

# *LITTLE BOWDEN BOWLING CLUB CONSTITUTION November 2013*

## **1) Name**

The name of the Club shall be Little Bowden Bowling Club.

## **2) Objects**

The Club shall be organised on an amateur basis and its objectives shall be:

- a) To make flat green bowls accessible to all persons as defined in Clause 5 below
- b) To provide opportunities to play flat green bowls for playing members
- c) To provide facilities for and to promote participation in bowls

## **3) Management**

- a) The Officers of the Club shall be the Chairperson, Honorary Secretary and Honorary Treasurer, all of whom must be Full members of the club.
- b) The entire control and management of the property and business of the Club shall be vested in a Management Committee consisting of the Officers of the Club mentioned in Clause 3a, and the Fixture Secretary, the Facilities Manager, and a playing representative from each of the Harborough and District League Teams. The Management Committee will meet at least four times per year.
- c) The Management Committee shall have the authority to obtain loan or overdraft facilities in pursuance of the Club's purpose.
- d) The Management Committee shall have authority to appoint any Full member to serve in any of the appointed roles as defined by the Management Committee.
- e) Five members shall be present at a Management Committee meeting to form a quorum, of whom at least two must be an Officer elected under Clause 3a.
- f) The President and Vice-President shall be appointed from Full members of the club; have honorary positions and be eligible to attend Management Committee meetings.
- g) The Management Committee shall have authority to co-opt additional members of the Club to serve on the Management Committee until the date of the next Annual General Meeting.

## **4) Election of Officers, Management Committee Members and Club Captains**

- a) The election of the Officers of the Club and the members of the Management Committee shall take place at Annual General Meeting, such elections being effective from the closure of the meeting. Two Full members are required to nominate candidates seeking election. Should any member hold two or more positions on the Management Committee, sufficient Full members shall be elected or co-opted with voting rights to ensure that at least eight members constitute the Management Committee.
- b) All elections under Clause 4a shall be effective until the following Annual General Meeting.
- c) If there be more than one nomination for any position a ballot shall take place. The candidate with the highest number of votes shall be elected. In the event of an equal number of votes for more than one candidate a second ballot between those tying will decide the result.

**5) New Members**

Applications for membership, which is open to any person wishing to play flat green bowls, must be submitted on the prescribed form.

Membership of the club shall be open to all persons irrespective of ethnicity, nationality, sexual orientation, religion or beliefs; or of age, sex or disability except as a necessary consequence of the requirements of bowls as a particular sport.

The Management Committee may refuse membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the Club or sport into disrepute. Appeal against such a decision may be made to the Club's members and decided by a majority vote.

**6) Membership Categories**

The categories of membership shall be recommended by the Management Committee and ratified at the Annual General meeting and shall be as defined by the Byelaws to include: -

- a) Playing Members
- b) Non-playing Members
- c) Casual Members

**7) Subscriptions**

All Members' Subscriptions and Fees shall be recommended by the Management Committee and ratified at the Annual General Meeting.

**8) Payment of Subscriptions**

Subscriptions are due on January 1<sup>st</sup> each year and are payable in full. Members, whose subscription remains unpaid by 20<sup>th</sup> February shall have their names deleted from the membership lists and shall be required to submit a new application to the Management Committee should they wish to rejoin.

**9) Life Members**

Life Members may be elected from the existing list of members, on the recommendation of the Management Committee at an Annual General Meeting for exceptional services rendered to the Club. Such members shall have the rights of full members without payment of an annual subscription and without the right to play except by invitation.

**10) Honorary Patron Members**

Honorary Patron Members, who have not been Full members, may be elected on recommendation of the Management Committee at an Annual General meeting for outstanding service to the Club. Such members shall have the right to use the facilities of the Club, except the use of the Green, without payment of an annual subscription but shall have no voting rights.

**11) Conditions and Privileges of Membership**

The conditions and privileges of membership or of any class of member shall be determined by the Byelaws issued by the Management Committee from time to time.

**12) Resignations**

Any member wishing to resign their membership of the Club shall give due notice in writing of their intention to the Club Secretary.

### **13) General Meetings**

25% of the membership entitled to vote shall be present to constitute any General Meeting; fourteen days' notice to be given to every member specifying every Motion to be put to the Meeting. Every Motion shall be determined by a simple majority of votes cast. The posting on the Club noticeboard of a copy of the Notification of a General Meeting shall constitute due notice to members of the Club. Full members wishing to put specific business to the Annual General Meeting must provide full details, in writing, to the Secretary not later than four weeks prior to the Annual General Meeting.

#### **(a) Annual General Meeting**

The Annual General Meeting of members should be held not later than 1st December each year, on a date fixed by the Management Committee. The business of the AGM shall be to confirm the minutes of the previous AGM, to receive the audited accounts for the previous year ending 30 September, to approve the appointment of auditors, to consider the estimated Income and Expenditure for the current financial year and the proposed subscription levels for the next calendar year, receive the reports from the President and Captains of the Club, to elect the officers and committee members and to consider Any Other Business duly notified.

#### **(b) Extraordinary General Meeting**

The Management Committee shall convene an Extraordinary General Meeting, the notice for which shall specify every motion to be put to the meeting:

(i) Whenever they think fit.

(ii) When a requisition signed by not less than eight full members, is received by the Honorary Secretary stating therein every motion to be put to the meeting. The meeting shall take place within four weeks of receipt of the requisition.

(iii) Whenever they receive an appeal against a rejection of an application for membership to the Club or an appeal against an expulsion of a Full member from the Club (under Clause 5 above). The motion shall be determined by a majority of votes cast in ballot.

The closure of an Annual General Meeting or an Extraordinary General Meeting shall only take place after a motion to terminate the meeting has been carried by a majority of those members present.

### **14) Trustees**

The number of Trustees must be not less than two nor more than four and shall on the recommendation of the Management Committee be elected at the Annual General Meeting. Trustees shall hold office until death, resignation or removal by a resolution passed by a majority of the votes cast. The Management Committee shall have power to fill any vacant post of Trustee; such appointment to be confirmed at the next Annual General Meeting.

### **15) Voting Powers**

Every Full member aged 16 and over, elected under Clauses 6.a & 9 may attend and vote at any General Meeting of the Club. The Chairperson shall have a second and casting vote.

### **16) Introducing Friends**

A member may introduce friends subject to such Byelaws as may be made by the Management Committee. The names of the visitor and the introducer must be entered in the Visitor's Book.

**17) Alteration of Constitution**

No alteration or addition to this Constitution shall be made except at a General Meeting for which prior notice has been given under Clause 13 above.

**18) Byelaws**

The Management Committee is empowered to make, repeal and amend such Byelaws, as it may from time to time consider necessary for the well-being of the Club. The posting on the Club noticeboard of such Byelaws and amendments thereto shall constitute due notice of the Byelaws to members of the Club.

**19) Controlling Bodies of the Game of Bowls**

Bowls England administers the game of Bowls and members of the Club shall strictly observe the Rules of Bowls England and its affiliated County Associations. Specific guidance given on current legislation shall be observed.

**20) Licensing Hours**

The permitted hours shall be such as may from time to time be determined by the Management Committee with reference to current licensing legislation.

**21) Sales / Supply of Intoxicating Liquor**

There shall be no sale or supply of intoxicating liquor for consumption ON or OFF the Club premises other than to members; except that intoxicating liquor may be sold for consumption ON the premises to:

- (a) Members of visiting teams on the day of their visit.
- (b) Bona-fide guests of members accompanied by the member who shall be responsible for ensuring that the conditions attached to Clause 16 are complied with.
- (c) Non-members attending the Clubhouse on the occasion of an official function authorised by the Management Committee.

**22) Club Year**

The Club Year ends for all purposes at the date of the Annual General Meeting except for the Annual Accounts, which shall be made up to the preceding 30<sup>th</sup> September.

**23) Trading Surpluses / Dissolution**

Little Bowden Bowling Club is a non profit-making organisation. All surplus income and profits are to be reinvested in the Club. No surpluses or assets will be distributed to members or third parties.

In the event of the dissolution of the Club the net assets will be applied, under the direction of the Trustees, for 'approved sporting or charitable purposes' which means any of the following as may be approved by the Club at a general meeting or by the members of the Club's governing body:

- The purposes of the sport's governing body for use in related community sport,
- The purposes of another registered CASC (Community Amateur Sports Club),
- The purposes of a charity.