Norfolk Bowling Club Members Handbook

Filename: NBC - Club Handbook
Last Saved: 15/09/26
Author: Chris Taylor

Norfolk Bowling Club: Section Rules

Our History

Shortly after the First World War, the Norfolk County Bowling Association, who then played the 21 up game, decided to lay down a new green on which to play important games and the County Cup. Many of the leading players were involved in the footwear industry and the monies were quickly found from a share issue.

In 1920 the green was laid down but was not used until 1921. In the autumn of 1921, it was decided to form a club so that the green would be used regularly and the Norfolk County Club came into existence. Later the name was changed to the Norfolk Bowling Club.

Clubhouse from 1920s

It was decided to play the EBA (English Bowling Association) game. As the Club was the only one playing the EBA game, we affiliated to Essex County so that we were recognised as an EBA Club and could enter Essex County competitions. The Club ceased to be affiliated to Essex when the Norfolk Association came into being in 1937 and a second green was subsequently laid down.

In the late sixties the dream of owning our own Indoor stadium took shape. A Company was formed and debentures issued through the existing Outdoor membership. Building commenced early in 1968 on the site of the allotments already owned by the Outdoor Club.

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The Indoor Club opened on 16th December 1968. After some while and with an ever expanding membership the lounge was redeveloped in an open plan style. The original 6 rinks were increased to 7 rinks by dispensing with the side walkways, the enlarged surface being covered by Escabowl laid directly on concrete.

In 1994 after dramatic fluctuations in green speed throughout the day came the decision to install a laser levelled ‘Dales’ wooden floor covered by Greenguage carpet and fast underlay. Since then, the Club has never looked back. Norfolk County Liberty and Atherley Trophy matches are often staged here and the Area finals for National and County competitions are featured

In 1995 the Outdoor Club and Indoor Club merged to form a united Norfolk Bowling Club.

In the year 2000 further improvements to the lounge and changing rooms were made which enhanced the viewing facilities for spectators. In 2004 the Club introduced one annual fee, thus enabling all members to play both indoors and outdoors.

A new carpet and underlay were purchased in 2011, the previous carpet having been laid down in 1994. In 2013 a further refurbishment of the indoor club lounge and bar was undertaken. In 2015 the No 2 outdoor green was closed, due to lack of use.

The first President was Sir Henry Holmes from 1921 until his death in 1939, when Lady Holmes accepted the office for one year. Later the Holmes' son Geoffrey Holmes took over but he had no real interest in bowls.

Norfolk Bowling Club: Section Rules

Centenary match 2022

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Norfolk Bowling Club: Section Rules

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Norfolk Bowling Club: Section Rules

Management Committee

Chair	Vacant
Treasurer	Brian Holcroft
Secretary	Carole Slaughter
Outdoor Section	Wayne Willgress
	Jackie Devitt
	Aaron Johnson
Indoor Section	Chris Taylor
	Trevor Goddard
	Nicola Segolo
Trustees	Ray Lewis
	Vacant
Co-opted member	Chris Ramsbottom

Indoor Officials

Chair	Vacant
Treasurer	Brian Holcroft
President	Judith Phillips
Club Captain	Phil Richards
Club Secretary	Carole Slaughter
Bar/Catering Manager	Janet Burtenshaw
Membership Secretary	Helen Jamieson
Safeguarding Officer	Helen Jamieson

Indoor Committee

Chair	Ray Lewis
Ladies Indoor Secretary (*)	Annette Hazell
Men's Indoor Secretary (*)	Chris Taylor
Indoor Committee Secretary	Chris Taylor
Indoor League Secretary	Chris Taylor
Indoor Competition Secretary	Steve Johnson
Welfare Officer	Rachel Stevenson
Management Committee	Carole Slaughter
Members elected reps	Jackie Devitt
	Kay Carrick
	Pat Headland
	Tony Headland
	David Willoughby
	Trevor Goddard

(*) County Delegate

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Indoor Team Captains

Ladies A Team	Jackie Devitt
Ladies B Team	Pat Headland
Men's A Team	Wayne Willgress
Men's B Team	Marty Ellis
	Phil Richards
Men's C Team	David Willoughby
Men's O60s National	Paul Pritty
U30s Double Rink National	Aaron Johnson

Outdoor Officials / Committee (joint)

President	Brian Holcroft
Vice President	Vacant
Secretary	Vacant
Ladies Captain	Jackie Devitt
Men's Captain	Phil Richards
Competition Secretary	Phil Richards
Ladies County Delegate	Brenda Whitehead
Men's County Delegate	Wayne Willgress
Safeguarding Officer	Helen Jamieson
Handbook / Fixtures	Helen Jamieson
Green Adviser	Wayne Willgress
Members elected reps	Gloria Hill
Management Committee res	Listed above

Outdoor Team Captains

Men's A Team	Wayne Willgress
Men's B Team	Steve Johnson
Men's C Team	David Snelling
Yare League A Team	Phil Richards
Yare League B Team	Steve Johnson
Anglia League – Cavaliers	David Snelling
Anglia League – Roundheads	David Jobber
Pensioners League	David Snelling

Norfolk Bowling Club: Section Rules

Section Rules

The administration of the Indoor Section and Outdoor Section will be in accordance with the General Rules of the Norfolk Bowling Club and any additional rules agreed by the members at the respective Annual General Meeting or Special General Meeting.

Indoor Section

1. Annual General Meeting
    a. The Annual General Meeting of the Indoor section shall be held during March at a time to be decided by the Indoor Committee.
    b. The Indoor Committee Secretary will give at least twenty-eight days notice of the meeting.
    c. The display of such notice and agenda on the relevant notice boards and club website, shall be deemed to be notice of any Annual General Meeting to all members.

2. The business of the Annual General Meeting shall be: -
    a. To receive the Indoor Chair report.
    b. To receive the Indoor Ladies Secretary's report.
    c. To receive the Indoor Men's Secretary's report.
    d. To receive the Indoor League Secretary's report.
    e. To receive the Indoor Competition Secretary's report.
    f. To discuss and vote on any Notices of Motion/Propositions.
    g. To receive from the Management Committee representative a report on items related to the Indoor Section.
    h. To elect Indoor Officers as listed under Rule 4.
    i. To elect the following who do not serve on the Indoor Committee (rule 4)
        - President – by election annually
        - Club Captain – by election annually
        - Team Captains (*) – by election annually
    j. To transact any other business relating to the affairs of the Indoor section.

    (*) the number and of gender of the team captains to be elected required will be determined by the Indoor Committee in advance of the AGM notice (1.b)

3. Special General Meetings must follow the requirements laid down in the Norfolk Bowling Club rules.

Norfolk Bowling Club: Section Rules

4. The Indoor Committee shall consist of the following: -
    a. Chair - by election annually.
    b. Ladies Indoor Secretary – three-year term.
    c. Men's Indoor Secretary – three-year term.
    d. Indoor Committee Secretary - three-year term.
    e. Indoor League Secretary – by election annually.
    f. Indoor Competition Secretary – by election annually.
    g. Welfare officer – by election annually.
    h. Management Committee representative – appointed by the Management Committee (*)
    i. Elected members – three female and three male – one female and one male to retire annually.

    (*) Management Committee representative will have no voting rights

5. Any Officer or Indoor Committee member shall be eligible for re-election provided at the time of the AGM they are a member of the club.

6. Candidate Nomination & Selection

    a. Candidates for the Indoor Section committee (rule 4) must be nominated in writing by two members, such nominations to be signed by the candidate and sent to the Indoor Committee Secretary not less than fourteen days before the Annual General Meeting.
    b. Candidates for the roles that do not serve on the Indoor Committee (rule 2.i) must be nominated in writing by two members, such nominations to be signed by the candidate and sent to the Indoor Committee Secretary not less than seven days before the Annual General Meeting.
    c. If more than one nomination is received for any of the aforementioned positions in 6.a or 6.b above a ballot shall be held at the Annual General Meeting. If no nominations are received for a position, then recommendations to fill the post may be submitted by the Indoor Committee to the Annual General Meeting.
    d. In the event of insufficient nominations being received the Indoor Section Committee may, at their discretion accept nominations at the Annual General Meeting, the election to be by a majority vote of those present.

7. Any casual vacancy among the members of the Indoor Section Committee may be filled by co-option, and any member so chosen shall retire at the following Annual General Meeting and shall be eligible for election to the Indoor Committee at such Annual General Meeting.

8. A Management Committee representative shall make a report at each Indoor Committee Meeting of any matters appertaining directly or

indirectly to the Indoor section.

9. Committee Meetings

    a. The Indoor Committee shall meet at least every two months and other additional times as may be considered necessary.
    b. Five members of the Indoor Section Committee shall form a quorum.
    c. The Indoor Section Committee shall, by the end of October prepare a list of Budget items for submission to the Management Committee meeting to be held November.
    d. Minutes of the proceedings of all Indoor Section Committees shall be open to inspection by any member of the club, on application to the Indoor Committee Secretary
    e. At all Meetings of the Indoor Section Committee the Indoor Chair shall have the casting vote only.

10. The Indoor Section Committee shall have the power to appoint any sub-committee, co-opt any Member and make by-laws and regulations as may be considered necessary for the proper administration and management of the Indoor Section, provided that the same shall not be inconsistent with these rules.

11. The Indoor Section Committee shall have the power to decide all questions arising under the rules, by-laws and regulations.

12. All matters regarding buildings, Bar and Catering are the responsibility of the Club Management Committee.

13. The duties of the Indoor Chair shall be: -

    a. To ensure that the administration of the Indoor activities for the club are undertaken within the section rules herein outlined.
    b. To oversee any meetings which fall within the indoor section rules.
    c. Will have the casting vote in any matters before the indoor section.

14. The duties of the Indoor Secretary's shall be: -

    a. To prepare, on behalf of the Committee reports as may be required for the consideration by the members at any General Meeting.
    b. To prepare, for the Indoor Section Committee a report for each Indoor Section Committee meeting.
    c. To attend to the administrative needs of, EIBA Ltd, NCIBA, NCWIBA, and attend Council/Executive meetings or delegate to another member of the Indoor Section committee as allowed.
    d. To co-ordinate, with the club competition captains, the entry of the club competitive teams to the EIBA, NCIBA and NCWIBA leagues and competitions.
    e. To liaise with the club competition captain(s) to obtain reports and updates as input to any indoor section meeting.
    f. To obtain feedback from members on the running of the indoor section and the section rules on an annual basis and recommend changes for consideration at the AGM.
    g. To ensure that the club President, Vice-President and/or Club Captain are aware of all relevant matters related to the Indoor Section.

15. The duties of the Indoor Committee Secretary shall be: -

    a. To call Committee meetings and record proceedings thereof.
    b. To call General meetings and record all business transacted those meetings.
    c. To ensure that the club President, Vice-President and/or Club Captain receive copies of minutes etc. for information.

16. The duties of the Indoor League Secretary shall be: -

    a. To administer via Bowlr all rink bookings, National and Club/County Competitions, County Leagues and matches including reservations on a rota basis, drives, hosted games or friendlies and tournaments.
    b. To co-ordinate a program of internal club leagues each season, via Bowlr, overseeing the entries, scheduling of games to maximise rink usage. To update results, monitor league rules, produce on a regular basis league tables and monitor or reschedule any cancelled games.
    c. To obtain feedback from members on the format and rules pertaining to internal leagues on an annual basis and recommend changes for consideration at the AGM.

17. The duties of the Indoor Competition Secretary shall be: -

    a. To co-ordinate a programme of internal club competitions each season, overseeing the entries, draws and schedule of games in line with any county deadlines and club finals which will be held during

April.

b. To obtain feedback from members on the format and rules pertaining to internal competitions on an annual basis and recommend changes for consideration at the AGM.

18. The duties of the Welfare Officer shall be: -

a. To contact members who are unwell or have something such as a bereavement and maintain contact with members with long term issues.
b. To provide an update at the indoor committee meeting.

19. The duties of the Elected Members shall be: -

a. To provide a focal point for members to raise concerns, issues and other matters pertaining to the administration or running of the indoor section and for these to be raised at a committee or general meeting.

20. Dress Code

a. Ladies - Club registered shirts, any bowls manufactured top, any white polo or tailored shirt. All tops worn must have collar and sleeves. Grey regulation skirt/tailored trousers, or club registered trousers/shorts or any bowls manufactured trousers/shorts which are grey, navy blue or black.

b. Men - Club registered shirts, any bowls manufactured top, any white polo or tailored shirt. All tops worn must have collar and sleeves. In all cases men must wear regulation style trousers, or club registered trousers/shorts or any bowls manufactured trousers/shorts which are grey, navy blue or black

c. Bowls Shoes – shoes worn must conform to the national governing body regulations being of any approved colour(s) and smooth soled.

In all cases shoes which have been worn during the outdoor season must be cleaned, especially on the soles, before they are worn on the indoor carpet. All members must change into their bowls footwear before playing on the indoor carpet, and under NO circumstances must shoes worn to travel to the club be worn on the indoor carpet.

21. All members may play at any time when the indoor green is open for play, subject to availability and having booked rink time via Bowlr before play commences.

Norfolk Bowling Club: Section Rules

22. Nobody except those engaged in play shall be allowed on the green.

23. Amendment to rules related to the Indoor Section

    a. Any amendments or additions to these rules must be agreed by the Indoor Section Committee and the decision to do so recorded in the Committee minutes.
    b. Any amendments or additions to these rules must be advised to members by notices being placed on appropriate notice boards in the Clubhouse and via the club website.
    c. Ratification of changes made during the course of a year must be confirmed at the Indoor Section AGM.

Updated September 2026

Norfolk Bowling Club: Section Rules

Outdoor Section

1. Annual General Meeting
    a. The Annual General Meeting of the Outdoor section shall be held during October at a time to be decided by the Section Committee.
    b. The Hon Outdoor Secretary shall give at least twenty-eight days notice of the meeting.
    c. The display of such notice and agenda on the relevant notice boards and club website, shall be deemed to be notice of any Annual General Meeting to all members.

2. The business of the Annual General Meeting shall be:-
    a. To receive the President's report.
    b. To receive the Outdoor Secretary's report
    c. To receive the Outdoor Captain's report
    d. To receive the Outdoor League Secretary's report
    e. To receive the Outdoor Competition Secretary's report
    f. To discuss and vote on any Notices of Motion/Propositions.
    g. To receive from the Management Committee representative a report on the Budget items agreed for the Outdoor Section.
    h. To elect Outdoor Officers as listed under Rule 4.
    i. To nominate representatives to Norfolk Bowls
    j. To transact any other business relating to the affairs of the Outdoor section.

3. Special General Meetings must follow the requirements laid down in the Norfolk Bowling Club rules.

4. The Outdoor Committee shall consist of the following:-
    a. President – by election
    b. Vice President – by election annually
    c. Hon Outdoor Secretary – three-year term..
    d. Hon Outdoor League Secretary – by election annually.
    e. Hon Outdoor Competition Secretary – by election annually.
    f. Club Outdoor Captains – separate Men's and Ladies by election annually
    g. Team Outdoor Captains as required.
    h. Elected members of the Management Committee – three members for a three-year term (if not already holding one of the above offices)
    i. Non-voting Company Trustees of the Management Committee – announced
    j. Elected members – one to retire annually.
    k. Welfare Officer – by election annually and who may be a co-opted member.

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5. Any Officer or Outdoor Committee member shall be eligible for re-election.

6. One member shall retire annually, by seniority of membership of the Committee and by rotation at the AGM and the vacancies filled by election. In the case of equal seniority, the order of retirement shall be determined by lot.

7. Candidate Nomination & Selection

    a. Candidates for the Outdoor Section committee must be nominated in writing by two members, such nominations to be signed by the candidate and sent to the Hon Outdoor Secretary not less than twenty eight days before the Annual General Meeting.
    b. If nominations exceed the number of vacancies voting papers shall be returned before the Annual General Meeting to the scrutinisers, appointed by the Committee, who shall examine the voting papers and those having the highest number of votes shall be considered elected, such results to be made known at the Annual General Meeting.
    c. In the event of insufficient nominations being received the Outdoor Section Committee may, at their discretion accept nominations at the Annual General Meeting, the election to be by a majority vote of those present.

8. Any casual vacancy among the members of the Outdoor Section Committee may be filled by co-option, and any member so chosen shall retire at the following Annual General Meeting and shall be eligible for election to the Outdoor Committee at such Annual General Meeting.

9. A Management Committee representative shall make a report at each Outdoor Committee Meeting of any matters appertaining to the Outdoor section.

10. Committee Meetings

    a. The Outdoor Committee shall meet at least once a month between the months of April and October and other additional times as may be considered necessary.
    b. Five members of the Outdoor Section Committee shall form a quorum.
    c. The Outdoor Section Committee shall, by the end of October prepare a list of Budget items for submission to the Management Committee meeting to be held November.
    d. Minutes of the proceedings of all Outdoor Section Committees shall be open to inspection by any member of the club, on application to the

Hon. Outdoor Secretary

e. At all Meetings of the Outdoor Section Committee the President shall have the casting vote only.

11. The Outdoor Section Committee shall have the power to appoint any sub-committee, co-opt any Member and make by-laws and regulations as may be considered necessary for the proper administration and management of the Outdoor Section, provided that the same shall not be inconsistent with these rules.

12. The Outdoor Section Committee shall have the power to decide all questions arising under the rules, by-laws and regulations.

13. The outdoor greens will be the responsibility of the relevant Greens Committee.

14. All matters regarding buildings, Bar and Catering are the responsibility of the Club Management Committee.

15. The duties of the Hon Outdoor Secretary shall be:-

    a. To call Committee meetings and record proceedings thereof.
    b. To keep a record of all business transacted at any General Meeting.
    c. To prepare, on behalf of the Committee reports as may be required for the consideration by the members at the Outdoor Annual General Meeting.
    d. To administer all rink bookings, National and Club/County Competitions and matches including reservations on a rota basis, drives and tournaments.
    e. To make match programme for County Leagues and friendly matches.
    f. To attend to the administrative needs of Bowls England, Bowls Norfolk, and attend Council/Executive meetings with other Club delegates as allowed.

16. The Hon Outdoor League Secretary where elected shall administer all Leagues for the Outdoor Section and to produce on a regular basis league tables and monitor the replaying of cancelled games.

17. The Hon Outdoor Competitions Secretary, where elected shall administer all Outdoor Club Competitions.

18. Dress Code

    a. Ladies - Club registered shirts, any bowls manufactured top, any white polo or tailored shirt. All tops worn must have collar and

sleeves. Grey regulation skirt/tailored trousers, or club registered trousers/shorts or any bowls manufactured trousers/shorts which are grey, navy blue or black.

b. Men - Club registered shirts, any bowls manufactured top, any white polo or tailored shirt. All tops worn must have collar and sleeves. In all cases men must wear regulation style trousers, or club registered trousers/shorts or any bowls manufactured trousers/shorts which are grey, navy blue or black

c. Bowls Shoes – shoes worn must conform to the national governing body regulations being of any approved colour(s) and smooth soled.

19. All members may play at any time when the outdoor green is open, subject to availability. Outdoor members shall be governed by the conditions specified under Order of Play and Green Code. Nobody except those engaged in play shall be allowed on the greens.

20. Any Officer, Committee member or the groundsman shall have the power to close the outdoor green, or any part of the green, or order the use of ground sheets, when they deem it necessary, to preserve the playing surface of the green.

21. Teams/squads for County Competitions/County Leagues shall be selected by the captains or selection committee members nominated by the Outdoor Section Committee.

22. Amendment to rules related to the Outdoor Section

    a. Any amendments or additions to these rules must be agreed by the Outdoor Section Committee and the decision to do so recorded in the Committee minutes.
    b. Any amendments or additions to these rules must be advised to members by notices being placed on appropriate notice boards in the Clubhouse and via the club website.
    c. Ratification of changes made during the course of a year must be confirmed at the Outdoor Section AGM.

September 2026

Norfolk Bowling Club: Section Rules

Indoor Domestic League Rules

1. All leagues are to be played in accordance with The Laws of the Sport of Bowls Crystal Mark Fourth Edition unless otherwise stated in these rules. Copies of which are displayed on the notice board or available online here from World Bowls

2. Composition of teams - a member may only compete in one division of any league and may only play for one team in that division, unless playing as a substitute as defined in Rule 3

3. Substitutes

3.1. A substitute shall be a member not named in the original entry or subsequently registered into a team as per rule 3.6.

3.2. If additional players, i.e. substitutes, are used in any team, after they have played in two games they may not play for that team again, as a substitute, although they will be eligible to play up to two games for any other team as a substitute.

3.3. In leagues of more than one division, a player from the lower division may substitute for a team in the higher division up to a maximum of twice for any team.

3.4. Registered players from a higher division are not permitted to substitute in a team in a lower division.

3.5. A player already registered in a lower division team will not be able to 'swap' mid season and join the team they have substituted for in a higher division, although they may play for another team in the higher division a maximum of two games.

3.6. Players on the substitutes list who are not registered for any team, in that league, may play for any team twice and if they play for a third time they must become a permanent registered member of that team and thereafter rule 3.1 will apply.

3.7. In leagues of triples two substitutes per game are allowed.

3.8. In leagues of pairs one substitute per game is allowed.

3.9. Any breaches of rules 3.1 to 3.8 will be referred to the Indoor Committee who may impose a penalty as deemed appropriate.

4. Team Composition

4.1. The maximum number of players permitted to be registered for each team will be limited as follows, Triples – 7, Pairs – 5

4.2. All leagues are defined as "Open" and therefore teams of all female, all male or a mixture of both genders are permitted.

5. Match Format

5.1. All non-sets leagues of Pairs and Triples games will be of 2 hours duration.

5.2. In a timed game the last end will be signalled to players five minutes before the end of the 2 hours.

a) Any end, when started before the five minute bell, shall be played to a conclusion.
b) An end will be deemed to have started, when the mat has been properly laid, by the designated lead player, and the jack has been cast, in that it has left the hand of the designated lead player.
c) In this situation only should the cast not be "legal" then the opposition shall have the choice to place the mat and jack where they wish.
d) The designated lead must not delay the delivery of the jack beyond that which would normally be expected to commence an end.

5.3. Sets game will be played over 2 sets of 8 ends, plus possible tie break with no time limit and can therefore commence when all players are available and the assigned rink is vacant. See Appendix for specific sets match rules.

5.4. Skips are responsible for the collection of all rink fees due and must be collected before the match commences and placed in the rink fee box.

5.5. Games which are timed must start and finish at the appointed time.

5.6. In the event of a triple comprising only two players the following sequence of play must be observed. Each side shall have a lead player, and after each lead has delivered their first bowl the middle player of the complete side will play their bowl until the sequence of nine bowls is completed, skips to deliver in the same sequence as the leads. A player turning up late must play at No 2.

5.7. No player may visit the head other than the skip, and then only after the bell has sounded to signify the end of a timed game, or during a tiebreak end in sets matches.

5.8. The skip may only remain at the head at the point of changeover, after the bell has sounded to signify the end of a timed game, or during a tiebreak end in sets matches.

5.9. A result form must be completed for ALL games showing.

- Date of game and rink number
- Team names
- Player names
- Scores for first set, second set and tiebreak (*)
- Signed by both teams

(*) if applicable

5.10. Improper delivery of the jack by coming to rest;

i) in the ditch;
ii) completely outside the boundaries of the rink;
iii) at a distance of less than 23 metres;
iv) on the rink after contact with the face of the bank (i.e. rebounded);
v) on the rink after contact with any object or person completely outside the boundaries of the rink.

a) If a player improperly delivers the jack, the opposing player may place the mat and re-deliver the jack, making sure that it is centred, but the opposing player must not play first.
b) If the jack is improperly delivered once by each player in any end, it must not be delivered again in that end. Instead, it must be centred on the "T", and the mat must be placed by the first player to play.

5.11. If a jack in motion passes completely outside the boundaries of the rink of play or rebounds to a distance of less than 20 metres from the mat line, the jack shall be re-spotted. If the jack passes outside the side boundary of the rink it should be placed on a pre-arranged spot on the rink which is 2 metres from the front ditch and 1.5 metres to the left or right of the centre line, being positioned the same distance on both sides of the centre line, on the side that it left the rink of play.

Note: This rule ONLY applies to an end in play and not in relation to a jack being cast to start an end where the Laws of Sport rules 9 & 10 will apply.

5.12. If a bowl is on the re-spot, the jack will be placed as near as possible to the bowl without touching it, between the spot and the centre of the rink. If any other bowls are in the way the jack will be placed as near to that without touching it and the centre of the rink. In other words, directly between the 2 spots without touching a bowl.

5.13. Bowls striking another bowl or in danger of doing so.

a) Where two bowls in motion touch, both should be picked up and re-played.

b) Where a bowl in motion is in danger of touching a stationary bowl on an adjoining rink. It is permitted to lift the stationary bowl to allow the bowl in motion to complete its journey.

Note: This is a local club rule, inconsistent with the Laws of Sport 37.1.4 & 37.1.5 which does not allow a stationary bowl to be lifted.

6. Match Points & League format

6.1. For all non-sets leagues, other than the Development League, 2 points will be awarded for a team win and 1 point for a draw.

6.2. For the Development League 3 points will be awarded for a team win and 2 points for a draw, and 1 point for a loss within 5 shots.

6.3. For all sets leagues, points are defined based on individual set or tiebreaks as per Appendix section A.13

6.4. League positions will be determined by 1) the highest number of points, 2) the highest shot difference and 3) the highest number of shots scored.

6.5. In leagues with more than one division where no teams withdraw from the league between one season and the next, two teams will be promoted and relegated in each division. This is subject to a review of entries before the season commences where alterations to the league structure may apply which may mean this is reduced to one team promoted and relegated.

6.6. Where there is a significant change to the league structure between seasons due to a change in the number entries the league will be

structed in such a way to maximise the number of games for each team. In this case teams will be allocated to divisions based on their final positions from the previous season.

6.7. Any new team entering a league will automatically be placed in the lowest division applicable to that league.

6.8. All teams will have the option to request that they are not promoted to a higher division and must do so when final league positions are declared. However, if they choose to not be promoted, they will forfeit any prize monies which may apply.

7. Postponed or cancelled matches.

7.1. Any match may be postponed due to inclement weather or clashes with National or County championship playoffs. In cases of sickness or other reasons for an insufficient number of players, substitutes should be used (see Rule 3).

However, where a team is unable to find sufficient players to fulfil the fixture, including the possibility of obtaining substitutes, the match may be postponed provided at least 24 hours notice is given to the opposing team and the appropriate League Steward or League Secretary.

7.2. No allowance has been made for a match to not be played, and the failure of a team to complete its league programme will be referred to the Indoor committee for a decision regarding the future of that team in the league.

7.3. Where a league game is conceded by one of the teams then the other team will be awarded shots and also the associated league points as outlined below

7.3.1. Non sets leagues 15 shots
7.3.2. Sets leagues 10 shots for each set

7.4. A date will be set and communicated to all team captains at the start of the season confirming the last date on which leagues games must be played.

8. Disputes and change to rules

8.1. The Indoor committee shall adjudicate upon any disputes referred to it concerning the indoor leagues

8.2. Dress in accordance with the club rules.

8.3. Any amendments or additions to these rules must be agreed by the Indoor committee and the decision to do so recorded in the Committee minutes.

8.4. Any amendments, or additions to these rules when agreed by the Indoor committee must be advised to league captains directly, and to all members by notices being placed on indoor notice boards in the Clubhouse.

8.5. Ratification of changes made during the year must be confirmed at the Indoor AGM.

9. Appendix – League Rules for Sets Matches

A.1. Match format for Open Pairs will be 4 bowls for each player, of two sets, each set being played over 8 ends.

A.2. Match format for Open Triples of 2 bowls for each player, of two sets, each set being played over 10 ends.

A.3. In all cases during set 1 or 2 a "no score" end will count as an end.

A.4. If the game is tied after 2 sets, by either team having won 1 set or both sets being drawn, a best of a one end "tie breaker" will be played to determine the winner.

A.5. If the tiebreak results in a tied end, then one extra end will be played with the leads delivering one bowl each.

A.6. 1 shot should be recorded on the result sheet for whichever team wins the tie break end NOT the total number of shots scored in the tie break end.

A.7. The team winning the toss prior to the start of the match shall have the option to either take the mat or give it to the opponent on the first end only. The loser of the toss shall have the option of taking the mat or giving it away on the first end only of the second set.

A.8. After the first end of any set, the team who wins an end will start the next end in the set.

A.9. In a match tie breaker, the team winning the toss shall have the choice of starting or giving away the jack.

A.10. After each completed set each team has the option whether to change positions, however the opposition MUST be informed of the change, and MUST be completed before the jack is cast signalling the start of the next set or tiebreak.

A.11. A result form must be completed for ALL games showing.

- Date of game and rink number
- Team names
- Player names
- Scores for first set, second set and tiebreak (*)
- Signed by both teams

(*) if applicable

A.12. League positions will be determined by 1) the highest number of points, 2) the highest shot difference and 3) the highest number of shots scored.

Note: As shot difference will be taken into account it is essential the set scores are recorded on the result form not just which team won the set. In the event of a tie break **ONE SHOT** should be recorded for the team winning the tie break end.

A.13. League points will be awarded as follows.

- Set win – 2 points to the winning team.
- Set drawn – 1 point to both teams.
- Tiebreak win – 1 point to the winning team.

For clarity

Match Result	Team A	Team B
Team A wins both sets	4 pts	0 pts
Team A wins set 1 and set 2 is drawn	3 pts	1 pt
Both set 1 and set 2 are drawn, team A wins tiebreak	3 pts	2 pts
Team A wins set 1 and Team B wins set 2, team A wins tiebreak	3 pts	2 pts

Norfolk Bowling Club: Section Rules

Indoor Competition Rules

1) All men's, ladies, mixed and open competitions are to be played in accordance with the rules of the Norfolk County IBA, Norfolk County WIBA. EIBA Ltd, and Laws of the Sport of Bowls Crystal Mark Fourth Edition will apply unless otherwise stated in these rules.

2) **Competitions**

- Ladies Singles
- Ladies Pairs
- Ladies Triples
- Men's Singles
- Men's Pairs
- Men's Triples
- Men's Fours
- Open Veteran Singles
- Open Handicap Singles
- Open Aussie Pairs
- Open Sets Pairs
- Open Matchplay Singles

i) Competitions to be played **by the date displayed** on the competitions boards and/or on the club website via the Bowlr system. The first named (challenger) is responsible for all match arrangements, contact with their opponents and rink booking.
ii) Matches to be arranged using vacant rinks.
iii) No change where a date has been agreed by both challenger and opponent will be allowed under any circumstances apart from a clash with National or County Competitions entered from the Norfolk Bowling Club, or severe inclement weather.
iv) In the event of a postponement for the reasons stated, the player/team captain causing the postponement shall arrange a new date, to be played within 14 days of the original date and notify this to the Competition Secretary. Failure to play the rearranged match within this timescale will result in the Competition Secretary setting a match date within 7 days. Failure to play on the date set in this situation by the Competition Secretary will result in both players/teams being eliminated from the competition.
v) The Challenger in singles competitions will arrange a marker to be present.

Norfolk Bowling Club: Section Rules

3) **Finals**

Finals are to be played Finals night on a date(s) determined by the club and published on the competitions board, and/or the club website and Bowlr system. In the case of a member being involved in more than one final alternative arrangements will be made by the Competition Secretary.

4) **Entry to competitions**

A competitor entering a team in any of the Pairs, Triples and Fours competitions or championships is not permitted to be a member of any other team in the same competition or championship.

The competitors playing in the first match shall constitute the team, which must consist of one player from the original entry. A competitor who has entered a competition or championship team in his/her name cannot afterwards play in another team in the same competition or championship irrespective of whether he/she has actually played in his/her original entry.

5) **Substitutes**

Only one and the same substitute will be allowed in Pairs, Triples and Fours competition.

6) **Open Competitions**

Each team may comprise any combination of gender e.g., all ladies, all men or mixed in any combination.

7) **Absentee players**

Unless all players appear and are ready to play at the end of the maximum waiting period of 30 minutes, or should an ineligible player be introduced, then that team shall forfeit the match to the opposing team.

8) **Play**

There will be no trial ends for the club stage of the competitions up to the final.

Competition	**Format**
Four bowl singles	21 up

Pairs (four bowls each)	18 ends or 3.5 hours
Tripes (three bowls each)	18 ends of 3.5 hours
Fours (two bowls each)	18 ends or 3.5 hours
Open Veterans four bowl singles	21 up
Open Handicap four bowl singles (*)	21 up
Open Australian Pairs (4 bowls each)	18 ends or 3.5 hours
Open Sets Pairs (4 bowls each) (#)	2 sets of 8 ends and a 1 end tie break if required.

(*) the starting score will reflect the handicap allocated to each player.
(#) the format and rules for the Open Sets Pairs will be those which apply to the internal league run on Monday evenings

9) **Play (Respots)**

In ALL competitions the use of respots will apply.

a) If a jack in motion passes completely outside the boundaries of the rink of play or rebounds to a distance of less than 20 metres from the mat line, the jack shall be re-spotted. If the jack passes outside the side boundary of the rink it should be placed on a pre-arranged spot on the rink which is 2 metres from the front ditch and a minimum of 1 metre and maximum of 1.5 metres to the left or right of the centre line, being positioned the same distance on both sides of the centre line, on the side that it left the rink of play.

Note: This rule ONLY applies to an end in play and not in relation to a jack being cast to start an end where the Laws of Sport rules 9 & 10 will apply.

b) If a bowl is on the re-spot, the jack will be placed as near as possible to the bowl without touching it, between the spot and the centre of the rink. If any other bowls are in the way the jack will be placed as near to that without touching it and the centre of the rink. In other words, directly between the 2 spots without touching a bowl.

10) **Veterans**

Members entering the veteran singles must be 60 years of age or over on the first of October that year.

Norfolk Bowling Club: Section Rules

11) Matchplay Singles

1. The Matchplay Singles Championship will be open to all members **who have not entered** either the main ladies or men's singles championship or **who are not selected to represent the club** in the first game of the Ladies County League A, Ladies County League B, Men's County League A or Men's County League B teams .

2. Each match will consist of two sets, each set being played over 9 ends. A set will be decided if at any point it becomes impossible for one player to draw, or win, the set given the number of ends remaining.

3. If the game is tied after 2 sets, by either player having won 1 set or both sets being drawn, a best of a three end "tie breaker" will be played to determine the winner. If the game is still drawn after three ends have been played, then one extra end will be played. The match tie breaker is decided by the winner of each end, and not by the total number of shots won in the three ends.

4. The winner of the toss prior to the start of the match shall have the option to either take the mat or give it to the opponent on the first end only. The loser of the toss shall have the option of taking the mat or giving it away on the first end only of the second set.

5. After the first end of any set, the player who wins an end will start the next end in the set.

6. In a match tie breaker, the player winning the toss shall have the choice of starting or giving away the jack on the first and third ends. The loser of the toss shall have the choice of starting the second end or giving away the jack on this end only.

12) Score Card

The official score card must be completed with the names of all the players and any substitutes used, one team to record each score on the card and the other team on the score board. The score card must be signed by both players or skips as applicable and left in the appropriate pigeonhole.

13) Additional items

a) Dress in accordance with Section Rules

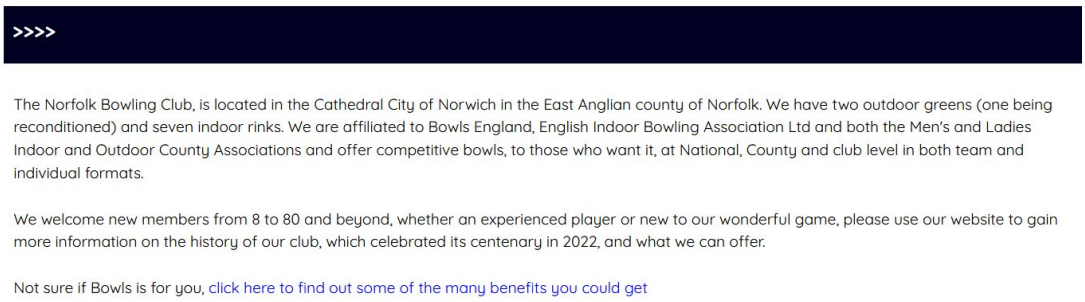
b) Any amendments or additions to these Rules must be agreed by the Section committee and the decision to do so recorded in the Committee minutes.

c) Any amendments or additions to these Rules when agreed by all Section committees must be advised to members by notices being placed on Section notice boards in the Clubhouse. Ratification of changes made during the course of the year must be confirmed at all Section AGM.

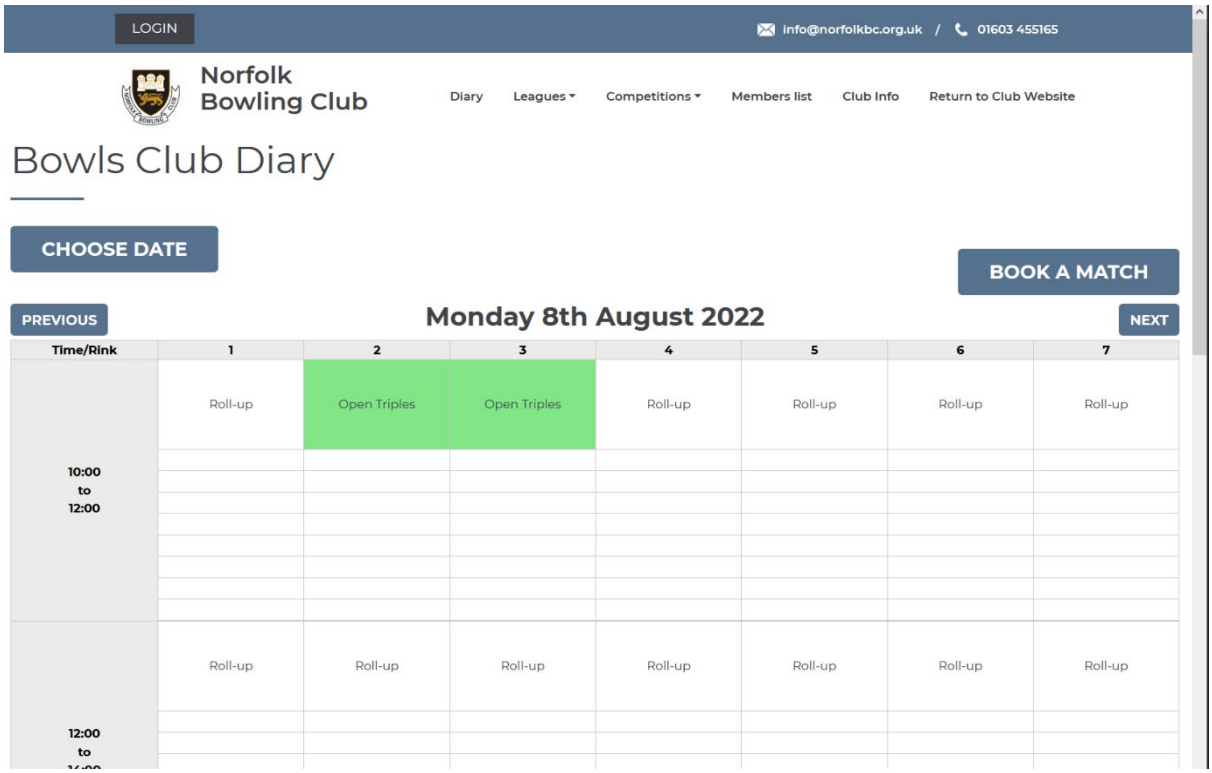
Norfolk Bowling Club: Section Rules

Bowlr rink booking guide (INDOOR ONLY)

The easiest way to access Bowlr is from the club website www.norfolkbc.org.uk and then click on "Bowlr" link at the top of the page, or in the drop down menu on a smart phone, or on the button which says "Online Bookings/Leagues/Comps"

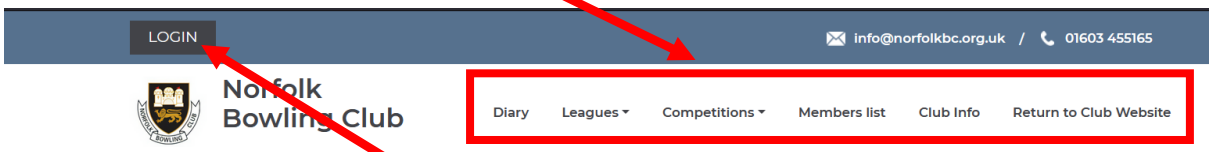


You will then be presented with the rink bookings for the current day

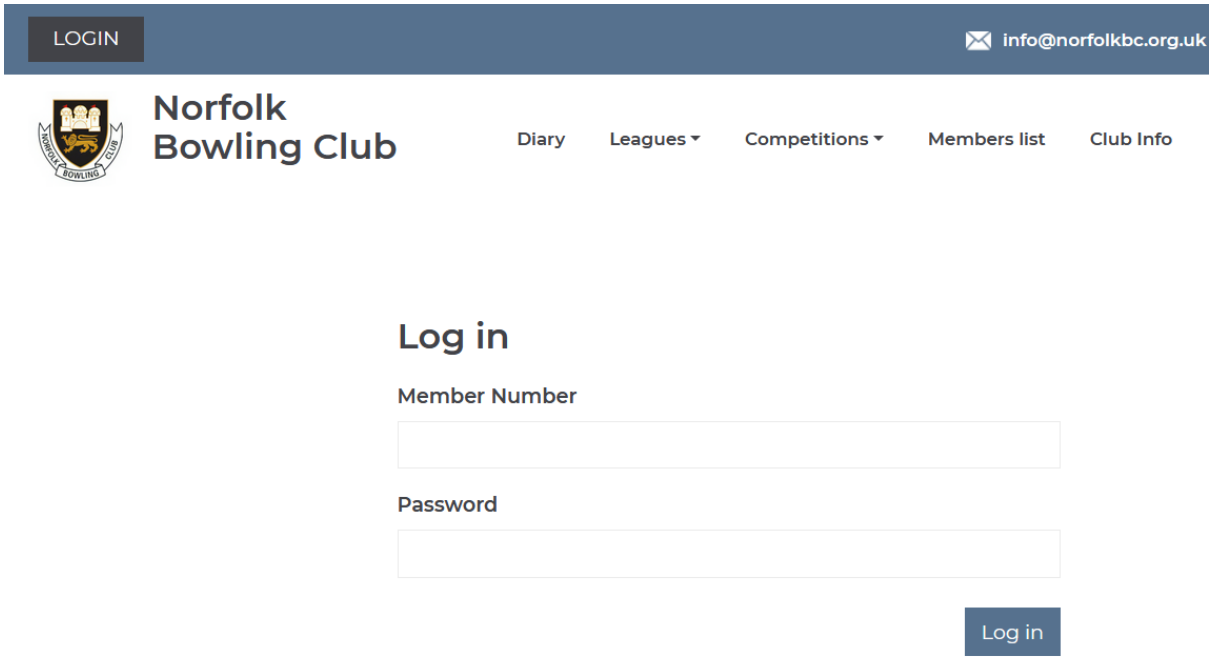


Norfolk Bowling Club: Section Rules

From here you can search for rink space or matches by using the "Choose Date" button and navigate around the site by clicking on the menu items at the top of the page

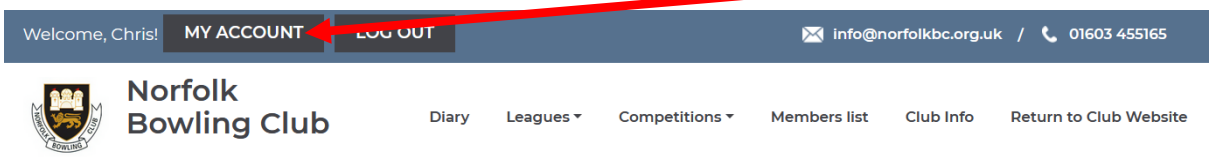


To book a rink, view the member list or club info you will need to login, and to do this click on the "Login" button, which will then display the following screen.



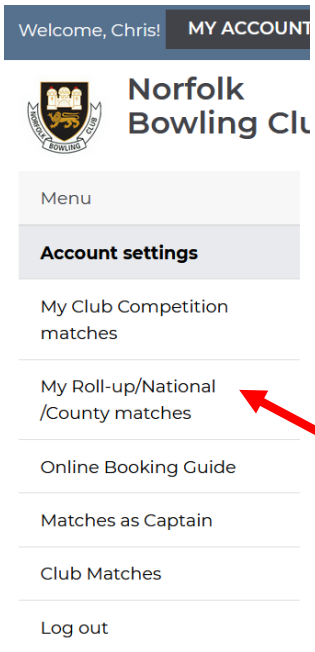
Type in your membership number, including any leading zero, and the password provided, then click on "Log in"

Having logged in you should then click on the My Account button



Norfolk Bowling Club: Section Rules

You can use the menu items to navigate around your account, and to access the online help which it is recommended that you familiarise yourself with.

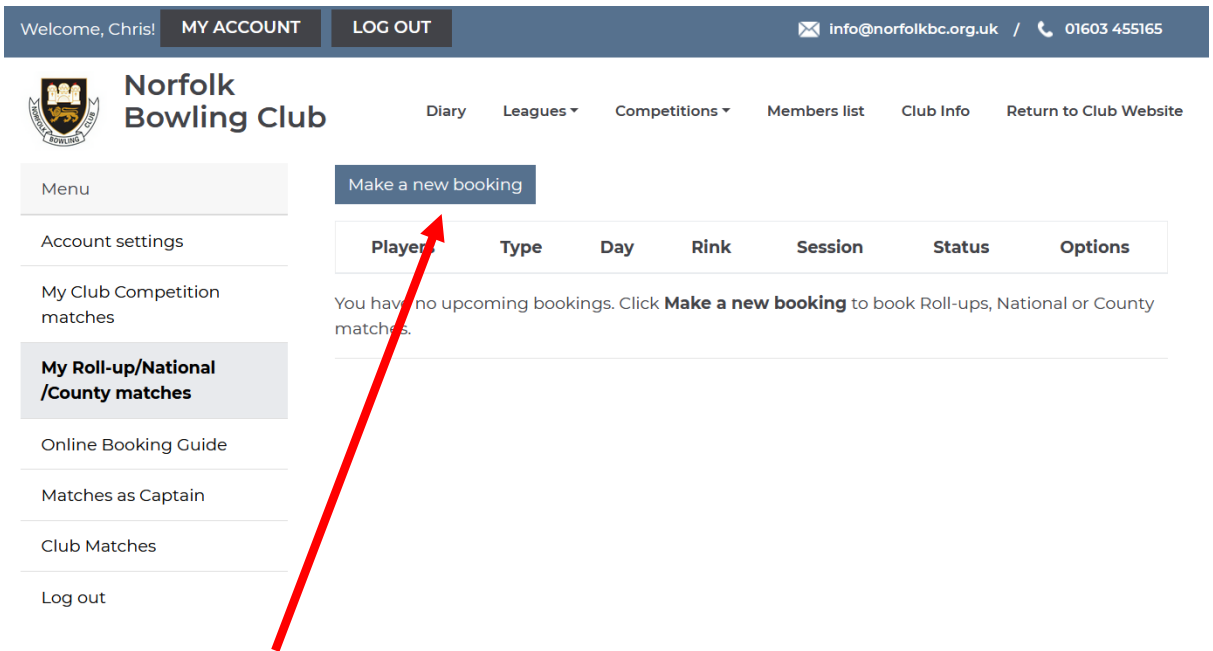


This menu will let you access your account settings where you can change your password, view club competition matches in which you are entered and as we all become more familiar with the system we may start to use the matches features.

You can also logout of your account from here.

To book a rink for a roll-up or reserve a rink for a national competition, you should first click on "My Roll-Up/National/County Matches"

You should see the following screen.



Click on "Make a Booking" and you will then see the following screen

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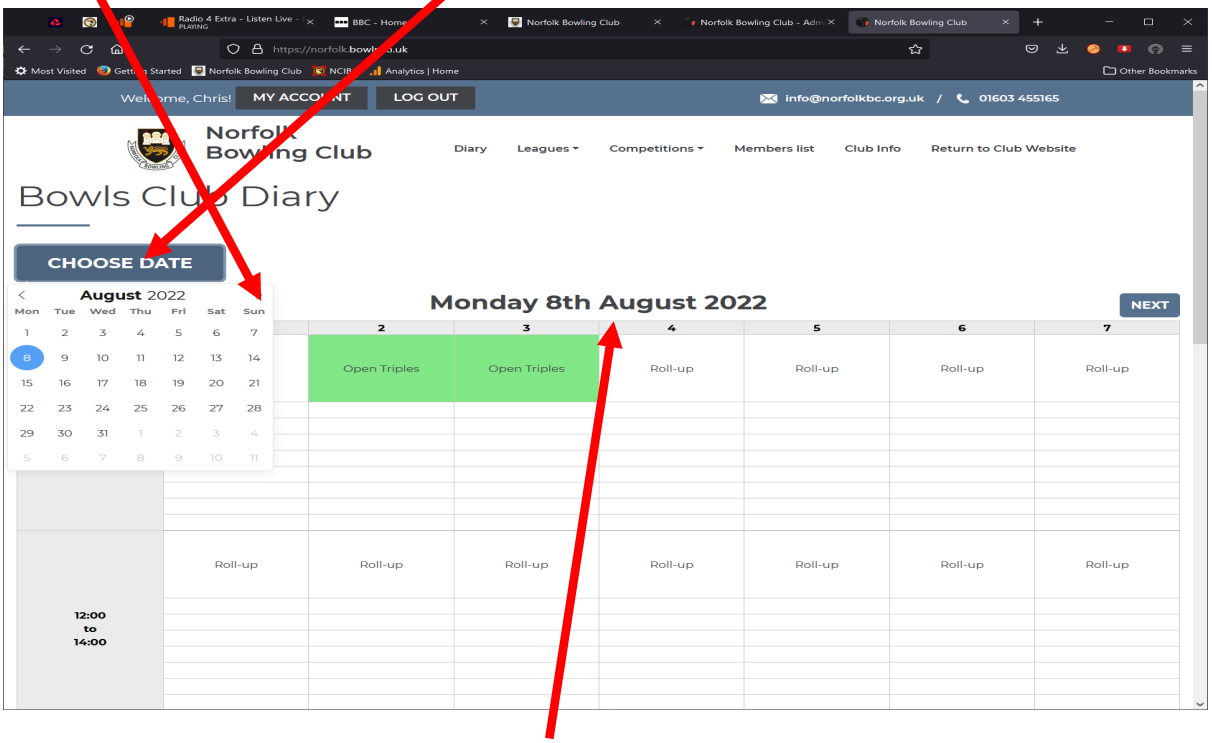
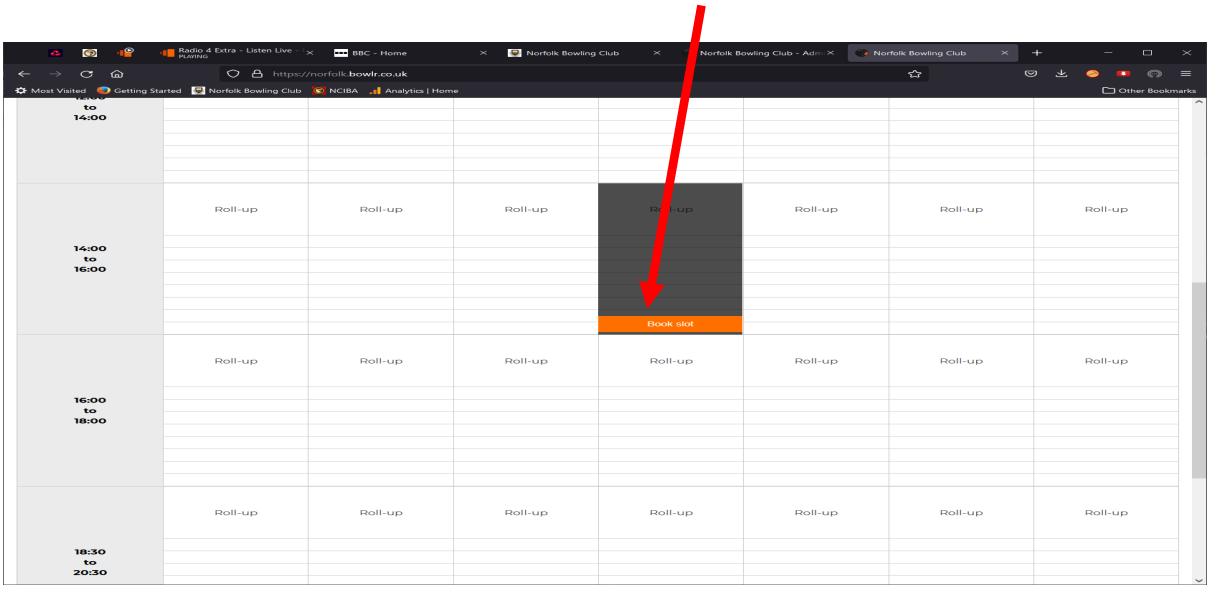
To book a Rink first select the date on which you want to book the rink by clicking on the "Choose Date" button and use the arrows to navigate to the correct month and then select the date you require.



Once you have clicked on the date you require the date in the top middle will change to the chosen date, which must be within 28 days of the current date.

Using either the scroll bar at the side or your mouse scroll down to the desired playing time and across to the desired rink and hover your mouse over the rink and time slot so you see the following screen similar to the one below where your desired rink and time slot is highlighted and select "Book Slot"



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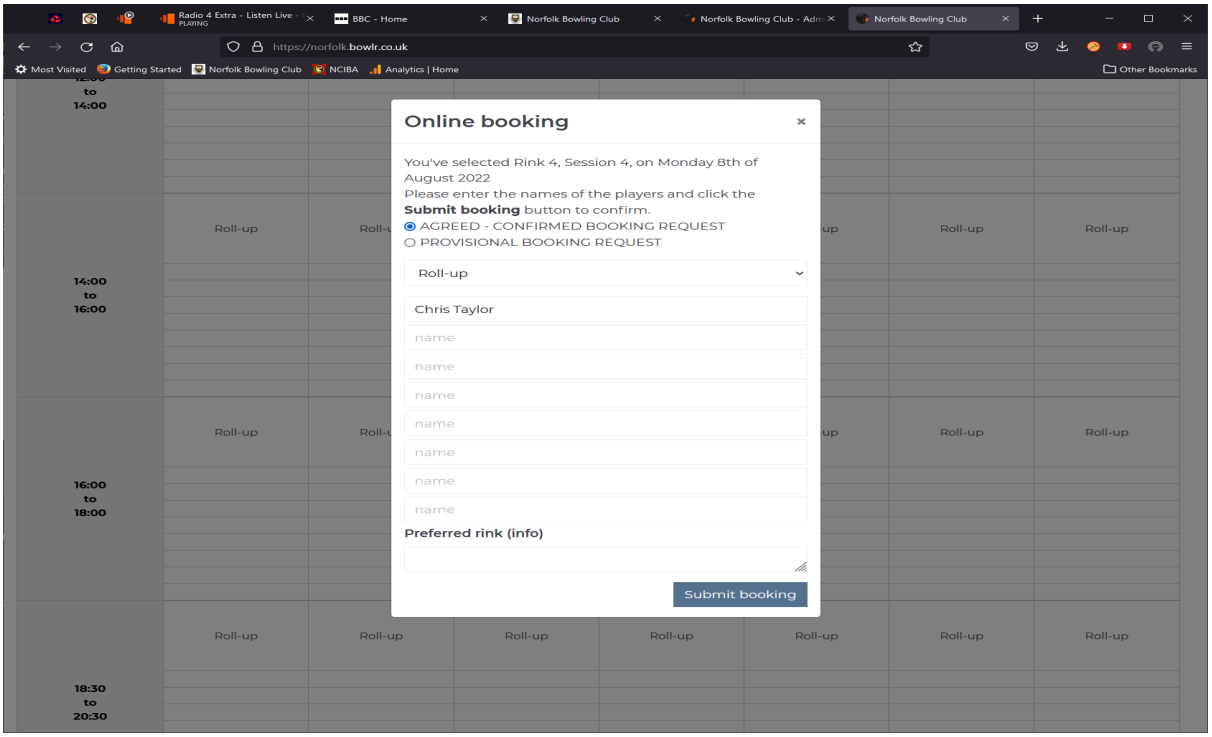
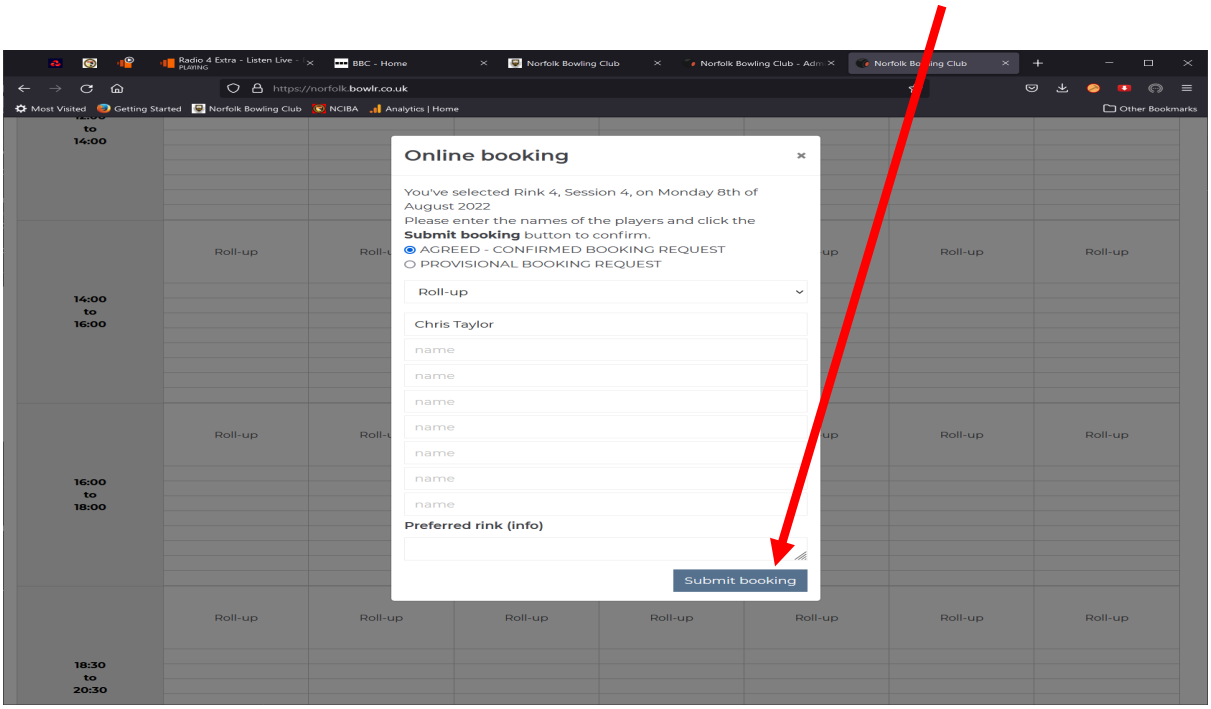
The following screen will then appear popped out form the main screen

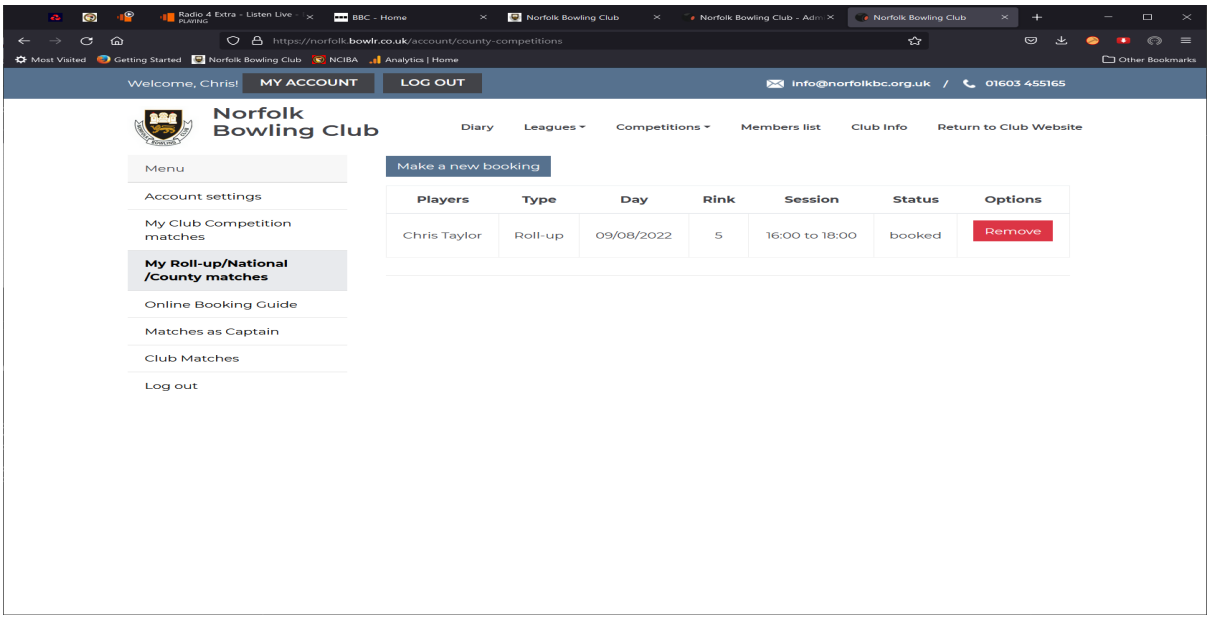


Roll ups are always a confirmed booking so do not amend as it will change the box from Roll up to a particular competition.

As you are logged on and are the booker your name will always appear in the first box. Click in the next box down where it says name and enter the name of anyone else who is playing and select "Submit Booking"



You will then see a confirmation and summary of your booking as follows. Check all the details are correct and if you are finished click on "log out". If you want to book more rinks then click on "Make a new Booking" and repeat these steps. If the booking is incorrect click on "remove" and then "Make a new booking to rebook the correct date and time and rink. Once you have booked a rink and if we have your email in the system then you will receive an email confirmation of your booking details.



Cancellation of a booking

If you later want to cancel out a booking, then log in and navigate your way to "My Roll-Up/National/County Matches" where you can click "Remove".

After you have cancelled a booking, you will also receive a confirmation email. Be sure to log out once you have finished.

Booking National Competitions

National Competitions are double session matches so for each match 2 sessions need to be reserved in the online diary. This follows the same process as booking a "roll-up" but when prompted you select from the drop down the appropriate match type.

A Provisional booking requires 2 dates to be reserved i.e 2 dates that you offer to your opponent. Provisional bookings only apply to National competitions and when booking each date, you need to reserve 2 sessions next to each other (Double Sessions).

These sessions will be marked as Reserved in the diary and you will have 72 hours to confirm which date of the 2 is the preferred date.

This can be done online by clicking the Confirm button and the 2 sessions reserved for the 2nd alternative date will automatically be removed from the diary. The confirmed sessions will be updated to confirmed in the diary.

Alternatively, if you are simply booking an agreed match then you can follow the same process as you would for a roll-up but select the correct competition from the drop down. Please remember this will only secure one 2 hour session and you will need to book the second session also.