

# EWHURST BOWLING CLUB

## CONSTITUTION (As approved at a Special General Meeting on 26 April 2004 and amended at the 2018 Annual General Meeting.)

### 1. Name

The name of the Club is EWHURST BOWLING CLUB.

### 2. Object

The objects of the Club are:

- a. To promote the amateur sport of bowls in Ewhurst and community participation in the same.
- b. To provide opportunities for recreation and refreshment for the benefit of its members.
- c. To function as a mixed club with men and women enjoying equal rights and privileges as Members.

### 3. Categories of membership

There shall be four types of membership:

- a. Full Membership. A Full Member shall enjoy all the privileges and facilities available to members within the rules of the Club.
- b. Social Membership. This category is for non-playing members, e.g. spouses and friends of playing members, who may enjoy all the privileges and facilities of the Club other than playing bowls and voting at a General Meeting. .
- c. Honorary Life Membership. This may be awarded to individuals, members or non-members, at a General Meeting of Full Members for specially meritorious service to the Club. No subscription shall be required. Honorary Life Members shall enjoy the same privileges as Full Members.
- d. Associate Membership. A person shall be appointed to this type of membership when the Club Management Committee consider it advantageous to the Club to do so. Such membership shall be for one year only and shall be free of subscription. Associate Members shall enjoy the same privileges as Social Members. Associate Membership shall be renewed at the Club Committee's discretion. Associate Members have no voting rights.

### 4. Membership

- a. Membership of the Club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.
- b. The Club may have different classes of membership and subscriptions on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- c. The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or sport into disrepute. Appeal against refusal or removal may be made to the members.
- d. Applications for Full and Social membership shall be made on the approved form, obtainable from the Club Secretary. They must be proposed and seconded by two Full or Honorary Life Members of at least one season's standing. On election to the Club, and payment of the joining fee together with the annual subscription (or such part of it as the Club Committee may have determined) the new member may use the facilities of the Club after two full days have elapsed. The Club Committee shall approve all applications for Full and Social membership (other than transfers between the two categories of members previously approved by the Club Committee). If the application is rejected by the Club Committee, the proposer and seconder may submit the application to a general meeting of members as a resolution subject to the notice requirements herein.

## **5. Management of the Club**

- a. The management of the Club shall be entrusted to a Club Committee of eleven members consisting of the President, Chairman, Club Secretary, Treasurer, Club Captain, Club Match Secretary, Green Steward, Bar Steward, Catering Steward, Men's Captain and Ladies' Captain.
- b. The Club Committee shall be responsible for liaison with the Centre Manager regarding the management of the Bowling Centre, the bar, the green and surrounds and their maintenance, membership, mixed matches and competitions, social events, catering, coordination of the Men's and Ladies' Sections activities, finance, the proper conduct of the Club members and liaison with public authorities (e.g. Ewhurst Parish Council).
- c. The Club Committee Members shall be elected at the Club Annual General meeting other than the Ladies' Captain who shall be elected at the Ladies Annual meeting.
- d. The Men's and Ladies Captains, who are ex officio members of the Club Committee may if so elected, hold the office of club Captain. Any member of the Men's or Ladies section Committee may, if elected, hold any position on the Club Committee.
- e. The Club Committee shall have the power to co-opt additional members and to fill casual vacancies when they occur.  
Club Committee Members so appointed shall relinquish office at the next Annual General Meeting at the latest.
- f. The quorum for Club Committee meetings shall be five.
- g. No expenditure shall be incurred on behalf of the Club without the authority of the Club Committee.
- h. Signatories for the signing of cheques in the name of the Club shall be any two from the Chairman, Club Secretary and Treasurer.
- l. Safeguarding. The club will adopt the mandatory policy of Discipline and Disciplinary procedures ( Rule 9 ) as required by Bowls England.

## **6. Subscriptions**

- a. Each Full and Social Member shall pay an annual subscription of an amount to be decided by the Club Committee and advised to the membership at the Annual General Meeting. The annual subscription shall be due on the first day of January each year.
- b. New Full and Social Members shall pay a joining fee of an amount to be decided by the Club Committee.
- c. Failure to pay his/her subscription by the first day of May will result in the Club Secretary or the Treasurer writing to the Member requiring payment within seven days. If there is further delay in payment the Club Committee shall be entitled to terminate the membership.
- d. The Club Committee shall have the power to vary the subscription in special cases at its discretion.

## **7. Temporary membership**

The Club Committee shall be empowered to elect temporary members on such terms as it decides.

## **8. Guests**

Members shall be entitled to introduce guests to the Club provided that the guests have not been expelled from the Club nor have had an application to join the Club declined. Each guest may play only five times per season and must pay a green fee, which shall be determined by the Club Committee. At any one time no more than ten guests shall be permitted to enjoy the facilities of the Club.

## **9. Annual General Meeting**

An Annual General Meeting shall be held in November each year and at this meeting the following business shall be conducted;

- a. The presentation and adoption of the Club accounts for the previous financial year.
- b. Nine members of the Club Committee, as detailed in 5a above, shall be elected plus two members to serve as Club Vice-Captains.
- c. To consider and elect Vice Presidents who may be any person who has rendered long and valuable service to the Club.
- d. To elect account examiners who shall not be members of the Club Committee.
- e. Such other business as shall have been communicated to the Secretary at least three weeks before the meeting and included in the notice of the meeting sent to the Members.

## **10. Special General Meetings**

A Special General Meeting shall be called by the President or the Club Committee or within twenty-one days of the receipt of a written request for such a meeting signed by ten Full Members stating in full the purpose for which the meeting is required. No other business shall be conducted at such meetings.

## **11. Notice of General Meetings**

The Secretary shall give notice of a General Meeting to each Member at his/her address as recorded in the Club books stating the time and place of the meeting and the business to be conducted, at least fourteen days before the date of the meeting

## **12. Quorum**

The quorum at a General Meeting shall be one-third of those Members entitled to attend.

## **13. Voting**

At all General Meetings of the Club each Full and Honorary Life Member of eighteen years of age at least shall have one vote.

No proxies or postal votes shall be permitted. At all General and Committee meetings decisions shall be made by simple majority except as provided for in 25 below. In the event of equality of voting the motion being voted on shall be deemed to be lost.

## **14. Accounts**

The Club Committee shall ensure that full accounts of the financial affairs of the Club for the year to 30<sup>th</sup> September, having been duly examined by the account examiners be presented at the Annual General Meeting.

## **15 Bye-Laws and Sub-Committees**

- a. The Club Committee shall have the power to make bye-laws, rules and orders for the good management, control and conduct of the Club on matters which are not covered by this Constitution.
- b. The Club Committee shall have the power to suspend any member for misconduct, breach of the rules, bye-laws, orders or regulations.
- c. The Club Committee shall have the power to appoint such sub-committees from its members as they may deem necessary or expedient.

## **16 Team Selection and Competitions**

- a. A Selection Committee consisting of the Club Captain and the two Club Vice Captains, whose responsibilities include team selection shall operate.
- b. The drawing of competitions shall be done openly, at an advertised time and place thus enabling Members to be present.
- c. The Club Committee shall appoint representatives to manage the competitions and to set handicaps.

## **17. Sale of intoxicating Liquor**

- a. Subject to the provisions of the Licensing Act 1964 or any statutory modification thereof, intoxicating liquor shall only be supplied during such hours as shall be authorised by the Club Committee. Until the Club Committee otherwise resolve the permitted hours shall be 10.30 hours to 23.00 hours Monday to Saturday and 12.00 hours to 22.30 hours on Sunday.  
No sales of intoxicating liquor shall take place on Christmas Day.
- b. No member shall receive any commission, percentage or any other pecuniary benefit whatsoever arising, directly or indirectly, from the purchase of intoxicating liquor by the Club or from sales as indicated in 17a above as distinct from any general benefit to members from gains to the Club as a whole.

## **18. Property and Funds**

- a. The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits are reinvested in the Club.
- b. The Club may provide sporting and related social facilities, sporting equipment, coaching courses, insurance cover, medical treatment, away-match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
- c. The Club may also in connection with the sports purposes of the Club:
  - (i) sell and supply food, drink and related sports clothing and equipment;
  - (ii) employ members (though not for playing) and remunerate them for providing goods and services, on fair terms set by the Committee without the person being present;
  - (iii) pay for reasonable hospitality for visiting teams and guests;
  - (iv) indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
- d. The Committee will have due regard to the law on disability discrimination and child protection.

## **19. Ladies' Section**

- a. There shall be a Ladies' Section of the Club for the purpose of arranging ladies' matches and competitions and affiliation to the Surrey County Women's Bowling Association.
- b. An Annual Meeting of lady members of the Club shall be held prior to the Annual General Meeting of the Club. The Ladies' Annual Meeting shall consider matters appertaining to the Ladies' Section, receive the report of the outgoing Committee of the Ladies' Section and elect the Ladies' Section Committee.
- c. The Ladies' Section Committee shall consist of:  
Ladies' Captain (to serve on the Club Committee)  
Ladies' Secretary/SCWBA Delegate  
Ladies' Vice-Captain  
Ladies' Match Secretary
- d. Meetings of the Ladies' Section Committee shall be held as and when necessary. A copy of the minutes of the meetings shall be sent to the Club Secretary.
- e. The quorum at the Annual Meeting shall be one third of those entitled to attend.

## **20. Men's Section**

- a. There shall be a Men's Section of the Club for the purpose of arranging men's matches and competitions and affiliation to the Surrey County Bowling Association.
- b. The Men's captain shall be elected annually at the clubs AGM.

## **21. Borrowings**

No borrowing, either internal or external, including interest-free loans or Annual Subscriptions paid in advance shall be made without approval at a General Meeting.

## **22. Trustees of Ewhurst Bowling Centre**

- a. The number of trustees shall be no fewer than two nor more than four.
- b. The Trustees shall be elected at a General Meeting and shall hold office until death, resignation or removal from office at a General Meeting. The Trustees shall have the Lease of the Ewhurst Bowling Centre vested in them jointly with the Trustees appointed by the Ewhurst Short Mat Bowls Club.

## **23. Legal Indemnity**

The Trustees and Committee members shall not be liable, otherwise than as Members, for any loss suffered by the Club as a result of the discharge of their respective duties on its behalf, except such loss as arises from their respective wilful default and they shall be entitled to an indemnity out of the assets of the Club for all expenses and other liabilities incurred by them in the discharge of their respective duties.

**24. Modification of Constitution**

Any addition or alteration to this Constitution shall be made only at a General Meeting, notice of such a proposal being given as in 11 above. Any such modification of the constitution shall be notified in writing, within twenty-eight days, to the Clerk of the S. W. Petty Sessions at Guildford and to the Chief Executive of Waverley Borough Council. No addition or alteration shall be made (if relevant) which jeopardises the Club's status as a Community Amateur Sports Club as first provided for by the Finance Act 2002.

**25. Winding Up**

- a. The members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.
- b. The Committee will then be responsible for the orderly winding up of the Club's affairs.
- c. After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following;
  - (i) to another Club with similar sports purposes which is a registered charity and/or
  - (ii) to another Club with similar sports purposes which is a registered CASC and/or
  - (iii) to the Club's governing body for use by them for related community sports.

**26. Priority**

For the purposes of this Rule, Rules 2a.4a, 4b, 4c, 18, 25 and 26 are "key Rules" and where there is any conflict between any of these key Rules and any other Rule or Rules the key Rules will take priority. Interpretation of all of the Rules must be consistent with the statutory requirements for CASCs (which means Community Amateur Sports Clubs as first provided for by the Finance Act 2002)

Signed ..... D W HART Secretary original signatory

Signed ..... R D Starbuck Treasurer original signatory

New signatories as at 2019

Signed .....

Signed .....