



# English Pétanque Association AGM 25<sup>th</sup> March 2017 DoubleTree Hilton Hotel, Dartford

DoubleTree by Hilton Hotel, Crossways Business Park, Masthead Cl, Dartford DA2 6QF

**Closing Date for Nominations and Motions is 25<sup>th</sup>  
February 2017**

## Motions for the AGM

May be submitted by Registered Clubs, Regions and Affiliated Leagues on

- a) Changes to the constitution.
- b) General resolutions.

Motions for the AGM should be submitted formally on Regional, Club or League letter-headed paper if posted. If emailing motions these too should be submitted formally on letter-headed paper and sent as a PDF document.

## Guidance on Nominations and Positions available for Nomination 2017

### Positions

National President  
National Vice President  
Director of Promotions  
National Secretary  
4 members, Management Committee - County Region  
2 members, Management Committee - Affiliated League  
1 Arbitrator

### Brief Role Descriptions

**National President** – Two year term of office

To preside, when present, at meetings of the EPA Management Committee.

To preside, when present, at General Meetings and Assemblies of the Association, and shall, ex-officio, be a member of all standing committees.

To act as a counter-signatory in respect of any property or financial transactions on behalf of the Association.

To act where necessary as the representative of the EPA at the World Congress and other international meetings.

To assist the Management Committee in achieving its goals.

To attend regular Management Committee meetings.

To uphold the Association's Constitution, Policies and Procedures.

**National Vice President** – Two year term of office

To be involved in the day to day running of the Association and to assist the National President and National Secretary in their duties.

In the absence of the National President to assume the powers and duties of the office of the National President.

If the office of the National President should become vacant to assume the office of National President until such a time as a National President is elected.

To assist the Management Committee in achieving its goals.

To attend regular Management Committee meetings.

To uphold the Association's Constitution, Policies and Procedures.

**Director of Promotions** – Two year term of office

To promote the sport of pétanque and the EPA throughout England.

To seek sponsorship opportunities at a National level.

To assist the Management Committee in achieving its goals.

To attend regular Management Committee meetings.

To uphold the Association's Constitution, Policies and Procedures.

**National Secretary** – Two Year term of office

To convene, attend and keep minutes of all meetings of the Management Committee, General Meetings of the Association and Assembly of County Regions.

To establish and maintain communication with the general membership.

To assist the Management Committee in achieving its goals.

To attend regular Management Committee meetings.

To uphold the Association's Constitution, Policies and Procedures.

**Management Committee Member County Region** – Two year term.

To take on tasks as allocated by the Management Committee.

To feedback to the Management Committee the views of the regions.

To assist the Management Committee in achieving its goals.

To attend regular Management Committee meetings.

To uphold the Association's Constitution, Policies and Procedures.

**Management Committee Member Affiliated League** – Two year term.

To take on tasks as allocated by the Management Committee.

To feedback to the Management Committee the views of the leagues.

To assist the Management Committee in achieving its goals.

To attend regular Management Committee meetings.

To uphold the Association's Constitution, Policies and Procedures.

**Arbitrator** – Two year term.

To hear any appeal relating to the outcome of the voting process for the election of officers to the Management Committee.

To uphold the Association's Constitution, Policies and Procedures.

## Rules of Nomination

### **National President, National Vice President, Director of Promotions, National Secretary.**

Candidates must have been members of the EPA for not less than 2 years at the closing date for nomination and be proposed by at least 3 members.

### **Management Committee Members - County Region**

Candidates must have been members of the EPA for not less than 2 years at the closing date for nomination and be proposed by a County Region. NB the nominee does not need to be a member of the region's management committee nor a member of the nominating region.

### **Management Committee Members - Affiliated Leagues**

Candidates must have been members of the EPA for not less than 2 years at the closing date for nomination and be proposed by an Affiliated League.

### **Arbitrator**

Candidates must have been members of the EPA for not less than 5 years at the closing date for nomination and be proposed by at least 3 members.

For each of the above, candidates will be requested to submit a Nomination Form and Supporting Profile Statement (see below).

## Supporting Profile Statement

We would like to gain an understanding of the skills & experience and motivation each nominee feels they can bring to the position/role they are nominated for. Therefore, all candidates are requested to submit a Supporting Profile Statement up to a maximum of 200 words highlighting what skills and/or experience they bring to the position/role along with their reasons for standing.

Supporting Profile Statements should be submitted by email to the National Secretary via [secretary@englishpetanque.org.uk](mailto:secretary@englishpetanque.org.uk) to be received by 25<sup>th</sup> February 2017. The statement can be provided within the text of the email or as an attached document. Please note: the statement should not be provided as a PDF file.

Supporting Profile Statements will be included in the AGM advance paperwork sent to our County Regions, Registered Clubs, Affiliated Leagues and Honorary Life Members so that they can appreciate what each nominee offers our Association.

## Instructions for Completion of a Nomination Form

Nomination Forms must be signed by the candidate and each proposer and include their EPA Licence numbers. Each candidate must be proposed in accordance with the Rules of Nomination as described above.

Nomination Forms can be submitted by post to the EPA National Secretary at 28 Ingress Park Avenue, Greenhithe, Kent or by email as a .pdf or .jpg file to [secretary@englishpetanque.org.uk](mailto:secretary@englishpetanque.org.uk) to be received by 25<sup>th</sup> February 2017. Please allow 3 working days from posting (by 1st class mail) to delivery at the stated address.