



B.B.T.S.A

British Baton Twirling Sports Association

CONSTITUTION

AND

RULES

Version 16

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1 Amendments and Revisions

This document has been separated into sections, with each section separately numbered. When a revision or amendment is made, the following will apply:

- Where the change does not alter the total number of pages in that section then only the altered page will be circulated to members.
- Where the change alters the total number of pages in that section then the whole section will be circulated to members.

Version	Description of change	Effective Date	Section	Page
1	Appointment of Sub committee to review and update the BBTSA constitution. Voted in at NEC meeting.	15 July 2001	All	2/2
1	Full Revision of constitution, reformat of document including addition of Front cover, contents page, amendment page and re-numbering of sections.		All	All
1	Distribute all Board minutes (AGM 2001 General Resolution 1)	June 2001	4.1.4	4/1
1	Chairperson shall preside over AGM (AGM 2001 General Resolution 6)	June 2001	4.9.1	4/4
1	Sports Development Officer replaces Training Officer (AGM 2001 General Resolution 7)	June 2001	4.6	4/3
1	All members over 18 may submit resolutions to AGM (AGM 2001 General Resolution 8)	June 2001	7.7.1	7/3
1	Composite motion for resolutions to same rule (AGM 2001 General Resolution 9)	June 2001	7.7.3	7/3
1	Professional member appointment to region committee (AGM 2001 General Resolution 10)	June 2001	5.3	5/2
1	Text replacement on voting rights “shall” for “Will not” (AGM 2001 General Resolution 11)	June 2001	4.7	4/3
1	Addition of a Grievance Procedure (AGM 2001 General Resolution 12)	June 2001	10.1	10/1
1	Addition of Child protection Policy Statement (Agreed at Board Meeting 13/01/02)	Jan 2002	3.3.8	3/2
1	Addition of National Technical Committee (Agreed at Board Meeting 10/03/02)	Mar 2002	9.6	9/3
1	Approval of Draft for issue to Club Directors in preparation for 2002 AGM (Agreed at Board Meeting 10/03/02)	Mar 2002	All	All
1	Adoption of New Constitution and Rules at AGM 2002	April 2002	All	All
1	Addition of quorum guidance for Regional meetings and National AGM.	April 2002	5.3 7.4	5/1 7/1
2	Appointment of Administration Officer – AGM 2003 Resolution Number 1	April 2003	4.3 & 4.9	4/2 4/3
2	Changes to NEC Authority – AGM 2003 Resolution Number 5	April 2003	4.2	4/1
2	Changes to Observance of the constitution – AGM 2003 Resolution Number 6	April 2003	10	10/1
3	Changes to number of Full Exec meetings per year	April 2004	4.3.6	4/2
3	Changes to Technical Membership level One coach	April 2004	9.2.1.4	9/1



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Version	Description of change	Effective Date	Section	Page
3	Changes to Technical Membership level Two coach	April 2004	9.3.1.4	9/2
3	Additional section on NEC members attending meetings	April 2004	4.3.8	4/2
3	Additional section for Athlete transfers, note subsequent section numbers change as a result	April 2004	8.4	8/1 & 8/2
3	Addition to introduction, recognition of other association's Technical Members and other substantial changes	April 2004	9	9/1 to 9/6
4	Technical Membership Level One coach (AGM 2005 Resolution 1)	April 2005	9.2.1	9/1
4	Deletion of section 9.2.1.3 Technical Membership Level One coach (AGM 2005 Resolution 2)	April 2005	9.2.1.3	9/1
4	Technical Membership Level Two coach (AGM 2005 Resolution 3)	April 2005	9.3.1	9/2
4	Deletion of section 9.3.1.3 Technical Membership Level Two coach (AGM 2005 Resolution 4)	April 2005	9.3.1.3	9/2
4	New Section Level 3 Coach (AGM 2005 Resolution 6)	April 2005	9.4	9/3
4	New wording for Judge qualification criteria (AGM 2005 Resolution 5) Note new section number 9.5 and all subsequent sections in rule 9	April 2005	9.4.1.4 9.5.1.4	9/4
4	Addition of voting rights for Technical Chairperson (AGM 2005 Resolution 7)	April 2005	9.11.7 9.12.7	9/6
4	Removal of sanction fee (AGM 2005 Resolution 9) due to approval of increase in membership fees (AGM 2005 Resolution 8)	April 2005	6.3	6/1
4	Change "teller" change to "secretary" (AGM 2005 Resolution 10)	April 2005	7.7.1.4	7/2
4	Change "teller" change to "secretary" (AGM 2005 Resolution 11)	April 2005	7.7.1.5	7/2
4	Change of AGM Date to September (AGM resolution 12 as amended by revised proposal NEC/25.09.05/03 presented at 25/09/05 NEC meeting)	Sept 2005	7	7/1
5	Change from Twice a year to Once a year for Region Chair attendance at NEC Meetings. (AGM 2006 Resolution 1)	Sept 2006	5.2.3	5/1
5	Honorary Members entitled to NEC minutes (AGM 2006 Resolution 2)	Sept 2006	8.7.1.4	8/3
6	AGM date change to September (AGM 2007 Resolution 2)	Nov 2007	7	7/1
6	Postal votes to count in quorate calculation. (AGM2007 Resolution 4)	Nov 2007	7.4	7/1
6	Effective date of changes is November (AGM 2007 Resolution 5)	Nov 2007	7.8	7/3
6	Athlete transfer rule change (AGM 2007 Resolution 6)	Nov 2007	8.4	8/2
6	Transfers from registered club (AGM 2007 Resolution 7)	Nov 2007	8.2	8/1
6	Club Leader mandatory attendance at AGM (SGM 2007 Resolution)	Nov 2007	7.3	7/1
7	Level 3 Coach replace with externally qualified (AGM 2009 Resolution 1)	Nov 2009	9	all



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Version	Description of change	Effective Date	Section	Page
7	Level 2 Coach amendments (AGM 2009 Resolution 2)	Nov 2009	9	all
7	Level 1 Coach amendments (AGM 2009 Resolution 3)	Nov 2009	9	all
7	New Enhanced Technical Member Level (AGM 2009 Resolution 4)	Nov 2009	9	all
7	Athlete Transfers Clarification (AGM 2009 NEC Presentation)	Nov 2009	8.4	8/2
7	AGM Meeting Date amendment (AGM Resolution 6)	Nov 2009	7	7/1
7	Judge amendment (AGM 2009 Resolution 7)	Nov 2009	9	all
7	Requirement for CRB checks (AGM 2009 Resolution 8)	Nov 2009	9	all
8	AGM call notice to include electronic means (AGM 2010 Resolution 1)	Nov 2010	7	7/1
8	Membership officer has responsibility for Child Protection Policy (AGM 2010 Resolution 2)	Nov 2010	4	4/5
9	WBTF principles accepted on Anti-Doping (AGM 2011 Resolution 1)	Nov 2011	3.3.9	3/2
9	WBTF authority accepted on Anti-Doping (AGM 2011 Resolution 2)	Nov 2011	3.3.10	3/2
10	NEC members (AGM 2012 Resolution 1)	Nov 2012	4.3	4/1
10	Competition Director changes to duties (AGM 2012 Resolution 2)	Nov 2012	4.9.3	4/4
11	NEC members eligibility (AGM Resolution 1)	Nov 2013	4.4	4/3
11	Dissolution of a region (AGM Resolution 2)	Nov 2013	5.9	5/2
11	Partial Membership (AGM Resolution 3)	Nov 2013	8.8	8/3
12	Removal of CETB references and World doping rules, now only held within WBTF rules. (AGM 2014 Resolution 1)	Nov 2014	all	all
12	Removal of second PRO (AGM 2014 Resolution 2)	Nov 2014	all	all
12	Annual Report receipt- (AGM 2014 Resolution 3)	Nov 2014	6.2	6/1
12	Minor clerical improvements and addition of Business Development Role within NEC (AGM 2014 Resolutions 4 to 7)	Nov 2014	4.7	4/1
13	Officers to be fully paid up members (AGM 2015 Resolution 1)	Nov 2015	6.1.3	6/1
13	Rename Admin Officer to Business Manager (AGM 2015 Resolution 2)	Nov 2015	4.3	4/1
14	Change start of membership year from Nov to January (AGM 2016 Resolution 1)	Nov 2016	8.4	8/2
14	Payment method change (AGM 2016 Resolution 2)	Nov 2016	6.1.4	6/1
14	Application for transfer by Club Leader (AGM 2016 Resolution 3)	Nov 2016	8.4.6	8/2
15	Removal of Individual minimum age (AGM 2017 Resolution 2)	Nov 2017	8.5.1	8/2
15	Administrative correction- Reinstatement of link to WBTF Anti-doping code and authority irperson email 16.02.2018	Nov 2017	3.3.9 3.3.10	3/2
16	SGM2020 Resolution 1 - Remove the position of Sports Development Officer	June 2020	4.6.1 4.10.9	4/3 4/4



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2 Designation

The name of the Association shall be the British Baton Twirling Sports Association. (Hereafter known as the “B.B.T.S.A.”)

3 Aims and Objectives

3.1 Objective

The objective of the Association shall be to regulate, advance, develop & safeguard the interests of the sport of baton twirling for the benefit of its members and the community.

3.2 Aims

- 3.2.1 The affiliation to the Association of those baton twirling clubs and organisations in Great Britain who are willing to abide by the constitution and rules of the BBTSA.
- 3.2.2 To recruit and organise persons who are willing to abide by the constitution and rules of the BBTSA.
- 3.2.3 To provide a stable platform for improving standards and generation of team spirit.
- 3.2.4 To create an environment that encourages people to take part in a sport, without prejudice.

3.3 Responsibilities

- 3.3.1 To promote and organise championships and other competitions within Great Britain, subject to the rules and regulations of the BBTSA.
- 3.3.2 The setting of standards of excellence through the promotion and organisation of courses and examinations for coaches, judges, officials and athletes.
- 3.3.3 The provision of qualified judges for all BBTSA sanctioned competitions.
- 3.3.4 To co-operate with other organisations whose aims support those of the BBTSA.
- 3.3.5 To discharge it's responsibilities as members of the World Baton Twirling Federation (The W.B.T.F.)
- 3.3.6 To promote equality and advance the interests and improve conditions for members irrespective of age, gender, sexual orientation, ethnic origin, creed or disability.
- 3.3.7 Generally, to carry out such acts in connection with, or incidental to, the effective execution of the objects of the Association.



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- 3.3.8 The British Baton Twirling Sports Association has a duty of care to safeguard all children involved in baton twirling from harm. All children have a right to protection, and the needs of disabled children and others who may be particularly vulnerable must be taken into account. The BBTSA will ensure the safety and protection of all children involved in baton twirling through adherence to the Child Protection guidelines. A child is defined as under 18 The Children Act 1989.
- 3.3.9 As members of the World Baton Twirling Federation the BBTSA agree to and accept the principles of the International Olympic Committee and World Anti-Doping Code and its International Standards as well as the WBTF Statutes and WBTF Anti-Doping Code and related procedures as a condition of membership, requiring all athletes, athlete support personnel and other officials within their jurisdiction to recognise and be bound by these rules and procedures, and to abide the decisions and instructions of the WBTF Anti-Doping officials.
- 3.3.10 As members of the World Baton Twirling Federation the BBTSA accept and recognise the authority of the WBTF Anti-Doping Commission and the WBTF Anti-Doping Director. The WBTF Anti-Doping Commission and the WBTF Anti-Doping Director are appointed by the WBTF Executive Board. It is a condition of membership in WBTF that the WBTF Anti-Doping Code and all related procedures are accepted by all WBTF members and that all athletes, athlete support personnel and all other officials in WBTF are bound by these rules and procedures.



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4 National Executive Council

The government, management and control of the Association shall be vested in the National Executive Council (Hereafter Known as the NEC).

4.1 NEC Responsibilities

- 4.1.1 The NEC shall employ the funds of the Association for the purposes as laid out in the Objectives, Aims and Responsibilities of the Association.
- 4.1.2 No funds or property of the Association shall be used for any purpose other than those laid out in the Objectives, Aims and Responsibilities of the Association. (See also dissolution clause)
- 4.1.3 The NEC may do such things and authorise such acts consistent with the rules and constitution of the Association, as it may deem expedient to promote the interests of the Association or any of its members.
- 4.1.4 All minutes from Executive, Chairman, Board and AGM minutes and all Rule changes shall be sent to Regional Officers, club leaders and all other officials of the BBTSA.

4.2 NEC Authority

In particular and without limiting the general powers conferred on it by these rules the NEC shall have the power to:

- 4.2.1 Call such meetings or conferences of any or all categories of Members as it shall deem fit.
- 4.2.2 Establish Regions consisting of Registered Clubs and Members, and confer such of its powers as is required under this constitution.
- 4.2.3 Determine the policy to be followed in carrying out the objectives of the Association as specified in the Constitution. The NEC shall further have power to make, maintain, publish and enforce all necessary Policy Statements, Codes of Conduct, Codes of Ethics, Standing Orders, Bye Laws, Rules and Regulations in connection with the said objectives and the Sport of Baton Twirling.
- 4.2.4 Delegate any of its powers to a duly appointed management committee, sub-committee, panel, working group or individuals whether or not the persons to whom the powers are delegated are National Executive Officers.
- 4.2.5 Carry out the objects of the Association excepting such of them as are under the Constitution only capable of being dealt with by the Association in general meeting and to make, maintain and publish all necessary Rules and Regulations in connection therewith.



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- 4.2.6 Prohibit any act or practice, (by any Member, Affiliate or Registered Club, management committee, sub-committee, regional committee, panel, working group or individuals) which in the opinion of the NEC are or were detrimental to the interests of the Sport of Baton Twirling. To deal with anyone; (Member, Affiliate, Registered Club, management committee, sub-committee, panel, working group or individuals) disregarding such prohibition, in accordance with the Discipline and Dispute Resolution Procedures.
- 4.2.7 Inflict penalties, sanctions or expulsion on any Member, Affiliate or Registered Club for Misconduct as defined in the Rules and Regulations governing Discipline and Dispute Resolution.
- 4.2.8 Inflict sanctions or penalties on any management committee, sub-committee, regional committee, panel, working group or individuals for Misconduct as defined in the Rules and Regulations governing Discipline and Dispute Resolution.
- 4.2.9 Require the members and others over whom it may have jurisdiction to ensure that their members and individuals accept, comply with, and adhere to the Constitution and the Bye-Laws, Rules and Regulations made or referred to.
- 4.2.10 Nominate representatives to other bodies to represent the Association.

4.3 NEC Members

The NEC shall consist of the following members:

<u>LIST A</u>	<u>LIST B</u>	<u>List C</u>
Chairperson	Treasurer	Vice-chairperson
Membership Officer	Competition Director	Public Relations Officer
	Business Manager	Secretary

- 4.3.1 NEC members in each list shall come up for election in separate years.
- 4.3.2 All NEC members shall be elected by the membership at the Annual General Meeting to serve for a period of three years.
- 4.3.3 NEC members may stand for re-election on completion of their term of office.
- 4.3.4 If a member of the NEC shall cease to hold office for any reason the vacant position shall be filled by the co-option of a Member for the remaining period of that term of office.
- 4.3.5 The NEC shall meet at least four times a year, one of which shall be the National Annual General Meeting, and additionally as required.



- 4.3.6 The NEC shall meet at least once a year with the regional chairpersons to determine regional policy and discuss regional matters.
- 4.3.7 Each member of the NEC shall be entitled to one vote. The chairperson shall only be entitled to a casting vote.
- 4.3.8 Any NEC member absent from three or more scheduled NEC meetings within a twelve month period may, at the Chairperson's discretion, be asked to resign from their post. Failure to do so will result in a vote of no confidence being taken. If upheld the member concerned will be dismissed from the NEC. Voting will be a simple majority. Any person so dismissed will be ineligible to hold office on the NEC for a period of three years.

4.4 Eligibility

- 4.4.1 Only Registered Club Directors, Independent or Professional Members, Life Members and Fellows shall be entitled to serve on the NEC. They must be aged 18 years and over and have held membership for a period of five years.

In addition, the NEC shall appoint the following NEC members.

4.5 Technical Director

- 4.5.1 The Technical Director shall be appointed for a period of five years (this may be reviewed and amended at the NEC's discretion) and be responsible to the NEC for all technical matters relating to coaches, judges, and athletes at regional, national and international levels where the BBTSA has a sphere of influence.

4.6 Not Used

4.7 Technical Sub Committees

4.7.1 Education Chair

- 4.7.1.1 The Education Chair shall be appointed by the NEC for a period of three years (this may be reviewed and amended at the NEC's discretion) and be responsible to the NEC for all matters related to the provision of education at regional, national and international levels where the BBTSA has a sphere of influence.

4.7.2 Judges Chair

- 4.7.2.1 The Judges Chair shall be appointed by the NEC for a period of three years (this may be reviewed and amended at the NEC's discretion) and be responsible to the NEC for all matters related to the management of Judges planning and processes.



4.8 Additional members

- 4.8.1 The NEC shall have the power to co-opt up to three additional Members to the NEC. Co-opted Members shall be entitled to vote at meetings of the NEC.
- 4.8.2 In addition to the above the NEC may co-opt a Member to fill a vacancy on the NEC for the remaining period of that term of office. The Co-opted Member shall be entitled to vote at meetings of the NEC.

4.9 Quorum

One half of the elected/appointed Members shall form a quorum for any NEC meeting.

4.10 Roles and Responsibilities of NEC Members

4.10.1 Chairperson

- 4.10.1.1 The Chairperson shall be responsible for the management and control of all meetings of the NEC, including the Annual General Meeting and at any Special General Meetings, thereof. He/she shall determine, in so far as is reasonably practicable the order of business and the time allotted to each item of the agenda. He/she shall determine if and when a vote is required, and the method of voting. All members of the NEC shall defer to the chairperson.
- 4.10.1.2 Between meetings of the NEC the Chairperson shall act on behalf of the NEC providing that he/she shall not act inconsistently with an existing NEC decision, without the approval of the majority of the members of the NEC.
- 4.10.1.3 The Chairperson shall represent the Association at NEC meetings of the and WBTF.

4.10.2 Vice-Chairperson

- 4.10.2.1 In the absence of the Chairperson the Vice-Chairperson shall assume the duties of the Chairperson.
- 4.10.2.2 The Vice-Chairperson shall undertake such duties as determined by the NEC, in support of the Chairperson.

4.10.3 Competition Director

- 4.10.3.1 He/She shall be responsible for the publicising, organising and execution of all National and International sanctioned events on behalf of the Association



4.10.3.2 He/She shall be responsible for the Selections for the English Squad for the European and World Baton Twirling Federation competitions on behalf of the Association.

4.10.3.3 He/she shall be responsible for the determination and collation of results and the production of statistics as required by the NEC.

4.10.3.4 He/She shall work for the efficient implementation of the above responsibilities.

4.10.4 Secretary

4.10.4.1 The Secretary shall be under the control of, and act in accordance with, the directions of the NEC

4.10.4.2 The Secretary shall be responsible for the administration of the affairs of the Association, including:

- (a) Convening meetings and the production of correct minutes, and implementing the decisions of the NEC.
- (b) Conducting correspondence on behalf of the Association.
- (c) Maintaining the records of the Association.
- (d) The maintenance of communications between the Executive NEC and all levels of the membership.
- (e) Such duties, as may be determined by the NEC.

4.10.5 Treasurer

4.10.5.1 The Treasurer, in trust, shall hold the funds and assets for the Members in accordance with the provisions of the rules and constitution of the Association.

4.10.5.2 The Treasurer shall be responsible for the maintenance and recording of the assets of the Association including:

- (a) The provision of budgetary controls over NEC National sanctioned events.
- (b) The care and maintenance of income and expenditure and the provision of records detailing sources of income and expenditure as may be required by the NEC.
- (c) The Treasurer shall be responsible to the NEC and Members of the Association to provide an independently verified Statement of Accounts annually at the National Annual General Meeting.



4.10.6 Membership Officer

- 4.10.6.1 The Membership Officer shall be responsible for the collation and monitoring of membership records.
- 4.10.6.2 He/she shall be responsible for the issue of membership cards and provide the Treasurer with a statement of fees.
- 4.10.6.3 He/she shall play an active and leading role in the expansion of the membership.
- 4.10.6.4 He/She will provide information to the Business Development Officer as required to implement the Child Protection Policy.

4.10.7 Public Relations Officer

- 4.10.7.1 He/she shall be responsible for the promotion and publication of the activities of the Association and its members.
- 4.10.7.2 He/she shall be responsible for the advertising of all sanctioned events and activities organised by the Association at local and national levels and by such means as determined by the NEC.

4.10.8 Technical Director

- 4.10.8.1 He/she shall be responsible to the NEC for the setting and monitoring of standards in all technical matters relating to coaches, judges, and athletes at regional, national and international levels where the BBTSA has a sphere of influence.
- 4.10.8.2 He/she shall be responsible for the appointment of the Technical Delegate(s) for England to the and WBTF Technical NECs.
- 4.10.8.3 He/She shall work with the Technical Delegates on all international matters.
- 4.10.8.4 He/she shall be responsible for the provision of recommendations on such technical matters and appointments when required by the NEC
- 4.10.8.5 He/she shall be responsible for the selection and provision of judges when required by the Competition Officers, and shall work with these Officers in the content and determination of the correct forms and technical information for such judges.
- 4.10.8.6 He/she shall be responsible for all Professional Members.
- 4.10.8.7 He/she shall hold the position of chairperson to the National Technical Committee.
- 4.10.8.8 He/she shall be responsible for the provision of:
 - 1. International Judges Courses
 - 2. National Judges Revision
 - 3. Appointment of Clinicians
- 4.10.8.9 He/she shall work with the Sports Development Officer, when required, for the efficient implementation of the above responsibilities.



4.10.9 Technical Sub Committees

4.10.9.1 Education Chair

- 4.10.9.1.1 He/she shall Co-ordinate BBTSA grade examinations & work with technical committee and technical administrator on delivery
- 4.10.9.1.2 He/she shall plan, prepare & co-ordinate education programme for Judges, Coaches, Clinicians and grade examiners
- 4.10.9.1.3 He/she shall review & update all Education materials annually and share with technical community
- 4.10.9.1.4 He/she shall be lead support in the development of Twirl clinic/ convention education content
- 4.10.9.1.5 He/she shall work with Technical Committee to understand and support regional Training plans

4.10.9.2 Judges Chair

- 4.10.9.2.1 He/she shall manage Judges planning and processes
- 4.10.9.2.2 He/she shall be responsible for the allocation and scheduling of judges for all BBTSA area & national competitions
- 4.10.9.2.3 He/she shall review & update all judging materials annually and share with technical community
- 4.10.9.2.4 He/she shall prepare and deliver pre judging workshops, focus meeting material and BBTSA performance examples to support BBTSA judges.
- 4.10.9.2.5 He/she shall analyse all national judging results & work with the technical director on the judge's development plan.
- 4.10.9.2.6 He/she shall work with the Technical director and Education chair for the provision of courses for judges.

4.10.10 Business Manager

- 4.10.10.1 He / she shall be responsible for the administration of BBTSA documentation.
- 4.10.10.2 He / she shall be responsible for the control of amendments to the Constitution of the BBTSA and arrange issue of these amendments via the National Secretary to the Members of the association.
- 4.10.10.3 He / She shall be responsible for the control of amendments to the competition rules of the BBTSA and arrange issue of these amendments via the National Secretary to the members of the association.
- 4.10.10.4 He / she shall chair the Rules and Constitution Committee of the NEC.



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- 4.10.10.5 He / She shall present to the NEC proposed changes to BBTSA official documentation for their approval and verification.
- 4.10.10.6 He / she shall develop a documentation control system and structure to manage and control amendments and revisions to all BBTSA official documentation.
- 4.10.10.7 He / she shall develop a structure of unique identification for BBTSA forms, templates and documents to provide a clear and unambiguous system ensuring that errors are avoided and only current documents are in circulation.
- 4.10.10.8 He / she shall be the custodian of BBTSA official documentation.
- 4.10.10.9 He / she shall co-ordinate and manage annual and 5 year business plans and cost forecasting.
- 4.10.10.10 He / she shall work closely with all other NEC members to facilitate the above duties.

4.11 Delegation of duties

Any NEC Member may delegate to a NEC member or Official such of his/her responsibilities as he/she may deem fit, but irrespective of the circumstances that NEC Member shall be responsible for the outcome of any action or decision made by the person so delegated.

4.12 Interpretation and Amendment of Rules

In the event of a question arising about the meaning or interpretation of the rules or the constitution, or about any matter not provided for by those, the NEC shall have the jurisdiction to determine the meaning or interpretation of that point on behalf of the Members of the Association.



5 Region Sub-committee's

The NEC shall be responsible for the establishment and control of Region sub-committee's (The Regions). There shall be a region committee/council in each Region. These Regions shall be based on geographical boundaries determined by the NEC.

5.1 Region Membership

- 5.1.1 Membership of a Region shall be open to Registered Clubs, Independent and Professional Members upon application to and acceptance by that Region.
- 5.1.2 The NEC may, at its discretion, assign a club or Independent member to an adjacent Region. Such assignment must have the agreement of the receiving regional committee.

5.2 Region Management

- 5.2.1 A committee comprised of Members affiliated to the Region shall manage and control the Region.
- 5.2.2 The Region Committee shall meet at least four times a year, one of which shall be the Regional Annual General Meeting, and additionally as required.
- 5.2.3 The Region Chairperson shall meet at least once a year with the NEC to determine regional policy and discuss regional matters.
- 5.2.4 All Region Committee members shall be elected by the club directors at the Region Annual General Meeting to serve for a period of three years, after which they may stand for re-election.
- 5.2.5 Any person wishing to stand on a Regional Committee must be nominated for election by a club leader of that Region.

5.3 Quorum

One half of the elected/appointed Members shall form a quorum for any Region meeting.

5.4 Region Committee

The Region Committee shall consist of the following members:

<u>LIST A</u>	<u>LIST B</u>	<u>List C</u>
Chairperson	Treasurer	Vice-chairperson
Competition Officer	Membership Officer	Secretary
Public Relations Officer	Training Officer	

- 5.4.1 Each Region shall appoint a Professional member, who shall be entitled to a vote, to the Regional Committee if not already appointed to one of the above posts.



5.4.2 Region Committee members in each list shall come up for election in separate years.

5.4.3 Region Committee members shall be elected to serve for a period of three years.

5.5 Region Committee responsibilities

5.5.1 It is the responsibility of the Region Committee and officers to act in a manner that supports the constitution of the Association and apply its Rules at Regional level.

5.5.2 It is the responsibility of the region secretary to forward to the Secretary of the NEC the agreed minutes of all meetings. The adopted accounts for the Region shall be forwarded to the NEC within 28 days of the Region AGM.

5.6 Service Criteria for election to Region Committee

Applicants for a post on the region committee must be a Registered Club Director, Independent member or Professional member aged 18 years and over.

5.7 Voting

5.7.1 Only registered Club Directors and Officials may vote at Regional Meetings.

5.7.2 Irrespective of the number of officials from one Club, that Club shall have no more than two votes at any meeting of the Region.

5.7.3 A Registered Club Director may authorise, in writing, a person to vote on their behalf at Regional Meetings.

5.7.4 One half of the Member Clubs shall form a quorum for any Region meeting.

5.7.5 At the Region A.G.M. only Registered Club Directors and Officials may vote, except for the election of office bearers when only Registered Club Directors shall vote.

5.7.6 The Chairperson shall only be entitled to a casting vote.

5.8 Dissolution of a Region

5.8.1 The Region may, at any time be dissolved by the consent of 75% of the Registered Clubs within that Region by signing an instrument of dissolution.

5.8.2 Following dissolution a Final Audit will take place and a statement of accounts produced for the members, the remaining funds and any property of the Region will be held in trust by the Association for the members, for a period of one year following dissolution. After which the funds will be disposed of by the Association in accordance with the objects of the Association.

5.8.3 The Region may be reformed within the year of dissolution by consent from 50% of the Registered Clubs. This must be accompanied by a signed petition by all parties stating their intention to the National Executive Council.



6 Finance

6.1 Subscription

- 6.1.1 Membership of the BBTSA shall be subject to the payment of an annual subscription. The level of contribution shall be fixed for each category of membership, as determined by the National Executive Council and ratified by the membership at the Annual General Meeting.
- 6.1.2 Failure to pay subscriptions shall result in the immediate withdrawal of all Rights and Privileges of Membership, and will lead to the suspension of Membership of that Club or individual if subscriptions remain unpaid for a period of 60 days past due date.
- 6.1.3 Elected Officers of Regional, Area, Technical & National committees to be fully paid up members of the Association for the period of their office.
- 6.1.4 All payments must be made by Bank transfer to the Region Treasurers for Clubs & Independent Members. Professional Members to pay direct to the National Membership Officer via the BBTSA Membership Account.

6.2 NEC National Sanctioned Events

For each event, sanctioned and organised by the Association, the organiser shall produce a statement of income and expenditure to the NEC for ratification.



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7 National Annual General Meeting (A.G.M.)

The National A.G.M. shall be held on a suitable date within three months from 1st September at a venue to be decided by the NEC.

7.1 Call Notice

A Call Notice giving Date, Time, and Place of the A.G.M. giving at least 90 days' notice shall be issued by electronic means or post to all NEC members, co-opted members, Regional Chairpersons, sub-committee's and Registered Club Directors, Professional and Independent Members of the Association.

7.2 Business of the National A.G.M.

7.2.1 The business to be transacted at the A.G.M. shall include:

7.2.1.1 Approval of Minutes of the last A.G.M.

7.2.1.2 To appoint Tellers for the counting of votes.

7.2.1.3 To consider and approve consolidated annual report for the previous year.

7.2.1.4 To adopt the Financial Statement of Accounts for the previous year.

7.2.1.5 To elect Officers to the NEC.

7.2.1.6 To consider and vote on Resolutions.

7.2.1.7 No resolutions shall be accepted from the floor at the AGM.

7.2.1.8 The Chairperson may alter the agenda at his/her discretion if the need arises.

7.3 Attendance at the National A.G.M.

Attendance at the A.G.M. shall be restricted to National Executive Council members, Registered Club Directors and one member associated with the Club, and those Professional Members entitled under the Associations rules in force at that time. Plus any other individuals may attend.

7.3.1 It is **mandatory** that a Club Director or nominated representative attend the Annual General Meeting at least once every three years. Failure to attend will incur removal of ALL Club Director's rights and privileges for the duration of the absence.

7.4 Quorum

The meeting shall be quorate if 20% of registered clubs are represented, this to include postal votes of registered clubs.



7.5 Eligibility to Vote at National A.G.M.

- 7.5.1 Providing they are aged 18 years and over, voting at the A.G.M. shall be available to National Executive Council members (except where the vote involves election of officers to the NEC), Registered Club Directors and those Professional Members entitled under the Associations rules in force at that time.
- 7.5.2 A Voting College made up of Professional Members under 18 years of age will be entitled to one vote per four Members present.
- 7.5.3 Voting at the A.G.M. shall be either by post on the Official Voting Papers and received by the Association Teller by the due date, or in person by those entitled under the Association's rules in force at that time
- 7.5.4 The total of postal votes shall not be announced until all votes of those eligible, attending the A.G.M., have been cast and recorded.

7.6 Representative

A Registered Club Director may nominate, in writing, a representative to attend and vote in their absence at the A.G.M.

7.7 Election of Office Bearers

- 7.7.1 Procedure
- 7.7.1.1 The Secretary shall issue to the members entitled to vote, nomination papers indicating the post(s) vacant for election to the NEC and, if standing for re-election, the previous holder of that office.
- 7.7.1.2 Nomination papers shall only be issued to those Registered Clubs entitled under the Associations rules in force at that time.
- 7.7.1.3 Only nominations submitted on the appropriate Nomination form and duly signed by a registered Club director will be accepted.
- 7.7.1.4 All completed forms must be in the hands of the appointed secretary, intimated on the form, by the due date shown.
- 7.7.1.5 The secretary shall confirm with the nominees that they accept nomination and meet the service criteria for election to the National Executive Council.
- 7.7.1.6 In the event of a contested election the Secretary shall issue ballot papers to those Registered Clubs entitled under the Associations rules in force at that time.
- 7.7.1.7 The ballot papers shall include the candidate's names, in alphabetical order, and a short statement, supplied by the candidate, in support of their application for the post concerned.



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- 7.7.1.8 At the A.G.M. the appointed Tellers shall collate the votes and announce the result of the ballot when required to do so by the Chairperson.
- 7.7.1.9 In the event of an uncontested election the candidate's name shall be announced at the appropriate time to have been elected.
- 7.7.1.10 Other than exceptional circumstances, notified to and accepted by the NEC, a nominee to the National Executive Council must be in attendance at the A.G.M. to accept their election to office.

7.8 Resolutions for the A.G.M.

- 7.8.1 All members of the Association aged 18 years and over may submit resolutions for the AGM.
- 7.8.2 Only resolutions correctly formulated and submitted on the appropriate form, signed by a Registered Club Director and received by the Secretary at least 60 days prior to the A.G.M. shall be accepted. A short statement, in support of the resolution, shall be included.
- 7.8.3 Where resolutions relate to the same rule/s, all parties concerned shall be invited to formulate a composite motion for re-submission prior to the AGM. This composite motion will then be submitted, giving at least 30 days' notice, by one of the original proposers.
- 7.8.4 All accepted resolutions shall be included with those submitted by the National Executive Council for scrutiny by the Rules Committee for compliance with existing rules prior to the AGM. A recommendation on compliance will be included with the resolution.
- 7.8.5 The Secretary shall place all final resolutions submitted on the agenda for the A.G.M.
- 7.8.6 All successful resolutions shall take effect on the first day of November following the A.G.M. unless otherwise stated.
- 7.8.7 The proposer of a resolution must be in attendance at the A.G.M. to support the motion otherwise the resolution shall be withdrawn.

7.9 Special General Meeting (S.G.M.)

- 7.9.1 A Special General Meeting shall be convened on receipt by the Secretary of a requisition stating the purpose for which it is called and signed by not less than 1/3 rd of the members of the National Executive Council or 1/10th of the Registered Club Directors of the Association. (The National Membership Officer shall hold a list of Registered Club Directors of the association for this purpose)
- 7.9.2 The S.G.M. shall take place within seven weeks of date received by Secretary, and a minimum of three weeks' notice will be given to those entitled to attend.



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- 7.9.3 Only the business stated in the requisition shall be placed on the agenda, and no other business shall be permitted.
- 7.9.4 All procedures at the S.G.M. shall be the same as for the National A.G.M.



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8 General Membership

Without prejudice any person or club involved in the sport of Baton Twirling shall be eligible for membership of the Association and inclusion in the Register of Members. The National Executive Council shall ensure that new members or clubs are allocated to an appropriate Region or Area.

8.1 General Membership Categories

The B.B.T.S.A. shall have the following General Membership categories:

8.2 Registered Club

On completion of the B.B.T.S.A. Application Form and receipt of the appropriate annual subscriptions, a Club will be entered in the Register of Members with the following guidelines:

- 8.2.1 Any Club Constitution and rules must be used for local application only and be compatible with the constitution of the B.B.T.S.A.
- 8.2.2 A Club bank account should have two signatories that are not related.
- 8.2.3 A Committee that includes a Chairperson, Secretary and Treasurer.
- 8.2.4 Newly formed Clubs may not transfer currently registered athletes until the new Club has held membership for a minimum of 12 months.

8.3 Athlete Member

8.3.1 On completion of the B.B.T.S.A. Application Form and payment of the appropriate annual subscriptions, an Athlete will be entered in the Register of Members providing that they are:

- 8.3.1.1 Registered by, and affiliated to, a Registered Club.
- 8.3.1.2 An active participant in the sport of Baton Twirling.

8.3.2 Privileges and Entitlements

- 8.3.2.1 They shall be entitled to all information available via the Registered Club.
- 8.3.2.2 They shall be entitled to participate in all sanctioned events organised by the BBTSA, subject to any general restrictions in force at that time.

8.4 Athlete Transfers

- 8.4.1 All Transfers will be requested through the Transfer Sub Committee of the NEC, regardless of time of year of the request.
- 8.4.2 Transfers will normally take place in January to align with annual membership renewals.



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- 8.4.3 Transfers completed in January will not carry any penalty or require agreement between either club provided there are no recorded outstanding issues (i.e money, equipment or materials).
- 8.4.4 Outside of Annual membership renewal (January), Transfers must be submitted to the Sub committee chairperson with photo and fee (equivalent to twice the annual subscription) in the form of a cheque (to be returned if transfer is unsuccessful).
- 8.4.5 The Sub committee will consist of Membership Officer (Chairperson), Competition Officer and one other member from the NEC. The Sub Committee may co-opt other members as required, providing permission is given by the NEC.
- 8.4.6 Applications for transfer in writing direct to Sub-Committee Chairperson from Club Leaders ONLY. Forms available from the National Membership Officer.
- 8.4.7 When all information is collected a copy of the forms and comments will sent to the other members of the sub-committee who must respond within 7 days.
- 8.4.8 Meeting dates to coincide with NEC meetings where possible
- 8.4.9 Athletes may not train or perform with the new Club until the transfer is approved. In some cases, the sub-committee may invoke a 3 month suspension period.
- 8.4.10 Sub Committee decision is final and will be notified to involved clubs in writing
- 8.4.11 The BBTSA have a duty of care for all our athletes.

8.5 Independent Member

- 8.5.1 On completion of the B.B.T.S.A. Application Form and payment of the appropriate annual subscriptions, the Individual will be entered in the Register of Members providing that they are:
- 8.5.1.1 An active participant in the sport of Baton Twirling who is not registered through a Club.
- 8.5.1.2 Accepted by a Region for Membership and ratified by the National Executive Council.
- 8.5.2 Privileges and Entitlements
- 8.5.2.1 They shall be entitled to Region Competition and Training information.
- 8.5.2.2 They shall be entitled to National Competition and Training information.
- 8.5.2.3 They shall be entitled to minutes of all National Executive Council meetings.
- 8.5.2.4 They shall be entitled to participate in all sanctioned events organised by the BBTSA, subject to any general restrictions in force at that time.



8.6 Honorary Member

The National Executive Council shall award this to Members in recognition of service to the Association, or in recognition of outstanding achievement.

8.6.1 Privileges and Entitlements

8.6.1.1 Shall be awarded for life.

8.6.1.2 Shall not be liable for an Annual Subscription fee.

8.6.1.3 Entitled to attend such meetings as determined by the National Executive Council.

8.6.1.4 Shall be entitled to copies of consolidated annual report

8.7 Partial Membership for new members

8.7.1 Entitlements

8.7.1.1 Regional membership and competitions

8.7.1.2 All BBTSA Training

8.7.1.3 Participation in BBTSA grading system

8.7.1.4 Register with a BBTSA affiliated club

8.7.1.5 May upgrade to full membership at any time during the year.



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9 Professional Membership

9.1 Introduction.

- 9.1.1 A Professional Member is anyone who has successfully completed and passed a coaching exam recognised by the BBTSA
- 9.1.2 A Professional Member must attend the Professional Members Convention that will be held every three years commencing June 2005
- 9.1.3 Dispensation for non-attendance will only be granted in exceptional circumstances and will be subject to compliance with the criteria for attendance at coaches and/or judges development workshops.
- 9.1.4 A Professional Member must be in compliance with annual subscriptions as set at the association Annual General Meeting. This subscription will fall annually.
- 9.1.5 A Professional Member may be:
 - A coach
 - A Judge
 - A coach and Judge
- 9.1.6 A Professional Member wishing to become a judge must successfully complete and pass the BBTSA judging exams
- 9.1.7 A Professional Member must be over 16 years or over
- 9.1.8 In order to gain membership to the Association a Professional Member must apply for and hold a DBS check through the BBTSA's Safeguarding Officer.

The Association shall have the following Professional Membership Categories:

9.2 Level One Coach

- 9.2.1 On completion of the BBTSA application form and payment of examination fee, and following successful completion of the Official BBTSA coaches examination (attaining the required pass mark)
 - 9.2.1.1 Aged 16 years and over
 - 9.2.1.2 In compliance with Annual Subscriptions.
 - 9.2.1.3 A level one coach who wishes to be included on the coaches list for distribution to BBTSA members and who wishes to be considered for BBTSA assignments must attend one compulsory technical convention which will be held every three years and at least one other coach's development workshop in the years between.
 - 9.2.1.4 Dispensation may be granted at the discretion of the Teachers co-ordinator and on approval of the National Technical Committee.

9.2.2 Privileges and Entitlements

A Level One Coach shall be entitled to:

- 9.2.2.1 Subject to the examination requirements and criteria they may progress to Judge or Grade Coach / Examiner status.



- 9.2.2.2 Minutes of the National Executive Council and National Technical Committee meetings.
- 9.2.2.3 A copy of the Current Official Competition Music on payment of the required fees.
- 9.2.2.4 Concession entry fees to Teachers Seminars and Annual Teachers Convention.
- 9.2.2.5 Discount on Official B.B.T.S.A. goods.
- 9.2.2.6 Providing they are 18 years and over they shall be entitled to vote at the A.G.M. of the Association (If under 18 years and over 16 years, they may be included in the Voting College at the A.G.M.)
- 9.2.2.7 Coach at National BBTSA events
- 9.2.2.8 The opportunity to mentor Level 2 coaches after 12 month period
- 9.2.2.9 Must complete passport of progress and evidence

9.3 Level Two Coach

- 9.3.1 On completion of the BBTSA application form and payment of examination fee, and following successful completion of the official BBTSA coach's examination (attaining required pass mark)
 - 9.3.1.1 Aged 16 years and over
 - 9.3.1.2 In compliance with Annual Subscriptions.
 - 9.3.1.3 A level 2 coach who wishes to be included on the coaches list for distribution to BBTSA members must also attend the compulsory technical convention which will be held every three years and at least one other coach's development workshop in the years in between.
 - 9.3.1.4 Dispensation may be granted at the discretion of the Teachers co-ordinator and on approval of the National Technical Committee.

9.3.2 Privileges and Entitlements

They shall be entitled to:

- 9.3.2.1 Subject to the Associations examination requirements and criteria, they may progress to Judge status.
- 9.3.2.2 Minutes of the National Executive Council and Technical Committee meetings.
- 9.3.2.3 A copy of the Current Official Competition Music on payment of the required fee.
- 9.3.2.4 Concession entry fees to Teachers Seminars and Annual Teachers Convention.



- 9.3.2.5 Discount on Official B.B.T.S.A. goods.
- 9.3.2.6 Providing they are 18 years and over they shall be entitled to vote at the A.G.M. of the Association (If under 18 years and over 16 years, they may be included in the Voting College at the A.G.M.)
- 9.3.2.7 May coach at club and/or regional level
- 9.3.2.8 Have the opportunity to assist level 1 coaches at official BBTSA National events
- 9.3.2.9 Subject to examination requirements and criteria, they may progress to judge or grade coach
- 9.3.2.10 Level 1 coach can recommend promotion to level 1
- 9.3.2.11 If they wish to progress to level 1, can request a clinician to assess in a practical environment
- 9.3.2.12 Must complete passport of progress and evidence

9.4 Enhanced Professional Member

- 9.4.1 Must have a minimum of six years experience as a Level 1 Coach/ Judge
- 9.4.2 Will be recommended by the Technical Committee and approved by the Board
- 9.4.3 Decision will be based on the following criteria
 - 9.4.3.1 Knowledge and experience
 - 9.4.3.2 Qualifications and education (including clinicians status)
 - 9.4.3.3 Should be seen as ambassadors of the Association and Sport
 - 9.4.3.4 Must complete passport
 - 9.4.3.5 Annual Subscriptions must be up to date.

9.5 Qualified Professionals from External Associations

- 9.5.1 Any coach qualified with a baton twirling organisation who wishes to become a Professional member of the BBTSA must follow the following process:
 - Request a copy of the BBTSA coaches manual
 - Provide evidence of coaching qualification
 - Provide a referee
 - Attend one coaches workshop if they wish
 - Take the BBTSA coaches examination: practical and theory
- 9.5.1.1 Aged 16 years and over



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9.5.1.2 In compliance with Annual Subscriptions.

9.5.2 Privileges and Entitlements

They shall be entitled to:

9.5.2.1 Minutes of the National Executive Council and Technical Committee meetings.

9.5.2.2 A copy of the Current Official Competition Music on payment of the required fee.

9.5.2.3 Concession entry fees to Teachers Seminars and Annual Teachers Convention.

9.5.2.4 Discount on Official B.B.T.S.A. goods.

9.5.2.5 Providing they are 18 years and over they shall be entitled to vote at the A.G.M. of the Association (If under 18 years and over 16 years, they may be included in the Voting College at the A.G.M.)

9.6 Judge

9.6.1 On completion of the B.B.T.S.A. Application Form and payment of examination fee, and following successful completion of the official B.B.T.S.A. Judges examination, a person will be entered in the Register of Professional Members as a Judge providing they are:

9.6.1.1 Aged 16 years and over

9.6.1.2 In compliance with Annual Subscriptions.

9.6.1.3 A coach who wishes to be included on the Judges list for distribution to BBTSA members and who wishes to be considered for BBTSA assignments must also attend the Judges Development Workshops which will be held in two years of every three years, the third year being the Technical Convention. Judges must attend the Judges Development Workshops at least once in a two year block.

9.6.1.4 Dispensation may be granted at the discretion of the Judges co-ordinator and on approval of the National Technical Committee.

9.6.2 Privileges and Entitlements

They shall be entitled to:

9.6.2.1 Minutes of the National Executive Council and Technical Committee meetings.

9.6.2.2 A copy of the Current Official Competition Music on payment of the required fee.

9.6.2.3 Concession entry fees to Teachers Seminars and Annual Teachers Convention.

9.6.2.4 Discount on Official B.B.T.S.A. goods.



- 9.6.2.5 Providing they are 18 years and over they shall be entitled to vote at the A.G.M. of the Association (If under 18 years and over 16 years, they may be included in the Voting College at the A.G.M.)

9.7 Professional Member Coach and Judge

A Professional Member who wishes to be included on both the Coaches and Judges list will require to meet the criteria for both as stated above

9.8 Dispensation

- 9.8.1 Request for dispensation should be made in writing to the relevant person:
Coaches Co-ordinator for Coaches Development Workshop
Judges Co-ordinator for Judges Development Workshop
Technical Director for Professional Members Convention
- 9.8.2 Requests for dispensation should be made in writing at least 6 weeks prior to the relevant
Coaches Development Workshop
Judges Development Workshop
Professional Members Convention
- 9.8.3 Dispensation from the Professional Members Convention will only be granted in exceptional circumstances and only where the coach/judge has fulfilled their obligation to attend at least one full weekend of the coaches/judges development workshops in the previous two years.
- 9.8.4 The Technical Committee shall ratify any decisions made by the Coaches co-ordinator or Judges co-ordinator in respect of any dispensations.
- 9.8.5 Decisions will be notified in writing by the relevant person to:
Coaches by the Coaches Co-ordinator
Judges by the Judges Co-ordinator

9.9 Right of Appeal

Any Coach refused dispensation has the right of appeal to the NEC, whose decision is final. Appeals must be in the hands of the NEC secretary within 14 days of receipt of letter rejecting dispensation request. A non returnable fee set by the NEC must accompany the appeal.

9.10 Lapsed Membership

- 9.10.1 Failure to participate in the Professional Members Convention will be sufficient reason for a Professional Member to be considered a lapsed member.
- 9.10.2 To regain status they will be required to attend the following:
- 9.10.3 Coaches – Next Coaches Development Workshop
- 9.10.4 Judges – Next Judges Development Workshop
- 9.10.5 OR – Next Professional Members Convention



9.10.6 Lapsed Members who are not in default of subscription shall become Associate Members

9.11 Associate Member

9.11.1 On completion of the B.B.T.S.A. Application Form and participation in the official B.B.T.S.A. Coaches Course and/or actively involved in the Coaching with a Registered Club, a person will be entered in the Register of Members as an Associate Member providing they are:

9.11.1.1 Aged 16 years and over

9.11.1.2 In compliance with Annual Subscriptions.

9.11.1.3 An Athlete or Independent Member.

9.11.2 Restrictions

Associate Membership shall be subject to the following restrictions:

9.11.2.1 No voting rights.

9.11.2.2 Shall only receive Minutes of the National Executive Council.

9.11.2.3 Shall be excluded from the Register of Professional Members.

9.11.2.4 Shall not be eligible for any Official B.B.T.S.A. work.

9.12 Fellow Member

The National Executive Council, at its discretion, shall present this award to Professional Members in recognition of service to the Association, or in recognition of outstanding achievement.

9.12.1 Privileges and Entitlements

9.12.1.1 Shall be awarded for life.

9.12.1.2 Shall not be liable for an Annual Subscription Fee.

9.12.1.3 Shall have the same Privileges and Entitlements as a Professional Member.

9.13 National Technical Committee

9.13.1 The Technical Committee shall be responsible, in conjunction with the Technical Director, for the maintenance of Rules and Procedures governing the Professional Membership and the provision of the BBTSA Competition Rules and amendments.

9.13.2 All alterations / amendments shall be submitted on the appropriate Proposal Form to the NEC for Adoption.



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- 9.13.3 The National Technical Committee shall consist of a maximum of two elected representatives from each region.
- 9.13.4 Technical Committee members shall be elected by the Professional Membership of their respective region.
- 9.13.5 Term of office for Technical Committee members shall be three years.
- 9.13.6 Only Professional Members shall be entitled to serve on the Technical Committee. They must be aged 18 years and over and have held a Level One Coaches Qualification, and comply with their annual subscription.
- 9.13.7 The Technical Director shall hold the position of chairperson to the Technical Committee and shall have full voting rights.
- 9.13.8 The Education Chair and Judges Chair shall be an Ex-Officio member of the Technical Committee with full voting rights.
- 9.13.9 Technical Committee members may stand for re-election on completion of their term of office.
- 9.13.10 If a member of the Technical Committee shall cease to hold office for any reason the vacant position shall be filled by the co-option of a Professional Member for the remaining period of that term of office.
- 9.13.11 The Technical Committee shall have the right to co-opt a maximum of three Professional Members
- 9.13.12 The Technical Committee shall meet at least four times a year, and additionally as required.
- 9.13.13 Each member of the Technical Committee shall be entitled to one vote. The chairperson shall be entitled to only a casting vote.
- 9.13.14 The Technical Committee shall appoint a Technical Secretary from within the committee.

9.14 Criteria for election to National Technical Committee

Applicants for a post on the National Technical Committee must:

- 9.14.1 Be aged 18 years and over.
- 9.14.2 Hold a current BBTSA level One Coaches qualification.
- 9.14.3 Comply with their Annual Subscription.



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10 Observance of the Constitution and Rules

10.1 Conduct & Etiquette

Refer to BBTSA Rules & Regulations “Conduct and Etiquette”

10.2 Complaints Procedure

Refer to BBTSA “Complaints Procedure”

10.3 Grievance Procedure

Refer to BBTSA “Grievance Procedure”

10.4 Disciplinary Procedure

Refer to BBTSA “Disciplinary Procedure”

10.5 Appeal Procedure

Refer to BBTSA “Appeal Procedure”

10.6 Amendments to, and interpretation of, the Constitution and Rules of the B.B.T.S.A.

- 10.6.1 No constitutional change shall be made except by a majority of the votes cast by those, Registered Club Directors, National Executive Council Members, Professional Members, Members of the Voting College, and Region Officers entitled to vote at the National A.G.M. under the rules of the Association in force at that time.
- 10.6.2 Constitutional changes associated with membership, competition and technical issues may be implemented with the approval of the NEC, provided that the clauses in 10.4.3 and 10.4.4 are complied with.
- 10.6.3 No new rule, and no addition or alteration of any existing rule of the Constitution shall be made without first being checked and verified by the rules committee
- 10.6.4 No new rule, and no addition or alteration of any existing rule shall be permitted that has the effect of allowing the funds or property of the Association to be applied for purposes that are not in compliance with the objects of the Association.
- 10.6.5 In the interpretation of the rules and in matters for which the rules do not provide, the National Executive Council’s decision shall be final.



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11 Dissolution of the Association

- 11.1 The Association may, at any time, be dissolved by the consent of 75% of the Registered Clubs as evidenced by the signatures of the Club Directors to an instrument of dissolution.
- 11.2 Following dissolution a Final Audit will take place and a Statement of Accounts produced for the members, the remaining funds and any property of the Association will be held in trust for the members for a period of one year following dissolution, after which they will be disposed of in accordance with the objects of the Association.
- 11.3 The Association may be reformed within the year of dissolution by the consent of 50% of the Registered Clubs, as evidenced by the signatures of the Club Directors to a Petition stating their intention. The objects of the new Association must comply with those of the British Baton Twirling Sports Association.