

# The English Primary Schools Chess Association Constitution

## **Name**

1. The Association shall be called 'The English Primary Schools Chess Association', hereinafter referred to as "the Association". Its abbreviation shall be 'EPSCA'.

## **Object**

2. The object of the Association shall be to advance the education of primary school aged children in England and Wales by teaching, supervising and developing the playing of chess by those children. In furtherance of this object, but no further, the Association may exercise the following powers

- a) Promoting, safeguarding and fostering the game of chess among children in England and Wales, who are under the age of eleven years at the commencement of the Association year on 1st September.
- b) Holding annually championships for member associations and schools.
- c) Adopting and enforcing the laws of the game as laid down for the time being by the English Chess Federation
- d) Interpreting, when called upon by members, difficult and doubtful questions of the laws.

3. Membership of the Association shall be open to duly constituted primary schools' chess associations.

4. Associations shall pay an annual subscription which shall be determined, for the forthcoming season, at the Annual General Meeting.

## **The Council**

5. The management of the Association shall be vested in a Council of whom three or one third of their number, whichever is the greater shall form a Quorum. The Council shall consist of the following: President, Chairman, Vice Chairman, General Secretary, Treasurer, National Schools' Championship Controller, English Schools' Team Manager, Chief Arbiter, Representative to the English Chess Federation, Immediate Past Chairman, and up to five additional members. All of these, apart from the Immediate Past Chairman, shall be elected at the Annual General Meeting. They shall be proposed and seconded at the meeting.

## **Subcommittees**

6. The Council may appoint one or more subcommittees consisting of three or more members of the Council to make any inquiry or supervise or perform any function or duty which in the opinion of the Council would be more conveniently undertaken or carried out by a subcommittee: provided all acts and proceedings shall be fully and promptly reported to the Council.

## **Urgent Matters**

7. a) Urgent matters may be decided, in the interest of the Association, by an Executive Committee consisting of the Chairman, General Secretary and Treasurer. Any action taken by this Committee must be reported to the Council for endorsement.

b) If the Executive Committee feel it necessary, or on a requisition signed by least one third of the Council, the General Secretary shall conduct a telephone, postal or email poll of the members of the Council to decide any issue, if the calling of a meeting of the Council is impractical.

8. The Chairman shall be, ex officio, on all committees set up within the Association.

## **Finance**

9. The Treasurer shall produce annual balance sheet and statement of accounts duly audited up to 31 July of the current year. This statement shall be circulated to all member associations at least fifteen days before the Annual General Meeting.

10. The Annual General Meeting shall elect two auditors annually.

11. The Treasurer shall advise the Council of the financial position of the Association at all their meetings.

12. All expenditure must be approved by the Council.

13. The Treasurer shall be authorised to pay approved officials, in advance, for Petty Cash items between each committee meeting.

14. Authorised officials shall be responsible for all monies handled by them. They shall submit to the Treasurer receipts for expenditure where possible and / or detailed statements of income and expenditure.

## **The Annual General Meeting**

15. The Annual General Meeting of the Association shall be held either in September or October. At the Annual General Meeting there shall be elected from time to time, in addition to the Council members, two auditors, and honorary Life Vice Presidents in recognition of their services to the Association.

16. Only matters on the Agenda may be decided at an Annual General Meeting.

17. A proposal to be discussed at the Annual General Meeting must be proposed either by the Chairman or the Council, or by at least two members of the Council or proposed and seconded by at least two currently affiliated associations. It must reach the General Secretary at least one calendar month before the date of the meeting.

18. a) The General Secretary shall give notice, with an Agenda, to each member association at least fifteen days before an Annual General Meeting.

b) The Agenda for the Annual General Meeting shall include any motions received at least one calendar month before the meeting, providing they are properly proposed in accordance with Clause 19.

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## Special General Meeting

19. a) In addition to the Annual General Meeting, such other general meetings may be held as the Council may deem necessary. A Special General Meeting may be summoned on a requisition signed by the representatives of at least 20% of the member associations, stating the business to be transacted at such a Special General Meeting and within twenty one days after receiving such a requisition the General Secretary shall notify the member associations of the time, place and date appointed for such Special General Meeting.

b) Only the matter for which the Special General Meeting has been called may be discussed at a Special General Meeting.

## Council Meetings

20. The Council shall meet at least once a year. It shall also meet at such other times as may be necessary to conduct the affairs of the Association effectively.

21. The General Secretary shall give notice, with an Agenda, to each member of the Council at least fifteen days before a Council Meeting.

## Voting

22. Each association affiliated for the year up to 31 July before the Annual General Meeting shall be entitled to one vote at the Annual General Meeting.

23. Each currently affiliated association shall be entitled to one vote at a Special General Meeting.

24. The members of the Council shall be entitled, ex officio, to one vote each at an Annual General Meeting or at a Special General Meeting.

25. Each member of the Council shall have one vote at a meeting of the Council.

26. Each member of the Executive Committee may have one vote at an Executive Committee Meeting

27. If the Chairman is absent from any meeting of the Association, the members present shall elect one of their number to conduct the meeting.

28. If there is a tied vote at any meeting of the Association, the Chairman or, in the absence of the Chairman, the person elected to conduct the meeting shall have an extra casting vote.

## Championships

29. An Inter-Association team championship shall be held annually in accordance with the Rules and Regulations of the National Inter-Association Team Championships.

30. A competition for schools from affiliated associations shall be conducted annually by the Association in accordance with the Rules and Regulations of the National Schools' Championship. At the discretion of the National Primary Schools Controller, schools which do not belong to affiliated associations may enter teams into this competition. Such schools shall be regarded thereby as affiliated to the Association for the current Association year.

## England Team

31. The England Team Manager shall arrange to select teams from players from currently affiliated associations to represent the Association.

32. The England Team Manager may select suitable players for England Teams who do not belong to currently affiliated associations at his discretion. The schools of such players shall be regarded thereby as affiliated to the Association for the current Association year.

33. The England Team Manager shall organise suitable events for these teams to take part in.

## Arbiters

34. The Chief Arbiter shall present a report to each Annual General Meeting.

35. The Chief Arbiter shall arrange for the training and appointment of suitably qualified persons to arbitrate at the Association's events.

36. In order to take full control of an EPSCA event, an Arbiter must be aged eighteen or over.

37. Those who pass the Arbiter's exam under the age of eighteen shall be known as EPSCA Junior Arbiters.

## Amendments to the Constitution

38. Subject to the provisions of this clause the Constitution may be altered by a resolution passed by not less than two thirds of the members present and voting at a general meeting. The notice of the general meeting must include notice of the resolution, setting out the terms of the alteration proposed.

## Dissolution

39. If the Council decides that it is necessary or advisable to dissolve the Association it shall call a meeting of all members of the Association, of which not less than twenty-one days notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed by two thirds majority of those present and voting, the Council shall have power to realise any assets held by or on behalf of the Association. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of the Association as the members of the Association may determine or, failing that, shall be applied for some other charitable purpose

## End of the Constitution

2<sup>nd</sup> October 2010