



# **Welsh Pétanque Association Constitution**

Version 5.0

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### Amendments

Version	Date	Comments
4.0	27 <sup>th</sup> January 2024	Part 3 Discipline Deleted
5.0	8 <sup>th</sup> February 2025	Part 2 Rules Deleted

The Constitution of the Welsh Pétanque Association as amended, was adopted at its meeting held at the Monkstone Petanque Club Cardiff on the 8<sup>th</sup> day of February, 2025.

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# Constitution

## 1. Name

The Association shall be called the Welsh Pétanque Association (WPA), hereinafter called the Association.

## 2. Objectives

The Objectives of the Association are to promote the game of Pétanque (hereafter called "the sport") by:

- 2.1. promoting public awareness of the sport,
- 2.2. organising competitions and events, including participation in competitions and events organised by or on behalf of other recognised bodies of the sport in other countries and by organising the same for or on behalf of such other bodies in Wales, including the formation, preparation and support of Senior, Mens, Ladies, Veterans and Junior teams to represent Wales at all levels,
- 2.3. providing instruction in the sport,
- 2.4. promoting international links and affiliating to the Federation Internationale de Pétanque et Jeu Provençal. (FIPJP) and the Confédération Européenne de Pétanque (CEP),
- 2.5. seeking recognition for the Association from the relevant sports or governmental bodies such as the national governing body of the sport in Wales,
- 2.6. creating a disciplinary code, and establishing principles and policies for the development of the sport.

## 3. Registered Office

The registered office of the Association shall be at such address as the Executive Committee of the Association shall from time to time decide.

## 4. Definitions

### 4.1. Welsh Pétanque Association

The Association is recognised by the Fédération Internationale de Pétanque et Jeu Provençal (FIPJP) and the Confédération Européenne de Pétanque (CEP), as the sport's governing body for pétanque in Wales.

### 4.2. Members

Members shall be persons who have paid the annual fee appropriate to their level as defined in Internal Rules, Clause 6. Membership shall not be denied to any person on the grounds of any of the Protected Characteristics, as defined in the Association's Equality and Diversity Policy.

### 4.3. Executive Committee

Executive Committee (EC), the managing body of the Association.

### 4.4. Affiliated Leagues

Affiliated Leagues shall be such Pétanque Leagues as are admitted to the Association in the manner described in the Internal Rules.

#### 4.5. Registered Clubs

Registered Clubs shall be such Pétanque Clubs as are admitted to the Association in the manner described in the Internal Rules.

#### 4.6. General Meetings

Annual (AGM), Extraordinary (EGM) and Ordinary (OGM).

#### 4.7. Communication

The requirement to publish and send communications, which may be met by the use of printed and or electronic media.

### 5. Executive Committee

The WPA shall be managed by an EC comprising both Elected and Appointed Officers.

#### 5.1. Elected Officers

- 5.1.1. The Association shall have the following elected officers: National President, National Secretary, National Treasurer, Director of Development and Director of Public Relations.
- 5.1.2. Each Elected Officer will have a term in office of two years. To provide continuity not all posts will become vacant at the same date.
- 5.1.3. The posts of National President, National Treasurer and Director of Public Relations will become vacant in odd numbered years, and the posts of National Secretary and Director of Development will become vacant in even numbered years.

#### 5.2. Appointed Officers

The Association will have other officers appointed by the EC to serve in roles or on commissions as required for the development and management of the sport.

### 6. Annual General Meeting

There shall be an AGM of members in each period of twelve calendar months convened by the EC for the purpose of presenting an Annual Report, Annual Accounts, changes to the Constitution and Internal Rules, for the election of officers, for the determination of fees and subscriptions, and to consider motions, to appoint auditors, and to appoint arbitrators. The AGM must be held within 13 months of the previous AGM.

### 7. Ordinary General Meeting

There shall be OGMs of Members held at least three times during the year between the dates of the AGMs.

### 8. Extraordinary General Meetings

EGMs may be called upon the direction of the EC, upon a requisition signed by not less than 25 individual members, from at least 5 registered clubs or upon a requisition of 5 registered clubs, signed by an officer of each of those organisations.

Arbitrators may call an EGM where Internal Rules, Clause 4.7 has been instigated.

### 9. Membership

The classes and terms of membership of the Association shall be as specified in the Internal Rules, Clause 6.

## 10. Powers and Duties

### 10.1. Executive Committee

The EC shall have the following powers and duties to:

- 10.1.1. be the managing authority of the Association;
- 10.1.2. promote and develop the sport in Wales and to further the objectives of the Association;
- 10.1.3. fill vacancies arising on the EC for a period ending at the following AGM;
- 10.1.4. appoint individual members and/or commissions for specified purposes and terms of reference;
- 10.1.5. establish, as and when required, disciplinary tribunals to hear and determine appeals in accordance with Clause 13;
- 10.1.6. propose changes to the Constitution for the decision of the members at an AGM and/or EGM;
- 10.1.7. to propose rates of subscription for the decision of the members at an AGM or an EGM convened for that purpose.
- 10.1.8. hold and operate the funds of the Association;
- 10.1.9. determine the eligibility and value of honoraria for officers;
- 10.1.10. organise and run National and Qualifying Competitions and events, representational competitions and team formation, and the preparation and support for Welsh teams;
- 10.1.11. set standards for coaching and umpiring and to administer the same;
- 10.1.12. set standards and policies for the protection and safety of members and to administer the same.
- 10.1.13. seek all means of funding the sport in Wales including co-operating with the other national bodies where required.
- 10.1.14. act in the name of the Association and to enter into agreements and do all such things as are necessary for the effective operation of the Association save such as is required by statute or the Constitution to be done in an OGM.

### 10.2. National President

The National President shall:

- 10.2.1. act, when necessary, as the representative of the WPA at the FIPJP and CEP Congresses and other international meetings;
- 10.2.2. preside, when practicable, at meetings of the EC;
- 10.2.3. preside, when practicable, at AGMs, EGMs and OGMs of the Association and shall, ex officio, be a member of all standing commissions;
- 10.2.4. act as a counter-signatory in respect of any property or financial transactions on behalf of the Association.

### 10.3. National Secretary

The National Secretary shall:

- 10.3.1. convene, attend and keep minutes of all meetings of the Association;
- 10.3.2. make the Draft, and subsequently Approved, Minutes of all General Meetings and Executive Committee Meetings (which may be subject to redaction at the discretion of the E.C.) available to the Members by publication via the WPA's website within 14 days of the date of the meeting.
- 10.3.3. maintain the register of Members, Clubs and Leagues;

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- 10.3.4. maintain the definitive version of the Constitution, Internal Rules, and all other documents required for the management of the Association.

### 10.4. National Treasurer

The National Treasurer shall:

- 10.4.1. Operate the Association's finances;
- 10.4.2. Prepare the Books of Account for Accounts inspection or audit, as required by the EC ;
- 10.4.3. Prepare and present true Accounts to each AGM of the Association;
- 10.4.4. Prepare and present an annual budget as required by the EC.

### 10.5. Director of Development

The Director of Development shall:

- 10.5.1. Actively promote the sport, through the Association and the clubs, with the aim of expanding the geographic and demographic basis of the sport;
- 10.5.2. Oversee all competitions held under the auspices of the Association;
- 10.5.3. Deputise for the National President when they are not present or available.

### 10.6. Director of Public Relations

The Director of Public Relations shall:

- 10.6.1. Actively promote the sport, through the media, with the aim of expanding the public awareness of the sport;
- 10.6.2. Ensure that the members are informed of all events being held by the Association and its constituent leagues and clubs;
- 10.6.3. Assist national representative teams and clubs in the acquisition of sponsorship for events.

### 10.7. Arbitrators

- 10.7.1 Arbitrators are appointed under Clause 6 - Annual General Meeting and are called upon to undertake specified duties non-executive duties as defined in this constitution or non-specified duties as requested in writing by the EC.
- 10.7.2 Where a vote of no-confidence has been called against an individual member of the EC or members of the EC or the whole of the EC, the arbitrators shall have the following duties under this constitution.
  - i EC Member - A nominated Arbitrator maybe invited by the EC to assist them in the preparation of the vote of no-confidence.
  - ii EC Members - Nominated Arbitrators maybe invited by the EC to assist them in the preparation of the vote of no-confidence.
  - iii Whole EC - Duties as defined in Internal Rules, Clause 4.7.

## 11. Finance

### 11.1. Fees

- 11.1.1. All fees relating to membership for Associate, League, Full and Junior Members, Affiliated Clubs and Leagues, whether existing members of the Association or joining, shall be at a rate to be determined from time to time by an AGM;
- 11.1.2. The Association will pay an affiliation fee to the FIPJP, CEP and other national and international organisations.

### 11.2. Accounts

Proper Books of Accounts shall be maintained by the National Treasurer and shall be available for inspection by Members, with reasonable notice, at the Registered Office.

### 11.3. Expenses

Reasonable expenses may be reimbursed for costs incurred wholly and exclusively on behalf of the Association.

### 11.4. Bank Accounts

The Association shall maintain an account(s) with a UK Bank from time to time selected by the EC.

11.4.1. All account(s) require the joint signatures of the National Treasurer and one other authorised EC Member. The two cosignatories must authorise all expenditure for any of the Association's accounts.

11.4.2. Internet/Telephone banking facilities will be permitted but are subject to article 11.4.1 where practicable.

### 11.5. Grants

The Association may not make grants or donations to any person or organisation other than specifically for the achievement of the Objectives (Clause 2).

### 11.6. Borrowing

The Association may not borrow advances of money at rates in excess of 7% above LIBOR and in any event may not borrow in excess of ten times its last audited annual income.

### 11.7. Financial Year

The financial year of the Association shall run from 1<sup>st</sup> January to 31<sup>st</sup> December of the same year.

## 12. Privileges

### 12.1. General

Individual Members, Affiliated Leagues and Registered Clubs shall be covered for third party liability insurance by the Association and shall be entitled to the following privileges of membership:

### 12.2. Associate Members shall:

12.2.1. have their particulars recorded in the Register of Members;

12.2.2. have the current copy of the Constitution, Internal Rules and the Rules of National Competitions made available to them;

12.2.3. be eligible to enter WPA competitions as defined by the EC;

12.2.4. have the right to purchase the Association's approved goods and publications;

12.2.5. have the current Official Rules of the Game of Pétanque made available to them;

### 12.3. League members shall:

12.3.1. have their particulars recorded in the Register of Members;

12.3.2. have the right to attend, participate and vote at OGMs, EGMs and AGMs;

12.3.3. have the current copy of the Constitution, Internal Rules and the Rules of National Competitions made available to them;



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- 12.3.4. be eligible to enter WPA competitions as defined by the EC, including all National Championships and Home International competitions excluding all European and World Championship qualification events;
  - 12.3.5. have the right to purchase the Association's approved goods and publications;
  - 12.3.6. have the current Official Rules of the Game of Pétanque made available to them;
  - 12.3.7. have the right to participate in the requisition for an EGM.
  - 12.3.8. have the right to participate in the requisition for a vote of no-confidence against an individual member of the EC or members of the EC or the whole of the EC
- 12.4. Full Members shall:
- 12.4.1. receive an International Licence on payment of the annual subscription;
  - 12.4.2. have their particulars recorded in the Register of Members;
  - 12.4.3. have the right to attend, participate and vote at OGMs, EGMs and AGMs;
  - 12.4.4. have the current copy of the Constitution, Internal Rules and the Rules of National Competitions made available to them;
  - 12.4.5. be eligible to enter all WPA competitions as defined by the EC including all National Championships and all Home International competitions including all European and World Championship qualification events;
  - 12.4.6. have the right to purchase the Association's approved goods and publications;
  - 12.4.7. have the current Official Rules of the Game of Pétanque made available to them;
  - 12.4.8. have the right to participate in the requisition for an EGM.
  - 12.4.9. have the right to participate in the requisition for a vote of no-confidence against an individual member of the EC or members of the EC or the whole of the EC.
- 12.5. Junior Members shall:
- 12.5.1. receive an International Licence on payment of the annual subscription;
  - 12.5.2. have their particulars recorded in the Register of Members;
  - 12.5.3. have the current copy of the Constitution, Internal Rules and the Rules of National Competitions made available to them;
  - 12.5.4. be eligible to enter all WPA competitions as defined by the EC, including all National Championships and all Home International Competitions including all European and World Championship qualification events;
  - 12.5.5. have the right to purchase Association approved sale goods and publications;
  - 12.5.6. have the current Official Rules of the Game of Pétanque made available to them;
- 12.6. Affiliated Leagues
- Affiliated Leagues shall:
- 12.6.1. receive a certificate of annual registration;
  - 12.6.2. have its particulars recorded in the Register of Leagues;
  - 12.6.3. have the current copy of the Constitution, Internal Rules and the Rules of national competitions made available to them;
  - 12.6.4. receive Notice of OGMs, EGMs and AGMs
  - 12.6.5. have the right to purchase approved sale goods and publications of the Association on behalf of individual members.

## 12.7. Registered Clubs

Registered Clubs shall:

- 12.7.1. receive a certificate of annual registration;
- 12.7.2. have its particulars recorded in the Register of Clubs;
- 12.7.3. have the current copy of the Constitution, Internal Rules and the Rules of National Competitions made available to them;
- 12.7.4. receive Notice of OGMs, EGMs and AGMs;
- 12.7.5. have the right to submit motions to the AGM;
- 12.7.6. have has the right to enter a team for the Welsh Cup for Clubs;
- 12.7.7. have the right to purchase approved sale goods and publications of the Association on its own behalf or on behalf of individual members;
- 12.7.8. have the right to participate in the requisition for an EGM.
- 12.7.9. have the right to participate in the requisition for a vote of no-confidence against an individual member of the EC or members of the EC or the whole of the EC.

## 13. Discipline

The Association will establish disciplinary procedures to handle matters referred to the EC, as set out in the Disciplinary Policy v1.0.

## 14. Alterations to the Constitution

### 14.1. Method

The Constitution of the Association may be rescinded or altered by vote of two-thirds of the Members present and voting at an AGM or EGM called for that purpose and which has the required quorum.

### 14.2. Proposals

Proposals to amend the Constitution may be submitted by the EC or Registered Clubs.

### 14.3. Time Limit

No proposal to amend the Constitution which has been defeated, nor any of like effect, shall be permitted until a period of two calendar years has elapsed from the date of the AGM or EGM at which the original proposal was made.

## 15. Dissolution

- 15.1. The Association may be dissolved at an AGM, or at an EGM called for that purpose, by consent of a majority of members voting in a ballot of the Membership of the Association.
- 15.2. Funds and assets can be transferred to successor bodies on their formation and on dissolution of the Association.
- 15.3. If upon the winding up or dissolution of the Association there remains, after the satisfaction of all its debts and liabilities, any property whatsoever the same shall not be paid to or distributed among the Members of the Association but shall be given or transferred to some other institution or institutions having objects similar to the objects of the Association, such as an institution or institutions to be determined by the Members of the Association at or before the time of dissolution and insofar as effect cannot be given to such provisions then to some charitable object.