



Buckfastleigh Bowling Club

CONSTITUTION

(Adopted at General Meeting held on 17th October 2019)

Title

- 1.1 The Club shall be called Buckfastleigh Bowling Club, hereafter to be referred to as “the Club” and shall be affiliated to Bowls Devon and Bowls England.

Objectives

- 2.1 To foster and promote the amateur sport of bowls at all levels, providing opportunities for recreation and competition.

Membership

- 3.1 Membership of the Club shall be open to any person completing a membership application form and paying the relevant subscription/joining fee as determined by the Annual General Meeting of the Club Members. The Club Executive Committee must approve a prospective member’s application. The Club Executive 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 at the General Meeting.
- 3.2 There shall be five classes of membership available. These are:
 - 3.2.1 Full Member.
 - 3.2.2 Associate Member. Associate Members may play on Club Nights (Roll Ups) and may attend any Club social activities.
 - 3.2.3 Junior Member (Under 16 years of age).
 - 3.2.4 Social Member. Social members may attend any Club social activities. The annual subscription for a Social Member will be 10% of that for a Full Member.
 - 3.2.5 Life Member. The Annual General Meeting may grant life membership to Full Members of the Club. Life Members will retain their rights as Full Members without further requirement to pay their annual subscription.

- 3.3 President. This is a courtesy title given to a member who has supported the Club over a number of years and carries no rights of membership.
- 3.4 The Club is committed to promoting 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 Safeguarding Policy and Procedures of the National Governing Bodies to which the Club is affiliated.

Officers

- 4.1 The Executive Officers of the Club shall be as follows:

Chairman
Vice Chairman
Secretary
Treasurer
Club Captain
Green Manager

- 4.2 The Non-Executive Officers of the Club shall be as follows:

Men's Representative
Ladies Representative
Ladies and Men's Fixture Secretary
Ladies and Men's Team Captains
Competitions Secretary
Bar Manager
Press Officer

Election of Officers

- 5.1 All Officers shall be elected at the Annual General Meeting of the Club, from, and by, the Full Members of the Club.
- 5.2 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.

Property and Funds

- 6.1 The property and funds of the Club cannot be used for the direct or indirect private benefit of its members other than as reasonably allowed by the following in connection with the sports purposes of the Club.
- 6.1.1 The Club may provide sporting and related social facilities, maintenance of such facilities, club sporting equipment, coaching courses, post match refreshments and other ordinary benefits of membership of an amateur sports club.

- 6.1.2 The Club may sell and supply food, drink and related sports clothing and equipment.
 - 6.1.3 The Club may employ members (though not for playing) and remunerate them for providing goods and services, on fair terms set by the Executive Committee without the person concerned being present.
 - 6.1.4 The Club may pay for reasonable hospitality for visiting teams and guests.
- 6.2 The Club indemnifies the Executive 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).

Executive Committee

- 7.1 The affairs of the Club shall be controlled by an-Executive Committee comprising of the Executive Officers of the Club and the Men's and Ladies Representatives. The Executive Committee shall meet at agreed intervals and not less than two times per year. Four Committee members shall form a quorum.
- 7.2 The duties of the Executive Committee shall be:
- 7.2.1 To control the affairs of the Club on behalf of the Members.
 - 7.2.2 To keep accurate accounts of the finances of the Club. These should be available for reasonable inspection by Members and should be audited before every Annual General Meeting. The Club shall maintain a bank account, invest surplus funds and the following shall be authorized to sign Club cheques: the Treasurer together with any of the three properly delegated members of the Executive Committee.
 - 7.2.3 To appoint a Green Team.
 - 7.2.4 To co-opt a Full Member to fill any vacancy that may arise amongst the Officers or other Committee members. Such members shall have the same rights and obligations as if they had been elected at a General Meeting.
 - 7.2.5 To appoint sub-committees. Each sub-committee shall appoint its own chairman and shall report to the Executive Committee.
 - 7.2.6 To appoint delegates or representatives to appropriate bodies.
 - 7.2.7 To set the Rules of the Club and to agree any amendments thereto.
 - 7.2.8 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairman shall be entitled to an additional casting vote.
 - 7.2.9 To allocate Honoraria.
 - 7.2.10 To appoint a Safeguarding Officer.

Trustees

- 8.1 There shall be at least three Trustees of the Club who shall be appointed from time to time as necessary by the Executive Committee from among Full or Life Members who are willing to be so appointed.
- 8.2 A Trustee shall hold office for a maximum term of 10 years, or until they resign by notice in writing given to the Executive Committee or until a resolution removing them from office be passed at a meeting of the Executive Committee by a majority comprising two-thirds of the Members present and entitled to vote.
- 8.3 All the property of the Club, including land and investments, shall be held by the Trustees for the time being, in their own names so far as it is necessary and practicable, on trust for the use and benefit of the Club. In the event of the death, resignation, or removal from office of a Trustee, the Executive Committee shall nominate a new Trustee in their place, and shall as soon as possible thereafter take all lawful and practicable steps to procure the vesting of all Club property into the names of the Trustees as constituted after such nomination. For the purpose of giving effect to any such nomination, the Secretary for the time being is hereby nominated as the person to appoint new Trustees of the Club within the meaning of Section 36 of the Trustee Act 1925 and they shall by Deed duly appoint the person or persons so nominated by the Executive Committee.
- 8.4 The Trustees shall in all respects act, in regard to any property of the Club held by them, in accordance with the directions of the Executive Committee and shall have power to sell, lease, mortgage or pledge any Club property so held for the purpose of raising or borrowing money for the benefit of the Club in compliance with the Executive Committee's directions (which shall be duly recorded in the Minutes of the proceedings of the Executive Committee) but no purchaser, lessee or mortgagee shall be concerned to enquire whether any such direction has been given.
- 8.5 The Trustees shall be effectually indemnified by the members of the Club out of the assets of the Club from and against any liability, costs, expenses and payments whatsoever which may be properly incurred or made by them in the exercise of their duties or relation to any property of the Club vested in them, or in relation to any legal proceedings, or which otherwise relate directly or indirectly to the performance of the functions of a Trustee of the Club, but only insofar as the contribution to any liability claim under Trustee Indemnity Insurance, where operable, has been exhausted.

General Meetings

- 9.1 The Annual General Meeting of the Club shall be held not later than the end of October each year. 14 clear days written notice shall be given to Members of the Annual General Meeting by posting the notice on the Club notice board. Members must advise the Secretary in writing of any business to be moved at the Annual General Meeting at least 7 days before a meeting.

- 9.2 The business of the Annual General Meeting shall be to:
- 9.2.1 Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.
 - 9.2.2 Receive the audited accounts from the Treasurer.
 - 9.2.3 Receive the annual report from the Chairman.
 - 9.2.4 Elect the Officers and Executive Committee of the Club.
 - 9.2.5 Elect an Auditor.
 - 9.2.6 Review Club subscription rates and agree them for the forthcoming year.
 - 9.2.7 Transact such other business received in writing by the Secretary from Members 7 days prior to the meeting and included on the agenda.
- 9.3 Special General Meetings may be convened by the General Committee or on receipt by the Secretary of a request in writing from not less than 10 Full Members of the Club. At least 21 days notice of the meeting shall be given.
- 9.4 Nomination of candidates for election of Officers shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Full Members and must be seconded by another Full Member and accepted by the member.
- 9.5 At all General Meetings, the chair will be taken by the President, in their absence by the Chairman, in their absence the Vice Chairman, or, in the absence of those, by a person nominated by the Full Members attending the meeting.
- 9.6 Decisions made at a General Meeting shall be by a simple majority of votes from those Full Members attending the meeting. In the event of equal votes, the Chairman of the meeting shall be entitled to an additional casting vote.
- 9.7 A quorum for a General Meeting shall be 10 Full Members and 2 Officers of the Club including 1 from the Chairman, Secretary and Treasurer.
- 9.8 Each Full Member of the Club shall be entitled to one vote at General Meetings.

Bar

- 10.1 The bar may be open to members and guests between 11am and 11pm every day except New Years Eve, when it will be open until 1am.
- 10.2 No person under the age of 18 is allowed in the pavilion when the bar is open unless accompanied by a responsible adult; proof of age will be required.
- 10.3 Any person visiting the club as a player or spectator will be classed as a Temporary Member for the duration of their visit.
- 10.4 On Social Evenings, Members may introduce up to 2 guests.

- 10.5 Management of the bar will be by the Bar Manager, who will be responsible for stocking of the bar.
- 10.6 Accounting for all monies passing through the bar will be the responsibility of the Club Treasurer.
- 10.7 Any member or guest will be asked to leave if their behaviour is unacceptable and be subject to Rule 3.1.

Alterations to the Constitution

- 11.1 Any proposed alterations to the Club Constitution may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposer. Any alteration or amendment must be proposed by a Full Member of the Club and seconded by another Full Member. Such alterations shall be passed or supported by not less than two thirds of those Full Members present at the meeting, assuming that a quorum has been achieved.

Dissolution

- 12.1 If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of the Club to be held not less than a month thereafter to discuss and vote on the resolution.
- 12.2 If, at that Special General Meeting, the resolution is carried by at least two thirds of the Full Members present at the meeting, the General 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.
- 12.3 After discharging all debts and liabilities of the Club, the remaining assets shall not be paid or distributed amongst the Full Members of the Club, but shall be given or transferred to some other voluntary organization having objects similar to those of the Club or to the Club's National Governing Body.