

## WALTHAM FOREST CRIBBAGE LEAGUE

1. League rules will be strictly adhered to.
2. Team secretary shall sign for their copy on initial registration.
3. Registration of players; minimum 8 players, except under exceptional circumstances as classified by the committee.
4. Minimum entry age shall be 16 years of age.
5. Each player must be registered on an official form at the commencement of each season i.e. Summer and Winter.
6. No transfer of a player will be allowed in any current season except under exceptional circumstances classed by the committee. Exceptional Circumstance includes when a team would otherwise fold due to a lack of players, they may be allowed to take a player on loan from another team, but each individual arrangement must still be brought before the committee at meetings to be approved.
7. New players can be registered providing that they have not signed for any club during the season. All new members must be registered one week prior in writing, or 24 hours verbally, to the league secretary in person. Notwithstanding Rule 3.
8. Registration forms will be issued to be returned not later than 14 days prior to the commencement of the season.
9. Registration fee of £50.00 per team (exclusive of Bond Money) to be reviewed annually.
10. New teams will pay a Bond of £50.00 returnable at the end of the season, providing all commitments have been fulfilled, should they wish to withdraw.
11. Registration monies to be given to the Treasurer at August meeting, teams "signing on" forms to be returned to the league secretary before the commencement of the new season. Any team not paying registration fees will not be allowed to start Winter League.
12. Players exhibiting unruly behaviour will be severely dealt with by the league, and all incidents shall be reported.
13. If a player is barred from a pub or club where he is due to play, the licensee applying the ban shall have the final decision, but it is recommended that the team concerned get their own licensee to ring the pub or club and ask their permission.
14. The date or venue for each match will be listed on the official fixture list.
15. In the event of a team not being able to field a minimum of Four players (holidays, sickness, bereavement) alternative dates must be negotiated between teams. The offended team has the right to offer three alternative dates. The league secretary must be informed in advance of the negotiations and approve same.
16. If a team is unable to fulfil a fixture, 48 hours' notice is required to the opposing team's secretary or licensed house.
17. Should a team fail to comply with the above rule and give less than 48 hours' notice, the offending team will pay for the sandwiches, maximum cost £10.00(subject to review). Failure to pay within one month will result in a further fine of £10.00 Failure to pay this fine by the secretaries meeting will result in expulsion from the league.
18. If no notice is given to either the secretary, or the licensed premises, the offending team will be fined food costs plus £5.00 Due consideration upon appeal will be given to extenuating circumstances such as inclement weather, transfer, strike etc... Subject to non-payment, Rule 17 shall apply.
19. All fixtures shall be completed, except in exceptional circumstances, as agreed by the committee, where the outcome of the fixture has no impact on winning the league, prize monies or wooden spoon.

20. In the event of a team withdrawing from the league at any stage of the season, all results involving that team become null and void. Any team withdrawing or expelled during a season loses its Bond Money, and any Prize Monies accrued during the season shall revert to league funds.

21. In the event of a match not being completed (Due to circumstances beyond the control of both teams) the league secretary must be informed within 24 hours and a new date will be fixed by the league committee. Any games played in the abandoned match will stand with the agreement of the two secretaries.

22. All disputes and appeals must be put in writing and submitted to the league secretary within 10 days of the dispute / decision otherwise a protest of appeal is invalid. Disputes of league decisions will be heard at the following committee meeting.

23. Result cards must be signed by all participating and the result signed, by the secretary or representative of both teams. Each card should be clearly dated, with the names of the competing teams and results entered correctly. This will be the responsibility of the home team. The result should then be delivered to the competition secretary by card, text or electronic method, to arrive not later than Thursday of the same week. The signed card should be handed to Competition Secretary at a meeting or Competition. Should any dispute arise regarding a result then the offended secretary should not sign the result card but should mark the card "under dispute".

24. Should the card be signed, then any result disputed will be void.

25. Failure to comply with Rules 23 and 24 will result in a fine of £5.00 levied on the home team, bearing in mind it is their responsibility to comply with the above rules.

26. The team with the most points at the end of the season will be deemed league champions. In the event of any teams finishing with identical points in joint 1<sup>st</sup> position, 1<sup>st</sup> position will be decided by the team with the greatest game difference (as in football league). Should this be a tie, the team with the highest amount of games won will be 1<sup>st</sup>. In the event this remains a tie, the team with the highest match win will win. Any further equality must be played off.

27. All perpetual trophies may be held for one year, and then returned to the league. All returnable trophies are the responsibility of the team which holds them. They must be returned in a good condition. In the event of the trophy being lost or damaged, the team responsible will be charged for their replacement or repair.

28. Any team that has won a trophy in a season which is not competing in the following season should return the trophy immediately.

29. **PRESENTATION EVENING:** Each club shall be allocated presentation tickets to a maximum deemed by the committee. The format of the presentation shall be left at the discretion of the committee.

30. **COMMITTEE and FINANCE. The committee shall consist of CHAIRMAN, SECRETARY, TREASURER, MINUTE SECRETARY, FIXTURE SECRETARY, COMPETITION SECRETARY, TRUSTEES (2), AUDITOR.**

31. **BOND ACCOUNT.** The Bond account shall be a separate account from the general account. The interest accrued on the deposit account shall be transferred to surplus account. Access to the monies in the Bond account can only be gained by the signed permission of the Treasurer both Trustees and one other committee member. Or, at an extra ordinary meeting or, at the A.G.M. This fact shall be made known to the relevant Building Society, accompanied by a list of all signatories in writing after each A.G.M.

32. The Bond account and current receipt books shall be available at each monthly meeting for inspection. It will be the responsibility of any league secretary or captain to inspect said books.

33. It shall be the responsibility of each club secretary to take his or her turn to inspect the books, in any order designed by the committee.

34. **CURRENT ACCOUNT.** The method of withdrawal from the current account shall be by any two of three signatures from the Treasurer or Trustees. This shall be a condition with the Building Society who will be supplied with specimen signatures.

35. **SURPLUS ACCOUNT.** The account where surplus monies not used during a financial year is to be deposited. Also for the holding of advanced payments for the next financial year, these payments to be transferred to the current account as soon as practicable. Use of surplus monies is at the discretion of the committee with the full knowledge of the membership. Withdrawals from the surplus account are done with any two from the three authorised signatories. This rule should be read in conjunction with (g) under Treasurers duties.

The responsibility of each committee member shall be as follows.

**CHAIRMAN:** They shall preside over committee meetings, league meetings, and the A.G.M. It shall be their responsibility to keep the aforementioned meetings in order and to explain the interpretation of the league rules as so written. The chairman shall not vote at the aforementioned meetings but shall have the casting vote in the event of a stalemate. It shall be their responsibility to put forward proposals, seconds and to count the results.

**SECRETARY:** To administer the general running of the league and to advise various members of the committee of the planning of events, such as competitions, venues, dates of meetings etc. It is also their duty to form an agenda for each meeting.

**MINUTE SECRETARY:** For taking minutes from any committee, league or A.G.M. meetings, and shall issue a report of these at each meeting which when agreed by the secretaries attending, shall be recorded by the chairman or secretary as a true copy. To hand the copies of minutes over to incoming minute secretary at the A.G.M.

**FIXTURE SECRETARY:** To formulate the league fixtures planned out for the whole year, at the beginning of each season to incorporate all competitions, summer and winter league. To notify the league committee and secretaries of forthcoming events. To take note of any fixtures not played and to agree the date for a rematch. They shall ensure no competitions are played before November's secretaries meeting.

**COMPETITION SECRETARY:** Shall delegate authority for organising competitions at the secretaries meeting prior to the event, to the venue proposer and a committee member. The latter shall advise and sort out any disputes on the night of the competition. He shall also arrange the draw for such events and to take note of winners. He will compile a list at the end of the season, denoting prize monies to be received. He shall also attend to the engraving of existing trophies and the buying and inscribing of new trophies. He shall also collect the results.

**TREASURER: The Treasurer shall:**

(a) Collect all league monies and issue appropriate receipts.

(b) At a secretaries meeting hand these monies to a trustee and ensure the trustee signs for such amounts.

(c) Give adequate notice to a trustee of any league expenditure, decided upon by the committee, and requests the trustee hands such to the Treasurer at the required time, and returns to trustees any sums not spent confirming by receipts, monies that are spent ensuring all transfers are recorded and signed for.

(d) Advise the trustee to hold cash money as the committee requests.

(e) Ensure any monies collected other than at a secretaries meeting (competition night raffles etc.) be checked by a committee member, these monies being handed to a trustee at a secretaries meeting. At no time should these amounts exceed £50 .00. In no other

circumstances will the Treasurer hold any league money that is not requested by the committee.

(f) At the appropriate time all monies withdrawn from the current account and used to finance the dance and prize monies etc. The current account will then be zero (plus say £1.00 to keep the account open), to give an exact starting point for the next years finances.

(g) As soon as practical after the dance and before any new year's monies collected, all league monies still held as refund from dance expenses and raffles etc. to be paid into the surplus account.

(h) Ensure ledgers/paperwork are kept up to date and ready to submit to an audit. The Treasurer will sign for all money transfers. Ensure the Presentation Night is always held during the month of October.

**TRUSTEES (2):** Trustees shall not be a member of the committee. It is the trustees duty to:

(a) Hold and safeguard the Building Society books, all receipts for monies received from and handed to the Treasurer and all relevant paperwork.

(b) Ensure Building Society books are present at secretaries meeting and to have them open to scrutiny by a league member at any reasonable time.

(c) Collect from the Treasurer at league secretaries meeting all monies collected and sign for such amounts.

(d) Deposit these amounts into the Building Society `A` account and to advise the date that this will take place.

(e) To comply with the Treasurers authorised request for league money and produce these amounts at the time requested.

(f) Only hold cash money as instructed by the committee. At no other time will the trustees hold cash money.

(g) Keep all paperwork up to date and make it ready to submit to an audit.

**AUDITOR:** The Auditor shall not be a committee member or a trustee. The auditor should be advised that it is his/her prime function to ensure that the monies spent and received balance with the Building Society account and that there are corresponding correctly signed receipts for monies spent and received. (Although useful it is not necessary to provide a balance sheet as comparison with previous years) the financial year should start on the 1<sup>st</sup> November each year and end 31<sup>st</sup> October the following year.

**GENERAL.** It is the duty of every league member that feels there is some monetary wrong doing to report it at once to a committee member. At the secretary's meetings each secretary should ensure that monies they have handed to the Treasurer has been correctly recorded and that they receive a receipt, and they are urged to keep such receipts until that year's finances have been audited. Any team with outstanding monies not paid before the last meeting before Presentation Night, shall be liable to a fine of £10.00. Plus, all outstanding monies and fine will be deducted from the prize money awarded. (Including dance tickets). Any money due to league funds that is in dispute after issue of financial report from league Treasurer (N.B. financial report is always one month in arrears) must be raised at the meeting that the financial report is issued. Otherwise any dispute will not be considered by the league committee, and a fine of £10.00 will be levied against the team who fail to raise any disputes with league Treasurer at the meeting when financial report is issued, except when there is no financial report issued by the league Treasurer.

**DISSOLUTION:** In the event of the number of teams falling below that required to keep the league running at an acceptable level a motion will be proposed at either an AGM or EOM to dissolve the league. If passed by a majority vote in favour by at least 2/3rds of the votes cast the league will be disbanded. In this event all financial accounts will be combined and shall be divided equally between the teams currently registered having due allowance for the settlement of any outstanding debts (ie. refund off all or some of the sponsorship).

36. At the A.G.M. the audited accounts shall be produced, agreed and the events shall be given by the chairman at the end of which he shall ask the committee to resign. The new committee shall be elected at the A.G.M. and the new committee will take effect from the date of the following meeting. Nominations should be received in writing at the meeting prior to the A.G.M. if the person is going to be absent from that meeting.
37. Meetings shall be held at St Michaels Hall, at 11.00.am. on the second Sunday of each month, until further notice.
38. All secretaries shall attend meetings. If the secretary is unable to attend, he can send any other member in his place. Should a representative fail to attend, the club will be fined £5.00 Failure to attend two consecutive meetings, shall result in the offending club being advised in writing that failure to attend the third meeting shall result in expulsion from the league. In such an event, fines will be imposed for each meeting not attended. A £2.00 late attendance fine will be imposed on any team not represented at roll call.
39. Voting on any decision shall be a majority. Should this be a tie, the chairman or acting chairman shall have the casting vote.
40. All matches shall start not later than 9.00.pm. prompt. All competitions start at 8.00pm. Unless otherwise instructed.
41. Match boards shall be numbered 1 to 4 inclusive.
42. Should any team turn up at a venue with only six players the following rules apply.
- (a)The first table to finish all their games allocated, be it 3 or 4 will play **THE FINAL TABLE**
- (b)Should a team turn up with 7 players, the rule above applies, with the first table cutting cards to see who plays with the seventh player. This cut to be in full view of the opposition. If for any reason a player is unable comply with the above rule (domestic, work etc.) it must be with prior agreement with the two teams before the game commences.
- (c) Where a team has below 6 players they should be allowed to play 2 tables and 2 late tables. The team should alert their opponents they are playing in advance, and the teams may agree to an earlier start, to accommodate the late games. This should be a temporary arrangement to enable a team to continue in the league competition.
43. If a team cancels three consecutive matches the secretary will be asked by the committee for an explanation.

#### **GENERAL PLAYING RULES.**

44. All scoring rules are governed by the laws of Hoyle, with the following additions or amendments.
- (a) All four pegs shall be in the board in full view, except when taking pegs. Once pegs have been taken, the pegs shall remain in the board and not held in the hand. The rule shall be strictly adhered to by the league.
- (b) Any card turned over in the process of dealing or cutting shall be stacked and the cards re-shuffled and re-dealt.
- (c) All cards shall remain face down on the table until the deal is complete.
- (d) Pegs shall be taken in the correct order and in the correct sequence. No pegs shall be taken until the opposing players have had time to check the hands, and all cards shall be left face up until all calls are counted and all players have had adequate time to check the count. Any deliberate attempt at cheating will be dealt with in the strongest manner.
- (e) The cut shall consist of a minimum of three cards from the top and a maximum which leaves three cards from the bottom. Should the cut be invalid, the cards shall be shuffled and re-cut.
- (f) Before play commences the cards shall be counted to ensure a full pack, the box checked to ensure no cards are left in the box. During the game the following applies. Pegs shall be

withdrawn, and this game replayed. Any previous games shall remain valid. Should cards be found at the end of the game result will stand.

(g) Should a card be found on the floor, or a card/cards found face up in the undealt pack or card/cards found stuck together during but having no effect on play or any similar event having no effect on play, it shall be brought to the attention of all players, the card and all hands, including the box, shall be shuffled and re-dealt. In the event of the above pegs taken for hand/box shall be retrieved but pegging shall remain.

(h) Outside interference during play shall not be permitted, except when a card is found on the floor. A request from a player whilst the game is in progress for people to stand back from the table must be honoured.

(i) If for any reason a member of a team should refuse to play with their delegated partner for the evening once the match card has been signed and the games started, regardless of how the game situation stands at the time, the complete table is forfeit to the opposing team. Due consideration will be given for extenuating circumstances such as sickness or emergency, in which case a substitute player can stand in for the player who is unable to continue.

(j) Should any game(s) be deemed by the committee to be played again the same four players shall play. In exceptional circumstances, the committee decides.

(k) Should a player challenge a call after two challenges the player must state what he/her makes the count, failure to do this means the players call stands. If they are still unable to agree the count, the secretaries/captains of both teams should be called to the table to settle the dispute.

## **COMPETITION RULES**

45. All competitions, unless otherwise directed shall start at 8.00pm.

(a) In the event of two competitions being held on the same night a player may enter only one. Once pairs or singles competitions have started NO substitution will be permitted. If a substitution is discovered during play the offending player(s) will be disqualified and the delegated committee member in charge will make such adjustment to the draw as he sees fit. If the offence is brought to light after the competition is finished, then the trophy or prize money won by the player(s) will be forfeited and re-located by the decision of the committee. The secretary of the team, whose player are in contravention of this rule, will be called to explain the player(s) reasons for their actions at the next meeting of the committee following the discovery of the incident and that meeting shall decide what punishment should be given to ALL players involved. (This to include expulsion from the league if the situation so warrants).

(b) Competition fees shall be asked for at the Sunday meeting prior to the competition. Nobody can play without having paid the fees. Any team that plays in a competition without paying will be liable to a £10.00 fine.

(c) The running/disputes at competitions shall be the responsibility of the committee member delegated by the competition secretary, and the venue proposer. They shall have the power to oversee the match and to delegate to any neutral person/player of his choice for any dispute.

(d) It shall be the competition/committee decision to decide on a basis of time if a competition shall cease and be carried over.

(e) The draw for the competition shall be made in front of the club secretaries at the previous meeting together with a choice of venue.

(f) If for any reason a player refuses to play with their delegated partner for the evening, they will forfeit the match and their opponents will progress to the next round. Due consideration will be given for extenuating circumstances such as sickness or emergency, in which case a substitute player can stand in for the player who is unable to continue, subject to approval by a committee member on the night.

**JUBILEE CUP.** Qualifying games and finals will be the best of seventeen games, the deciding game being played only if necessary. This deciding game shall be drawn for when the score is 8-8, with all players remaining at their tables. Where teams have only 6/7 players table 4 is excluded from this draw.

(g) The extra game to be marked on the scoreboard.

(h) If players are not seated at the end of callout, they shall be excluded from the competition.

(i) A team turning up without a full team for a knockout competition shall be penalised by forfeiting the games on each board for which it is short of players.

(j) **SUMMER LEAGUE.** Shall consist of eligible teams, each team shall play each other team once. The remainder of the format will be played under current Winter League rules.

46. All finals shall have a referee. A referee shall be responsible for any disputes arising during play and it shall be his duty to advise players persistently making mistakes to his/her advantage. **THE REFEREES DECISION IS FINAL.**

47. Any occurrence not covered by these rules shall be considered by the committee and recommendations put to the floor, interpretation of these rules is at the discretion of the committee.

48. Death duties. Each club shall pay the sum of £10.00 upon the death of any member of the league.

49. Rules can only be changed at the Annual General Meeting or at an Extra Ordinary Meeting, which must be requested by a team in writing to the secretary fourteen clear days beforehand.

50. Beer money to be £5.00 for all team games winter, summer league and Jubilee cup (excluding nights of finals).

Competitions: Evans cup: open. Minimum 2 pairs per team. Charity cup: open. Mixed pairs: open. Open is defined as one player of a pair to be a registered league player.

Rules updated 14<sup>th</sup> May 2018 by Frank Hester. (Following EGM)

N.B. 4 threes plus a 9 =24. 4 sixes plus a 3=24 4 threes plus a 6=20