

1. The name of the Club is **The Crondall Bowls Club**.
2. The Bowling Green shall be situated at Hook Meadow, Crondall, Farnham, Surrey GU10 5QQ.
3. The objects of the Club are to promote and provide for the benefit of the inhabitants of the Parish of Crondall and its neighbourhood and all other persons who may be admitted into membership facilities for the pursuit of the game of Bowls and such other sports, recreations and social activities ancillary to it as the General Committee may from time to time decide.
4. The Club shall be a members club consisting of Ordinary Members, Honorary Members and Social Members as shall be admitted into membership in the manner hereinafter mentioned:
  - Ordinary Member: A playing member who pays the full subscription and has full voting rights. Eligible to act as an Officer of the Club or sit on the General Committee.
  - Social Member: A member who wishes to support the Club but does not play bowls and pays a reduced fee. Eligible to sit on the General Committee but such membership will not entitle the member to any voting rights at General Club meetings.
  - Honorary Member: Someone who members of the Club deem to have served the Club with distinction and is not required to pay any subscription fees.

#### **5. Members**

5.1 Every candidate for ordinary membership of the Club shall be proposed and seconded by two Ordinary members of the Club, both of whom shall vouch for the candidate's suitability for membership.

5.2 A proposed candidate shall be required to complete an official application form for Membership which shall be signed by the proposer and seconder before being lodged with the Secretary of the Club.

5.3 Upon receipt of the completed application form, the Secretary shall arrange for it to be displayed on the Club Notice Board for a period of at least 14 days during which any ordinary members shall have the right to forward to the Secretary any observations / objections. At the expiration of the fourteen day period, the Secretary will arrange for the candidate to be interviewed by the Chairman, Secretary and Captain prior to the application being considered by the General Committee.

5.4 When considering and determining an application for membership, the General Committee shall have regard to any observations or objections which may have been received from any members, as permitted under Rule 5.3. If so requested by any member of the Committee voting upon an application shall be by ballot.

5.5 No person shall be admitted to Ordinary membership until, having been properly elected and that person shall have paid to the Treasurer his first annual subscription.

5.5(a) A person seeking "Social" membership should complete a simple form of personal details, endorsed by two ordinary members. The completed application form will be posted on the Club Notice Board for a period of 14 days. If no written objections are received by the Secretary within 14 calendar days then the application will be deemed to be successful and the annual fee will be payable to the Treasurer.

5.6 Every member shall keep the Secretary informed of his / her private address, or some other address at which communication may be addressed. Information to be conveyed to members may, at the discretion of the Committee, be by means of electronic communications, website, social media, text messages etc. as well as paper copies.

5.7 The Secretary shall keep a Register of members and enter in it the names and addresses of all persons who are elected to membership.

5.8 A member shall cease to be a member:

- If he / she gives to the Secretary written notice of resignation of his / her membership.
- If he / she fails to pay any subscription within one calendar month after the due date of payment as described in Rule 6.3 or

5.9 Honorary Members may be elected by the Club in General Meeting, providing that there shall not at any time be more than twelve such Members.

5.10 Honorary Members, who shall not be liable to pay any entrance fees, green fee or subscription, shall be entitled to all the privileges of membership

## **6. Subscriptions**

6.1 The annual subscriptions for such categories of membership as may be determined from time to time, and also charges for Green Fees, shall be set at the Annual General Meeting of the Club.

6.2 A member joining the Club after 1<sup>st</sup> August in any year shall pay a reduced subscription of 50% of the appropriate annual rate for that rate.

6.3 Annual subscriptions shall be payable on election to membership of the Club as provided in Rule 5.5 and thereafter without demand in every year no later than the date of the Spring General Meeting.

6.4 The General Committee may terminate the membership of any ordinary members whose annual subscription remains unpaid after the date of the Spring General Meeting.

## **7. Officers**

7.1 There shall be a Chairman, a Secretary and a Treasurer who shall be elected at the Annual General Meeting from among ordinary members of the Club. All these officers will act in all matters in accordance with the directions of the General Committee of the Club.

7.2 The Annual General Meeting may elect a President and two Vice Presidents and shall also elect a Captain, up to three Vice Captains, Competitions Committee, Greens Committee, Entertainments Committee and such other officers as may be considered appropriate.

## **8. The Committee**

8.1 The affairs of the Club, other than matters which in these Rules are reserved for the Club in General Meetings, shall be managed by a General Committee of the Club who shall have the power to do everything necessary for that purpose.

8.2 The General Committee shall consist of the President (ex-officio); Chairman; Treasurer; Secretary; Captain; Vice Captains; Fixture Secretary; a representative from each of the Greens Committee; Competition Committee and Entertainments Committee; A Pavilion representative; Village Hall representative plus three Ordinary Members elected at the Annual General Meeting of the Club. If any office becomes vacant, a General Meeting shall be held to fill the same.

8.3 The Committee shall retire at the end of each Annual General Meeting, but shall be eligible for re-election. The three Ordinary Members of the Committee shall not be eligible to remain in office for more than three consecutive years.

8.4 The General Committee may appoint one or more sub-committees from their members for such purposes as it may deem appropriate.

8.5 Five members shall constitute a quorum of the General Committee and two a quorum of a sub-committee, who may co-opt as required.

8.6 The General Committee shall meet not less than once in every six weeks during the bowling season and when considered to be necessary in the closed season.

8.7 Decisions at meetings of the Committee will be made by a simple majority of those present and voting and in the event of equality of voting the Chairman (or acting Chairman of that meeting) shall have a casting vote.

## **9. Meetings**

9.1 An Annual General Meeting of the Club shall be held in November in every year. At least 28 days notice of such a meeting shall be given to all members.

9.2 The business of the Annual General Meeting shall be:

- Apologies for Absence
- Minutes of the last Annual General Meeting or subsequent General Meeting
- Matters Arising
- To receive the report of the Chairman upon the activities of the Club during the preceding year.
- To receive and consider the accounts of the Club for the preceding year and the report of the Independent Examiner thereon and the Treasurer's report on the financial position of the Club.
- To receive reports from the Secretary and other Officers, representatives from the various Club Committees and outside organisations on matters concerning the Club during the preceding year.
- To elect officers and other members of the General Committee.
- To consider any amendments to Club Rules.
- To fix the subscription for the coming year
- Any other urgent business

## **10. General Meetings**

10.1 A Spring General Meeting shall be held in March of each year. At least 28 days notice of such meetings shall be given to all members.

10.2 An Extraordinary General Meeting may be convened at any time upon either a resolution of the General Committee or upon a written request signed by not less than one tenth of the membership of the Club. The requisition which shall set out the subject / resolution(s) to be discussed must be sent to the Secretary. The Secretary shall summon a meeting within 14 days of being requested to do so by causing a Notice thereof to be given to all members at least 14 days immediately before the proposed date of the meeting. If the Secretary should fail to give notice of the meeting as prescribed any one or more of the requisitionists may themselves give notice of the meeting.

10.3 The period of 14 days notice required under Rule 10.2 may be abridged at the discretion of the General Committee if the urgency of the business to be discussed in their opinion so requires.

## **11. Proceedings at Annual General Meetings**

11.1 Notwithstanding the requirements of Rules 9.1; 10.1 and 11.1 relating to Meetings every member of the Club shall be entitled to request the inclusion of an item on the agenda for any Annual or other General Meeting. Any such request must be received by the Secretary at least 21 days prior to the meeting. At least 14 days notice of such item shall be given to all members.

11.2 Every member of the Club shall be entitled to attend the Annual and any other General Meeting and not less than 14 days prior notice in writing setting out the business to be transacted at the proposed meeting shall be sent to every member at his / her last known address.

11.3 Every Ordinary and Honorary Member shall be entitled to have one vote on every resolution. In the event of equality in voting the Chairman (or acting Chairman at that meeting) shall have a second or casting vote.

11.4 Resolutions at Annual and other General Meetings shall be passed by a simple majority of the votes entitled to be cast by the members present at the meeting.

## **12. Rules for Club Tournaments**

12.1 Rules for Club Tournaments shall be submitted to and approved by a General Meeting and shall not be amended, varied or suffer any additions or deletions except by a General Meeting.

## **13. Trustees**

13.1 The number of Trustees shall be no fewer than Three nor more than Five.

13.2 The Trustees shall hold office until death, resignation or removal from office by a resolution of the members.

13.3 There shall be vested in the Trustees all the property of the Club other than cash which will be under the control of the Treasurer.

13.4 The Trustees may deal with the property so vested in them by way of sale, mortgage, charge, lease or otherwise as directed by the Club. Such direction shall be given by a resolution of the members of the Club passed by a majority of the members present at a duly convened meeting of the Club and when so passed shall in favour of as purchaser, mortgagee, charge, lessee or grantee be binding upon all members of the Club. A certificate purporting to be signed by the Secretary for the time being of the Club in favour of those persons shall be conclusive evidence that a direction complying in all respects with the provisions of this rule was duly given to the Trustees.

## **14. Accounts Income and Property**

14.1 The Treasurer shall keep, such proper books of account as will enable him / her to present to every Annual General Meeting of the Club, or at any time if required (on reasonable notice being given) by the General Committee, an accurate report and statement concerning the finances of the Club.

14.2 The financial year of the Club shall end on 30<sup>th</sup> September in every year on which day the accounts shall be balanced and drawn.

14.3 As soon as practicable, after the end of the financial year. The Treasurer shall prepare a Statement of Income and Expenditure of the Club during the year for submission to the Independent Examiner not less than 28 days before the Annual General Meeting.

14.4 Copies of the statement of accounts shall be sent to every member with the notice convening the Annual General Meeting.

14.5 The Independent Examiner, who may be a suitable qualified member of the Club shall be appointed by each Annual General Meeting and shall hold office until the end of the next following Annual General Meeting.

14.6 All monies received shall be paid into an account in the name of the Club at such Bank, Building Society or other financial institution as may from time to time be appointed by the General Committee. Cheques and other instruments drawn on, and directions to the bankers shall bear the signatures of any single officer chosen from the Chairman, the Treasurer and Secretary.

14.7 No action involving expenditure in the name or on behalf of the Club shall be taken, and no undertakings committing the Club to expenditure or other liability shall be made without prior authority of a resolution of a General Meeting or General Committee.

## **15. Conduct of Meetings**

15.1 Members are expected at all times to behave in the presence of other members and visiting teams in a manner which could not be interpreted in any way as being offensive or injurious to either the reputation of Club or contrary to the standards throughout the sport of Bowls.

15.2 The Club has adopted Bowls England Regulation No 9 and this will be the basis for handling all disciplinary matters

15.3 No betting shall be allowed in the Club. No lottery shall be promoted by a member or officer for any purpose whatsoever on behalf of the Club or other outside organization without a resolution in General Meeting or the authority of the General Committee. Gaming of any nature which may contravene the provisions of the Betting & Gaming legislation for the time being in force shall not be permitted in the Club.

**16. Indemnity**

16.1 The Treasurer shall ensure that such All Risks Public Liability and Third Party Insurance as may be determined by the General Committee is maintained at all times.

16.2 The Trustees and members of the Committee shall not be liable (otherwise 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 assets of the Club for all expenses and other liabilities incurred by them in the discharge of their respective duties.

16.3 Neither the Club nor any officer thereof shall be liable to any member or guest of a member for any loss or damage to any property occurring from whatever cause, in or about the Club premises; nor for any injury sustained by any member or guest while on or entering or leaving the Club premises.

**17. Dissolution**

17.1 If the number of Ordinary Members of the Club shall at any time fall below 15 or if at any time the Club shall pass in General Meeting by a majority comprising two-thirds or more of the members present who are entitled to vote, a resolution (in this rule called “the first resolution”) of its intention to dissolve, the General Committee shall take immediate steps to request the Parish Council or other Local Authority to hold the assets in trust pending the formation of a new Crondall Bowls Club. A copy of the notice convening any General Meeting under this rule shall be sent by the Secretary under Rule 10.1 not less than 28 days before the date appointed for the meeting; but any actual omission to send such a copy or the non-receipt of the same shall not invalidate any proceedings.

**18. Alteration of Rules**

18.1 These rules may be revoked, added to or altered by a majority comprising two-thirds or more of the members present who are entitled to vote at any Annual or other General Meeting of the Club of which notice shall have been duly given under Rule 9.1 or 10.1 specifying the intention to propose the revocation, addition or alteration, together with full particulars thereof. Such alteration shall be subject of approval by Crondall Parish Council.

18.2 Proposed amendments to these Rules must be received by the Secretary at least 21 days before the Annual or other General Meeting at which they are to be considered. At least 14 days notice of such amendments shall be given to all members.

18.3 Details of any amendments to these rules agreed by the Club at an Annual General Meeting shall be notified to the Crondall Parish Council within a calendar month of any such meeting.

----- **END** -----

These rules were adopted by the membership at the AGM held on November 11th 2021

Signed ..... Chairman.