

# **HERTFORD & DISTRICT TABLE TENNIS LEAGUE – CONSTITUTION AND RULES**

In the rules 'the League' means the Hertford and District Table Tennis League and 'the Committee' means the Executive Committee.

## **1. Name**

The League shall be known as the Hertford and District Table Tennis League.

## **2. Objects**

The objects of the League shall be to assist and encourage the formation of table tennis clubs in the area, and to promote the game of table tennis in every possible way. The League shall affiliate to the English Table Tennis Association and the Hertfordshire Table Tennis Association.

## **ADMINISTRATION**

### **3. Executive Committee**

- a. The conduct of the affairs of the League shall be administered by the Executive Committee comprising the President, Chairman, Secretary, Treasurer, Match Secretary and a minimum of three ordinary members.
- b. The Committee shall meet as deemed necessary, but at least twice a year.

### **4. Quorum**

Three members of the Committee shall form a quorum.

### **5. Officers**

- a. The officers of the League shall be the President, Vice-Presidents, Chairman, Secretary, Treasurer and Match Secretary.
- b. Officers shall be elected at the Annual General Meeting. They shall retire annually, but shall be eligible for re-election.
- c. The Committee shall have the power to create and fill any other office considered necessary and fill any officer vacancies in its membership.

### **6. Voting**

Every resolution at a committee meeting shall be determined by a simple majority of the members present and voting, every member having one vote, except the Chairman, who shall be entitled to a casting vote in the instance of equality thereof.

### **7. Administration of Rules**

The administration of the rules and regulations of the League shall be vested in the Committee, whose interpretation of the rules, and whose decisions on all matters, whether covered by the rules or outside their scope, shall be final and binding upon all affiliated clubs and members.

### **8. Sub-Committee**

The Executive Committee may appoint any sub-committees as deemed necessary from its own membership.

### **9. Emergency Executive Committee**

In an emergency, an Executive Committee, with a quorum of three, comprising the officers of the League, shall be empowered to act on behalf of the Committee. All meetings of the Emergency Committee shall be fully reported to the full Committee.

## **AFFILIATION**

### **10. League Boundaries**

Membership of the League shall be confined to clubs whose playing quarters are within the boundaries of the East Herts District Council or the Borough of Broxbourne Council, and at the discretion of the Executive Committee.

### **11. Application**

Applications for membership of the League for the succeeding 12 months shall be made annually prior to the closing date determined by the Executive Committee, together with the appropriate fee. The applications shall give the name and address of the club, the name, address and telephone numbers of the club secretary, the number of teams entering and the home playing nights of the teams. Subject to the approval of the Committee, clubs from whom applications and fees have been received, may be accepted into membership with the League. Clubs not accepted will have the fee returned. The Committee shall not be required to give reasons for non-acceptance.

### **12. Subscriptions**

The annual subscription in force at the time, together with the appropriate ETTA and Herts TTA affiliation fees, to be received by the Match Secretary annually by a date to be determined by the Executive Committee. The annual subscription shall include a deposit element of £5 (five pounds) per club. This element will be returnable to the club on the attendance of its representative(s) at the Annual General Meeting. If the fees have not been paid by 31<sup>st</sup> December the club in question will at the discretion of the Executive Committee, be liable to a fine of £10.

## CONSTITUTION AND REGISTRATION

### 13. Composition of Divisions

- a. No player may take part in League matches unless an application has been made to the Secretary, and a certificate of registration issued. Each registered player shall be entitled to a League Handbook free of charge.
- b. Certificates of registration will not be issued or be valid until at least seven days after the application for registration has been received by the Match Secretary or other appropriate officer of the League.
- c. A player may not play for any team lower than that for which he is registered but may play for any team above his registered team.
- d. A club may apply to the Committee at any time ~~up to 1<sup>st</sup> February~~ (removed AGM 2025/06/16) for approval to transfer the registration of a player to a lower team, but such transfers shall not be effective until written approval has been received from the Match Secretary.  
~~A quota of at least three registered players for each team must be maintained throughout the season, and any gaps caused by such transfers must be filled by new registrations.~~ (removed AGM 2025/06/16)
- e. A player may be registered for one club only during a season, except at the discretion of the Committee.
- f. When a club has more than one team, at least three players ~~must~~ **should** be registered for each team in general order of merit. **If a club does not have sufficient number of players for their top team and have 2 teams or more in the league, then at the discretion of the committee they can register fewer than 3 players.** (Agreed AGM 2025/06/16)
- g. Application for later registrations may in exceptional circumstances be made for the consideration of the Committee, application and such reasons for it to be given in writing to the Secretary.

## FIXTURES AND MATCH PROCEDURE

### 14. Fixtures and Postponements

- a. Each team shall play each other as set out in the Fixture Chart. Matches must be played on the date specified in the published fixture table, or, **another date** by mutual agreement. ~~within four weeks of the original date. If a match is not completed within this time then points shall be allocated at the discretion of the match secretary.~~ (Agreed AGM 2016/17) **(Removed AGM 2025/06/16)**  
**All matches to be played by 4 weeks from the last fixture date in the handbook.** (Agreed AGM 2025/06/16)
- b. ~~Requests for postponements will be considered by the Match Secretary prior to a fixture and will be allowed for the following reasons only:~~
  - i. ~~A player is required on the team's normal match night to play for the League or the County.~~
  - ii. ~~The Club premises are not available for a team on its normal match night.~~
  - iii. ~~Other exceptional circumstances.~~ **(Removed AGM 2025/06/16)**
- b. In the event a team is unable to fulfil a fixture and an alternative date not being agreed the points (10) will be awarded to the other team. N.B THIS IS HOPED TO BE A LAST RESORT.** (Agreed AGM 2025/06/16)
- c. ~~A letter of explanation in lieu of a match card shall be submitted by any team requesting a postponement, to be received by the Match Secretary not later than 12 noon on the Monday following the date fixed for the fixture, or the fixture will be treated as not having been fulfilled.~~  
~~The opposing team should be notified without delay that the match is not to be played on the specified date.~~ **(Removed AGM 2025/06/16)**
- d. In the event of a team having a League and a Cup game due for the same evening, the Cup game will take priority.

### 15. Withdrawing from the League

Should a team withdraw from the League before completing at least 75% of their League matches then all results of matches played should be deemed void and removed from the records subject to the approval of the Executive Committee.

### 16. Laws of Table Tennis and Dress Regulations

- a. All matches shall be played in accordance with the current Laws of Table Tennis as approved by the ETTA.
- b. Players shall not wear white or near white clothing and shall wear soft shoes during matches.

### Commencing Times

All matches to be timed to start at 7.30 pm and must have commenced by 7.45pm. If no member is present by 7.45 pm the opponents may claim the points by dispatch of the appropriate card to the Match Secretary.

### 17. The Match

- a. Each League match should be played by teams of three registered players, each player playing a singles game against each member of the opposing team, constituting nine single games. However, if a team has only two players then the match may still be played with the short team forfeiting points for the matches not played. (Agreed AGM 2016/17)

- b. A game shall comprise best three of the five sets. A doubles game between nominated pairs from the respective teams above shall be played.

#### **18. Umpires**

The Captains of both teams shall be responsible for the appointment of an umpire before each game.

#### **19. Points**

All matches shall be played to a finish. One point will be awarded for each game won.

#### **20. League Table**

Position in the league table shall be decided by the number of points gained. Should teams have the same number of points the team which has won the most matches will be placed higher. Should this method not be decisive the league position will be based on the results of the games between the relevant teams. Should this still prove indecisive, sets difference shall decide.

#### **21. Claiming Points**

Points shall be claimed by the despatch of the official card by the winning team. In the event of a draw, the match card to be despatched by the home team. Result cards must be received by the Match Secretary not later than 72 hours of the fixture being played. If the card is not received within seven days the match will be declared void. Cards for matches played shall be signed by the team captains.

#### **22. Ineligible Players**

In the event of a team including an ineligible player, the Match Secretary shall treat the ineligible player as an absentee and record wins for the opposing team for all games in which that player has taken part. Should both teams in one match play ineligible players, any rubbers played by one ineligible player against another ineligible player shall be declared void, and not included in the result.

#### **23. Complaints**

If any complaint be received by the Committee from a club as to the playing conditions, dress, etc at any club, two representatives appointed by the Committee may visit the club and report on the matter to the Committee, who may take whatever action deemed necessary.

### **FINANCE**

#### **24. Audit**

The financial year of the League shall end on 30<sup>th</sup> April each year, and an audited statement of accounts up to and including this date shall be presented to the AGM.

#### **25. Bankers**

The funds of the League shall be lodged at a bank, building society or Post Office, and all cheques, drafts, etc drawn on the account shall be signed by the Treasurer or one of the following officers: Chairman, Secretary.

#### **26. Winding up of the League**

If upon winding up or dissolution of the League there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the League, but shall be given or transferred to some other institution, or institutions, having objects similar to the objects of the League and if effect cannot be given to such provision then to some other purpose approved by the Commissioners of Customs and Excise.

### **ANNUAL GENERAL MEETING**

#### **27. Notification**

The Annual General Meeting shall be held during the month of May or at the discretion of the committee. At least 14 days' notice shall be given in writing to the officers of the League and secretaries of affiliated clubs.

#### **28. Nominations**

Nominations for officers, together with the consent of the nominees, having a proposer and seconder, shall be received by the General Secretary not later than seven days in advance of the General Meeting.

The Committee shall have the power to nominate officers to fill any vacancies which exist after general nominations have been received.

#### **29. Attendance**

Attendance at the AGM shall be open to all interested parties.

#### **30. Voting**

Voting at the AGM shall be limited to officers and representatives of affiliated clubs. Each affiliated club present shall be entitled to two votes. Voting in all matters concerning additions to or alterations or revisions of the Constitution and Rules shall be decided by a two thirds majority of those present and voting, and in all other matters by a simple majority of those present and voting.

#### **31. Alterations of Rules**

No additions to, or alteration or revision of the rules shall be effective unless made at the AGM or a Special General Meeting called for the purpose. Any proposed addition to, or alteration or revision shall be submitted to the Secretary before 31<sup>st</sup> March, or together with a demand for a Special General Meeting. The Secretary shall

circulate to all officers and clubs any proposed addition to or alterations or revision of the rules at least 14 days prior to the AGM or Special General Meeting at which it will be considered.

### **32. Auditor**

It shall be the duty of the AGM to elect an Auditor who shall be neither an officer of the League, nor a member of any committee. The Auditor shall take office the day following the meeting.

### **33. Special General Meeting**

A Special General Meeting of the League shall be convened on a resolution of the Committee, or within five weeks of receipt by the Secretary of a resolution demanding such a meeting signed by the authorised representatives of at least one quarter of the affiliated clubs. Rules respecting circulation of notices and procedure shall apply as for the AGM. A Special General Meeting shall have the same power of authority as the AGM in considering the resolution for which the meeting has been called.

## **CREASEY CUP TOURNAMENT RULES**

1. The tournament shall be managed by the League Executive Committee or a sub-committee appointed for the purposes whose decisions in all matters in connection with the tournament shall be final.
2. The tournament shall be conducted on a knock-out basis or divided into two pools with winners of each pool progressing to the final.
3. Entry shall be confined to teams from clubs in membership with the Hertford and District Table Tennis League. The same number of teams entered by a club in the Premier League competition shall automatically be entered in this tournament unless the Tournament Secretary is notified to the contrary by the date determined by the Committee.
4. The entry fee shall be received by the Treasurer on request.
5. Each member of a team must be a bona fide member of the club he or she represents and must be registered for normal League matches.
6. A team shall comprise three players. Any number of players may be nominated to represent a team, but no player shall play for more than one team in the tournament. Having once played for a team in a cup match, that player is cup-tied to that team and may not be used for any other team. **As per the League, a player cannot represent a team below their registered team. (Agreed AGM 2025/06/16)**
7. The match will comprise 6 singles and 3 doubles games. A game shall comprise the best of five sets. A team winning a majority of games shall be the winner of the match and shall be responsible for returning the result card, duly completed and signed by both captains, to the Tournament Secretary within 72 hours of the playing of the tie. Failure to comply with this rule may result in both teams playing the tie being eliminated from the competition.
8. Before the commencement of the match each captain shall write down their team showing each player A B or C or X Y or Z as the case may be and hand them to the opposing captain. This order shall then be entered on the score sheet and may not be altered.
9. Matches shall be played within the dates specified by the Tournament Committee.
10. This competition to be played by Premier Division teams only.
11. The first named team in any pair in the draw shall be considered the home team. Matches may be played on a neutral or the 'away' table with the consent of both captains.
12.
  - a. Where special weeks have been set aside for rounds in this tournament the match will be played on the normal home night of the team first mentioned in the pair during the week specified, the venue being the normal premises used by that team for League play, unless otherwise arranged under Rule 9.
  - b. Where no special week has been set aside for playing a particular round of the tournament, the home team shall offer the away team two dates for playing the tie. At least 10 days' notice must be given of a proposed date. The away team must accept one of the dates offered within four days of receipt of offer.
  - c. Dates offered must be within the time prescribed for playing the tie and must enable Rule 12c (b) to be complied with. Non-receipt of acceptance of dates within the prescribed time shall be reported to the Tournament Committee, who can award the tie to the opponents of the offending team.
13. Except where specified in these rules, normal League rules apply.
14. The final tie shall be played on a neutral table, as directed by the Tournament Committee.
15. The winners of the final tie will hold for one year the Creasey Cup and shall be responsible for its safe return to the Secretary by 28<sup>th</sup> February, the season following presentation.
16. A player will be eligible to play in the semi or final stages if he or she has played four matches in either the League or cup competition or a combination of both.

### **CLIFFORD TROLL TROPHY**

1. The present rules of the League and Creasey Cup will apply.
2. The competition will be known as the 'Clifford Troll Trophy'.
3. This competition to be played by Division One teams only.
4. The order of play will be as per the League's printed sheet or card.
5. The match will comprise 6 singles and 3 doubles games.
6. Before commencement of the match each captain shall write down their team showing each player A B or C or X Y or Z as the case may be and hand them to the opposing captain. The order will then be entered on the score sheet and may not be altered.
7. A player will be eligible to play in the competition if he or she has played at least two matches in the League and will be eligible to play in the semi-final or final stages if he or she has played at least four matches in either the League or Trophy competitions or a combination of both.
8. If any dispute arises from the competition whatsoever the League Committee's decision will be final.

### **MERCK, SHARP & DOHME TROPHY RULES**

1. The present rules of the League and Creasey Cup will apply.
2. The competition will be known as the 'MSD Trophy'.
3. All clubs playing in Division Two or lower will be eligible to play.
4. The order of play will be as per the League's printed sheet or card.
5. The match will comprise 6 singles and 3 doubles games.
6. Before commencement of the match each captain shall write down their team showing each player A B or C or X Y or Z as the case may be and hand them to the opposing captain. The order will then be entered on the score sheet and may not be altered.
7. If any dispute arises from the competition whatsoever the League Committee's decision will be final.

### **HERTFORD BUILDERS TROPHY RULES**

1. This competition is open to all teams in the League.
2. Each player will be allocated an individual handicap by the organising committee and will play with this handicap in all matches unless altered by the League Committee.
3. Any player who fails to play with his/her allocated handicap will forfeit each game to the opposing team.
4. This competition will run in parallel to all other competitions and conducted on a knock-out basis.
5. Order of play will be as per the League's printed sheet or card.
6. A match will comprise six singles and three doubles games.
7. Before commencement of the match each captain shall write down their team showing each player A B or C or X Y or Z as the case may be and hand them to the opposing captain. The order will then be entered on the score sheet and may not be altered.
8. All handicaps allocated at the start of the competition will be published by newsletter and available to all competitors.
9. If any dispute arises from the competition whatsoever the League Committee's decision will be final.
10. Each set will be played up to 21. The game will be started with the player with the lower handicap starting at zero. The player with the higher handicap will start with a points total equal to his handicap less that of his opponent's handicap. The exception will be where one player starts with a minus handicap, when the set will commence from those handicapped scores. In doubles the same theory applies although the two player's handicaps will be added together and halved. An odd number should be rounded UP. NO PLAYING UP IS ALLOWED IN THIS COMPETITION.

### **INDIVIDUAL CHAMPIONSHIP RULES**

1. The championships are open to any player registered with the League who has participated in a minimum of four League matches, one match for juniors, during the current season at the date of entry for the Championships and any other registered player at the discretion of the Committee.
2. All events shall be the best of five games.
3. Normally, but at the discretion of the Executive Committee, singles events will be run in groups and the seeding of players will be carried out in all events.
4. a. The Junior Singles is open to any player under the age of 18 years on the previous 1<sup>st</sup> July and the Veteran's Singles is open to any player over the age of 40 years at the time of the Championship being held.

- b. The Intermediate Singles is open to any registered player under the age of 40 on the previous 1<sup>st</sup> July.
- c. The Super Vets is open to any registered player over the age of 65 on the previous 1<sup>st</sup> July.
- 5. The Divisional Singles are open to any player registered for a team in the relevant division provided they have played at least 4 games in that division at the date of entry for the Championships.
- 6. Certain events may be cancelled in the event of insufficient entries.
- 7. The winners of the final tie shall hold for one year the appropriate trophy and shall be responsible for the return of their trophy to the Secretary by 28<sup>th</sup> February the season following presentation.
- 8. All matters not covered in these rules will be decided by the Executive Committee whose decision is final in all cases.