

Secretary's Information Handbook

LINCOLNSHIRE BASKETBALL ASSOCIATION

(Changes in red)

2016 - 2017

LINCOLNSHIRE BASKETBALL ASSOCIATION

EXECUTIVE COMMITTEE 2016 – 2017**VICE PRESIDENT(S)**

Ken W. G. Baker 01526 832217 (h)
 2 Priory Close, Ruskington,
 Sleaford, Lincs. NG34 9ED Email: ken@prioryclose.freeserve.co.uk (h)

Terry Dixon 01476 561239 (h) 07801 951251 (m)
 Little Paddocks, 108, Belton Lane,
 Grantham, Lincs. NG31 9PR Email: terrydixon@tedmrd.co.uk

CHAIRMAN

Barry J. Saunders 01476 579895 (h) 07837 419469 (m)
 6 Pastures Road, Barrowby,
 Grantham, Lincs. NG32 1AZ Email: janbar4@aol.com (h)

VICE-CHAIRMAN**VACANT****GENERAL SECRETARY, FIXTURES SECRETARY & WEB MANAGER**

Glenn Bradbury 07753 459313 (m)
 10 Grampian Way, Gonerby Hill Foot
 Grantham, Lincs NG31 8FY Email: glenn_brabury@msn.com

TREASURER / REGISTRAR

Ian Cunningham

Email: 2581ian@gmail.com

TECHNICAL, OFFICIALS & TRAINING OFFICER

Richard Weavill

Email : dick.weavill@gmail.com and weavill@ntlworld.com

COUNTY TEAM MANAGER (Men)

Marat Mugttinov 07838 388538 (m)

Email: marat_mugttinov@simonsgroup.com and maratino22@yahoo.com

COUNTY TEAM MANAGER (Women)

Justine Ramsden

Email: justyramsdn@googlemail.com

JUNIOR TEAMS MANAGER

Russell Smith

Email: Russell.Smith@Carres.uk

PUBLICITY OFFICER ~~COMMITTEE MEMBER~~

Scott Burchnall 077952 98689 (m)

Email: Scott.burchnall@googlemail.com

CONSTITUTION OF THE LINCOLNSHIRE BBA
(Amendments from AGM in bold italics)

1. NAME

1.1 The Association shall be called "The Lincolnshire Basketball Association" and herein referred to as the Association.

2. OBJECTIVES

2.1 To promote and encourage the game of basketball.

2.2 To approve and promote competitions within the area.

2.3 To act as the controlling body for basketball in the County of Lincolnshire. (On behalf of Basketball England (BE)).

3. MEMBERSHIP

3.1 Any League, Association or Club located within the general geographical boundary of Lincolnshire shall be eligible for affiliation, provided that they comply with the rules and regulations of BE and attend the LBBA AGM.

3.2 Any Person who is a member of an affiliated club shall be eligible for membership of the Association, provided that they comply with the rules and regulations of BE.

4. OFFICERS OF THE EXECUTIVE COMMITTEE

4.1 The Association shall appoint a President, Vice Presidents, a Chairman, a Vice Chairman, a General Secretary, a Fixtures Secretary, a Registrar/Treasurer, a Technical and Officials Co-ordinator, a Youth Officer, two disciplinary members and any other Officer deemed necessary.

4.2 All Officers with the exception of the President and Vice Presidents shall retire annually but shall be eligible for re-election at the AGM.

5. EXECUTIVE COMMITTEE

5.1 The Officers shall manage the affairs of the Association.

5.2 The Executive Committee is empowered to deal with all matters concerning the Association.

5.3 The Executive Committee shall meet a minimum of four times a season.

5.4 The Executive Committee shall have the power to appoint Sub Committees from its own membership or other persons as it sees fit.

5.5 A Quorum shall be a minimum of three members.

6. FINANCE

- 6.1 The funds of the Association shall be deposited in a specified bank under the name "LBBA".
- 6.2 All cheques drawn on the account shall be signed by either the Chairman or General Secretary and the Treasurer, two signatures being necessary.
- 6.3 A statement of accounts up to and including the 30th of June shall be presented at the AGM.
- 6.4 In the event of the LBBA ceasing to exist, all assets at the time of dissolution shall be donated to a worthy cause involved in the promotion of basketball in the County of Lincolnshire at the discretion of the Executive Committee. Any grant aid money shall be returned to the governing body. No individual member of the LBBA shall obtain any asset from the LBBA in the event of dissolution.

7. ANNUAL GENERAL MEETING

- 7.1 The AGM shall be held before the start of the next season.
- 7.2 The annual reports of the Executive Committee and an audited statement of accounts shall be presented.
- 7.3 The General Secretary is to give due notice of the AGM to all affiliated and prospective clubs, stating venue, date and time, and those clubs are to inform their members.
- 7.4 Each affiliated club and Elected Officer shall be entitled to a vote at the AGM.
- 7.5 There must be a majority in excess of one third of those present for any resolution in respect of the Constitution. A simple majority shall decide other resolutions and in the event of a tie, the Chairman shall have a second or casting vote.
- 7.6 Each affiliated club must be represented by at least one member at the AGM. Each club not represented shall be fined.
- 7.7 An honorarium may be paid to members of the Executive Committee if the current committee see the need for it. The rate will be set by the membership at the AGM.

8. EXTRAORDINARY GENERAL MEETING (EGM)

- 8.1 Notice of an EGM, once convened, will be at least fourteen days before the event. The General Secretary will notify all affiliated clubs who will in turn inform their members of the date, venue and time.
- 8.2 Procedures shall follow the format of the AGM (see items 7.4 - 7.5)

RULES OF THE LINCOLNSHIRE BBA
(Amendments from AGM in bold italics)

1. GENERAL

- 1.1 All clubs are to abide by the Constitution and League Rules.
- 1.2 Infringements of any rule will result in disciplinary action and/or a fine.
- 1.3 BE rules apply to all other aspects of the game not covered by the following rules.
- 1.4 All clubs will lodge with the League Treasurer the sum of £20 cover fines throughout the season. The balance will be carried forward, as applicable, at the end of the season. If a team leaves the League before completing their fixtures they shall forfeit this sum and will be required to pay a further £20 on rejoining the League at a later date.

2. COMPETITIONS

- 2.1 The Fixtures Secretary will administrate the league for the Association.
- 2.2 The League will consist of one or two divisions, dependant on the number of teams entering the League.
- 2.3 The Handicap Competition shall be run on a knockout basis with handicaps determined by the Committee.
- 2.4 Playoffs will take place at the end of the season to determine the Association Champion. They will involve the top four teams if there are two divisions or the top eight teams if there is only one division. Teams will be seeded prior to the start of the playoffs: 1 v 8, 2 v 7, 3 v 6, 4 v 5 etc., and games played on a knockout basis.
- 2.5 Teams selected for the playoffs must be available for all stages of the competition, particularly the final. Teams unable to meet these criteria must inform the Fixtures Secretary on selection. Teams failing to meet these criteria will be fined accordingly.
- 2.6 Points for each game in all league-based competitions will be as follows:
- 3 points for a win
 - 3 points for a walkover
 - 1 point for a defeat
 - 0 points for a default or forfeit
- 2.7 Handicaps for the handicap competition will be determined before the Christmas break each year. To obtain a handicap teams must play a minimum of five games. Teams failing to comply with this condition will not receive a handicap. (But see Rule 2.8)
- 2.8 The Executive Committee will decide the handicap for teams not playing in the league, but wishing to take part in the Handicap Competition.

3. CLUB AND PLAYER REGISTRATION

3.1 All clubs and players are to be registered with Basketball England (BE) and the LBBA as soon as is practically possible before basketball is played. Failure to comply will invoke rule 1.2.

3.2 Clubs, leagues and associations should submit their application for affiliation, together with the registration forms for individual participant registration, to the Registrar, accompanied by the appropriate fees. In each financial year, a club must have a minimum of eight (8) affiliated individuals before its application for club affiliation can be considered. For leagues and associations the minimum number required is forty (40) affiliated individuals.

3.3 The League subscription will be £30 per club for all adult divisions and £10 per club for junior division(s). (Junior divisions will consist of players under the age of 16 at midnight on 31 December / 1 January of a season).

3.4 No club may compete in a competition organised by the League until subscriptions are paid in full.

3.5 A player may register with more than one team in the League and is eligible to play for either. However, if higher division players are registered with a lower division team then only one of those players can be on court at the same time. (Taking into consideration Rule 3.2).

3.6 In Cup Competitions a player may only play for one team. When players are transferred, teams must apply to the League Registrar for re-registration of the player. The Club must receive written confirmation that the transfer has been recorded before the player is eligible to play for another team.

3.7 No player may transfer after the 1st January in a current season.

3.8 Clubs using an illegal player and winning the game shall forfeit that game with a score 2-0. If the game is lost, the result shall stand however in both cases the offending team will be disciplined.

3.9 Only two current Division 1 or Division 2 Senior National League Players will be permitted on court at any time.

4. FIXTURE OBLIGATIONS

4.1 The winning team must telephone the score to the Fixtures Secretary after a match has been played and the winning team must also post or email the white copy of the score sheet to the Fixtures Secretary within 72 hours of the match taking place.

4.2 All matches should be played according to the Fixtures list on the day stipulated, games and officials to be confirmed by both secretaries. In exceptional circumstances, when games cannot be played on the date concerned, the Fixtures Secretary is to be informed. Teams not fulfilling their fixtures to the satisfaction of the Executive Committee will forfeit the match.

4.3 At least 3 days notice of a postponement or rearrangement must be given to the opposing team. A team cancelling within this period will forfeit the game and be subject to any game expenses incurred as agreed by both teams, unless both teams agree to a rearrangement of the fixture by informing the Fixtures Secretary by Email or in writing. The Fixtures Secretary will sanction the rearrangement by return Email and provide a second and binding date for this match. If this match is not played the defaulting team will forfeit the match. A 3 day cancellation is now a forfeit, no opportunity to re-arrange. Both secretaries to agree the

forfeit prior to notifying the fixtures secretary.

4.4 If there is no agreement between the clubs for rescheduling the match or a dispute exists over the expenses, both clubs must contact the Fixtures Secretary who will provide a second and binding date for the match. If this revised match is not played then the defaulting team will forfeit the match. Grievances in writing must be sent to Association General Secretary within 48 hrs. A decision will then be made by the Executive Committee, which will be binding.

4.5 All league fixtures must be completed by the last week of the league programme. Any games not completed by that date will be null and void.

4.6 The record of any club resigning from the league will be expunged, and reported, if necessary, to BE. Players will not be allowed to sign for any other club until all debts and commitments to the LBBA are cleared.

5. GAME ADMINISTRATION

5.1 All clubs within the LBBA must register with at least one qualified referee. Clubs not complying with this rule will not be allowed to register with the League.

5.2 Referees are to ensure that EB Registration numbers of all players are entered on the score sheet prior to the commencement of each game.

5.3 All teams must provide one referee for all League fixtures. Referees for the final stages of the league (play-offs) and the cup competitions will be appointed by the Technical, Officials & Training Officer.

5.4 All games must be played with two independent, qualified floor officials. Teams failing to fulfil their refereeing commitments will be subject to disciplinary action and / or a fine.

5.4.1 Floor officials who start a game **MUST** officiate for the whole game.

5.4.2 It is the responsibility of the home team to provide at least one competent table official.

5.5 Teams failing to fulfil their refereeing commitments will be subject to disciplinary action and/or a fine. Away teams may play by mutual agreement if the match is incorrectly officiated or not play the match at all. Home teams are responsible for table officials.

5.6 Home teams are responsible for providing, in a central position, the following:

- i A clearly visible score board
- ii A clearly visible clock or manual minute count-down
- iii Personal and team foul markers
- iv A direction of play arrow
- v A suitable sounding device
- vi A current score-book and pens

Away teams may play by mutual agreement if the above is not available or not play the match at all.

5.7 All games **MUST** be played on a full sized court as approved by the Executive Committee.

- 5.8 Each team must register two clearly numbered, uniform strips of contrasting colour, designating the main set.
- 5.9 In the event of colour clash the home team must change.
- 5.10 All officials should be paid prior to the commencement of a match at the following rates as agreed at the AGM:

Referee Level 4	£8.00	Table Official (NATO 1 or 2)	£5.00
Referee Level 3	£7.50	Mileage rate	£0.20 / mile
Referee Level 2	£6.00	Apprentice Referee / Level 1	£5.00

6. DISCIPLINARY PROCEDURES

- 6.1 The Executive Committee will appoint a member of that Committee to act as the Disciplinary Officer, and that person will head a Disciplinary Committee of three. The two members selected by the Disciplinary Officer will come from independent Club representatives. (i.e. only one member from an individual club not involved in the dispute).
- 6.2 The League Secretary will gather any correspondence and reports on any matter requiring disciplinary action and forward these details to the three members of the disciplinary committee.
- 6.3 The floor officials of the game in which the incident occurred and any other interested party must submit written reports to the League Secretary within 24 hours.
- 6.4 All decisions made by the disciplinary committee will be passed to the League Secretary to be relayed to those concerned (i.e. club secretaries, official associations etc.).
- 6.5 The club secretary will be informed in writing of the penalty and the date from which it is to commence, within seven (7) days of the decision being made. The officials' reports, together with any other written evidence submitted to the committee, will also be sent to the club secretary at this time and when necessary, to BE.
- 6.6 The penalty shall normally take effect seven (7) days after the decision has been made.
- 6.7 Appeals against disciplinary action must be made immediately, in writing, and must be accompanied by a deposit of £20.00, which will be returned on a successful appeal.
- 6.8 Any disqualification from a game will invoke an automatic one (1) match ban. This will apply to the next scheduled game played under the auspices of the LBBA.
 - 6.8.1 Violence committed by any game official towards a player, other official or spectator will be severely dealt with on an individual basis by the Disciplinary Committee.
- 6.9 All other cases will be considered by the Disciplinary who may apply the penalties set out below without referral to the full committee. In exceptional cases, or in cases where there is any area of doubt, the Disciplinary Officer should confer with other members of the Disciplinary Committee.

6.10 Nominal Penalties:

- i for violent conduct towards other players or coaches:

An automatic three (3) match ban and notification to BE.

- ii for violent conduct towards officials:

An automatic six (6) match ban and notification to BE.

6.11 Penalties will also apply to any coach or assistant coach who is disqualified.

6.12 Team followers can be banned from the bench and their club fined because of their behaviour.

6.13 The above penalties apply to any formal participation in basketball under the jurisdiction of the LBBA. That is, the ban(s) apply to playing, coaching, officiating or as team follower at the games(s) covered by the ban.

6.14 If a player, coach (or assistant coach), or team follower participates in any game during their period of suspension they shall incur further disciplinary action, normally an additional three (3) match ban.

6.15 Clubs shall be held responsible for the behaviour of their spectators:

- i the home team is responsible for the behaviour of their own and any unaffiliated supporters.
- ii the visiting team is responsible for the behaviour of their supporters.
- iii at neutral venues teams are responsible for the behaviour of their own supporters.

6.16 The home team shall, where possible, clearly identify spectator areas and segregate them unambiguously from team benches and the scorer's table. No spectator should be allowed in the vicinity of the latter. If there is any doubt about the designation of the spectator areas, the referee's decision will be final.

6.17 Individuals within groups who are guilty of causing disturbances, of using foul language, or of the incitement of detrimental crowd behaviour shall be ejected from the hall. Clubs are warned that if the game cannot continue because of spectator misconduct it may be declared forfeit by the referee.

6.18 The following penalties may be imposed upon clubs for spectator misconduct:

- i For a first offence a penalty of £10.00.
- ii additional offences may result in a higher fine, the deduction of points or expulsion from the competition.
- iii Forfeiture of a game as a result of spectator misconduct shall normally result in a fine of £10.00 for the guilty club.

FINES SYSTEM

OBSERVATION	PENALTY	1 st TIME	2 nd TIME	3 rd TIME	4 th TIME
Playing unregistered, illegally transferred or disqualified players	DEFAULT + FINE	£5.00	£10.00	£15.00	£15.00
Late score sheet (7 days or more)	DEFAULT + FINE	£1.00	£2.00	£3.00	£4.00
Failure to turn up without notice	DEFAULT + COSTS	£5.00	£10.00	BANNED	N/A
Failure to provide an official for a nominated game	FINE	£5.00	£10.00	£15.00	£20.00
Misconduct	SEE RULES	SEE RULES	SEE RULES	SEE RULES	SEE RULES
No clock or other equipment	FINE	£1.00	£1.00	£1.00	£1.00
Persistent incompetence	BANNED	N/A	N/A	N/A	N/A
Failure to offer, by home team, a new date at the time of cancellation	DEFAULT	N/A	N/A	N/A	N/A
Failure to attend or be represented at the AGM	FINE	£10.00	£10.00	BANNED	N/A

7. CHILD PROTECTIO POLICY

7.1 See addendum under separate cover.

TEAM CONTACT INFORMATION

CLUB	SECRETARY	TEL No.		COLOURS	NIGHT	TIME	DIRECTIONS
GRIMSBY MAYHEM	Peter Clark	07810 478146 peterclark33@msn.com	M e	Red	Tuesday	2015	Oasis Academy, Wintringham Weelby Avenue, Grimsby DN32 0AZ
Referee: Richard Oakes		07989 366552					
HARLAXTON LIONS	Carson Downs Harlaxton College Grantham, Lincs NG32 1AG	01476 403000 074966 96961 cdowns@harlaxton.ac.uk	h w m e	Maroon / Gold Navy / Red	Wednesday	2015	A1 south / north then take A607 to Melton Mowbray. At Harlaxton turn left into village, first left then first left again. Take first right into college grounds. Follow signs for sports hall. NG32 1AG
Referee: Barry Saunders		01476 579895 (h) 07837 419469 (m)					
GRANTHAM HONDA OUTLAWS	Simon Oswin Boston Lincolnshire	07584 351473 simon.oswin@lincs.pnn.police.uk	h w m e	Red / Red Black / Black	Wednesday	2030	Grantham Meres Leisure Centre Trent Road, Grantham NG31 7XQ A1 north / south to Grantham then take A52 to roundabout follow signs.
Referee: Michael Steeples		01476 574745 (h) 07736 341202 (m)					
<i>LOUTH STORM BASKETBALL</i>	<i>John Blythe</i>	<i>07765 967088 john.boy42@hotmail.com</i>	<i>m e</i>	<i>royal blue white</i>	<i>Sunday</i>	<i>1700</i>	<i>Meridean Leisure Centre Wood Lane, Louth, Lincs LN11 8RS</i>
Referee: Dick Weavill		07875 672818					
<i>WADDINGTON WASPS</i>	<i>Martin Godwin RAF Waddington LINCOLN LN5 9NB</i>	<i>07577 646191</i>	<i>m w h e</i>	<i>White / Black</i>	<i>Monday Thursday</i>	<i>19.00 1900</i>	<i>RAF Waddington Gymnasium Signposted off the A15 both north and south — visitors must be met at the guardroom and booked in — allow 20 mins. LN5 9NB</i>
Referee: Ged Bunn							

TEAM CONTACT INFORMATION

CLUB	SECRETARY	TEL No.		COLOURS	NIGHT	TIME	DIRECTIONS
BOSTON UNITED	Haris Kapacinskas	077806 22420 Haris.kapacinskas@gmail.com	m w e	White Blue	Saturday	1500	Middlecott School Sports Centre Edinburgh Drive, Kirton. Boston, LINCS PE20 1JS
Referee: Not Known							
LINCOLN LIGHTNING	Ross Wilkins 31 Harrington Ave, Lincoln LN6 2UP	07709 416101 01522 870403 wilkins.ross@googlemail.com	m h w e	White Black	Sunday	1715	Yarborough Sports Centre. From Lincoln by pass north take A15 into city of Lincoln. Sports Centre ½ mile on the right Google search on LN1 3SP
Referee: Not Known							
BC-LINCOLN WARRIORS	<i>Kestutis Cerniauskas 101 Macaulay Dve</i>	<i>07833 433951 lincolnwarriors@gmail.com</i>	<i>m e</i>	<i>White / green Green</i>	<i>Saturday Saturday</i>	<i>1815 1800</i>	<i>Lincoln Christ Hospital School, Wragby Road, Lincoln LN2 4PN</i>
Referee: Not Known							
LINCOLN PANTHERS	Richard Duffin	078752 42045 Duffin.md@gmail.com	m h w e	Black Red	Tuesday	1915	Lincoln Christ's Hospital School Wragby Rd, Lincoln LN2 4PN
Referee: Not Known							
PANTHERS D TEAM	Richard Duffin	078752 42045 Duffin.md@gmail.com	m h w e		Sunday	1915	Lincoln Christ's Hospital School Wragby Rd, Lincoln LN2 4PN
Referee: Not known							

TEAM CONTACT INFORMATION

CLUB	SECRETARY	TEL No.		COLOURS	NIGHT	TIME	DIRECTIONS
SOUTH LINGS DRAGONS	<i>Gabija Vaiciute 13 Sidney St Boston LINGS PE21 8NZ</i>	<i>07591 440239 dariussemetas9@gmail.com</i>	<i>h m e</i>	<i>Black/Red</i>	<i>Friday</i>	<i>2000</i>	<i>Middlecott School Sports Centre Edinburgh Drive, Kirton. Boston, LINGS PE20 1JS</i>
Referee: Aleksander Laryn		07774 922169 (m)					
LTU LIONS	<i>Gabija Vaiciute 50 Fydell St Boston LINGS PE21 8LF</i>	<i>07591 440239 jpmlabour@bteconnect.com</i>	<i>h m w e</i>	<i>White / green Green / yellow</i>	<i>Sunday</i>	<i>1200</i>	<i>Northgate Sportshall Millfield Terrace Sleaford NG34 7AD</i>
Referee:							
SPALDING DEVILS	<i>Juozas Vaitkunas</i>	<i>07746 989272 jooseps@yahoo.co.uk</i>	<i>h m w e</i>		<i>Tuesday</i>	<i>2015</i>	<i>Spalding High School, Stonegate Spalding. PE11 2PJ From A16 turn right into Low Rd, then left into Halmergate and finally Stonegate. Entrance on Matmore Gate</i>
Referee:							
CRANWELL HAWKS	Luke Taylor	07773389496 Luketaylor1980@hotmail.com	<i>h m w e</i>	White Blue	Wednesday	2000	Carres Grammar School Northgate Sleaford, Lincs, NG34 7DD
Referee: Not known							
			<i>h m w e</i>				

TEAM CONTACT INFORMATION - REFEREES QUICK REFERENCE LIST (13NOV16)

NAME		LEVEL	CONTACT INFORMATION	NAME		GRADE	CONTACT INFORMATION
Richard	Weavill	4	dick.weavill@gmail.com weavill@ntlworld.com	Nigel	Goodburn		
Richard	Oaks	3	01427 611913 07989 066552	Monica			
Barry	Saunders	3	01476 579895 Janbar4@aol.com 07837 419469				
Andrew	Skeet	2	07850 175348				
Jarret	Akpoveta	2	Jay_1987@hotmail.co.uk 079431 74943				
Marat	Mugttinov	2	07838 388538	<i>John</i>	<i>Wells</i>	<i>4</i>	<i>303731</i> <i>07778-550464</i>
Vladas	Zuokis	2	07889 740353	<i>Mike</i>	<i>Lucas</i>	<i>2</i>	<i>788593</i> <i>546484</i>
Kestatis	Cerniauskas	2	07833 248727	<i>Matt</i>	<i>Holboj</i>	<i>2</i>	
Mick	Steeple	2	01476 574745 01476 14514 07736 341202	<i>John</i>	<i>Sargent</i>	<i>2</i>	<i>614412</i>
Andrew	Midgley	2	01476 02878 Andrew.midgley@selden.co.uk 07795 968412	<i>Ged</i>	<i>Bunn</i>		<i>07775-727101</i>
Chris	Simons	2	01507 363728	<i>Karl</i>	<i>Eve</i>	<i>2</i>	<i>349405</i> <i>343437</i> <i>07919-535206</i>