



## CONSTITUTION & PROCEDURAL RULES

(Amended September 2023 with the most recent amendments in bold text)

### 1. Aims

- 1.1. The name of the league shall be *The South London & Kent Pool Alliance*, hereafter known as *The South London & Kent Pool Alliance*, *SLKPA* or *The League*.
- 1.2. The League is formed for the purpose of promoting the game of pool amongst players in the south London and Kent area that are within our catchment area and shall organise individual and pairs competitions as well as team events.

### 2. The Management Committee

- 2.1. The League shall select a Management Committee to undertake all League business. This will consist of the three main Executive Officers; Chairman, Secretary and Treasurer, and a maximum of seven, but no less than three additional Committee members, initially drawn from affiliated teams. Any other positions, such as Divisional or Interleague Secretaries will be selected from the Management Committee and where possible shall not represent the division they compete in.
- 2.2. The three main Executive Officers will be responsible for the finances of The League and can be the signatories on any League bank accounts. The Treasurer will maintain adequate records of income and expenditure and at all times observe proper banking procedures. The accounts shall be presented each year, by the Treasurer at the AGM and shall be, if required independently audited.
- 2.3. The three main Executive Officers will hold office for two years staggered, with the Chairman and Treasurer elected each odd year (i.e. 17, 19, etc) and the Secretary each even year. The other elected Committee members will hold office for one year. The retiring officers will be eligible for re-election without nomination, if they so wish. Anyone else wishing to stand for any of the available Committee positions must give their nomination, along with the name of a second, from an affiliated team, in writing to the League Secretary at least

fourteen days in advance of the meeting. No one may join the Committee without being elected at an AGM or EGM.

- 2.4. The Committee will appoint any member of the incumbent Committee to fill any vacancy that may occur. The Committee may also co-opt any person, at any time, whose appointment would be beneficial to the Committee and/or The League. Any co-opted member will have an initial three-month trial period and be afforded no voting rights.
- 2.5. **In Committee elections, if the number of candidates exceeds the amount of positions up for election, then a vote will take place. If this is not the case, then each candidate will be elected unopposed and take their position on the Committee.**
- 2.6. The format for voting in Committee members will be as follows:
  - i. A voting form, with a list of candidates for each position to be voted on will be given to each team representative and Committee member who is not representing a team, except co-opted members, when they arrive at the meeting.
  - ii. All those entitled to vote will have one vote if the election is for one of the Executive Officers or seven votes if the election is for Committee members.
  - iii. At the relevant point of the meeting, each candidate will have the opportunity to address the meeting with a statement outlining why they should be elected.
  - iv. Everyone entitled to vote should place an X in the box next to each candidate they wish to vote for and hand the form in when asked to do so.
  - v. Votes will be counted during the meeting by current Committee Members who are not candidates in the election, where possible, and the results announced before the meeting is closed.
  - vi. In an Executive Officer election, the candidate with the most votes will be elected, and in a Committee member election the seven candidates with the most votes will be elected. If there is a tie then the Chairman will have an additional casting vote, unless the election is for the Chairman's post, whereby the additional casting vote will pass to the Secretary.
  - vii. Spoilt voting forms will not be counted and be considered void.
  - viii. The incumbent Committee will take office from a meeting convened directly after the AGM or EGM where they were voted in.
- 2.7. The Committee shall hold meetings at intervals conducive to efficient management of League business. At all Committee meetings fifty per cent (50%) of the current Committee entitled to vote shall constitute a quorum for the purpose of carrying out the business of The League. There shall be proper documentation (minutes) of all Committee meetings, which can be made available to SLKPA members upon request.
- 2.8. At a Committee meeting all Committee members are entitled to one vote. Proxy votes from absent Committee members will be accepted in writing. In the event of a tie the Chairman shall have an additional casting vote. Co-opted members are not entitled to vote.

- 2.9. Any member of the Committee may call a meeting after giving 24 hours notice and reasons for doing so to the Committee.
- 2.10. Subject to this Constitution and Procedural Rules, (as amended at any General Meeting), the Committee shall have full authority to make any decision that, in their opinion is deemed necessary or beneficial to the League and its members.
- 2.11. The League will endeavour to reimburse all reasonable expenses incurred by any members of the Committee while conducting business on behalf of The League. Such expenses are to be approved by the Committee upon production of relevant receipts.

### 3. League Organisation

- 3.1. Membership shall be open to all teams, clubs and public houses in the SLKPA catchment area.
- 3.2. The Committee reserve the right to refuse membership to any team or individual if for any reason they consider that granting membership shall be detrimental to the League.
- 3.3. All teams shall pay fees and fines (both non-returnable) as agreed at the AGM or any General Meeting. Upon paying such fees all teams agree to abide by this Constitution and Procedural Rules as well as the Code of Conduct.
- 3.4. Any fees incurred by The League because of the failings of any payees will be passed directly onto the guilty party or parties, including any extra charges.
- 3.5. **Only fully paid-up teams and fully registered players will be entitled to enter any competitions organised by The League unless stated otherwise. Registered players must also have completed at least one third of the total frames possible up to the last result sheet submission date, prior to the event to be considered eligible, unless otherwise stated.**
- 3.6. Any team failing to provide a valid email contact, where The League organisers can readily contact a member of the team will be charged an extra five pounds (£5) registration to cover the additional administration costs.
- 3.7. No new teams will be allowed to enter The League after the first match has been completed, unless special circumstances prevail. All new clubs will only be allowed entry at the Committee's discretion.
- 3.8. In the event of a team being obliged to withdraw from The League, results will stand provided all teams in the division have played the withdrawn team an equal number of times, and then only that equal number of results will stand. All other matches with the withdrawn team will be void and no points awarded. Only two players will be allowed to transfer from a team that has withdrawn from The League and that cannot be to the same team. Requests will be dealt with on a first come first serve basis.

- 3.9. All monies held by The League will, after any deductions for legitimate expenses, be used for the benefit of League members. Any such expenses will only be issued upon the production of relevant receipts.
- 3.10. The League affiliate to the English Pool Association, (EPA) and therefore all competitions run under the auspices of The League will be played to whichever rules the EPA currently sanction, as amended from time to time. This is in addition to The League's Constitution, Procedural Rules, and Code of Conduct. The Committee will ensure that all member teams have copies of all current rules however, it is the individual teams' responsibility to have these rules available on any given match night.
- 3.11. The Committee shall, at their discretion, organise one or more Interleague teams and appoint a Manager/Captain to run such teams. The League shall not pay any expenses other than annual subscriptions incurred by any Interleague team. Should any Interleague team be successful at any tournament and win more than £1000 in the tournament, then the League will take 20% of the total amount won at the tournament, and the remainder given to the team. Anything less than £1000 will be given directly to the team.

#### **4. Conduct of General Meetings**

- 4.1. The League will hold an Annual General Meeting (AGM) within each calendar year, at which the election of the Committee will be held, as outlined in section two of this constitution. Any member can charge the Committee to give a full account of any action taken by the Committee.
- 4.2. An Extraordinary General Meeting (EGM) may be requested by any six member teams of The League on application to the Committee. Any letter of request for an EGM must contain six signatures of current members from different member teams of the SLKPA. Such a meeting should take place under the same conditions as an AGM. An EGM shall also take place if, at any time the Committee feel necessary or if circumstances reduce the Committee to such, that a quorum cannot be achieved.
- 4.3. Any member wishing to add any item to a meeting agenda must notify the Secretary, in writing at least fourteen days before the meeting. The Committee must inform members of the time and venue of any AGM or EGM in good time. The agendas of any such meeting shall be distributed to the member teams at least five days prior to the meeting and only the items on that agenda can be discussed.
- 4.4. At any AGM or EGM when voting on agenda items only, each team represented is entitled to one vote and one vote only. In addition, any Committee members not representing a member team will also be entitled to one vote. In the event of a tie the Chairman will have an additional casting vote.
- 4.5. Any team not represented at any compulsory meeting (i.e. AGM, EGM, etc.) will receive a penalty points deduction equal to the maximum points available in one match for that season, (currently four points in the Summer and fifteen points in

the Winter seasons). No apologies will be accepted, and no penalty points buy back option is available. Persistent offenders may have to seek Committee approval for future registration.

- 4.6. An individual may represent one team and one team only at any General Meeting. This should also be the team they are actually registered with.

## **5. Discipline**

- 5.1. All members shall endeavour, at all times to abide by the rules of The League, as outlined in this Constitution and Procedural Rules, and the Code of Conduct.
- 5.2. The Committee reserve the right to, suspend, fine, penalise or expel any individual or team for breach of these rules or any rule the Committee makes in the future, or for any act deemed to have brought The League into disrepute. Any member or team will be afforded every opportunity to defend or explain themselves to the Committee at a relevant meeting. Any expelled players are not able to take part in any event sanctioned by The League for the period of their suspension, and any future registration requests will be subject to the Committee's approval.
- 5.3. Any team expelled from The League will forfeit the whole of any subscriptions paid for the current season and any rights accorded to them as members of The League. Any expelled team members are prevented from signing for another League team for the remainder of that season and any future registration requests will be subject to the Committee's approval.
- 5.4. Under the Misuse of Drugs Act (1971), it is illegal for anyone, to produce, supply or be in possession of illegal drugs. In concordance with this, The League operates a zero-tolerance policy on this and/or substance abuse. Any player who is proved to have contravened this, while at a pool match or competition sanctioned by, or associated with the SLKPA, will face heavy sanctions, which may include suspension or expulsion from The League.
- 5.5. Any arrears owed to The League must be paid by the commencement of the forthcoming season for the team to be eligible to play in that season.
- 5.6. Any member may request the Committee to mediate in any dispute they may have with any other team, individual or member within The League relating to League issues. Any decisions reached by the Committee will be final and binding on all parties.
- 5.7. Any team punished for any misdemeanour during the course of a season, or any team that has been expelled or withdrawn from The League may be asked to pay a bond before any future registrations are accepted. The amount of any such bond will be decided by the Committee on a case-by-case basis.

## PROCEDURAL RULES

The Committee would like the game of pool to be played in a sportsmanlike manner, in accordance with the playing rules that the EPA currently sanction. As such, these rules should be treated as guidance, although every effort should be made to abide by them. In the case of a breach of these rules, the Captain of the non-offending team may agree to overlook it but if the two Captains cannot agree, the Committee will uphold these rules.

### **6. Teams & Playing Format**

- 6.1.** Matches will be played on a format of fifteen singles (3 sets of 5) to the playing rules the EPA currently sanction. In the Winter Season one point will be awarded for every frame won, with no win bonus. In the Summer Season one point will be awarded for each set of five won, with a one point bonus for the team that wins the most frames overall, therefore only four points are available on any given match night. For both seasons, all fifteen frames should be played for frame difference purposes.
- 6.2.** A squad should consist of 5–12 players, maximum unless special permission is granted from the Committee.
- 6.3.** Should a team reach the maximum number and still wish to register players they may do so, providing the required number of players have been removed from the team prior to the new registrations, thus not exceeding the maximum. Any player removed from any team cannot be re-registered by that team until one calendar month has elapsed from the date of removal.
- 6.4.** Players may play a maximum of three times in any one match, once in each set and can only break a maximum of twice in any one match. Every effort must be made by the captains to ensure this happens however, if set three has begun and it is found that a player has been selected to break more than twice, play must continue, as recorded on the result sheet. Anyone found to be persistently breaching this rule may be asked to explain their actions to The League and face any disciplinary procedures that may arise as a consequence.
- 6.5.** As a match cannot be won with a team of less than three players, that is the minimum needed for a match to be played. However, a match may be rearranged or postponed as outlined in rule 7.4 below. If a team arrives with less than three players, the opposition can claim the game. If any set in a match is completed with less than three frames actually played, then the match will be forfeited, and the non-offending team will be awarded the match, and in the case of a league match, the points as outlined in 7.7 below.

- 6.6.** In the Summer League and any cup match, if both teams arrive with less than five players every effort should be made for the absent players to be kept apart by selecting the absent players in a position where their team does not break. However, in the Summer League only, if the situation arises where this is not the case and a set ends tied, the Captains shall choose one player from their own team to play a frame to decide the outcome of the set. This frame or frames will count in the overall frame score to determine which team receives the bonus point, but they will not be used for ranking purposes.

## **7. Arrangement & Commencement of Matches**

- 7.1.** Matches will take place weekly on a Thursday night as detailed in the fixture list distributed by The League or Divisional Secretary. The official start time is 8pm. If a team arrives late by more than 20 minutes without prior notification, the opposition can claim the game. If prior notification is given and the team has still not arrived by 8.40pm, the opposition can again claim the game.
- 7.2.** If play has not finished by the time the Landlord calls time or midnight, whichever is sooner and a team has been found guilty of starting the match late, then any outstanding frames may be claimed by the opposition. For this rule to be invoked the Divisional Secretary must be made aware of the lateness and both the Divisional Secretary and opposition must be informed of the intention to invoke this rule before the match commences. Failure to do so will mean lateness cannot be proved and therefore the ability to invoke the rule removed.
- 7.3.** Any match started on time and not completed by the time the Landlord calls time or midnight, whichever is sooner, on the due night, for any reason, must be concluded within seven days. If teams cannot agree a time within these seven days, the Committee will appoint a time and if circumstances prevail select a neutral venue. If either team fails to attend, the remaining points are awarded to the attending team. Only players present on the original match night are eligible to complete the match, with the team Captains informing their Divisional Secretary of the players available to finish the game. Under no circumstances should teams leave a venue and, in turn forfeit frames. Any team found guilty of this will face a penalty, to be decided by the Committee on a case by case basis. The Divisional Secretary must also be informed of any unfinished matches, as soon as possible, within a 24-hour period.
- 7.4.** A team may request to postpone or rearrange a match. Any request must be made, in writing to the Divisional Secretary/Committee, at least fourteen days in advance, with the reason for the request included, unless special circumstances prevail. Any request to postpone the final league match of any season will not be entertained, unless extremely special circumstances prevail. However, The League may allow arrangements to play any league match, including the final league match of any season earlier than the given date, if there is sufficient reason to do so. Any decision made to postpone, rearrange or reject the request will be final.
- 7.5.** Any team failing to make arrangements as outlined in 7.4 above or attending with insufficient players will be fined £10. Any such fine must be paid before or

at the next Committee Meeting or face an increased fine and/or suspension from competitive matches until the outstanding fee is paid. Any fines relating to 7.4 above that occur within the final four league games of the season are doubled to £20.

- 7.6.** It is the responsibility of the home team to cover any table and food costs. The provision of food for all SLKPA matches is not mandatory and is at the discretion of the home team. However, where food is provided, The League cannot dictate to the venues what that provision should consist of or ensure that individuals allergies or dietary requirements are catered for. It is the responsibility of each individual to ensure anything that is consumed at any SLKPA event is suitable for their requirements. The SLKPA accepts no responsibility or liability for any repercussions that may occur as a result of anything consumed at an SLKPA event.
- 7.7.** Any forfeit match will result in the following being awarded:
- i.** In the Winter Season, a 12-0 result to the non-offending team and 0-15 to the offending team.
  - ii.** In the Summer Season, a 3-0 set score plus the one point bonus to the non-offending team, with the frame score the same as above.
- 7.8.** During the course of a season, if a team fails to attend a match without prior notification, as outlined in 7.4 above or attends without sufficient players to play the match, the Committee does have the power to set a date for the fixture to be played. If the offending team fails to attend again, the game will be awarded to the non-offending team as outlined in 7.7 above. Any team failing to fulfil a fixture that may affect promotion, relegation or trophy places, for no apparent reason may be expelled from The League and any future registration requests will be subject to the Committee's approval. Any team failing to fulfil more than two fixtures in any one season may be expelled from The League. All players from expelled teams will not be allowed to register for another League team during that season, unless special permission is granted from the Committee.

## **8. Qualification of Players**

- 8.1.** To play for a team in the SLKPA a player must be registered to that team and no other. Any team is well within their rights to challenge the eligibility of an opponent; therefore, each team is expected to carry a list of their registered players along with their usual signature and registration number on any match night.
- 8.2.** Any player registration, to be deemed valid, must be received by the Divisional Secretary, along with any registration fee, at least 24 hours prior to the first match they wish to participate in. No player is eligible to play until they have obtained the relevant registration number, unless special circumstances prevail. In such a case, special dispensation may be sought from the Divisional Secretary, who after assessing all the facts will decide whether to allow emergency signings or not and their decision will be final.



- 8.3. Once the season has started players may transfer between teams, should they wish to do so, but this can only happen within the first half of the season and any individual can only transfer once per season. Only two players may transfer in or out of any one team per season or into the same team, (this does not affect any rules regarding expelled teams, expelled players or withdrawn teams). Each transfer will cost £20, which is payable to The League by the player wishing to transfer, unless the player has not played a competitive match or appeared on a result sheet for the original team, whereby the transfer fee will be waived. Any transfer must be approved by the Divisional Secretary and will not be complete until it has been approved and the relevant transfer fee has reached the Committee and confirmation given to the player and teams involved. Any transfer cannot override clauses 6.2 and 6.3 above regarding squad sizes. All transfers will be dealt with on a first come first served basis.**
- 8.4. If more than two players from a relegated or recently defunct team join a team in a higher division than their original one, this would, in effect constitute a team takeover and result in the new team being placed in the lowest division occupied by either the old or new team. Any money owed by either team will be transferred to the new team. This includes any bond money that the old team may have incurred if they would have sought re-registration. This applies to each team facing a potential takeover.
- 8.5. Registrations will not be accepted with less than four league games of the season remaining. Should a team be unable to raise sufficient players to fulfil their fixtures satisfactorily, emergency registrations may be considered on a case by case basis.
- 8.6. If a team plays an un-registered or ineligible player the result of the match will be decided by the Committee, after all relevant information has been taken into consideration.
- 8.7. According to the Gaming Act, players under the age of 18 may only play on a pool table, in a pub or club with the Landlord's express permission.
- 8.8. The Licensee/Manager may play for one team and one team only that is based at their establishment, providing they are registered to that team.

## **9. Referees & Disputes**

- 9.1. Arguments at pool matches will not be tolerated by the Committee and any such behaviour could result in players or teams being expelled from The League. Any complaints must be put in writing to the League Secretary within 24 hours of any such event. Any member of League teams found guilty of any disruptive or disrespectful behaviour towards The League and/or its members may be banned or expelled, with any future registration requests subject to the Committee's approval. The Landlord and team Captains must be responsible for the players and spectators on match nights.

- 9.2. Each team shall provide a referee and timekeeper, with both officiating over the frames. Each frame will be refereed alternately, away team first and the timekeeper shall come from the opposing team to the referee. Both referee and timekeeper should be a registered player or official of the league, have competent knowledge of the rules and pay particular attention to the frame in progress to avoid any potential controversies. A proper stopwatch should be used however, mobile phones and other electronic devices can also be used, providing they are in Airplane Mode or similar, to avoid match disturbances. Any team failing to provide a referee, timekeeper, or timing equipment when requested could face disciplinary action, which may include forfeiture of frames or matches.**
- 9.3. In the event of a dispute the referee shall consult the playing rules before making a decision. At this point if a dispute still exists, both Captains shall consult privately and agree upon the correct action. This could include contacting the Divisional Secretary for advice. If an agreement cannot be reached, the referee's original ruling will stand, and the frame shall continue. In the case of a team not wishing to continue with a match, they are advised that the Committee will make a final ruling and their decision will be final.**
- 9.4. The SLKPA fully endorse the use of Pro Cup balls. They should be used wherever available, no matter whether the home or away team provide them.**

## **10. Reporting of Results**

- 10.1. Both teams are responsible for completing the match result sheet and reporting the result to their Divisional Secretary. The match result should be sent, by text to the Divisional Secretary immediately after the game has finished, and no later than 1am, by both teams. Any team failing to adhere will be penalised as outlined below. The Committee must receive completed match result sheets by the next Committee meeting, (usually the first Sunday of every month), following the date the match was played, unless otherwise stated. Any team failing to submit a match result sheet on time will also be penalised. Both these offences carry a penalty of; a one point deduction in the Summer Season and three points in the Winter Season for each offence committed. Persistent offenders may receive more severe penalties.**
- 10.2. Any penalty points gained in 10.1 above have the possibility of being 'bought back' at a cost of £10 per offence. (i.e. £10 per missing sheet or late or missing result). Any points wishing to be 'bought back' must be done so within seven days of the penalty being imposed and the Committee has received any missing documentation. Each team has the option to use this opportunity only once per season and this opportunity cannot be exercised on documentation pertaining to the last submission date of any given season.**
- 10.3. Team Captains are responsible for their own match result sheets.**

## **11. Venues & Changes of Venue**

- 11.1. All teams must register their home venue with the League.
- 11.2. The minimum desirable requirement for an acceptable venue shall be; a six, seven, or eight foot table; the table shall be level with a playing surface of reasonable quality; a rest or spider must be made available and there should be suitable provision made for any obstructions. The Committee may refuse to accept any team whose venue does not conform to standard.
- 11.3. Any complaints about the standards of tables must be made within 24 hours of the event to the Committee. These complaints will be investigated, and any team found to be playing on an unfit table and ignore Committee requests to improve it, may be asked to change their venue for home matches. The Committee may ask for any matches played on an unfit table to be replayed.
- 11.4. Home venues should not be changed mid-season however, if a team does need to change their home venue mid-season, for whatever reason, the Secretary and Divisional Secretary must be notified in advance of the proposed change. No change of venue will be permitted without the prior permission of the Committee.

## **12. Determination of Championship, Promotion, Relegation or Trophy Positions**

- 12.1. Where two or more teams are tied on points, the positions will be decided in the following order:
  - i. The team with the most match wins, (in the Summer League this is the team that wins the most sets in a match).
  - ii. Frame difference.
  - iii. The team with the most frame wins.
  - iv. The head to head scores between the sides involved.

At the end of the season, should there still be any ties after the above has been followed, then a play-off match or matches at a neutral venue, decided by the Committee will determine the final positions of the team(s).

## **13. Presentation of Awards**

- 13.1. The League will present awards to at least the following:
  - i. The top two teams of each division.
  - ii. The winner and runner-up of any team tournament.
  - iii. The winner and runner-up of any individual tournament.
  - iv. The highest ranked player in any division or tier.
- 13.2. Any team or player that has won an award has the option of a monetary award or non-returnable trophies or trophy to the equivalent value of the monetary award.

- 13.3. Perpetual trophies will also be awarded to; the first placed team in each division, the winners of any cup competition, (individual, pairs and team) and the highest ranked player in any division or tier. These trophies are kept for the period of one season only. They remain property of the SLKPA and must be surrendered upon request by The League.
- 13.4. Any team or individual player in possession of a League trophy will take proper care of it and will bear the cost of any repair or replacement, should it become lost or damaged.
- 13.5. The winners of the Winter Season Premier Division and Founders Cup will be invited to represent The League at the National Champion of Champions finals. If either or both teams decline the invite, or the winners of both competitions are the same team, then the invite will be extended to the second placed team in the Premier Division only, as outlined in the EPA guidelines.
- 13.6. The League agree to pay the entrance fees only for any team who accepts the above invitation. The League will not pay any accommodation, travel, or other expenses that may be incurred by any team or individual, as a result of accepting the above invitation.
- 13.7. If any team fails to fulfil their obligation to the competition or commits any misdemeanours that lead to expulsion from the competition or bringing The League into disrepute, then The League will demand reimbursement of the entry fee as part of any disciplinary action that The League deem necessary.
- 13.8. Any team that has insufficient players to enter the Champion of Champions tournament, and therefore needs to seek dispensation, will be asked to pay, or reimburse the entry fee. Any player or players brought into a team by dispensation must be a registered SLKPA player.
- 13.9. Should any team be successful at the Champion of Champions tournament and achieve at least £500 in prize money, then The League would like the entry fee reimbursed if it was initially paid by The League.
- 13.10. Teams will face suspension from all League activity, if they fail to adhere with any fine or reimbursement conditions and will stay suspended until the full amount is received by The League.

**These Rules and Constitution may be amended from time to time to suit the needs of The League. Any changes deemed necessary will not be detrimental to The League and all member teams will be informed of such changes.**