



ENGLISH POOL ASSOCIATION

RECOGNISED BY THE SPORTS COUNCIL AS THE
GOVERNING BODY FOR POOL IN ENGLAND

Official
Handbook

www.epa.org.uk

E.P.A. REGIONAL CONSTITUTION & RULES.

The name of the area will be known as 'Region...' Hereafter called the Region.
The Region is formed for the purpose of promoting the game of pool amongst all playing members within the Region, to organise individual events male/female, doubles and team events. To organise fixtures for the Regional Inter-county Championships, at men's 'A' 'B' 'Ladies' and 'Junior' events were applicable, where the winning teams will represent this Region at the All England National Finals. To negotiate sponsorship for the Region, and to organise the Region to run in accordance with the English Pool Association Constitution.

Rules:

1. The Region shall elect a committee to manage all business appertaining to the Region.
2. The committee shall consist of three (3) officers, Regional Director, Regional Treasurer and Regional National Delegate. These will be elected by the County Associations delegates sitting on the Regional committee. The rest of the committee is made up of one (1) delegate from each Member County Association within the Region, and an E.P.R.A. delegate; this delegate is selected by the Regions Referees.
3. All Officers on the committee will hold office in accordance with the E.P.A. Constitution. All retiring Officers will be eligible to stand for re-election. If an Officers position becomes vacant during their term of office, the Regional committee (County delegates) will appoint a member from within the County delegates, to fill this role until the next A.G.M. The County Association from where this delegate came from must fill that County delegates position.
4. The committee shall have full authority to make any decision that, in their opinion is deemed necessary or beneficial to it's members, excluding the alteration of the Constitution other than at an A.G.M. or E.G.M.
5. The committee shall have the right to alter or amend any event date, or advertisement that they decide necessary, except county match and Inter-league dates. (Printed as per E.P.A. calendar).
6. The quorum for Regional meetings, One (1) Officer, plus three (3) County delegates. If a County cannot send a delegate to these meetings, they will be fined, but the County must notify the Regional Director twenty four (24) hours before the meeting of their intentions of going to attend, the Regional Director should contact the other delegates, if a quorum cannot be reached stating the meeting is cancelled, failure to comply, the Region will pay £10.00 to each County Association delegate.
7. An Officer may represent their County Association, at the six (6) weekly meetings of the Region, but not at an A.G.M. or E.G.M.
8. Three member County associations can call an emergency meeting of the Region, after giving seventy two (72) hours notice in writing, and the reason for the meeting, to all members of the Regional committee.

Membership:

9. Membership to the Region is open to all County Associations within the Regional boundaries subject to them being in full membership of the English Pool Association.
10. Membership to the Region is set out in appendix one.
11. The affiliation fee to the Region will be agreed at the Regions A.G.M. every year, any member County Association not paying their affiliation fee, between the first (1st) January and the twenty first (21st) January each year will be deemed to have resigned their membership, and will be refused all benefits formally accorded to them.
12. The committee reserves the right to refuse membership to any individual/league or County Association, for any reason they deem to be injurious or harmful to the Region.
13. Each County Association in the Region will forward a directory of their County Officials and affiliated leagues, with their affiliation fee each year, failure to comply will result in a fine, twenty five (25) pounds.



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Benefits:

14. Only fully paid up members will be eligible to enter any competition (other than a lottery), organised by the Region.
15. Any member will have the right to use all legal and technical advice available to the Region subject to the committee's approval.
16. All monies held by the Region will, after the deduction of managerial expenses, be used for the benefit of all its members.
17. Any member may request the Region to mediate in any dispute they may have with any other member of the Region, and the Regions disciplinary procedure will be used.
18. Any member has the right to ask the Region to negotiate on their behalf a sponsorship request. The Region will endeavour to negotiate the highest possible amount for their members.

Voting:

19. Each member County Association in full membership, will be awarded one (1) vote on attending Regional meetings, this applies to A.G.M. also. Regional Director will have the casting vote at all meetings if required.
20. No Regional Officer/National Delegate or E.P.R.A. delegate gets a vote, at any meeting.

County Delegates:

21. Each county association in full membership to the Region will elect one (1) delegate from their County Association committee, to sit on the Regional committee.
22. If this delegate is elected onto the Regional committee as an Officer of the Region, then the County Association must replace their delegate on the Regions committee.

Finance:

23. The Treasurer will be responsible for the finances of the Region, and must keep all bookwork up to date. The Treasurer must make a report, and present an up to date balance sheet at each Regional meeting. At the A.G.M. of the Region, the Treasurer will produce a yearly balance sheet, which will be proposed, seconded and voted upon as a true record of the Regions finances for that year.
24. The three (3) Officers of the Region will be named on the Regions bank mandate; two (2) of these Officers must sign all cheques.
25. The two (2) National delegates will be paid expenses for attending National meetings. Any expenses will only be paid, if the Regional committee sanctions them. (Appendix 2).
26. Each County Associations team winning the Regions 'A' 'B' 'Ladies' 'Junior' leagues, will receive a cash figure as set out in (appendix 3).
27. Mileage will be paid by the Region, at the National committee rates, but only sanctioned by the Region. (20 pence per mile).

Discipline:

28. The Region reserves the right to suspend, fine or expel any member/ team/ league or County Association, for any breach of these rules or any rules that the Region makes in the future, or for any act deemed by the Region to have brought the Region into disrepute. Any County/ league/ team or member accused of any offence against the Region will be afforded every opportunity to defend themselves or explain their conduct either in writing or in person at a disciplinary meeting of the Region.
29. Any player/ team/ league or County association, who is expelled from the Region may not enter any event organised by the Region, until the member/ team/ league or County Association are re-admitted by the Region.
30. Any member County Association who expels a member/ team or League must notify the Region in writing, giving particulars, and the reason for expulsion.
31. Any member/ team/ league or County Association expelled from the Region will forfeit the whole of their subscriptions paid for that year, and any other rights and benefits formally accorded to them.



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32. The Region will form a committee to hear cases of discipline. (See disciplinary procedure).
33. The Region will also form a committee to hear cases of appeals against original Regional decisions. (See disciplinary procedure).
34. If a County Association is summoned to provide an extra delegate to sit on an appeal committee and they refuse, they will be fined twenty five (25) pound.
35. The Region will only deal with disciplinary cases if the following applies:
 - The Region suspends a member/ team/ league or County Association.
 - If the Region is asked to make a decision, after the case has been heard by the County Association concerned, and the member/ team or league refuses to accept their decision.

Disciplinary Procedure:

- The Region will form a committee to hear cases of discipline; this committee will be three (3) delegates sitting on the Regional committee, and one (1) Officer from the Regional committee who are independent of the case being heard. The Officer will chair the committee.
36. The procedure is, the member/ team/ league or County Association will be written to, stating the complaint, the date of the hearing, the time of the hearing and to inform the member/ team/ league or County Association that they will be allowed to speak about the offence or incident, they may also be allowed to bring two (2) witnesses to speak on their behalf. The Region will be allowed two witnesses also.
 - The Chairperson will then open the meeting and ask the Region to state its case against the offending party, the offending party will be asked to reply, each party will leave the meeting after giving evidence.
 - The Chairperson will ask the disciplinary committee to make a decision at the end of the case, and will then tell the offending party of the decision. The Chairperson must also tell the offending party about their right of appeal. The Chairperson must write to the party concerned informing them in writing of the decision, and the time in which an appeal must be lodged. (Seven (7) days from date letter posted).
 37. The appeals procedure is: the remaining two (2) officers, and the rest of the County delegates who did not sit on the disciplinary committee will hear the appeal. No person involved with this case can sit on this committee, if there is not three (3) persons hearing the appeal, then a County Association not involved will be asked to produce a further delegate.
 - One (1) Officer will chair the hearing. Then number 37 of the E.P.A. Regional constitution will begin again. If the decision is the same, the Chairperson will inform the party concerned about their rights of appeal to the E.P.A. and furnish them with the National Secretaries address, again stating the time of appeal. (Seven (7) days from the date on the letter). A copy of the minutes of the meeting will be forwarded to the National Secretary.
 38. Appeals from a member/ team or league suspended by a County Association/ league/team. This appeal will be heard by number thirty six (36) section of this constitution. If the appeal fails then the party will be informed about their right of appeal to the E.P.A., the National Secretaries address will be given, also stating the time allowed for the appeal. (Seven (7) days from the date on letter). A copy of the minutes of the meeting will be forwarded to the National Secretary.
 - If the decision is overturned by the Regions disciplinary committee, then the decision is final.
 39. If a player/ team/ league or County association is suspended, the only party to lift this suspension is the party who implemented it. (Subject to an appeal being overturned)



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Meetings:

40. The A.G.M. of the Region will be held in November/December of each year. Any proposals for Officers positions, changes to this Constitution, or General Rule changes, (appendix changes only) must be in writing to the Regional Director twenty one (21) days prior to the date set for the A.G.M. (Main changes to this constitution/ rules can only be changed at an E.P.A. A.G.M. after giving the relevant notice required).
41. Any alteration to the appendix in this constitution/ rules can only be done on a majority vote in favour, at the A.G.M.
42. Meetings of the Region will take place every six (6) weeks, subject to bank holiday dates, then they will be brought forward one (1) week or delayed one (1) week as directed by the Regional Director.
43. At an A.G.M., no other business will be allowed. Any other business at the six (6) weekly meetings must be presented to the Region Director in writing at the start of that meeting.
44. County Associations not attending the A.G.M. will be fined. (See appendix four (4)).
45. County Associations not sending a delegate to the six (6) weekly meetings will be fined. (See appendix four (4)).
46. No expenses will be paid to any County Associations by the Region for attending any
47. Regional meetings.
48. National Delegates elected to represent the Region at E.P.A. meetings will be expenses only. (See appendix two (2)).

Referees:

49. The referee's delegate sitting on a Regional committee must be a fully registered referee with the English Pool Referees Association, and the Regional referees committee will elect them to the position. He/she will report on all referee business during the Regional agenda.
50. The referee is responsible for the co-ordination of referee's requirement at Regional events.
51. The Region will encourage the training of Referees, so that they may gain the highest standard possible. Any person wishing to officiate at any event organised by the Region must first pass the official examination set by the E.P.R.A.

General Rules:

52. All members will play to the playing rules as set by the E.P.A. A.G.M. of that year.
53. All Counties will keep a register of all members/ teams and leagues in membership to them. Copies of these papers must be given to the Regional Director each year on affiliation and they must be kept up to date.
54. Individual ranking points will be awarded to County players, Men's 'A' three (3) points per frame won, Men's 'B' two (2) points per frame won, Ladies three points per frame won and Juniors 2 points per frame won.

Juniors playing in 50% of the senior Inter-County fixtures will have their ranking points transferred to the Junior ranking point list.

55. The top 8-male/ female and 8 junior players (where available) will be allowed to represent the Region at the E.P.A. team trials. If a player does not wish to take this opportunity, or any of the 8 players are currently E.P.A. players, then the next available player will take their place.