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Membership Regulations

March 2026

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BADMINTON WALES MEMBERSHIP REGULATIONS

Membership Regulations of Badminton Wales, a Company Limited by Guarantee (Company Registered No: **04987692**)

These membership regulations have been agreed by the directors of the company as part of their regulations to ensure the proper conduct and management of Badminton Wales; they deal with matters of internal regulation and membership and are binding on all persons connected to the organisation.

Badminton Wales will maintain an up-to-date copy of these membership regulations on its website so that all members and potential members may have direct access at any time. They should be read in conjunction with the company's Articles of Association which shall take precedence in all matters where an inconsistency might arise.

Words and expressions in the membership regulations shall have the same meaning as in the Badminton Wales Articles of Association. References to the Directors shall include any person or committee to whom the Directors have delegated the exercise of powers under these Regulations.

Definitions

- "Articles" means the Company's Articles of Association;
- "Board" means the Board of Directors for the time being of the Company;
- "Director" means a Director of the Company and includes any person occupying the position of Director, by whatever name called;
- "Bye-laws" means bye-laws made by the Directors to deal with particular circumstances not covered by the rules and regulations of the Company;
- "Company" means Badminton Wales;
- "document" includes, unless otherwise specified, any document sent or supplied in electronic form;
- "electronic form" has the meaning given in section 1168 of the Companies Act 2006;
- "General Meeting" is a meeting of the Members;
- "Member" is a Competitive Club affiliated as a full member of Badminton Wales and accepted as a member of the Company, with voting rights, as set out in the membership regulations as amended from time to time;
- "rules" means the rules of the Company in force at any time;
- "subsidiary" has the meaning given in section 1159 of the Companies Act 2006;
- "from within the Sport" means a person who is affiliated to Badminton Wales through one of Badminton Wales identified membership classes;
- "Annual General Meeting" has the meaning given in Article 26;

1. **Membership of Badminton Wales**

1.1 Classes of Membership

Only certain classes of membership are eligible to hold voting membership rights of the Company. Voting rights on behalf of such class of membership can only be held by a nominated representative (person nominated by a member with voting rights to attend, speak and vote on behalf of that member at meetings of the Company) unless a proxy is appointed in line with the Company Articles of Association (article 34). Membership is not transferable at any time.

Membership shall be offered under the following main categories:

League | County Affiliation

An annual affiliation for Leagues or County Associations

Leagues/County Associations shall:

- Complete an affiliation form annually through the Badminton Wales online membership system.
- Ensure all clubs and members are registered through the Badminton Wales online membership system and keep this record of members up-to-date at all times
- Is in good standing with Badminton Wales
- Invite BW RCM to league meetings
- Receive the membership benefits reserved for a League or County Association as agreed by the directors from time to time and published on the Badminton Wales website.
- Comply with any regulations or requirements for affiliation as agreed by the directors from time to time

Club Affiliation

Competitive Club

Competitive Clubs (minimum 10 members) that affiliate to Badminton Wales shall:

- Complete an affiliation form annually through the Badminton Wales online membership system;
- Pay the appropriate affiliation fee as agreed by the directors from time to time;
- Ensure all members are registered through the Badminton Wales online membership system and keep this record of members up-to-date at all times;
- Hold voting rights at meetings of the company
    - 10-24 members = 1 vote
    - 25-39 members = 2 votes
    - 40+ members = 3 votes
- Is in good standing with Badminton Wales;
- Receive the membership benefits reserved for a Competitive Club as agreed by the directors from time to time and published on the Badminton Wales website.
- Comply with any regulations or requirements for affiliation as agreed by the directors from time to time;

Social Club

Social Clubs that affiliate to Badminton Wales shall:

- Complete an affiliation form annually through the Badminton Wales online membership system;
- Pay the appropriate affiliation fee as agreed by the directors.
- Ensure all members are registered through the Badminton Wales online membership system and keep this record of members up-to-date at all times
- Receive the membership benefits reserved for a Social Club as agreed by the directors from time to time and published on the Badminton Wales website.
- Comply with any regulations or requirements for affiliation as agreed by the directors.;

Individual Membership

1) **Individual members** – Including Competitive | Social | Volunteer Club Coach | Technical Official shall:

Complete a membership form annually through the Badminton Wales online membership system;

- Pay the appropriate membership fee as agreed by the directors from time to time;
- Receive the membership benefits reserved for Individual members as agreed by the directors from time to time and published on the Badminton Wales website.

2) Paid/Professional coach

- Complete a Coach Register membership form annually through the Badminton Wales online membership system;
- Pay the appropriate membership fee as agreed by the directors.
- Receive the membership benefits reserved for Individual members as agreed by the directors from time to time and published on the Badminton Wales website.

1.2 Directors Dispensation to Change Membership Requirements

The Directors may at any time:

- change the name or title of any class of membership
- change the criteria or terms of any class of membership
- introduce new classes of membership

The Board of Directors shall adopt such means as they deem sufficient to bring to the notice of members of the Company and others all such changes.

The Board may make regulations granting dispensation in whole or in part from any membership requirements at their sole discretion.

1.3 Obligations of All Classes of Members

- All members shall abide by Badminton Wales company documents, rules, regulations, bye-laws and codes of conduct and such other requirements as the Directors shall reasonably determine from time to time. Failure to do so may result in disciplinary action being taken.
- Every member shall be expected to conduct themselves in an appropriate manner at all times in line with all codes of conduct of the sport.

- A member will be liable whilst a member and will remain liable after ceasing to be member to pay to Badminton Wales promptly on demand any monies payable by the member to the Company, including but not limited to any fee, affiliation, levy, fine or other penalty, or reimbursement in accordance with any scheme or benefit.
- All Badminton Wales members are bound by the Rules and Regulations of associate partners including Badminton World Federation (BWF), Badminton Europe (BEC), World Anti-Doping Agency (WADA) and United Kingdom Anti-Doping (UKAD).

1.4 Membership Fees

Each applicant for admission as a member shall pay such membership fee as the directors shall determine from time to time.

No application for admission as a member shall be considered unless the applicant has paid any annual membership fee payable in respect of the year in which admission is being sought.

The Directors may recommend different fees for different classes of members and may recommend reducing such fees for members meeting certain criteria, as agreed by the directors from time to time.

Membership fees shall be payable by such date as the Directors from time to time determine.

As of 1st September the annual membership fees and club affiliation fees are detailed in appendix 1.

As of 1st September the benefits available for membership are detailed in appendix 2.

All affiliated clubs and members must hold Badminton Wales membership (in any category) in order to extend the Badminton Wales public liability insurance and legal expenses cover to those members. In the event of an insurance claim, our insurers will only respond to a claim involving club members holding current Badminton Wales membership and listed in the club's register on our online membership system.

1.5 Lapsed Membership

If by the date on which the annual membership fee has become payable a member has not paid such annual fee, the Directors may lapse the member from membership provided that the Directors are satisfied that at a date prior to the annual affiliation becoming payable the member was sent a reminder (to the last registered email address previously provided) advising that payment of the member's annual membership was due.

Unless the Directors otherwise determine, any category of member that has ceased to be a member only for failure to pay the annual membership fee may be readmitted upon payment of all membership fees specified by and according to timescales set out by the Directors and upon completion of a new registration form as appropriate.

1.6 Rights of Members

Each category of member shall enjoy such rights and privileges as are contained in the Articles of Association and additionally:

Badminton Wales shall take out insurance on behalf of individual members such that all members are covered for public liability and personal accident to the limits as specified in the

policy.

Detailed information regarding insurance will be kept up to date at Badminton Wales.

Voting Members shall receive a copy of the Annual Report and Accounts at the AGM. The amount of votes the voting member holds is dependent on club size: -

Competitive Clubs

- 10-24 members = 1 vote
- 25-39 members = 2 votes
- 40+ members = 3 votes

All members shall be sent issues of the BW Newsletter per year electronically.

Members may seek safeguarding guidance from the Badminton Wales Lead Safeguarding Officer, with full information about safeguarding on the Badminton Wales website.

Members may use the Badminton Wales website for news, up to date information, guidance, and promotion of their own activities through the Club Finder and Events Calendar.

Members shall have opportunities to represent Wales at age group and senior levels and to be selected on to GB World Class Performance Programme subject to the appropriate GB WCPP selection criteria.

A voting Member may withdraw from membership by giving 7 days' notice to the company in writing; no refund of any affiliation fee(s) is payable.

The Directors reserve the right to withdraw or add to this list of member's rights.

1.7 Annual obligations of voting members

Each voting Member shall provide their nominated representatives name and full contact details for correspondence and shall keep Badminton Wales informed of any change in their name and/or contact details.

Each individual member shall be responsible for ensuring that they conduct themselves in an orderly fashion and abide by the codes of conduct of Badminton Wales at all times.

Affiliated clubs are responsible for ensuring that their individual members conduct themselves in an orderly fashion and abide by the codes of conduct of Badminton Wales at all times.

Affiliated clubs are responsible for data protection of their individual member's details in accordance with the General Data Protection Regulation and the Badminton Wales Privacy Notice and Data Protection Policy.

1.8 Termination of Membership

A voting/playing member may withdraw from membership by giving 7 days' notice as set out in Company Article 25;

Membership is not transferable;

An individual membership terminates when the person dies;

Club affiliation terminates when an organisation ceases to exist;

Badminton Wales acting reasonably in accordance with its Disciplinary Regulations may expel or suspend any member or affiliated club if it considers that it is inappropriate that membership or affiliation should continue or if the conduct of the member or club shall bring Badminton Wales into disrepute.

An individual may cancel their membership at any time by informing Badminton Wales.

Should an Athlete not on the National Registered Testing Pool or Domestic Testing Pool wish to retire from competition, the following information should be collected by BW for an Athlete to confirm their retirement:

1. Identifiable details of the Athlete, for example full name, date of birth, sport discipline, current club/team

2. The date of the retirement, BW should take steps to verify the identity of the Athlete retiring as far as practically possible, for example by obtaining a signature or receiving the retirement confirmation from an Athlete's verified email address. All records relating to an Athlete's retirement will be kept by the BW and shared with UKAD when requested.

1.9 Rules for entry-level competition

Individuals must hold current Individual competitive membership to compete in Badminton Wales Series Events.

For all BW events, BW members are bound to all BW Rules and Regulations, including those that are associated with BW e.g. BWF, BED, UKAD.

2. Financial Matters

The Finance Director acting under delegated powers from the Directors shall deal with all Badminton Wales financial matters and advise the Directors accordingly.

2.1 Financial Year

The financial year of the company shall be April to March.

2.2 Annual Accounts

The Directors shall ensure that proper company accounts are prepared and submitted as required to Companies House.

A copy of the accounts shall be provided to members by placing them on the Badminton Wales website.

Nominated Representative shall have the opportunity to ask any questions about the content of the company accounts at the Annual General Meeting (AGM); an item on the agenda will be set specifically dealing with the annual accounts.

2.3 Not for Profit

Members of Badminton Wales will not benefit financially from any income generated by the company, or any profit made.

All money earned must be retained by the organisation and used for its own expenses, operations, and programmes in the pursuit of delivery of the organisation's vision, aims and goals.

3. Meetings

3.1 General Meetings

The Annual General Meeting (AGM) of the company shall take place on a date agreed by the Directors and shall be identified as such in the notice given by the Directors. Other meetings of the Company shall be referred to as General Meetings.

3.2 Notice of Meetings

The Directors will circulate notice for an Annual General Meeting | Extraordinary General Meeting at least 28 days before the date of the meeting. The agenda will be circulated at least 14 days before the date of the meeting.

4. Equality and Discrimination

Badminton Wales is committed to supporting everyone to take part in Badminton and to promote social justice through our work. We believe that Badminton should be accessible to everyone who wishes to enjoy the sport. The full equality policy is available on the Badminton Wales website.

5. Anti-doping

Badminton Wales adopts the UK Anti-Doping Rules as amended from time to time, which support the requirements of the World Anti-Doping Code within the UK.
All members of Badminton Wales are bound by UKAD rules.

6. Conflicts of Interest, Hospitality and Gifts

Badminton Wales is committed to maintaining the highest standards of corporate governance and conducts its business in an open and transparent manner setting policies for Conflict of Interest and Hospitality and Gifts which shall be regularly reviewed by the Directors.

7. Codes of Conduct

Badminton Wales is responsible for setting and maintaining the standards of behaviour within the sport and for ensuring that codes of conduct are in place. There are clear expectations in terms of standards of behaviour that apply throughout the organisation. All members, players, coaches, and volunteers are responsible for being aware of and abiding by the Badminton Wales rules, regulations and codes.

8. Complaints and Disciplinary Matters

Badminton Wales maintains complaints and disciplinary regulations which clearly show the processes to be followed relating to any type of complaint. This power and jurisdiction shall be in respect of and in relation to:

- Badminton Wales Directors, Officers, and employees

- Competitive and Social Clubs affiliated to Badminton Wales
- Individual club members and officers
- Committees and committee members acting on behalf of Badminton Wales
- Coaches and Officials
- Players registered directly to Badminton Wales
- Volunteers acting on behalf of Badminton Wales

Any matter relating to an employee shall be dealt with using the respective Human Resources (HR) policies.

For the avoidance of doubt, all matters relating to safeguarding young people and vulnerable adults shall be managed through safeguarding related policies and processes which may be different from the disciplinary and complaints policies outlined above.
All matters relating to Anti-Doping violations shall be managed through UKAD/WADA related policies and processes which may be different from the disciplinary and complaints policies outlined above.

All Athletes, Athlete Support Personnel and other Persons must cooperate fully with any anti-doping investigations or proceedings, whether conducted by UK Anti-Doping or any other competent body. Failure to do so without acceptable justification may be treated as misconduct under Badminton Wales Regulations/Rules of Conduct and may be sanctioned accordingly.
In the event that a person who is subject to Badminton Wales jurisdiction commits an act of misconduct that relates to anti-doping but does not amount to a violation of [the UK Anti-Doping Rules/the Anti-Doping Rules of Badminton Wales, Badminton Wales may bring disciplinary proceedings against that person for such misconduct under Badminton Wales Regulations/Rules of Conduct] and they may be sanctioned accordingly.

9. Safeguarding

Badminton Wales is committed to creating and maintaining a safe and positive environment for all Players and accepts its responsibility to help safeguard the welfare of young people and adults at risk to protect them from poor practice, abuse, and bullying. All reasonable steps are taken to ensure that all individuals who work with young people and adults at risk in our sport, whether in a paid or unpaid capacity, are suitable and appropriate. Full details of policies, guidelines, forms, requirements, and contact details for all safeguarding matters are available on the website.

Minors and Consent

The UK Anti-Doping Rules / BW's anti-doping rules apply to all participants of the sport, including Minors, and they make all participants subject to drug Testing. For the purposes of those rules, consent of a parent or guardian to the Testing of a Minor is deemed to follow automatically from the fact that the Minor has been permitted by their parent or guardian to participate in badminton. Therefore, any Minors participating in the sport may be subject to drug Testing.

10. Recognition and Reward

Badminton Wales recognises the achievements and contributions of our members and are committed to building on the 2019 Presentation evening over the coming years. Badminton

Wales aim to do this in the following ways: -

An annual Badminton Wales Awards to recognise and celebrate excellent achievement of our members over the previous year. Awards may include but not limited to: -

- Volunteer of the Year
- Players of the Year
- Coach of the Year

Badminton Wales Lifetime Member Award – which may be awarded to a person who has made a significant contribution and/or provided exceptional service to Badminton in Wales over many years; this may be granted only by the Board of Directors.

11. Staffing

The role of the staff team is to deliver the operational objectives of the Badminton Wales strategic plan as set by the Directors.

The CEO is responsible for the operational delivery of the plan and leadership of the staff team. The staffing structure and areas of individual responsibility will be regularly reviewed in line with agreed HR policies.

Employees are not eligible to become Directors of the Company or any subsidiary company unless the nature of their duties require it. An employee may be appointed as the Company Secretary and as such would become a legal officer of the Company but would not have voting rights at meetings of the Directors.

12. Remuneration of Directors

Standard practice for Badminton Wales shall be that Directors are not paid for their services as a Director, but they may when appropriate be reimbursed for expenses only, which would be paid in line with the Badminton Wales expenses policy and procedures.

13. Amendments to the Membership Regulations

The Directors are required to review these Membership Regulations at least every two years or sooner when necessary to ensure the proper conduct and management of the Company.

The Directors shall adopt such means as they deem sufficient to bring to the notice of members any changes to the Membership Regulations.

14. Matters Not Covered

In the event of any question or matter arising which is not provided for in these regulations or relating to interpretation or any conflict or error herein such question or matter shall be dealt with by the Directors. If a situation should arise whereby a question or dispute cannot be resolved using any of the means available to the Directors, they may refer the matter to a relevant external body to resolve the dispute.

Appendix1

Badminton Wales Membership Prices

Badminton Cymru | Wales	
LEAGUE / COUNTY ASSOCIATION AFFILIATION	Free
CLUB AFFILIATION	£30
SOCIAL MEMBER	£10
COMPETITIVE MEMBER	£20 £10
PROFESSIONAL COACH MEMBER	£65
TECHNICAL OFFICIALS MEMBER	£25
VOLUNTEER MEMBER	Free

League / County Affiliation

Badminton Wales Club Affiliation begins on September 1st and runs through to August 31st the following year.

BW League / County Affiliation Benefits & Support

- **Committee Insurance**
  Full Public Liability and Directors & Officers coverage, ensuring volunteers aren't personally liable for accidents.
- **Centralised Discipline**
  Access to a national disciplinary panel to handle complex breaches of the BW Code of Ethics and Behaviours and appeals.
- **Safeguarding**
  Ongoing support from the BW Safeguarding team, standardised policies, and subsidised DBS checks.
- **Dispute Resolution**
  Independent arbitration for messy club-to-club disputes.
- **Regional Community Manager Support**
  An RCM provides the in-person support to affiliated leagues, bridging the gap between Badminton Wales and the local volunteers.
- **Higher Competition**
  - Access to the Badminton England County Badminton Championships.
  - Automatic entry for league champions into the National Club Championships.
- **Marketing & Sanctioning**
  Use of an "Officially Sanctioned" badge and promotion on the governing body's national "League Finder" to attract new teams.
- Welsh Sports Association membership, benefits can be seen here: https://wsa.wales/membership/members-benefits/ Includes finance and governance consultants, online resources, legal and fundraising etc.

League / Local Association Responsibilities

- Have the requirement for Badminton Wales membership and affiliation in the league constitution. Ensuring every Club and Member is affiliated to Badminton Wales and has an active Individual Membership (Competitive).
- Complaint management from Club. Escalate to Badminton Wales as required
- Promote and Support Badminton Wales Events
- Safeguarding Officer named
- BW Regional Community Managers invited to Leagues/Association meetings.
- Promote Badminton as a safe sport for all with the resources and support provided
- Promote Badminton Wales on Social Media

Appendix 2

Club Affiliation

Badminton Wales Club Affiliation begins on September 1st and runs through to August 31st the following year.

BW Club Affiliation Benefits & Support

- Sport and Recreation Liability Insurance.
- Club promotion on Badminton Wales social media platforms and website.
- 10 free tickets to Badminton Europe Welsh International.
- Clwb Mark – Tiered affiliation rewarding clubs that support the badminton community.
- Monthly Bwletin & Zoom meetings as required with Badminton Wales TEAM.
- Access to leagues across Wales.
- Development Support from Regional Community Managers.
- BW TEAM Support with club set-up –club toolkit including: -
  - Advice on bank accounts
  - Grant applications
  - GDPR
  - Risk assessments
  - Safeguarding advice & support
  - Session plans
- Welsh Sports Association membership, benefits can be seen here: https://wsa.wales/membership/members-benefits/ Includes finance and governance consultants, online resources, legal and fundraising etc.

Club Responsibilities

- Representative for the Club support the running of the AGM and have Voting Rights on changes within Badminton Wales Organisation
- Ensuring every Club Member is affiliated to Badminton Wales and has an active Individual Membership (Social | Competitive)
- Complaint management from Club. Escalate to Badminton Wales as required
- ClwbMark – standard (for senior clubs only), bronze (all Junior clubs to attain bronze criteria when they affiliate), silver, gold
- Promote and Support Badminton Wales Events
- Safeguarding Officer named
- Engagement with BW Regional Community Managers
- Promote Badminton as a safe sport for all with the resources and support provided
- Promote Badminton Wales on Social Media

Social Member

Badminton Wales Social Membership begins on the date the purchase date and runs for 12 months.

BW Membership Benefits & Support

- Sport and Recreation Liability Insurance
- Personal Injury Insurance including physio cover.
- Discounted spectator entry to the Welsh International.
- Bwletin filled with the latest at Badminton Wales.

Individual Member Responsibilities

- Keeping membership profile up to date
- Promote Badminton Wales on Social Media

Competitive Member

Badminton Wales Senior Individual Membership runs from 1 September to 31 August, with the price reduced as the season nears its end. Junior Competitive Membership expires 12 months from the date of purchase.

BW Membership Benefits & Support

- Sport and Recreation Liability Insurance
- Personal Injury Insurance including physio cover.
- Access to all Badminton Wales tournaments.
- Entry into International Tournaments.
- Talent ID opportunities.
- Free Badminton Wales Community Coaching course.
- Discounted Coach Education Courses.
- Trial opportunities for National Squads.
- Discounted spectator entry to the Welsh International.
- Bwletin filled with the latest at Badminton Wales.
- Promote International Performance through BW Media outlets

Individual Member Responsibilities

- Keeping membership profile up to date
- Promote Badminton Wales on Social Media

Professional Coach Member

Badminton Wales Coaches Membership begins on date of membership payment and runs for 12 months.

BW Membership Benefits & Support

- Sport and Recreation Liability Insurance for paid coaching.
- Personal Injury Insurance including physio cover.
- Access to all Badminton Wales tournaments.
- Discounted spectator entry to the Welsh International.
- Professional DBS provided by BW / WSA
- Voucher for Safeguarding Children in Sport Course
- CPD – further coaching support.
- Quarterly Coaching Collective event.
- Discounted BW Sponsor kit and equipment.
- Bwletin filled with the latest at Badminton Wales.

Coaches Responsibilities

- Ensure all qualifications/certifications are up to date
- Ensure person you are coaching is also a BW Member.
- Keeping Membership profile up to date
- Hold a valid recognised Badminton coaching qualification at a level to lead badminton coaching sessions.
- Engage with BW Coach Development opportunities
- Engage with the Regional Community Managers

Technical Officials Member

Badminton Wales Officials Membership begins on date of membership payment and runs for 12 months.

BW Membership Benefits & Support

- Sport and Recreation Liability Insurance.
- Personal Injury Insurance including physio cover.
- Access to support at all Badminton Wales tournaments.
- Free spectator entry to WINT + access to work and volunteer in all our tournaments.
- Assistance with accessing tournaments to work/volunteer across the UK.
- Invitation to quarterly Coaching Collective event
- Bwletin filled with the latest at Badminton Wales.
- CPD opportunities through BEC and BWF.

Technical Officials Responsibilities

- Support, promote and grow the Technical Officials Pathway (Umpires & Line Judges)
- Maintain and develop qualifications
- Support Badminton Tournaments and Events
- Mentor Young Officials

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