that club or who can furnish instructions from their Club that they may vote on behalf of that Member Club.

8.5. Alterations to this Constitution require 75% majority of those present and entitled to vote at any AGM/EGM and can only be changed at an AGM/EGM.

9. DISSOLUTION

9.1. In the event that dissolution of the DSR is necessary, then the assets of the DSR should be converted into cash in order to discharge any liabilities. Any balance remaining must be split between current Members.

10. OTHER ITEMS

10.1. No Club or Organisation may organise any open tournament, championship or be involved or organise any squash team or event which may otherwise give the impression that such competition team or event is organised by or represents the ESR or DSR without prior approval from the ESR or DSR respectively.