

**LLANELLI DISTRICT
RUGBY UNION**

HANDBOOK

**2009-10
SEASON**

LLANELLI DISTRICT RUGBY UNION

President:

T. Alun West
4 Haulfryn, Tregunnor, Carmarthen SA31 2DS
Tel: 01267 235347

Vice President:

Hywel Richards
51 Heol Llanelli, Trimsaran, Llanelli SA17 4AG
Tel: 01554 810664

Chairman: Anthony Roberts

O'r Diwedd, Cross Inn, Laugharne SA33 4QR
Tel: 01994 427431 (H); 07702 309721 (M)

Vice Chairman:

Geraint Davies
Y Buarth, Pwllswyddog, Tregaron SY25 8JG
Tel: 01974 298913

Fixture Secretary:

Bryan Phillips
50 Hafod Cwnin, Carmarthen SA31 2AT
Tel: 01267 231596 (H); 07970 966594 (M); 01267 232616 (W)

Secretary:

Ellis Davies
Cartref, 10 Penygroes Road, Gorslas, Llanelli SA14 7LA
Tel: 01269 843535 (H); 07971 032768 (M); 01269 831969 (Fax)
E-mail: editor@westwalesport.com

Treasurer:

Bryan Edmunds
7 Brynglas Crescent, Llangunnor, Carmarthen SA31 2HT
Tel: 01267 234302 (H); 07971 887121 (M)

Executive Committee & District Representatives

Ammanford Area:

Duncan Price, 17 Woodfield Road, Llandybie.

Tel: 01269 851375 (H); 07772 695543 (M)

(Ammanford Athletic, Amman Quins, Betws, Blaenau, Llandeilo, Llandovery, Llangadog, Pantyffynnon, Penybanc, Tycroes)

Carmarthen Area

Geraint Davies, Y Buarth, Tregaron. Tel: 01974 298913

Anthony Roberts, O'r Diwedd, Cross Inn, Laugharne

Tel: 01994 427431 (H); 07702 309721 (M)

(Carmarthen Athletic, Carmarthen Quins, Ferryside, Lampeter, Laugharne, Llansawel, Nantgaredig, Newcastle Emlyn, Tregaron)

Gwendraeth Area

Myron Thomas, 49 Greenfield Terrace, Pontyberem Tel: 01269 870102

(Cefneithin, Kidwelly, Mynydd y Garreg, Pontyberem, Pontyates, Trimsaran, Tumble)

Llanelli Area

(Burry Port, Felinfoel, Hendy, Llangennech, New Dock Stars)

Les Jones, 19 Pwll Road, Pwll, Llanelli SA15 0BG

Tel: 01554 756516 (H) 07890 408897 (M)

Referee's Society:

Emyr Thomas, Cruglas, Whitemill, Carmarthen. Tel: 01267 290564

Life Members:

John Williams

J T Rees

Les Williams

Arwyn Allen

Hywel Richards

Bryan Phillips

Gwyn Evans

T A West

Gareth Jones

Ron Richards

Anthony Roberts

Neil Davies

Gerwyn Davies

Bryan Edmunds

Brian Lewis

LLANELLI DISTRICT RUGBY UNION

Constitution & Bye Laws

1. Name

The name of the union shall be 'Llanelli District Rugby Union' hereafter referred to as 'the Union'.

2. Objects

The Objects of the Union shall be to promote, encourage and govern Amateur Rugby Football within the Union's area and encourage and maintain sociability and good fellowship among the clubs in the Union.

3. Membership

Any properly constituted club within the union's area shall be eligible for membership provided that:

- (a) It conforms to the Bye-laws of the Union
- (b) It is proposed and seconded by two clubs of the union.
- (c) It pays the annual inclusive affiliation subscription.
- (d) It deposits with the Union a guarantee fee of £5.50.
- (e) It complies with the requirements of the WRU Death & Disability Insurance Scheme.

4. Management

(a) The management of the union shall be vested in a committee called the 'General Committee' which shall consist of the Officers, two members from each affiliated club and one member of the Referees' Society. The General Committee shall transact and control the whole business of the union and shall have power to: Adjudicate in all disputes that may arise between clubs and the Union; take disciplinary action against any player, official or clubs infringing these Bye-Laws and those of the WRU; promote and govern the trophy competitions of the Union. The General Committee may delegate any or all of these duties to the Executive Committee.

(b) Any appeal against a decision of the General Committee must be made via the Union Secretary to the WRU within 14 days of the decision being made. It must be accompanied by an appeal fee of £100 which shall be forfeited should the appeal be lost.

(c) In the event of the Union being disbanded, all monies in Union funds will, after payment of outstanding debts, be divided equally between those clubs listed as in full membership at the time of dissolution.

5. Executive Committee

(a) An Executive Committee shall be formed consisting of the President, Vice President, Chairman, Vice Chairman, Secretary, Fixture Secretary, Treasurer and one representative of the Referees' Society as well as two members representing the Ammanford, Carmarthen, Gwendraeth and Llanelli areas. Area representatives to be elected annually by clubs from their respective areas.

(b) Executive Committee members shall be elected at the AGM. If an Executive Committee member absents himself from three consecutive meetings without reasonable cause his seat shall be declared vacant. The Executive Committee shall have the power to transact urgent business subject to confirmation at the next General Committee meeting.

(c) Five members shall form a quorum. The expenses of members attending Executive Committee meetings shall be paid by the Union.

6. Voting Rights

(a) Two delegates from each affiliated club shall be allowed to attend General Committee meetings with one delegated from the Referees' Society. A delegate can only represent one club and has only one vote. Members representing their Areas at Executive Committee meetings shall have one vote. At either or both of these meetings, the Officers and Executive Committee members shall have one vote each.

(b) A simple majority of votes shall be sufficient to decide the issue.

(c) The Chairman will be entitled to a casting vote if required provided that he voted on the matter in the first place.

7. Meetings

To be called as circumstances demand. Convening meetings to be the responsibility of the Secretary. All meetings to be held at convenient venues.

8. Officers

(a) The Officers of the Union shall consist of a President and Vice President who shall serve for two years together with a Chairman, Secretary and Treasurer who shall be elected annually. Should an Officer vacate his seat during the year, another shall be elected by the General Committee. Nominations for officers must be submitted to the Secretary in writing by 14th May in each year, proposed and seconded by two clubs.

(b) There shall be a postal ballot.

(c) The Vice Chairman shall be elected from the Executive Committee at its first meeting following the AGM.

9. Life Members

(a) Any member of the Union who shall have served on the General Committee for a period of 25 years (not necessarily consecutively) shall be entitled to Life Membership of the union and act as a General Committee member with full voting rights.

(b) Life Members may be elected for services to the Union.

10. Annual General Meeting (AGM)

(a) An Annual General Meeting, of which two clear weeks notice must be given, shall be held on a date appointed by the General Committee. Each club shall be entitled to send two delegates with two delegates from the Referees' Society to the meeting.

(b) The AGM shall transact the following business:

Consideration of the audited statement of accounts for the previous year.

Election of Officers and Executive Committee members.

Consideration of any alteration, amendments or revision of the Union's Bye-Laws which must be in writing, duly proposed and seconded by another club to reach the Union's Secretary by 14th May each year in order that clubs may be informed with notice of the AGM.

Election of public auditor.

Affiliation fee for forthcoming season.

(c) The consent of two-thirds of those present and voting must be obtained to alter, amend or rescind any of the Bye-Laws. A Special General Meeting (SGM) will be convened immediately following the AGM to confirm any changes.

11. Special Meeting

The Union's Secretary shall be empowered to call a Special General Meeting on receiving a requisition to do so signed by at least eight Secretaries of clubs in membership.

The consent of two-thirds of those present and voting must be obtained to pass any resolution.

12. Affiliation

An Affiliation Fee sufficient to cover the Union's expenses for the forthcoming season shall be agreed at the AGM. The Officers shall nominate the actual amount concerned.

13. Fixtures

(a) League fixtures shall be arranged by the Union Fixture Secretary at the Fixture Secretaries meeting.

b) Division 1 clubs - All league matches must be played. Any club failing to fulfil a league fixture shall be deducted 3 league points. The postponed match will be replayed as directed by the Union Fixture Secretary. Any club failing to fulfil a league fixture and failing to inform their opponents and the Union's Fixture Secretary by 10pm on the Thursday prior to the game shall be fined £50 to be paid to the Union Secretary within 14 days. £30 of that fine will be paid to the non-offending team where an expense has occurred.

(c) Division 2 clubs - Any club failing to fulfil a league fixture shall forfeit the league points to their opponents and shall be deducted a further three league points. The match will not be replayed. Any club failing to fulfil a league fixture and failing to inform their opponents and the Union's Fixture Secretary by 10pm on the Thursday prior to the game shall be fined £50 to be paid to the Union Secretary within 14 days. £30 of that fine will be paid to the non-offending team where an expense has occurred.

(d) Home teams wishing to postpone a league fixture owing to unplayable ground conditions shall inform their opponents and the Union Fixture Secretary by 12 noon on the day of the fixture.

(e) Teams with two or more players representing the Union and wishing to postpone a league fixture shall inform their opponents and the Union Fixture Secretary by the Thursday prior to the fixture. See Rule 16. This rule shall not prevent teams from playing alternative friendly fixtures.

(f) Clubs failing to fulfill a league fixture shall have right of appeal provided that the Union Secretary is informed in writing not more than 7 days after match day. The Executive Committee shall determine whether or not to allow the appeal and re-arrange the fixture to be played as directed by the Union Fixture Secretary. Its decision shall be final.

(g) Teams wishing to postponed a league or cup fixture owing to their 1st XV playing in the WRU Cup must apply to the Union Fixture Secretary within 3 days of the WRU Cup draw taking place.

(h) Any team not fulfilling a cup semi final shall be fined £50. The fine to be paid to the Union Secretary no later than 14 days following the date of the fixture.

(i) Any team not fulfilling a cup final shall be fined £100. The fine to be paid to the Union Secretary no later than 14 days following the date of the fixture.

14. Match Play

- (a) All matches to be played under the laws of the WRU. Special rules appertaining to competitions are dealt with under the relevant appendices.
- (b) WRU rules relating to passive scrummages will apply to all league and cup matches.

15. Player Registration and Transfers

- (a) All players shall be registered with the WRU by 1st September.
- (b) All transfers and new registrations shall be submitted to the WRU as soon as possible.
- (c) Should a player being a member of a club affiliated to this Union wish to transfer his services to another club he shall obtain the written consent of the club he wishes to leave.
- (d) Consent shall not be given to a player who is under suspension.
- (e) The transfer laws and procedures as laid down by the WRU must be respected by all clubs affiliated to this Union.
- (f) No transfer for competitive matches shall be granted after 31st January, except in the case of disbanded clubs.
- (g) Players on permit or loan are not allowed to play in Llanelli District league or cup matches.

16. Union Matches

- (a) The Union shall have prior claim on clubs to individual players selected to play or as reserves in Union representative games. Any player selected to play or as a reserve in any such match and failing to do so without satisfactory reason shall be suspended from playing rugby for four weeks. It is the responsibility of the club to see that selected players represent the Union when requested to do so.
- (b) Teams wishing to postponed league fixtures may do so under Bye-Law 13(e).

17. Scratch Teams

- (a) No person or persons shall be allowed to organise a team to play any rugby football match without the consent of the WRU. Applications shall be in writing to reach the Union Secretary at least three weeks before the date on which the match is to be played.
- (b) No game may be played against any non-affiliated side from the Llanelli area or any other area.

18. International Tickets

Part-time clubs and 2nd XV's of WRU clubs are not eligible for any allocation of tickets.

19. Correspondence

All correspondence and matters from clubs to WRU must be sent via the Union Secretary.

20. Disbanded Clubs

Clubs disbanding must signify their intention to the Union Secretary and all clubs concerned with fixtures.

21. Referees

(a) All referees must be appointed by the WRU Regional Referees Appointments officer.

(b) No referee may appoint a substitute without the consent of the WRU Regional Referees Appointments officer. In the case of the appointed referee failing to fulfil his engagement the laws of the WRU will apply.

(c) Club secretaries must apply to the WRU Regional Referees Appointments officer for referees for home games. Subject to availability each affiliated club shall be allocated a referee for each home game.

(d) The secretary of the home club must, three days before the match, forward details of time and kick-off, location of dressing rooms and particulars of transport etc. The referee will not travel if these particulars are not given to him in advance.

(e) Referees who are unable to travel shall inform the WRU Regional Referees Appointments officer and the home club concerned as soon as possible and in any case before 12 noon on match day.

(e) Referees must report any non-fulfilment of a fixture by a club to the Union Secretary within three days of the match concerned.

(e) All referees shall be active members of a referee's society.

(f) All referees are insured against injury whilst officiating. The WRU Regional Referees Appointments officer shall be notified as soon as possible and in any case within seven days of the WRU Regional Referees Appointments officer injury being sustained. Claims shall be submitted to the WRU and will be subject to limits as set by the WRU.

(g) Neutral touch judges shall be appointed as necessary by the WRU Regional Referees Appointments officer. They shall be reimbursed with their travelling expenses.

22. Discipline

(a) Referees officiating under the auspices of the Union shall report in writing to the WRU any breach of the laws of the game or code of conduct by any player, club or official within four days of the game/incident taking place.

23. Competitions

(a) The Union trophies that cannot be won outright shall be competed for annually. These trophies will remain the property of the Union and must be insured by clubs when in their possession.

(b) Trophies must be returned to the Union at such a time decided by the General Committee.

(c) The Executive Committee shall determine the eligibility of clubs to participate in respective competitions.

(d) No player under 18 years of age can play in any match arranged under the bye-laws of this Union.

(e) To be eligible for all the Union's cup competitions, a player who played in the WRU National League must have played a minimum of four Llanelli District league games during the current season.

24. Gate Money

Gate money for semi finals and finals organised by the Union shall after deduction of expenses be the property of the Union. Gatemen will be appointed by the union from clubs in whose area the games are to be played. Such gatemen will be paid travelling expenses from gate proceeds or Union funds.

25. Llanelli District Open Cup competition

(a) All eligible clubs may enter one team for the Llanelli District Open Cup.

(b) The draw and dates for the Preliminary and 1st Round of the competition shall be made at the annual Fixture Secretaries meeting.

(c) The draw for the subsequent rounds shall be made when convenient and played as directed by the Executive Committee.

(d) First drawn clubs shall have choice of ground, except in semi finals and final, and shall be responsible for all arrangements.

(e) Postponed or abandoned games will be played as directed by the Executive Committee.

(f) The duration of games shall be 40 minutes each half, unless the referee rules that full time cannot be played due to weather conditions or any other cause. Provided that 40 minutes total time is played, the result

and score will stand. Onus of proof to rest with the referee. WRU laws will apply.

(g) The proceeds shall be divided as follows:

Preliminary, 1st, 2nd, 3rd Rounds and replays 50/50 to participating teams after deduction of expenses.

(h) Home teams wishing to postpone a cup fixture owing to unplayable ground conditions shall inform their opponents and the Union Fixture Secretary by 12 noon on the day of the fixture.

(i) Prior to any cup game, the secretaries of participating clubs shall supply the referee with a team sheet listing players representing the club. The referee shall forward the team sheets to the Union Secretary no later than two days after the match.

(j) Any complaint involving eligibility of players in cup matches shall be forwarded in writing to the Union Secretary not more than 7 days after match day.

(k) The Executive Committee shall determine whether or not to allow the appeal and re-arrange the fixture to be played as directed by the Union Fixture Secretary. Its decision shall be final.

(l) In the event of an equal number of points being scored by each team at the end of the game, winners will be declared in the following priority:

(i) The team which has scored the greater number of tries.

(ii) The team which has scored the greater number of goals (converted tries)

(iii) If after (i) and (ii) have been applied, no clear winner has emerged, extra time of 20 minutes (10 minutes each way) will be played and the winners declared in accordance with (i) and (ii).

(iv) If the result is still a tie then the team playing away from home will be declared the winner.

(v) In the event of a tie at full-time in a semi final or final, the winner will be declared in accordance with (i), (ii) (iii). If the result is still a tie, then the game shall be replayed as directed by the Union Fixture Secretary.

26. Championship Shield

(a) All clubs shall leave open all Saturdays from September to January inclusive for league programmes.

(b) The league shall be divided into groups as determined by the Executive Committee.

(c) The top team in each section shall be awarded a shield to be held for one year.

(d) League fixtures shall be played under Bye-Law 13.

(e) The points shall be – Win (3pts) and Draw (1pt)

- (f) For the purpose of league tables tied on points, the outcome will be decided by the team with the greatest number of tries.
- (g) For the purpose of league tables tied on points and tries, the outcome will be decided by goal average (i.e. points for divided by points against).
- (H) The results of disbanded clubs shall be declared void.
- (i) The duration of games shall be 40 minutes each half, unless the referee rules that full time cannot be played due to weather conditions or any other cause. Provided that 40 minutes total time is played, the result and score will stand. Onus of proof to rest with the referee. WRU laws will apply.

27. Lady Howard Cup

(League Champions v Open Cup winners)

- (a) This cup shall be played for annually to determine the team of the season.
- (b) It shall be played before the end of the season and all receipts will go to the Union.
- (c) The arrangements and Bye Laws of the league and cup competitions shall apply. Rule 25(v) shall not apply. In the event of a tie after extra time then both teams shall share the trophy for six months each.

28. Champions Cup

- (a) The composition of the Champions Cup competition shall be determined by the Executive Committee.
- (b) Teams shall compete on a knockout basis.
- (c) The Union Fixture Secretary shall arrange venues and match officials as directed by the Executive Committee.
- (d) Bye Law 23 and 25 (e) (f) (j) (k) and (l) shall apply to the Champions Cup competition.

29. Team Sheets

Team sheets for all league and cup games must be submitted to the referee before the game. The referee shall post them to the Union Secretary without delay. Seven replacements shall be permitted for all matches organised by this Union.

30. Buckley Cup

This will be awarded annually to the team scoring the most tries in the first eight league games played.

In the event of a tie or ties, the winner shall be declared as follows:

- (a) The team with the highest number of points 'for'
- (b) The team with the highest number of 'points difference'

31. Doreen Rogers Cup

This will be awarded annually to the team with the most league points as per Bye Law 26 (e) in the first eight games played.

In the event of a tie or ties, the winner shall be declared as follows:

- (a) The team with the highest number of points 'for'
- (b) The team with the highest number of 'points difference'
- (c) The team with the highest number of tries.

If no clear has emerged after (a) (b) (c) above has been applied, the cup shall be shared.

32. Other Competitions

- (a) These shall be approved or otherwise by the General Committee of the Union who shall also approve the rules of such competitions.
- (b) Llanelli District Rugby Union matches shall have priority at all times.
- (d) Referees must be appointed by the Union Fixture Secretary.
- (e) These rules must be incorporated in all local competition rules.

33. Annual Competitions and Trophies

- (a) Llanelli Supporters Club Shield (*awarded to the League Champions*)
- (b) WRW Challenge Cup
- (c) Lady Howard Cup (*Open Cup winners v League Champions*)
- (d) Buckley Cup (*for most tries*)
- (e) Doreen Rogers Cup (*for most league points*)
- (f) Champions Cup
- (g) Inter Area Challenge Shield
- (H) Morgan Finance Millennium Plate

34. Annual Dinner

All clubs must support the annual dinner by purchasing a minimum of two admission tickets.

35. Powers of Executive Committee

The Executive Committee shall have absolute discretion in dealing with all matters relating to the competitions of the Union whether or not provided therein and its decision shall be final.

36. Powers of General Committee

Should anything arise not provided for in these Bye-Laws, except in Bye Law 35, the General Committee shall have power to deal therewith and its decision will be binding subject to a right of appeal to the WRU whose decision shall be final. Any such appeal must be sent via the Union Secretary together with an appeal fee of £100.