

HERTFORDSHIRE CHESS ASSOCIATION CONSTITUTION (Association Rules)

Issue 22, June 2026

1. The Association shall be called the Hertfordshire Chess Association and shall be a non profit-making organisation. The objective of the Association shall be to foster chess in the county.
2. The Association shall maintain an affiliation with chess organisations in which any of its county teams participate.
3. The Association shall consist of the following classes of member: Vice-Presidents, Honorary Vice-Presidents, Affiliated Clubs, bona-fide members of Affiliated Clubs and Directly Affiliated Individuals.
4. Any chess club having its place of meeting in Hertfordshire or any individual normally resident in Hertfordshire may affiliate to the Association on payment of the club affiliation fee. The General Meeting may allow clubs with a place of meeting outside this area to affiliate to the Association. All members shall pay the appropriate fees or subscriptions, for membership of the Association or for entry to competitions, as decided at a General Meeting. All fees shall be due before the 15th of November in the year in which the season starts. Later payment of fees for new members shall be due before the 15th of the month following the date on which membership commenced. A player that has a previous season 'ECF Game Fee' debt that is not paid to the HCA by the following 15th November shall, from this date, be listed as a 'Debtor Player' and the club concerned be listed as a 'Debtor Club' until that debt is cleared in full.
5. The supreme authority of the Association shall be the General Meeting which alone shall have power to make and amend the Association Rules. A quorum shall be twelve including at least three Officers (at least one of whom shall be President, County Secretary or Treasurer). To carry any proposal affecting Association Rules, at least two thirds of those present and voting must vote in favour. All other proposals shall be decided by a simple majority. In the case of no overall majority the Chairman of the meeting shall have a casting vote.
6. The Annual General Meeting shall be held in June or July and shall appoint a President, County Secretary, Treasurer and such other Officers as may be required. All Officers shall retire annually and shall be eligible for re-election at the Annual General Meeting. Notice of any motion to be submitted to the Annual General Meeting shall be forwarded to the County Secretary by the 1st of June. The chairman of the meeting has authority to accept motions submitted after the 1st of June. Any motion submitted to the AGM will have a proposer and seconder who satisfy any of the classes of membership set out in para 3.
7. The business of the Association shall be managed by its Executive Committee, consisting of the President, County Secretary, Treasurer and other Officers and two delegates (who may also be Officers of the HCA) from each affiliated club. Each member of the Executive Committee present shall have one vote. All proposals for the Executive meeting shall be decided by a simple majority. In the case of no overall majority the chairman of the meeting shall have a casting vote. The Executive Committee shall have authority to fill vacancies for Officers of the Association. Any proposal which is identical, or sufficiently similar, to one rejected by the Executive within the previous three years shall only be considered at the discretion of the chairman of the Executive Meeting.

8. A club will not be permitted to play in HCA competitions until it has provided contact details to the County Sec (who shall confirm them if necessary) of at least one of the two allowed HCA Delegates.

9. The Executive Committee shall meet at least twice a year. A quorum shall be nine including three or more Officers (at least one of whom shall be President, County Secretary or Treasurer).

10. The Executive Committee shall have the power to alter the Closed County Competition Rules. Any such proposal shall be circulated to Affiliated Clubs and Officers with at least twenty one days' notice.

11. A Special General Meeting shall be called by the President or County Secretary if required by an Executive Meeting, or on receipt of a requisition signed by at least ten members. The meeting shall be held within one month of being called. The business of the meeting shall be solely that for which the meeting was called.

12. The County Secretary shall give at least fourteen days' notice and provide an agenda for any meeting of the Association.

13. The County Secretary, as chief executive of the Association, shall be consulted and kept in touch with affairs by all other Officers with specific duties. The County Secretary, or other Officers appointed to relevant roles, shall be responsible for maintaining and preserving the records of the Association, especially the minutes of all meetings, and press cuttings likely to be of historical interest. The Treasurer shall be responsible for maintaining and preserving the financial records of the Association.

14. Funds shall be expended solely in support of the objectives of the Association. All income and expenditure shall be properly accounted for and supported by appropriate invoices, vouchers and receipts. The Treasurer shall prepare a balance sheet and an income-and-expenditure account at the 15th of June in each year. These shall be audited by an Honorary Auditor, who shall be appointed by a General Meeting and who shall not be an Officer of the Association. The Treasurer shall also prepare a budget for the year up to the next 15th of June. The funds of the Association shall be held in a manner agreed by the President, County Secretary and Treasurer.

15. An award shall be presented at the Annual General Meeting on the recommendation of the Executive Committee for meritorious achievement in playing chess, or for services to the Association. It shall be the duty of the President to make proposals to the Executive Committee for this purpose.

16. The President and the winners of the Capel, Burn and Bunce competitions shall be entitled to an award, as will all winners of three or more games, without intervening loss, either in over-the board or in correspondence competitions whilst representing the Association. Each recipient's first award only shall be presented free of charge. Those entitled should apply to the Treasurer. Replacement awards may be purchased from the Treasurer at an economic price.

17. The Flear and Wright Trophies shall be awarded at the end of the season to players in the County First Team and County Second Team, respectively, for recording the best individual performance. The best performance shall be taken to be that of the player scoring the greatest number of points for the team. In the event of two or more players having identical scores, the trophy shall be awarded to the player whose board-number, averaged over the season, is lowest.

18. There is a ban on smoking, including electronic cigarettes, at the chess board for all events organised by (or under the auspices of) the Hertfordshire Chess Association.