

SELLINDGE & DISTRICT BOWLS CLUB

Swan Lane, Sellindge, TN25 6HB

CONSTITUTION

AMENDED OCTOBER 2018

0.0 NAME

The Club shall be called The Sellindge & District Bowls Club (hereinafter referred to as "The Club").

1.0 OBJECTS

- 1.1 To afford opportunities to members to play or enjoy the game of Bowls and other facilities provided by Sellindge & District Playing Fields Benevolent Society (hereinafter called "The Society").
- 1.2 To promote, foster and safeguard the outdoor flat green game of Bowls, providing opportunities for recreation and competition.
- 1.3 To foster the spirit of sportsmanship, mutual service and friendship between all members.
- 1.4 To maintain The Club as an equal rights, non-political and non-sectarian organization existing for the benefit of its members regardless of age, gender or race and not for the purpose profit or gain.
- 1.5 To promote any activities that the Management Committee consider are in the best interests of The Club.
- 1.6 The Club is committed to providing a safe environment in which children and vulnerable adults can enjoy taking part in the game of Bowls. It will seek to underpin and ensure this commitment by following and promoting the joint Child Protection Policy and procedures of the National Governing Bodies.
- 1.7 To do all such things as are incidental or conducive to the attainment of the foregoing objects or any of them.

2.0 AFFILIATION

The Club shall be affiliated to Bowls England, The Kent County Bowling Association, The Kent Women's Bowling Association and any such organizations as may be determined by an Annual or Special General Meeting and shall conform to the rules and/or bye-laws of each association.

3.0 MEMBERSHIP

- 3.1 Membership of The Club shall be open to anyone interested in the sport of flat green bowls, regardless of gender, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowed on a non-discretionary basis.
- 3.2 Full membership shall be available to persons who have attained the age of eighteen at the date of the application.
- 3.3 Junior membership shall be available to persons under the age of eighteen at the date of application.
- 3.4 Social membership shall be available to persons wishing only to make use of the social facilities of The Club. Social members shall not be eligible to bowl on the green or otherwise make use of the playing facilities, except in pursuance of an application for full membership.

- 3.5 Honorary membership shall be recommended by the Management Committee for election by members at The Club Annual General Meeting (hereinafter called "The AGM") and they may be elected to a committee and may vote at meetings of The Club.
- 3.6 Junior and Social members shall be entitled to attend an Annual or Special General Meeting but may not vote. No such members will be eligible for membership of the Management Committee but may be members of other Club committees.
- 3.7 All playing and non-playing members of The Club must be members of The Society.
- 3.8 All members of bowling clubs visiting The Club to take part in matches or competitions (and their supporters) shall become temporary members and be entitled to the benefits and privileges of The Club for that day of play.
- 3.9 Every person applying for membership shall complete an application form provided by The Club to be signed by one member as proposer and another as seconder, such application form to show the full name and address of the proposed member. These to be submitted to the next Management Committee meeting for consideration and, if approved, the proposed member shall be admitted to membership.
- 3.10 Members may not belong to any other outdoor Bowls Club.
- 3.11 The Greenkeeper for The Club shall have the benefit of free membership, whilst in office.

4.0 SUBSCRIPTIONS AND FEES

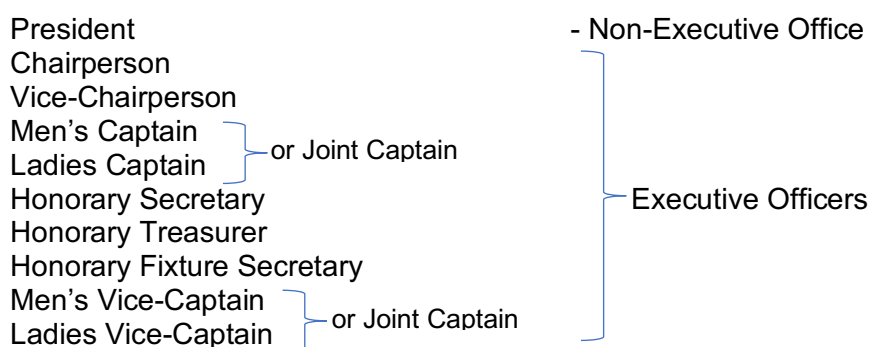
- 4.1 Subscriptions and fees shall be reviewed annually by the Management Committee and any recommended change to be put before the AGM for ratification.
- 4.2 The annual subscriptions shall become due on the signing-on night as determined by the Management Committee each year and if any subscription shall not be paid on or before 30th April following, the management Committee may declare that the member so making the default shall cease to be a member of The Club. The Management Committee shall have power to re-admit any such person to membership upon such terms as they think fit.
- 4.3 New applicants and re-joining members for any class of membership shall pay the appropriate annual subscription in full, irrespective of the date of election or re-election to membership except that the Management Committee may, at their sole discretion, reduce the subscription for joiners or re-joiners after 15th July.
- 4.4 The Management Committee may waive, suspend, reduce or refund the subscription of any member who shall satisfy them that for sufficient cause he/she has been unable to make full use of his/her membership.
- 4.5 The membership year shall run from 1st April in any year to 31st March in the following year.

5.0 DISCIPLINARY PROCEDURES

- 5.1 All disciplinary matters will be dealt with in accordance with Bowls England Regulation 9 (Misconduct)
- 5.2 Should any member be expelled; the former member shall not be entitled to have any part of the annual membership fee refunded and must return any property belonging to the Club.

6.0 OFFICERS

- 6.1 The following Officers of The Club will form the Management Committee:



- 6.2 The position of President is an Honorary position and shall be elected at the AGM after a vacancy occurs. On election, the person shall hold the position throughout the duration of their active membership. He/she may attend committee meetings but would not have a vote.

7.0 ELECTION OF OFFICERS

- 7.1 All Officers shall be elected at the AGM of The Club from and by, the members.
- 7.2 All Officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.
- 7.3 Not more that three non-playing members shall serve on the Management Committee.

8.0 MANAGEMENT COMMITTEE

- 8.1 The affairs of The Club shall be controlled by a Management Committee comprising the Executive Officers elected from and by the AGM. The Management Committee shall meet at agreed intervals and not less than four times per year.
- 8.2 The duties of the Management Committee shall be:
 - 8.2.1 To control the affairs of The Club on behalf of the members.
 - 8.2.3 To keep accurate accounts of the finances of The Club through the Treasurer. These should be available for reasonable inspection by members and should be examined by the appointed accounts examiner before every AGM.
 - 8.2.4 To fill, until the next AGM, any vacancy which may occur during the year. Any member such appointed will be entitled to vote on the committee.

- 8.2.5 To co-opt additional members onto the committee as the committee feels necessary. Co-opted members shall not be entitled to vote on the committee.
- 8.2.6 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to a second and casting vote.
- 8.2.7 To appoint sub-committees, as necessary, to fulfill The Club's business. All such appointed sub-committees to report direct to the Management Committee.
- 8.2.8 Six members shall form a quorum for a committee meeting.
- 8.2.9 The Management Committee may make, vary or revoke bye-laws for the administration and control of the day-to-day internal affairs of The Club, including play on the green, provided such bye-laws are not inconsistent with the Constitution. All such bye-laws will be displayed on The Club notice-board and will be binding on all members.

9.0 GENERAL MEETINGS

- 9.1 The AGM shall be held not later than the end of October each year. 21 clear days written notice shall be given to members of the AGM by circulating a copy of the notice to every member at their home address, by e-mail or posting the notice on The Club notice-board. Members must advise the Secretary in writing of any business to be considered at the AGM at least 14 days before the meeting. The Secretary shall circulate or give notice of the agenda for the meeting to members not less than 7 days before the meeting.
- 9.2 The business of the AGM shall be to:
 - 9.2.1 Confirm the minutes of the previous AGM and any Special Meetings held since the last AGM.
 - 9.2.2 Receive the examined accounts for the year from the Treasurer.
 - 9.2.3 Receive the annual report of the committee from the Secretary.
 - 9.2.4 Elect an accounts examiner.
 - 9.2.5 Elect the Officers of The Club.
 - 9.2.6 Transact such other business received in writing by the Secretary from members 14 days prior to the meeting.
 - 9.2.7 Any other business may be discussed if agreed by the Chairman but will not be voted on
- 9.3 Special General Meetings may be convened by the Management Committee, or on receipt by the Secretary of a request in writing from not less than 10 members of The Club. At least 21 days notice of the meeting shall be given.

- 9.4 Nominations of candidates for election of Officers shall be made not less than 21 days before the date of the AGM by inserting them in The Club Appointments Schedule which will be displayed on The Club notice-board. Every such nomination must be proposed and seconded by a member and signed by the nominee to confirm that he/she is willing to stand.
- 9.5 At all General Meetings, the Chair will be taken by the Chairperson or, in their absence, by the Vice-Chairperson.
- 9.6 Decisions made at a General Meeting shall be by a simple majority of votes from those members attending the meeting. In the event of equal votes, the Chairperson shall be entitled to a second and additional casting vote.
- 9.7 A quorum for a General Meeting shall be 25% of the membership of The Club.
- 9.8 Each voting member shall be entitled to one vote at General Meetings.

10.0 ALTERATIONS TO THE CONSTITUTION

- 10.1 Any proposed alterations to The Club's Constitution may only be considered at an Annual or Special General Meeting convened with the required written notice of the proposal. Such alterations shall be passed if supported by not less than two-thirds of those members present at the meeting, assuming a quorum has been achieved.
- 10.2 Where the interests of The Society are involved amendments must have the approval of the Management Committee of The Society.

11.0 FINANCE

- 11.1 As consideration for the sports ground and pavilion facilities provided by The Society, The Club shall pay annually into the funds of The Society such sums as the Management Committee of The Society may declare from time to time in consultation with the Management Committee of The Club.
- 11.2 The Treasurer shall maintain Bank accounts subject to the approval of the Management Committee and requirements of The Bank. The signatories shall be designated by the Management Committee.
- 11.3 All irregular items of expenditure over £500 shall be approved by the Management Committee. The treasurer may pay routine payments (ie greenkeeper fees, insurance, association fees) without recourse to the Management Committee.
- 11.4 The Financial Year shall end on 30th September.

12.0 EXCLUSION OF CLUB FROM LIABILITY

- 12.1 The Club shall not be liable to any member or guest for any loss or damage to property occurring on The Club premises, nor for any injury sustained by any member or guest whilst on Club premises.
- 12.2 A notice in the terms set out above shall be prominently displayed on The Club notice-board.

13.0 INDEMNITY

The Club may enter into a form of indemnity in favour of any Officer or any other member of The Club indemnifying him/her against liability he/she may incur, wholly or in part, as a direct or indirect result of holding any office or position in The Club or as a member of The Club. Provided that any such member so indemnified has been properly authorized in relation to the duties undertaken on behalf of The Club by the management Committee. The indemnity does not apply where the member in question has been negligent or committed any act of negligence, default, breach of duty or breach of trust.

14.0 GENERAL

The Club will be represented on the Management Committee of The Society in accordance with the rules of The Society.

15.0 DISSOLUTION

- 15.1 If, at any General Meeting of The Club, a resolution is passed calling for the dissolution of The Club, the Secretary shall immediately convene a Special General Meeting, to be held not less than one month thereafter to discuss and vote on the resolution.
- 15.2 If, at the Special General Meeting, the resolution is carried by at least two-thirds of the members present, the Management Committee shall thereupon or at such date as shall have been specified in the resolution, proceed to realize the assets of The Club and discharge all debts and liabilities of The Club.
- 15.3 After discharging all debts and liabilities of The Club, remaining assets shall not be paid or distributed amongst the members of The Club, but will be donated to one or more charities, or non-profit organizations, as agreed at the Special General Meeting.