



**SURREY COUNTY
BADMINTON ASSOCIATION**

**2023-2024
ANNUAL HANDBOOK**

www.surreybadminton.co.uk



BE/SCBA AFFILIATION BENEFITS/REASONS

1. General

- Public Liability Insurance*
- Comprehensive SCBA and BE websites (including competition results)
- BE club toolkit, includes increasing membership, club visibility, coaching skills (inc coach bursary programme), recruiting/training volunteers, club development clinics etc
- Potential subsidy towards courses for coaching qualifications (see page 7)
- Support for helping clubs to grow (BE grants subject to availability)
- Larger BE grants for clubs working towards Premier Club status (the accreditation scheme Clubmark – see page 23)
- Access to resource to support club promotion eg use of online Club Finder (200k searches pa)
- Access to BE programmes – No Strings, Essentials, marketing campaigns etc
- General advice from BE/SCBA officials (inc re safeguarding etc)
- BE GoMembership system – includes online member registrations/payments, integrated competition/tournament management, ability to build personalised club websites etc
- Up to two helpers, volunteers & officials (HVOs) have free BE membership
- Have an England player join you at a club night
- Have a Performance Coach attend a club night
- BE members newsletter
- SCBA newsletter (currently suspended o/a editorial vacancy)
- Annual SCBA handbook
- Access to on-line shop with discounts on a range of branded equipment and clothing
- Discounts on tickets for BE organised events
- Exclusive access to event hospitality, competitions and giveaways
- Potential grants to youngsters towards attending tournaments/coaching courses (see page 8)
- Loans/grants to improve places to play

2. Play

- A range of SCBA league and cup competitions
- Competitions run by affiliated leagues
- County teams and squads for all ages from juniors through to masters
- SCBA tournaments, again for all ages from juniors through to masters
- Ability to enter all BE sanctioned competitions (see page 17 re competition licence)
- Online tournament entry for many tournaments
- Calendar of competitions and events
- A gradings and rankings system
- Coaching opportunities/arrangements, including coach accreditation scheme
- Framework of laws within which to play

3. National approach. BE membership is so important and contributes directly to the continued development of badminton in England. Support of BE means BE can

- Support young people to play badminton in schools
- Give teachers the tools to introduce badminton to their pupils
- Develop great programmes that encourage more people of all ages to join clubs or play in their local leisure facilities
- Train more coaches to work in clubs, schools and leisure facilities across the country
- Support and grow the number of volunteers who are so critical to making badminton happen
- Provide a range of competitive opportunities for people of all ages and abilities
- Find and nurture the stars of tomorrow and support our current medal hopefuls
- Keep raising the profile of our sport through game-changing initiatives and world class events. Inspiring more people to take part in badminton
- Give you a Governing Body that you are proud to be part of

* plus equipment insurance and personal accident insurance and physiotherapy cover for the compete BE membership; and professional indemnity insurance for the coach BE membership

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KEY MILESTONES

County Association founded, with 38 affiliated clubs, January 1921
Senior and Junior Cup Competitions founded 1921-22
County Mixed League started 1928-29
County Mens League started 1935-36
County Ladies League started 1948-49
First County Junior Tournament 1949
County Restricted Tournament started 1950-51
Patrons Scheme launched 1974
First Junior League 1977-78
First Masters Restricted Tournament 1989-90
Senior and Junior Hybrid Cup Competitions started 2010-11
First County Para-Badminton Tournament 2014-2015

Winners of Inter-County Championship – 31 times (most recent 2013/14)

PRESIDENT

Alan Cunningham

☎ 01372 372326 (H), e-mail: alancunningham93@tiscali.co.uk

VICE-PRESIDENTS

Brenda Creasey

☎ 07932 615246 (M), e-mail: brenda.creasey@gmail.com

Jackie Cunningham

☎ 01372 372326 (H), e-mail: alancunningham93@tiscali.co.uk

Marion Eyles

☎ 020 8658 0358 (H) 07831 820967 (M), e-mail: marion.eyles@virgin.net

Dennis Higgins

☎ 01444 414496 (H), e-mail: dennishiggins633@btinternet.com

Mike Knott

☎ 07814 324813 (M), e-mail: mikeatwhitegables@gmail.com

David Milford

☎ 00 33 (0)321 41 86 37, e-mail: milford.david@orange.fr

Ron Snow

☎ 01737 351996 (H), e-mail: ronsnow@talktalk.net

Christine Thompson

☎ 01932 350750 (H) 07913 986611 (M), e-mail: christine@piper-thompson.co.uk

Richard Wellington

☎ 020 8393 7060 (H), e-mail: richardwellington48@hotmail.com

OFFICERS

Chairman Richard Wellington (see above)

Secretary Position currently vacant

Assistant Secretary Stella Gardner

☎ 020 8393 1556 (H), e-mail: stellagardner99@gmail.com

Treasurer Christine Thompson (Acting Treasurer) see above

Schools & Youth Co-ordinator Christine Thompson (see above)

Masters Co-ordinator Doug Green

☎ 07792 424844 (M), e-mail: dr.doug@outlook.com

County Match Secretary Richard Wellington (Acting Match Sec) see above

Registration Secretary Neil Bartlett

☎ 07798 854729 (M), e-mail: neilbartlett@ntlworld.com

Competitions Co-ordinator Brenda Creasey (see above)

Coaching Co-ordinator Rob Stodart

☎ 01883 348372 (H) 01372 822845 (W) 07802 831244 (M), e-mail: office@scottstodart.co.uk

Welfare Officer Judy Baker

☎ 020 8395 8743 (H) 07951 409651 (M) e-mail: judyauuk@hotmail.com

OTHER COUNCIL MEMBERS

Hayley Adcock ☎07800 889214 (M), e-mail: h.adcock@surrey.ac.uk

Barry Atkins ☎01737 360862(H) 07917 024651 (M), e-mail: barry.2.atkins@bt.com

Ross Blyth ☎07825 399193 (M), e-mail: ross.a.blyth@gmail.com

Chris Hockey ☎07774 491095 (M), e-mail: chrishockey50@gmail.com

Paul Taylor ☎020 8642 0729 (H) 07770 744751 (M), e-mail: paultaylor55@live.com

OTHER POSTS

Auditor Dawn Ayres ☎07780 670637 (M), e mail: dawn_hazell@hotmail.com

Patrons Secretary Marion Eyles (see above)

Match Results Secretary Mrs. Donna Taylor

☎ 07786 133913 (M), e-mail: donnataylor55@outlook.com

Website Developer Michael Pendred

Website Editor Neil Bartlett (see above)

BADMINTON ENGLAND CONTACT

The National Badminton Centre,
Bradwell Road, Loughton Lodge,
Milton Keynes. MK8 9LA

☎ 01908 268400

e-mail: enquiries@badmintonengland.co.uk

website: www.badmintonengland.co.uk

First point of contact for Surrey is

Luke Hornsley, Regional Manager (South) 07725 413550

lukehornsley@badmintonengland.co.uk

Surrey delegates to Badminton England General Meetings:-

Christine Thompson

Rob Stodart

HISTORICAL POSTS

Presidents: Lord Ebbisham 1921-51; N L Goddard 1952-54; R S Ross 1957-68; F W Kirkby 1968-79; Eric Kinsman 1979-90; Colin Beacom 1990-96; Stanley Marchment 1996-2005; Richard Wellington 2005-11; Ron Snow 2011-19; Dennis Higgins 2019-23; Alan Cunningham 2023-

Secretaries: Fred Lohden OBE 1921-33; N L Goddard 1933-52; W Wiltshire 1952-66; Nick Budibent 1966-72; Stanley Marchment 1972-80; Joan Brookman 1980-89; Eddie Sharman 1989-91; David Milford 1991-95; Ron Snow 1995-2007; Jason Ayres 2007-23

Treasurers: Ken Currie 1946-60; R Hamilton 1960-63; Ray Brookman 1963-75; Barry Foster 1975-79; Richard Wellington 1979-86; David Finch 1986-90; Richard Wellington 1990-2003; Chris Long 2003-2019; Christine Thompson 2019-

Competitions Secretaries: V C Morris 1947-48; H W Ruffle 1948-1955; Robert Emberson LVO 1955-95; Mike Knott 1995-2008; Brenda Creasey 2008-

COUNTY COMMITTEES

1	STRATEGY, FINANCE AND GENERAL PURPOSES COMMITTEE	
	Responsibilities: shall be responsible for all financial policy and for all other matters (including coaching) not specifically the responsibility of any other Committee. The Committee shall have powers to appoint sub-committees as may be necessary.	
	Members:	Richard Wellington (Chairman), Alan Cunningham, Marion Eyles, Stella Gardner, Rob Stodart, Paul Taylor and Christine Thompson.
2	SCHOOLS AND YOUTH COMMITTEE	
	Responsibilities: shall be responsible for the promotion and organisation of all aspects of Junior and schools Badminton up to the age of 19. This will include the organisation of Junior/schools Tournaments and Inter-County matches, selection of junior teams and the nomination of juniors for County and Regional coaching schemes.	
	Members:	Christine Thompson (Chairman & Co-ordinator), Claire Stewart (Sec), Hayley Adcock, Ronald Aw-Yong (Treasurer), Georgina Bland, Aaron Cheng, Joyce Davies, Nahoko Dulson, Natalie Pipe, Tom Saunders and Rob Stodart
3	MASTERS COMMITTEE	
	Responsibilities: shall be responsible for all aspects of masters' badminton within the County, the Masters County Championships and the Masters County Challenge.	
	Members:	Doug Green (Co-ordinator), Brenda Creasey, Christine Crossley, Marion Eyles, Kris Ramjeeawon and Donna Taylor.
4	LEAGUE AND CUP COMPETITIONS COMMITTEE	
	Responsibilities: shall be responsible for all aspects of the management of Inter Club Cup and League Competitions being run in the name of Surrey County Badminton Association. The Co-ordinator shall be responsible for obtaining the return of trophies, engraving and presentation arrangements each year.	
	Members:	Brenda Creasey (Co-ordinator), Jenny Cox, Tony Hilton, Donna Taylor and Joyce Wadey
5	PATRONS COMMITTEE	
	Responsibilities: shall be responsible for administering the Patrons Scheme.	
	Members:	Richard Wellington (Chairman), Marion Eyles (Sec) and Christine Thompson
6	SCC COMMITTEE	
	Responsibilities: shall be responsible for those aspects of seniors badminton (i.e. excluding schools and youth up to the age of 17, and masters badminton over the age of 40) connected with the senior county championships. This would include for example the operation of squads for players looking to participate in the SCC and involvement in tournaments involving such players. The committee shall have the power to appoint sub-committees as necessary.	
	Members:	Richard Wellington (Chairman), Stella Gardner (Sec), Hayley Adcock, Jerry Cheng, Toby Penty and Stuart Wardell.

6a	COUNTY MATCH SELECTION SUB-COMMITTEE	
	Responsibilities: shall be responsible for the selection of all Senior Teams to represent the County at any level and to arrange any trials considered necessary. The Sub-Committee shall make recommendations to the Council for the Awarding of County Colours in accordance with Rule 16.	
	Members:	Stuart Wardell (Chairman), Hayley Adcock, Jerry Cheng and Toby Penty
6b	SURREY RESTRICTED SUB-COMMITTEE	
	Responsibilities: shall be responsible for organising its own tournaments/championships.	
	Members:	Ross Blyth (Referee) and Stuart Wardell.

SPECIAL NOTE ABOUT COMMITTEES

If any Club or Member of the Association including a Council Member wishes to raise any matter which is the concern of any Committee, a communication shall be made to the Secretary of that Committee who may, if appropriate, request that a written communication should be made. If this does not resolve the matter it may be raised at a Council Meeting by giving due notice.

ENGLISH BADMINTON AWARD

The English Badminton Award was instituted in 1993 for long standing exceptional service to badminton in England.

We are proud to record that the following members of Surrey have been honoured:

1995/96	Robert Emberson LVO *	2002/03	Ralph Cake
2000/01	Diana Huffer *	2003/04	Ron Mersh
2000/01	Rodney Southwell *	2007/08	Ron Snow *
2001/02	Stan Marchment *	2013/14	David Noble
2001/02	Richard Wellington	2016/17	Karen Beckman *
2002/03	Jackie Cunningham	2018/19	Dennis Higgins
2002/03	Alan Cunningham		

*deceased

COACHING QUALIFICATIONS

The Association can help pay for members of Affiliated Clubs to take courses for badminton coaching qualifications. However, applicants must have the backing of their Club and be prepared to use their qualification for the benefit of their Club or County. Subject to availability of funds, we may pay up to 40-45% of the cost of a course.

To apply, and for details of courses, please contact our Coaching Co-ordinator Rob Stodart (see contact details on page 3).

COACHING IN CLUBS

REQUEST YOUR *OWN* COACH FOR THE EVENING

WE WILL COME TO YOU ON THE EVENING OF YOUR CHOICE

Just phone the Coaching Co-ordinator, Rob Stodart (*details, see page 3*)

PATRONS' SCHEME
(Incorporating Ross/Wiltshire Fund)

Objects

To stimulate interest in Surrey Badminton at all levels from Junior to County standard. To establish a fund from which grants can be made to junior and young promising players towards the cost of their attendance at Tournaments and coaching courses approved by the Patrons Committee.

Benefits of Membership

Patrons will be named in the Annual County Handbook and will be entitled to receive a copy thereof. Patrons will receive "Surrey Badminton" and will be entitled to take part in a draw for a limited number of All England tickets, the number being dependent upon current membership. Patrons will also be entitled to attend the County AGM but not have voting rights.

Categories of Membership and Fees

- Annual single membership £10.00 Minimum Donation
- Annual joint membership £16.00 Minimum Donation.
- Single 7 year membership £60.00 Minimum Donation
- Joint 7 year Membership £95.00 Minimum Donation

Annual subscriptions shall be due on 1st October.

Membership subscriptions are all subject to review by the Council.

All Enquiries to:

Marion Eyles (Patrons Secretary)

☎ 020 8658 0358 (H) 07831 820967 (M) e-mail: marion.eyles@virgin.net

PATRONS' SCHEME MEMBERS

Mr D Anness
Mr & Mrs B Ash
Mr & Mrs R Aw-Yong
Mrs B M Brewer
Mr R G Brookman
Mrs S G. Brown
Mrs E Chambers
Mr D Christopher
Mr M F Coley
Mr J Cook
Mrs G Craig
Mrs C Crossley
Mr & Mrs A C Cunningham
Mr J A Cunningham
Mr D Eldridge
Mr L J Eldridge
Ms M Eyles
Mr C Giblett
Mr M A Gilks
Mrs G Goodwin MBE
Mrs V Goozee
Mr & Mrs G J Habbin
Mr I Johnstone
Mr M Knott
Mrs A Lawrie
Mr C Long
Mr D MacEwan
Mr T R Maggs
Mrs S Marchment
Mr D Milford
Mrs H Nielsen
Mrs M Patterson
Mr C Pushong
Mr & Mrs A D I Reed
Mr M Reed
Mr S Reed
Dr & Mrs K Robinson
Mr B Sharman
Mr E Sharman
Mr R Snow
Miss S Sprange
Miss I H Steel

Mr R Stodart
Mr & Mrs M. Taylor
Mr M Taylor
Mr & Mrs P D Taylor

Mr R Taylor
Miss W Taylor
Mr N Vigor
Miss J M Wadey
Mr G Waite
Miss C Webb
Mr M A Webster
Mr & Mrs R M Wellington
Mrs M Whitefield

SURREY COUNTY BADMINTON ASSOCIATION RULES

General

1. In these Rules:
 - “*The Association*” means the Surrey County Badminton Association, and incorporates the Surrey Schools Badminton Association;
 - “*The County of Surrey*” includes those London Boroughs as designated by Badminton England. Currently these are Croydon, Kingston-upon-Thames, Lambeth, Merton, Richmond-upon-Thames (south of the river), Southwark, Sutton and Wandsworth;
 - “***Affiliated Club***” means a Badminton Club or School which has been accepted under Rule 4 and has paid affiliation fees to ***The Association*** under Rule 10 and to Badminton England;
 - “*Associate*” means an organisation which has been accepted under Rule 5 and has paid the fee mentioned therein;
 - “*Member*” means a member of an *Affiliated Club* who has been included in its affiliation under Rule 10(a);
 - “*Junior*” means a player who is under 19 years of age on 1st January during the season;
 - “*Junior Member*” means a *Member* of an *Affiliated Club* who has been included in its affiliation under Rule 10(a) and is a *Junior*;
 - “*Junior Club*” means an *Affiliated Club* whose playing members are all *Juniors* and has paid affiliation fees to *The Association* under Rule 10(b);
 - “*General Meetings*” means Annual General Meetings and Extraordinary General Meetings of the Association;
 - “*Elected Officers*” means Secretary, Assistant Secretary, Treasurer, Registration Secretary, Match Secretary, Coaching Co-ordinator, Competitions Co-ordinator, Schools and Youth Co-ordinator, Masters Co-ordinator and Child Welfare Officer of *The Association*; actions assigned to the Secretary in these Rules may where necessary be carried out by another member of the Council acting on the Secretary’s behalf;
 - “*County Competitions*” means leagues, competitions or tournaments run or approved by *The Association*.
2. *The Association* shall be a member of Badminton England and shall abide by its Rules and Regulations.
3. The objects of *The Association* shall be to advance and support the interest of Badminton generally in *The County of Surrey*; this includes the encouragement and promotion of all levels of badminton, especially schools badminton, junior badminton, senior badminton, masters badminton and disability and deaf badminton, in particular encouraging and supporting pathways between schools, junior and senior play for the benefit of the county and all junior and adult clubs and their members. Also to arrange and regulate, at all levels, Inter-County matches, County Championships and *County Competitions*, and to select teams to represent *The County of Surrey*; and to encourage participation in local leagues and competitions at all levels.

Affiliation

4. *The Association* shall be formed of Badminton Clubs and Schools willing to conform to these Rules and any Regulations made by the Council and having their Headquarters and/or grounds in *The County of Surrey*.
5. The following organisations may become *Associates* for an annual fee for which they will receive publications and communications of a general nature from *The Association*:
 - (i) Sports Centres or similar organisations which permit regular block bookings of the Courts by clubs as defined by the Council;
 - (ii) Clubs affiliated to other Counties and to Badminton England;
 - (iii) Youth and District Associations and Leagues; and
 - (iv) Other organisations with an interest in Badminton as approved by the Council.

Associates under (ii) above may enter teams into *County Competitions* subject to approval by the Council.

All *Associates* may send representatives to *General Meetings* who may speak but not vote. *Associates* shall not be entitled to any other advantages of affiliation unless expressly authorised by the Council.

Officers and Council

6. The affairs of *The Association* shall be managed by a Council, which shall have power to make such regulations and adopt such policy statements (which shall be consistent with any requirements of Badminton England) as it considers necessary for that purpose.

The Council shall consist of a President and Vice-Presidents, Chairman, the *Elected Officers* and up to twelve members to be elected annually in the manner hereinafter mentioned. The Chairman shall have a second or casting vote in the event of an equality of votes cast at a Council meeting. All posts shall be honorary, but reasonable out of pocket expenses may be claimed for attending duties on behalf of *The Association*.

Five Council members shall form a quorum. The Council shall have power to elect the Chairman from among its members and to appoint such Committees as may be necessary.

7. The Council shall be elected at the Annual General Meeting. The President and Vice-Presidents shall be elected on nomination by the retiring Council and they may attend all meetings and be entitled to vote. The retiring Council or any *Affiliated Club* may nominate a candidate for each of the *Elected Officers* positions and any *Affiliated Club* may nominate one of its *Members* or officers as candidate for the Council. The retiring Council and any *Affiliated Club* may also nominate a candidate for Auditor.

If more than one person shall be nominated for any of the offices and more than twelve candidates for the Council, election shall be by ballot. All nominations made by *Affiliated Clubs* shall be in writing and must be in the hands of the Secretary at least seven clear days before the date of the Annual General Meeting.

8. The Council shall at its discretion have full powers to fill any vacancies of *Elected Officers* on the Council. The Council shall also have powers to co-opt not exceeding three additional persons with powers to vote. Any member of Council may be removed from office for incapacity or misconduct by a two-thirds majority of votes cast at a Council meeting.
9. The Council shall decide all questions and disputes between *Affiliated Clubs* or *Associates* which may be sent to them for decision (reserving to itself a right to refer any matter to Badminton England) and also the qualification of organisations desirous of being affiliated to *The Association* and generally all matters relating to the management of *The Association*.

Affiliation fees

10. The Council may from time to time vary the affiliation fees and competition entrance fees payable to *The Association*. All affiliation fees are payable by such date as the Council may from time to time prescribe. Entries by an *Affiliated Club* or its *Members* or an *Associate* for *County Competitions* may be rescinded if the fees have not been paid by that date. If an *Affiliated Club* has additional *Members* during the season, the appropriate fees will become due for them forthwith. The Council shall have power to take such action as it may deem necessary if any fees are outstanding. Payment shall be made:
 - (a) In accordance to the total number of playing members listed at the time of payment; in the case of a newly affiliated club, the number of its playing members at the date of affiliation. A separate rate may be set for *Junior Members*, at Council's discretion.
 - (b) A reduced rate under Rule 10(a) may be set for members of *Junior Clubs* at Council's discretion.
 - (c) For *Junior Clubs* and Schools, the appropriate block fee.

General Meetings

11. The Annual General Meeting of *The Association* shall be held not later than 30th June in each year at which the Council shall be elected and the Auditor appointed for the ensuing year; all taking office upon election. Notice convening the Meeting and stating the business to be transacted shall be sent to the secretaries of all *Affiliated Clubs* at least fourteen days prior to the date of the Meeting.
12. The Secretary shall call an Extraordinary General Meeting at the request of the Council or upon the receipt of a request in writing signed by an officer of each of five *Affiliated Clubs*, stating the purpose for which the Meeting is to be called and giving reasons for calling it. The Secretary shall give fourteen clear days' notice of such Meeting and shall specify the purpose for which it is called.
13. No alteration shall be made to these rules save by a two-thirds majority of those present and voting at the Annual General Meeting. The Secretary shall give twenty-one clear days' notice of proposed alterations to the secretaries of *Affiliated Clubs* and of *Associates*. Any amendment to these proposals must be in the hands of the Secretary ten days before the Meeting. The Secretary shall notify all *Affiliated Clubs'* secretaries and all *Associate's* secretaries of the amendments as soon as practicable.
14. An *Affiliated Club* shall be entitled to send a representative to *General Meetings*,

who in the case of a Badminton Club shall be a *Member* or officer of that Club. Other *Members of Affiliated Clubs* may attend and may speak but may not vote. Surrey Patrons may attend and may speak but may not vote.

Affiliated Clubs paying fees under Rules 10(b) and 10(c) and all members of the Council shall each have one vote. The Chairman shall have a second or casting vote in the event of equality of votes cast.

Affiliated Clubs paying fees determined under Rule 10(a) shall be entitled to one vote for every 50 *Members* or part thereof (so, for example, there is 1 vote for up to 50 Members, 2 votes for 51-100 members, 3 votes for 101-150, etc). Such votes shall be cast as a block in one direction only.

All votes by *Affiliated Clubs* shall be cast in person by their representative, and not by proxy.

Disciplinary and miscellaneous

15. Any *Affiliated Club* or *Associate* wishing to withdraw from *The Association* shall give written notice to the Secretary.
16. The Council shall have power to grant County Playing Colours to any players selected to represent *The County of Surrey* and also to anyone whom they may deem entitled to them for services rendered to *The Association*.
17. *The Association* and all *Affiliated Clubs* and *Members* shall abide by the Child Protection Policy and any other statements of policy appended to these Rules.
18. The Council shall appoint as required a Disciplinary Panel charged with the responsibility of maintaining the standards of discipline within *The County of Surrey*. The Panel shall consider complaints made against any person or body within *The County of Surrey* in accordance with procedures laid down by Badminton England. More serious complaints may be referred to Badminton England under their Disciplinary Procedure.
19. All cups and trophies presented by *The Association* shall remain the property of *The Association* and shall be returned on request.

Winding-up

20. In the event of the winding up of *The Association*, after the satisfaction of any debts and liabilities, remaining assets shall be distributed amongst *Affiliated Clubs*. Where this is not possible, they shall be given to Badminton England. Any public funds remaining at the time shall be either given to an association having similar aims, or returned to the source of such income. Lottery Funding shall be returned to its source.

Revised November 2020

SAFEGUARDING AND PROTECTING YOUNG PEOPLE POLICY

- The Surrey County Badminton Association agrees to adopt the Badminton England Safeguarding and Protecting Young People Policy.
- All individuals involved at all levels of Badminton through Badminton England, a County Badminton Association or Affiliated Club/League/Organisation, including, but not limited to players, club members, officials, coaches, administrators, parents of players and spectators are deemed to have assented to the Badminton England Code of Ethics and Conduct and to adhere to the principles of the Badminton England Safeguarding and Protecting Young People Policy.
- Any act, statement or other behaviour that harms a young person, a group of young people, or that poses or may pose a risk of harm to a young person or group of young people shall constitute conduct that is improper and thereby brings Badminton into disrepute. Such conduct will be dealt with, at the appropriate level, through the Badminton England Disciplinary Procedures, Badminton England Grievance Procedures or the Badminton England Child Protection Disciplinary Procedures.
- All Affiliated Clubs/Leagues/Organisations agree to ensure the following wording is incorporated into all individual membership forms and all forms, contracts and/or terms of engagement regarding the appointment of coaches, officials and their individuals on a full-time, part-time or volunteer basis. "I have read and understood the Badminton England Safeguarding and Protecting Young People Policy and Code of Ethics and Conduct and as such agree to fully recognise and adhere to the principles within them. (The Policy and Codes of Ethics and Conduct are available to download from the Badminton England website or as a hard copy upon request)."

EQUALITY AND DIVERSITY POLICY

The Surrey County Badminton Association fully supports Badminton England's Statement of Intent as set out in its Equality and diversity policy. Some significant elements are set out below, and full details can be found on Badminton England's website:-

- Badminton England commits to promoting positive and inclusive practice within the organisation and its partners
- Badminton England will ensure that no job applicant or employee receives less favourable treatment on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, ethnic/national origin), religion or belief (including no religion), sex or sexual orientation.
- Badminton England will work to ensure that there will be open access to all those who wish to participate in the sport and that they are treated fairly.
- Badminton England is committed to ensuring that all individuals are able to conduct their badminton related activities free from bullying and harassment and has implemented a policy for dealing with such matters.

GDPR – SURREY COUNTY BADMINTON ASSOCIATION PRIVACY NOTICE

1. Key messages

- **We will always use your personal data within the law**
- **We will never sell your data**
- **All our committee members and volunteers are bound by this privacy notice which provides further detail on our use of your personal data**

2. When do we collect your personal data?

- When you affiliate to Badminton England as a Surrey person
- When you enter a tournament
- When you create a user account on our website
- When you become a member of Surrey's Patrons Scheme
- When you contact us by any means with queries, complaints etc.

3. What sort of personal data do we collect?

- Your name, gender, date of birth, home address (where provided), email address(es) and telephone number(s).
- Your BE Membership Number, BE Membership Type (eg Junior/Senior, Direct/Club etc), your affiliation expiry date, your membership role (eg member, Membership Secretary etc)
- For coaches, qualification name and level (eg Level 1), date achieved, end date; plus end dates of Safeguarding and First Aid Qualifications, and DBS check expiry date.
- Medical conditions (eg if provided on tournament entry forms)
- We do not normally hold "special categories" of personal data such as racial or ethnic origin, political opinions, religious beliefs etc.

4. How and why do we use your personal data?

We use your personal data to service your membership/affiliation. This includes, for those in club (and affiliated league and county) roles (eg club contact, Child Welfare Officer, Treasurer etc), displaying your contact data on our website and in our annual handbook. In collecting personal data re tournaments and affiliated league and cup competition play, we check that players are correctly registered/affiliated and are therefore eligible to participate, and publish player results.

We also use personal data to maintain lists of:-

- Players participating in our tournaments, and in our various squads and county teams. This enables tournament organisers, team managers, team captains, selectors etc to contact players about participation in future tournaments and county play.
- Players participating in our leagues/cups, including clubs/teams played for, match results and league registration
- Current club officers
- coaches, enabling us, for example, to supply coaches for clubs.

- people on county committees and sub-committees, including as recorded on our website and in the annual handbook. Minutes of committee meetings (and AGM) record those attending.
- members of our Patrons Scheme, then used to circulate general badminton information to them. Their names are listed in our annual handbook which is also on our website.

5. How we protect your personal data

We know how much data security matters to all our members. With this in mind we will treat your data with the utmost care and take all appropriate steps to protect it. In order to prevent tampering, access to all contact details are password protected and only the owner of the contact details may make amendments.

6. How long will we keep your personal data?

Whenever we collect or process your personal data, we will only keep it for as long as is necessary for the purpose for which it was collected. At the end of this period, your data will be deleted.

7. Who do we share your personal data with?

We sometimes share your personal data with trusted third parties. This is normally confined to name and BE Membership Number, for example with other County Badminton Associations when naming team players ahead of a match, or with league organisers when nominating players for teams. We will not otherwise share unpublished personal data with trusted third parties without your specific consent.

8. What are your rights over your personal data?

You have the right to request:

- Access to the personal data we hold about you.
- The correction of your personal data when incorrect, out of date or incomplete (if unable to access this directly yourself via your online profile)
- That we stop any consent-based processing of your personal data after you withdraw that consent (which can be withdrawn at any time by you).
- That you be "forgotten" or have your data erased, in certain situations.

You can contact us to request to exercise these rights at any time – please contact our Data Protection Officer, Michael Pendred at thePendreds@yahoo.co.uk

You have the right to complain to the Information Commissioner's Office if you feel that your data has not been handled correctly, or you are unhappy with a response from us to a request from you. You can call them on 0303 123 1113 or go online to www.ico.org.uk/concerns.

9. Promotion of badminton on the Surrey County Badminton Association website

Where specifically requested by an affiliated club officer or by a Surrey County Badminton Association Council member, we will put on our website badminton data provided by such person only where that data is considered by Surrey County Badminton Association to be of legitimate interest in promoting badminton in Surrey.

AFFILIATION FEES 2023/24

	County	B.E.
Adult members of clubs (other than below)	£5.50	£15.00
Adult members who have paid fees through another affiliated club	N/A	N/A
Volunteer Coach Membership (earn less than £5k pa)	£5.50	£50.00
Paid Coach Membership (earn more than £5k pa and less than £50k pa)	£5.50	£70.00
Junior members of clubs (12-18 years)	£1.00	£5.00
Junior members of clubs (Racket Pack U12)	free	free
Additional BE competition licence for an adult player*	N/A	£15.00
Additional BE competition licence for a junior player (U19)*	N/A	£12.00
Associates (Clubs affiliated to other counties and to BE)	£10.00	N/A
Other Associates	£10.00	N/A
Each club (adult or junior) with 50 members or more	free	£140.00
Each club (adult or junior) with 21-49 members	free	£120.00
Each club (adult or junior) with 1-20 members	free	£90.00

- The additional BE competition licence fee is payable for each player (adult or junior or Coach member) participating in the BE Circuit Series (Gold, Silver, Bronze) or the National Championships Series, or the Senior County Championships, or the U17 Inter-County Competition, or the Masters County Championships or the Masters County Challenge. It does NOT include the Shires League.

ANNUAL GENERAL MEETING 2024

Thursday 20 June 2024 at 7.30pm

Clubs are reminded that they may nominate one of their members as candidate for the Council. Nominations shall be in writing and must be in the hands of the Secretary at least seven clear days before the date of the Annual General Meeting. (Rule 7)

REGULATIONS FOR ALL INTER-CLUB COMPETITIONS

1. Management

- a) The Competitions shall be managed by one or more Committees (hereafter referred to as "*The Committee*") appointed by the council. The Committees shall have power to decide all questions relating to the competitions, including questions of eligibility, qualification and interpretation of the regulations and to settle any dispute arising between clubs in the competitions. Any Club being dissatisfied with any decision shall have a right of appeal to the Council whose decision shall be final and binding.
- b) These Competitions shall comprise such Cup and League Competitions as the Council shall determine and shall be competed for in accordance with the following Regulations, or such other Regulations as the Council may from time to time approve.
- c) The Club winning Cups or Challenge Trophies in these Competitions may have custody thereof until it is required for presentation to the winning Club in the following season. The Cups and Trophies must be returned to the Competitions Co-ordinator. Receipts for the Cups and Trophies must be given to the Competitions Co-ordinator. All Cups and Trophies shall remain the property of the Association.

2. Cup and League Entry and Fees

- a) Entry fees shall be fixed by the Council. Clubs desiring to compete must apply in writing to the Competitions Co-ordinator on or before 31st May, enclosing the appropriate fees and giving such information as to the playing strength of the club as will assist *The Committee*.

3. Eligibility of Players

- a) All clubs entering the competitions are required to affiliate to Badminton England and their respective county. All applications for entry by clubs from other counties will be at the discretion of *The Committee* and the Council. Clubs affiliating through another county must pay the Associate fee to be eligible to play in these competitions.
- b) Qualification to play for a club shall be a bona fide membership of that club including payment of the usual subscription for playing members for that current season and affiliation of the member by the club to Badminton England and their County Association.
- c) A player shall not play for more than one club in any one competition. For this purpose the separate competitions are as follows: Men's League, Ladies League, Ladies 4 League, Mixed League, Men's Cup, Ladies Cup, Mixed Cup and Hybrid Cup.
- d) All players must be registered by clubs to play in the leagues and cups they intend to play in. A player may only be registered to play in one competition per club (pursuant to regulation 3.c) above). Any club playing an unregistered player in a match shall forfeit any rubbers won by that player in that match and these shall be awarded to their opponents.

4. League Competitions

- a) The League competitions shall be divided into such divisions as shall be determined by *The Committee*, each team to play home and away matches with each of the other teams in the same division. Subject to any regrouping which may be necessary, winners of divisions may at the discretion of *The Committee* in the following season be promoted to higher divisions and teams at the bottom of divisions may be relegated to lower divisions.
- b) When a match has been played, points shall be awarded as follows: 3 points for a win, 2 points for a draw, 1 point for a loss. If a match was a walkover, the conceding team will receive no points.
- c) The Championship of the divisions shall be decided by the total of points awarded as in 4b). If

two or more teams have an equal number of points at the end of the season, *The Committee* will review the difference in the number of rubbers won, taking into account factors such as game points difference, game difference, matches between the teams involved, walkovers, rubbers forfeited etc. If in the view of *The Committee* there is not a clear winner on this basis, then *The Committee* has the right to call for a play-off. The same applies to teams finishing at the bottom of their division.

- d) When a club plays more than one team in a competition, players who would normally be ineligible by regulation 6(e) may, at *The Committee's* discretion, take part in a play-off (see regulation 4c).
- e) Home Clubs shall provide and bear the cost of court and shuttles.

Interpretation Note: A "**Web User**" is someone who has been given login access to the Surrey County Badminton website enabling them to perform actions such as submitting match results and changing fixtures.

5. **Cup Competitions**

- a) The Cup competitions may be divided into sections such as: Senior, Intermediate and Junior depending on the number and standard of entries. Each section may comprise Men's, Ladies, Mixed or Hybrid events. *The Committee* shall decide in which sections clubs shall play according to strength.
- b) The draw for the Cup competitions shall be made by *The Committee* and copies circulated to Club Match Secretaries as soon as possible during August. Progress of events will also be notified from time to time.
- c) In the Cup competitions first round, the team drawn first shall have the choice of hall. The choice of hall in all subsequent rounds shall be determined by *The Committee* (by the toss of a coin). All rounds prior to the Semi Finals shall be played by 31st December, The semi-finals shall be played by the last day in February and the finals by the end of May.
- d) **Eligibility of Players (additional clauses to rules 3a-3c applying only to Cup Competitions):**
 - i. No player joining a club after 31st December shall play in the Cup competitions during that season without obtaining permission from *The Committee*.
 - ii. No player who has played for a County first or second team in the current or previous season shall be eligible to play in **any** Junior Cup competition.
 - iii. No player who is selected as a regular member or who has played more than twice in the top two divisions of the Surrey Mixed league, or the top division of the Surrey Mens or Ladies league in the current or previous season shall be eligible to play in the Hybrid Junior Cup.
 - iv. No player who has played more than twice in the top two divisions of the Surrey Mens, Ladies or Mixed league in the current or previous season shall be eligible to play in the corresponding Mens, Ladies or Mixed Junior Cup Competition.
- e) The cost of shuttles used in a match shall be shared equally between the competing clubs. The clubs shall bear the cost of hiring the hall, except for the finals, where the Association will contribute towards this cost.

- f) In the Hybrid Cups, teams must be named and swapped with the opposing Captain before the start of play. Players must play in order of strength as Mixed doubles pairs; i.e. Man 1 and Lady 1 must be the strongest mixed doubles pair.

The order of play is as follows (reading across the page) unless agreed by both Captains.

M1 M2 v M1 M2	L1 L2 v L1 L2	M1 M3 v M1 M3
L1 L3 v L1 L3	M2 M3 v M2 M3	L2 L3 v L2 L3
M1 L1 v M1 L1	M2 L2 v M2 L2	M3 L3 v M3 L3

6. When a club plays more than one team in a competition

- a) Clubs shall nominate the players whom it is proposed to play in the first team and, if three or more teams are played, all except the lowest.
- b) The names of the nominated players shall be forwarded to the Match Results Secretary (or entered online by a **Web User**) before the Club plays any match in the Competition.
- c) The Players nominated as the first team shall consist of the three best pairs which the Club proposes to play in the Competition and, if three teams are played, the players nominated as the second team shall consist of the three next best pairs which the Club proposes to play in the Competition. (In the Hybrid Cup the players nominated for the first team in the Senior Cup shall consist of the three best mixed doubles pairs to play in that Senior Cup.). If a Club enters more than one team in the Ladies 4 League, the 4 best ladies that the Club proposes to play shall be nominated for the first team and the next 4 best ladies shall be nominated for the second team and so on for all but the lowest team.
- d) Players nominated shall not play in a team junior to the team for which they have been nominated.
- e) Subject to the exception in regulation 5(c), a player may not play for any team for which they have played in team(s) senior to it more than a total of two times in that competition. Substitutions shall be permitted only due to unavoidable absence of a regular member of the senior team.
- f) Fixtures between the teams of the same club must be played before 31st January.

7. Fixtures

- a) Home Clubs must offer their opponents at least two dates at a start time to be mutually agreed between the clubs.
- b) Details of all league and cup match fixtures shall be notified to the Match Results Secretary (or entered online by an authorised **Web User**) by 30th September. Any changes shall only be permitted:
 - i. before 30th September, but subject to a minimum of two weeks notice,
 - ii. due to non availability of hall,
 - iii. due to severe weather restricting travel
 - iv. or by agreement between the clubs concerned.
- c) The accuracy of the fixtures on the website is the responsibility of the home club (even where those fixtures have been entered by the Match Results Secretary). Thus all fixtures (including those sent to the Match Results Secretary for entry) should be carefully checked by the home club.
- d) An away team requesting a re-arrangement after 30th September or conceding a match must be prepared to remunerate the home club if it requests recompense for any costs incurred as a result. Details of all postponements and revised dates must be communicated to the Results Secretary (or entered online by an authorised **Web User** representing the **Home** team).
- e) Should it be impossible to re-schedule a match within the playing season (September to April), the match may be claimed against the defaulting club.
- f) Failure to play two or more league matches in a season (including turning up with fewer than two pairs) may lead to the defaulting team being relegated to a lower division (or in extreme circumstances being banned from entering) in the following season .

8. Match Play

Interpretation Note: In these regulations the word “**rubber**” refers to a contest of the best of three games and “**match**” refers to a competition of nine **rubbers**. The term “**game points**” is used to refer to the scores in each individual game.

- a) Each League team, apart from the Ladies 4 League, shall be composed of three pairs and each pair shall play a **rubber** against each pair of the opposing team. The Ladies 4 League teams shall be composed of 4 ladies. Every lady will play 3 rubbers, playing one rubber with each of the other 3 players in their team. The order of play shall be:-

Lady1&2 v Lady1&2	Lady3&4 v Lady3&4
Lady1&3 v lady1&3	Lady2&4 v Lady2&4
Lady1&4 v Lady1&4	Lady2&3 v Lady2&3

unless agreed otherwise by both teams – a total of 6 matches

- b) Each Cup team shall consist of 3 men and 3 ladies each playing 2 rubbers of level doubles and 1 of mixed doubles as detailed in the Cup Regulation 5f. The Club which wins five or more **rubbers** shall be declared the winner. The visiting pairs shall play in strict rotation where only one court is used unless otherwise arranged by mutual consent of the two captains.
- c) A team not having a pair ready to play within fifteen minutes of the starting time of the match shall forfeit a **rubber** and, subsequently, if they still do not have a pair ready after another fifteen minutes, shall forfeit a second **rubber**, etc. Where two courts are to be used, the

visiting team shall be notified when the fixtures are arranged and in these circumstances two **rubbers** shall be forfeited for non-appearance after fifteen minutes, etc.

- d) Any time limit for vacating the hall must be advised to the away team's Match Secretary when making the fixture and to the visiting captain prior to the commencement of the match. Where a time limit exists, the interval between the end of one **rubber** and the commencement of the next **rubber** shall not exceed four minutes and any pair not ready to commence play within four minutes shall forfeit the **rubber**. Any **rubbers** outstanding at the end shall be forfeited by the home team.
- e) By mutual agreement between the two captains prior to the commencement of the match, the application of Regulation 8(c) may be waived but only where Regulation 8(d) does not apply.
- f) All matches shall be played in accordance with the Laws of Badminton. Therefore, the rally point scoring system **must** be used for all Competitions. A referee may be appointed for any match by mutual consent. For a final tie or Division play-off *The Committee* shall have the right to appoint a referee.

9. Match Result Submission

- a) A representative of either the winning **or** losing team may submit the result of any matches (giving the forenames **and** surnames of ALL team players and full game scores) within 7 days of the playing of the match. However, while either team may enter the result, it is the **responsibility** of the **winning** club to ensure that the result has been submitted. Failure to do so may result in the loss of points or scratching from the Competition.
- b) Match Results **must** be submitted by entering the results onto the website by an appropriate **Web User**. A **Web User** account will be allocated to the Match Secretary of all clubs that enter teams in these competitions. These users will be able to input and modify fixtures as well as input or confirm match results. Further **Web User** accounts may be allocated at the Match Secretary's request for any Team.
- c) When a match result is entered online, the result will be considered to be *Unconfirmed* until it is confirmed by a representative of the opposing team. Confirmation must be done online by a **Web User**. It is the responsibility of the club's Match Secretary and Team Captains registered as **Web Users** to ensure that all relevant unconfirmed results are actioned as soon as possible. Any results still unconfirmed by the end of the season shall be assumed as confirmed by *The Committee*.
- d) The names of all Team Captains shall be notified to the Match Results Secretary as soon as possible so that they can be entered onto the website. Of these it shall also be indicated which ones shall be given **Web User** accounts.

Revised Summer 2023

BADMINTON PREMIER CLUB



Clubmark is a cross-sport quality accreditation for junior clubs or clubs with junior sections. Premier Club is Badminton England's Clubmark standard. The ethos and principles of Premier Club and Clubmark standard should automatically apply to all levels of our accredited clubs involved with young people. It is vital that our clubs serve young people well. Badminton clubs that work with children and young people need and deserve support to improve the quality of work they do so that together we can:-

- Ensure the well-being of young people whilst in the care of adults, other than their legal parent(s)/carer(s)
- Enthuse young people to enjoy sport and active recreation to build a healthy and active lifestyle
- Enable young people to use their leisure time creatively
- Allow young people to optimise their talents and personal ability
- Identify and support the development of the most talented young people.

Bourne Badminton Club, Coulsdon & Purley Badminton Club, Swifts Junior Badminton Club and Wimbledon Racquets & Fitness Club currently have Premier Club Status in Surrey.

NB. The above is precisely the same information as appeared in our 2022/23 handbook. At the time of going to print information is awaited from Badminton England on the situation for 2023/24.

AFFILIATED LEAGUES

Aldershot & Camberley District Badminton League (affiliated through Hampshire)
Website: www.acdbl.co.uk

AFFILIATED CLUBS

Please see the lists of clubs, club night locations within county, and websites (where appropriate) on pages 24 and 25. Premier/Clubmark clubs are highlighted in bold.

AFFILIATED ADULT CLUBS

Badminton Croydon	LB of Croydon	www.badmintoncroydon.com
Battledore	Chertsey	
Bookham	Epsom	www.bookhambadminton.co.uk
Bourne	Farnham	www.bourneclub.co.uk
Chadacre	LB of Sutton	www.chadacrebadminton.co.uk
Chart Centre	Redhill	www.chartcentrebadminton.org.uk
Christchurch	Merrow	
Clapham Warriors	LB of Lambeth	
Coulsdon & Purley	LB of Croydon	www.southcroydonsportsclub.com
Crossfire	LB of Southwark	www.crossfirebadminton.co.uk
Croydon Adults	LB of Sutton	www.croydonadultsbc.mystrikingly.com
Dorking	Dorking	www.dorkingbadmintonclub.co.uk
Ebbisham	Epsom	www.ebbisham.com
Edge	Hindhead	
Fosters PHC	Woking	
Godalming	Godalming	www.godalmingbc.mystrikingly.com
Haslemere Ladies	Guildford	
King Penguins	LB of Kingston-upon-Thames	
Limpsfield LTC	Limpsfield	www.limpsfieldtennis.co.uk
Martlet	Horsell	
Merrow	Guildford	www.merrowbadminton.com
Newcomers	Lightwater	
Nomads	LB of Wandsworth	www.meetup.com/NomadsBC
Oakwood	Horley	
Riverside	LB of Southwark	www.riversidebc.co.uk
St Margaret's	Tooting	
Slammers	LB of Southwark	
Staines Sport	Staines	www.stainessportbadminton.com
Streets Heath Breakaways	Lightwater	www.shb-badminton.org.uk
Surrey Sports Park	Guildford	www.surreysportspark.co.uk/sport/badminton
Tadworth Ladies	Tadworth	www.tadworthbadminton.co.uk
Tongham	Ash	www.tonghambadminton.co.uk
West Byfleet Ladies	Woking	
Willows Ladies	Godalming	
Wimbledon RFC	LB of Merton	www.wimbledonclub.co.uk

AFFILIATED JUNIOR CLUBS

Coulsdon & Purley Jnr	LB of Croydon	www.southcroydonsportsclub.com
Crossfire Jnr	LB of Southwark	www.crossfirebadminton.co.uk
Dorking Jnr	Dorking	www.dorkingbadmintonclub.co.uk
Ebbisham Jnr	Epsom	www.ebbisham.com
Horsell Jnr	Horsell	www.horsellbadminton.org
Huaiwen Xu Jnr	Woking	
Lightwater Jnr	Lightwater	www.lightwaterjuniorbadmintonclub.co.uk
Merrow Jnr	Guildford	www.merrowbadminton.com
Swifts Jnr	Lightwater	www.swiftsjbc.org.uk
Wimbledon RFC Jnr	LB of Merton	www.wimbledonclub.co.uk