



# Constitution and Rules

Revised: 1<sup>st</sup> September 2014

## 1 TITLE AND STATUS

- 1.1 The name of the Association shall be The Potters Bar and District Crib League hereinafter called the association.
- 1.2 The Financial Year shall end on September 30<sup>th</sup> or such date as shall be determined from time to time by resolution of a General Meeting.
- 1.3 The objects of the Association are to provide facilities for members for the playing and enjoyment of the game of cribbage and also to further social and recreational activities amongst members and their families.

## 2 MEMBERSHIP OF THE ASSOCIATION

- 2.1 The Membership of the Association shall consist of:
  - a) Teams from pubs, clubs or other bodies wishing to join the Association with the purpose of playing crib
  - b) The registered individual playing members of such teams
- 2.2 In addition, the Annual General Meeting of the Association shall be empowered to appoint a President and Vice-Presidents, who may also be playing members
- 2.3 Membership of the Association shall be open to all, irrespective of age, gender, disability, race, ethnic origin, creed, colour, social status and sexual orientation. Players, members, officials, supporters and employees are prohibited from making any abusive comments or actions against fellow players, officials, members, supporters and employees. Failure to comply with this instruction will result in disciplinary action being taken against the offender as specified in this Constitution in Rule 11.
- 2.4 In order for a Team to join the Association, entitled to the privileges of membership, a team must fully complete a Registration Form, which shall be lodged with the Hon. Secretary before the new season commences. If places are available, a team will be allowed to play in the competitions, otherwise they will join a waiting list. Teams will be added strictly in the order of application.
- 2.5 Teams of up to 14 players to be signed on and all can be played on the night. Changes to team players on the Registration Form will be accepted up until 31<sup>st</sup> January of any season, later if exceptional circumstances arise, and only with approval of the Management Committee.

## 3 MANAGEMENT OF THE ASSOCIATION

- 3.1 The Management and direction of the Association shall be vested in a Management Committee, which shall be elected at an Annual General Meeting and shall contain not more than eight members, and shall consist of the following:
  - a) The Officers of the Association, namely:
    - i) Chairman
    - ii) Honorary Secretary
    - iii) Honorary Treasurer
  - b) Two ordinary representatives

The management committee should fairly represent all divisions of the league.

3.2 The Management Committee shall be empowered to appoint an individual member to fill any post not elected at the Annual General Meeting or to co-opt, for any reason, any of the individual members for a period of no longer than until the following Annual General Meeting. This shall not prevent the Management Committee co-opting this member again. There shall be no more than two co-opted members of the Management Committee at any one time. Co-opted members shall be entitled to vote on any matter.

3.3 All decisions made by the Management Committee shall be final, subject to Rules 6 and 7.

#### **4 MANAGEMENT COMMITTEE MEETINGS**

4.1 The Management Committee shall meet as and when necessary, but not less than three times per year. At least 7 days notice must be given of any Management Committee Meeting.

4.2 A quorum will be formed when at least four persons are present, which must include at least two Officers.

4.3 All members present are entitled to vote on any matter, including the Chairman, who shall also be entitled to a casting vote in the event of deadlock.

#### **5) MANAGEMENT COMMITTEE FUNCTIONS**

5.1 The Management Committee shall be responsible for the running of the Association.

5.2 The Management Committee shall be empowered to deal with any matters not covered by these Rules and the interpretation and application of these Rules.

5.3 In the event of a dispute the Committee's decision is final

5.4 The Management Committee shall open and manage a bank account to facilitate banking of the subscriptions and for providing a means of meeting the authorised expenses. Cheques must be signed and countersigned by two of the Chairman, Secretary and Treasurer.

#### **6) ANNUAL GENERAL MEETINGS**

6.1 The Association shall have an Annual General Meeting once per year at the end of the season. The Meeting shall be for the purpose of electing the Chairman and Vice-Chairman of the Association, the Officers of the Association, and remaining committee positions. A non-voting President and Vice-Presidents may also be elected.

6.2 The Officers' and other reports and the Annual Accounts and budget for the next playing season, including recommended annual subscriptions shall be presented to the Annual General Meeting and subject to ratification. In addition, any other business that the Management Committee shall decide at any time or any member shall write to the Hon Secretary to be received at least seven days in advance of the meeting, shall be discussed.

6.3 Twenty-one days notice shall be given in writing to each teams' nominated secretary requesting they invite their registered members. Those present within thirty minutes of the advertised starting time will form a quorum.

6.4 Nominations for any elected position may be made by written application to the Hon. Secretary and received at least 7 days prior to the date of the meeting. Such nominations must be proposed and seconded by a member. Should there be no such nominations for any position then the Chairman shall accept nominations from the floor of the Annual General Meeting. Such nominations must be made by and seconded by two members of the Association.

6.5 All registered members of fully paid-up teams can vote at an Annual General Meeting, except where the committee feels that a substantive change is proposed, and in this case "one vote per team" will apply. The Chairman's casting vote will apply in the case of a tie.

## **7) EXTRAORDINARY GENERAL MEETINGS**

- 7.1 An Extraordinary General Meeting shall be held at the request of either the Management Committee or one-third of the Teams of the Association or by at least thirty individual members of the Association, whichever shall be the greater. Such request must be in writing to the Hon. Secretary and the Management Committee, setting out the matters to be discussed. No other matters may be discussed.
- 7.2 Such Meeting must be called within 28 days of the Hon. Secretary receiving such notice and 14 days notice of the Meeting shall be given to each teams nominated secretary requesting they invite their registered members. Those present within thirty minutes of the advertised starting time will form a quorum.
- 7.3 All registered members of fully paid-up teams can vote at an Extraordinary General Meeting.

## **8) LEVIES AND SUBSCRIPTIONS**

- 8.1 The Association shall be empowered to determine and raise annual subscriptions. The subscriptions to be paid by each team shall be considered at the Management Committee Meeting prior to the AGM and put to the membership at the following Annual General Meeting.
- 8.2 Any Team or individual members owing monies from the previous season shall not be eligible to vote at any AGM or EGM, or to play in the League the following year until those debts have been paid.
- 8.3 League fees are payable to the Treasurer, by 30th December or the team will be expelled from the League

## **9) AMENDMENT TO THESE RULES**

- 9.1 No alteration, amendment or addition to these Rules shall be made, save by a majority of two-thirds of those paid up members present and voting at a General Meeting. A copy of the motion proposing such alteration, amendment or addition will be sent to Team Secretaries in good time, as per Rules 6 and 7, with the notice convening the Meeting. Any such alteration, amendment or addition will be notified to the membership via the Team Secretaries within 7 days of the Meeting.

## **10) DISBANDMENT OF THE ASSOCIATION**

- 10.1 The Association may only be wound up by an Extraordinary General Meeting of the Association called under Rule 7 for that purpose. Any motion to wind up the Association requires a majority of above three-quarters of those members present and voting at the Meeting. Any funds shall be distributed according to the wishes of the Voting Membership at the Meeting, but shall not unfairly benefit any member or team directly at the expense of any other.

## **11) DISCIPLINE**

- 11.1 In the event of a problem with a team (for time-keeping, rule infringements, etc) a written complaint should be lodged with a member of the committee. The committee shall investigate the complaint and, if the complaint is valid issue a warning to the offending team via their secretary. For serious or repeated offences the committee shall have the power to deduct points from that team in any competition, bar a team from promotion, or in extreme cases, suspend or expel that team from the Association. The team so suspended or expelled shall have the right to have the matter discussed at the next General Meeting, where a motion for re-election may be put and be subject to a two-thirds majority of those present and voting
- 11.2 A complaint about an individual member of a team should first be reported to the team's

respective captain. If that does not resolve the issue, the problem should be reported to a member of the Management Committee. In the event of the conduct of any individual being deemed, in the opinion of the Management Committee by a majority of two thirds of those present and voting at a Management Committee meeting, unbecoming or detrimental to the good character and interests of the Association and its members, after due consideration, that individual may be suspended or expelled. The individual so suspended or expelled shall have the right to have the matter discussed at the next General Meeting, where a motion for re-election may be put and be subject to a two-thirds majority of those present and voting.

## **12) ORGANISATION OF THE COMPETITIONS**

- 12.1 All matches to be played on Monday evenings as printed on the official fixture card and website. In the event of a team failing to honour their fixture and not having arranged an alternative date, their opponents will receive two points, with the score to read 5-0
- 12.2 Should exceptional circumstances arise and it is not possible for an arranged fixture to be played, the captains concerned must make arrangements for the match to be played at a convenient date, but in any case, not after the night of the Mike Russell Cup Final. A member of the committee should be informed of the revised date.
- 12.3 Should a match not be played owing to the failure of the two captains to agree a date, the question of responsibility will be decided by the committee, and the result decided accordingly. In the event of a team withdrawing from the League, their results will be removed, as will all points earned by other teams having played them.
- 12.4 Teams shall normally consist of a minimum of 5 players. A team with four players will be allowed to play. However, in this case, one doubles game shall be awarded to the opposing team. The remaining eight games will be played.
- 12.5 No player shall play more than 2 games except in the event of only 4/5/6 players being available. If this occurs, players are permitted to play 3 games which must consist of a mixture of singles and doubles (ie two singles and one doubles or one single and two doubles).
- 12.6 The official start time is 8.30pm (8pm for the singles and doubles first round games). To prevent matches overrunning, teams should do their utmost to present themselves at the appointed time. Teams arriving late should be notified to the committee.
- 12.7 Players arriving after 9.00pm are not permitted to play unless the opposing captain has been previously notified.
- 12.8 Where a pub or club has two or more teams all players must play for the team for which they are registered.
- 12.9 League, shield and cup matches consist of nine games – five pairs and four singles.
- 12.10 The winner shall be the team to win most games.
- 12.11 Each game of both pairs and singles shall be the best of three legs
- 12.12 Each leg shall be won by the first to 121 points.
- 12.13 The winners of each match will receive two points. In addition, each team shall receive additional points for the games won. For example, a team winning 6-3 shall receive 8 points whilst the losers receive 3 points.
- 12.14 The Shield Competitions will take the form of mini-leagues.
- 12.15 Mike Russell Knockout Cup and Plate will be a normal match of 5 pairs and 4 singles to obtain a result and continue to the next round.
- 12.16 Singles and Doubles Competition games will be the best of three legs except the final game, which shall be played best of five legs.

12.17 The winners of the League and Shield competitions shall be determined by the following in order shown. In the event of a tie on that criteria, the next criteria will be used:

- a) The team with the highest number of points in that particular competition
- b) The team with the higher number of match wins throughout the season in that particular competition
- c) The team with the higher aggregate score in the head to head matches between the two tied sides in that particular competition
- d) The result of a play-off between the sides, the venue being decided by a toss of a coin
- e) If a mutually convenient time cannot be found, the result shall be decided by a toss of a coin

12.18 Singles/Pairs Finals Replacements

If replacement for the singles or pairs final is required due to illness or holidays, the rules for replacement are shown below.

Singles	If a player is unable to appear in the final, the losing finalist from the appropriate heat to be invited.
Doubles – one player unavailable	If one player is unable to appear, a replacement can be used from the same team, ideally who has not played in the heats that year
Doubles – both players unavailable	If both players are not available, the losing finalists from the appropriate heat to be invited.

12.19 To allow as many people to play in the singles and doubles, there is often more than eight players at each venue. The draw should be made (at 8pm) using the players/pairs who have been nominated for each venue. If more than 8 players/pairs are attending, a qualifying round should be drawn which results in 8 players/pairs for the 1st round proper. For example, if 12 players are present, 4 players need to be eliminated from a “qualifying round”. Therefore 8 players should be drawn from the 12 and play off, leaving the 4 qualifiers plus the 4 not drawn. For odd numbers, the first person drawn with proceed with a “bye”.

Players should be at the venue by 8pm. At this point the local organiser shall make the draw by including those who are due to attend (unless notified previously of any non-attendance). Games will commence immediately and any player not in attendance at 8.10 will forfeit their entry. Their opponent will receive a bye to the next round.

13) **THE RULES OF CRIBBAGE**

13.1 The game should be played with a full deck of 52 cards.

13.2 On standard boards one peg must be placed in the board for the first lap to ensure two laps are played.

13.3 Players should be dealt six cards in singles and five cards in pairs. If, during a deal, a card is exposed, reshuffle, cut and deal again.

- 13.4 There must be a fresh cut at the commencement of any game. In cutting and counting, court cards count as ten, Aces as one. In cutting, the lowest score wins. A cut is defined as a clean lifting of a portion of the pack, taking at least three cards and leaving at least three. For the cut to decide first "crib", a reasonable amount (at least one third) of cards should be left by the first player to allow a fair cut for the second.
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- 13.5 Cards laid out in the 'Crib' may not be exposed in any way until all cards in the hands have been played.
- 13.6 When play is completed each player 'shows' his hand in the same order as of the play, laying the cards face up on the table to enable his opponent in singles and his partner in pairs to check the score claimed. This must be strictly enforced.
- 13.7 Partners may check and correct each others scores but in the event of a dispute, captains only may intervene. Bystanders are not permitted to comment on any part of the game whilst it is in progress.
- 13.8 The exposed card on the top of the pack, called the 'Turn up' is made use of by all players in computing the score in conjunction with their hands of 'Crib'. It shall not be removed from the top of the deck while play is in progress.
- 13.9 In pegging, two points will be pegged for each 15 or 31 scored and where the final card brings the total to less than 31, one point will be scored. In pegging and counting, two cards of equal rank or value played consecutively to get two points for a pair, three cards of equal value to get six points and four cards of equal value twelve points.
- 13.10 'Flushes' are obtained by holding four cards of the same suit in a hand plus an extra point if the "turn up" is the same suit. In the 'Box' all five cards must be of the same suit to constitute a flush. Runs are obtained by the laying of three or more cards of consecutive value, though not necessarily played in numerical order.
- 13.11 When the exposed 'Turn Up' is a Jack, two points are scored by the dealer. If a player holds in either hand or box, a jack of the same suit as the 'Turn Up' card the player holding it scores an extra point. If turning a Jack 'up' occurs when a player requires only 1 or 2 points to win a leg or the game, he still receives the one or two points.
- 13.12 During the game no comments will be allowed, either by spectators or other members of the team, or team Captains unless the Captains are asked by either player to intervene in the event of a dispute. The Captains are the enforcers, all players reported for misconduct during play may have his/her Registration cancelled.

## 14 REPORTING

- 14.1 It is the responsibility of the home captain to report the result, by text, immediately following the game to 07711019313 and latest by 7.00am the following morning.
- 14.2 Home captains are to update the Result Sheet after each game and ensure that at the conclusion of the match both captains agree the result and sign the sheet. The sheets may be required if there is any dispute, and should be retained by the home captain until the end of the season.
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