



## Ilminster Bowling & Tennis Club Constitution

CASC Registered Club 00793

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1. The Club shall be called The Ilminster Bowling and Tennis Club.
2. The prime objects of the Club are to provide facilities for and promote participation in the amateur sports of Bowls and Tennis.
3. Members with full voting rights shall be defined as follows:
  - a. Bowlers & Tennis players.
  - b. Indoor Bowlers.
  - c. Table Tennis Players.
  - d. Snooker Players
  - e. Non-playing Members.

The following Members will not have the right to hold office nor exercise the power of voting:

- f. Junior Members under the age of 18.
  - g. Associate Members who must be members of another recognised Club.
1. Persons of either sex regardless of age, disability, ethnicity, nationality, sexual orientation, religion, or other beliefs may be eligible for full membership provided they are over 18 years of age. 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. The Management 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.
  2. Persons may not be admitted to all the privileges of membership without an interval of at least two days between their becoming members and their admission to comply with the Licensing Act.
  3. All surplus income or profits are to be reinvested in the Club. No surpluses or assets will be distributed to members or third parties
  4. The Annual General Meeting of the Club shall be held in the month of May in each year upon a date and at a time to be fixed by the Committee for the following purposes: -

- a. To receive from the Management Committee a report, balance sheet and statement of accounts for the preceding financial year ending on 31<sup>st</sup> March to which date the accounts shall have been balanced.
- b. To elect for the ensuing year
  - i. The President,
  - ii. Secretary,
  - iii. Treasurer
  - iv. Management Committee
  - v. Bar Committee
  - vi. Child Protection Officer / Welfare Officer
- c. To decide on any resolution which has been duly submitted to the meeting as hereinafter provided
  1. At least twenty-eight days before the Annual General Meeting or any special general meeting, a printed or written notice of such a meeting shall be clearly exhibited on the notice board. The agenda of the business to be transacted shall be publicised at least fourteen days before that meeting. At a special general meeting, no business other than that of which notice has been given shall be brought forward.
  2. Any member desirous of moving any resolution at an annual general meeting shall submit it in writing to the Secretary not later than 15<sup>th</sup> April in that year.
  3. In these rules, any reference to a male person shall apply equally as if a female
  4. At all general meetings of the Club, the President or, in his absence, the current Chairman or Vice-Chairman of the Management Committee shall take the chair. Every member present entitled to vote shall have one vote upon every motion.
  5. The Club shall be managed by the Management Committee of eleven and a Secretary and Treasurer. The Chairman and Vice-Chairman shall be elected by the Committee.
  6. In the event of a vacancy on the Management Committee, the Committee shall have power to co-opt any member of the Club to fill such vacancy for the remainder of the term of office of the member who has ceased to be a member of the Committee. The proceedings of the Committee shall not be invalidated in consequence of there being less than the prescribed numbers
  7. The Management Committee may from time to time co-opt any specialist member in an advisory capacity.
  8. The Management Committee shall meet at least four times during the year to examine the accounts and arrange the affairs of the Club. Any two of the President, Chairman, Secretary or Treasurer are to sign cheques, standing orders, direct debit or similar mandates that commit the Club to expend monies from bank accounts.
  9. The maximum overdraft facility is to be limited to £20,000 at any one time for the purpose of the Club's activities on the terms determined by the Bankers. If at any time the Club in general meeting shall, subject to Rule 7, pass a resolution authorising the Management Committee to borrow additional monies, the Committee shall thereupon be empowered to borrow for the Club such amount of money either at one time or from time to time and at such rate of interest and in such form and manner and upon such security as shall be specified in such resolution. All members of the Club, whether voting on such resolution or not shall be deemed to have assented to the same as if they had voted in favour of such resolutions.

10. Notices of Committee meetings shall be advertised on the notice board. A quorum shall consist of five members. Minutes shall be taken of all proceedings of the Committee and shall be open to the inspection of any members of the Club applying to the Secretary, therefore.
11. The Management Committee may at any time for any special purpose call a special general meeting and they shall do so forthwith upon the requisition in writing of any ten members, or one fifth of the total members whichever is the less, stating the purpose for which the meeting is required.
12. The Management Committee may delegate any or all their functions to sub-committees but must specify the scope of their activity and powers, the extent to which they can commit the funds of the Club, the membership and the duty to report back as appropriate.
13. The Management Committee shall have the power to prohibit any games which in their opinion are unlawful games or the playing of which would be injurious to the interests of the Club.
14. Subscriptions to the Club shall be as laid down by the Management Committee which shall be at levels which will not prevent people joining.
15. If at any time the Management Committee shall be of the opinion that the interest of the Club so requires, they may by letter invite any member to resign from the club. The procedure to be adopted shall comply with the standard rules of the Governing Body of the relevant sport. In all other cases, the member shall receive a verbal warning, and should he not comply, a written warning followed by a final warning shall be given. If the Management Committee considers the matter to be gross misconduct, he shall be summarily expelled. Appeal against removal may be made to the members.
16. No Member shall, except for services rendered at the request of the Management Committee, receive any profit or emoluments from the funds of the Club. Whenever a member has a personal interest in a matter to be discussed at a meeting, they must declare it and withdraw from that part of the meeting unless asked to stay but they must withdraw during any vote.
17. The Club shall be responsible for further development of the properties which are now, or which shall at any future time be in their possession. It shall be responsible for raising funds for such developments.
18. The Club premises will be open for the use of members and provision of alcoholic drinks in accordance with the Club's Premises Licence. No person under the age of 18 will be allowed to consume alcohol illegally.
19. Any member shall have the privilege of introducing guests whose names and the introducer thereof shall be entered in a book provided for that purpose. Guests may be introduced by a Member up to a maximum of 3 times in a year after which time they must apply for membership before being further admitted. The Club's Designated Premises Supervisor or their appointed representative may refuse entry to any non-member.
20. The Management Committee shall approve functions to be held at the Club's registered premises to which there may be admitted persons other than members or their guests and to whom beverages may be sold. This does not overrule the Club's Designated Premises Supervisor or their appointed representative's authority to

withhold the provision of alcohol to any member or sale to a non-member should he so determine.

21. The Club shall elect annually a committee comprising of four members to manage the purchase and supply of intoxicating liquor. No drinks or food are allowed to be brought on to the premises unless authorised by this committee.
22. There shall be not less than two nor more than four trustees, who shall be appointed as necessary by the members at the Annual General Meeting, from among the ordinary members of the Club. Such a duly appointed trustee shall hold office at the pleasure of the Club, or until he or she resigns by notice in writing to the Committee, or until a resolution to remove him/her shall be passed at the Annual General Meeting of members by a majority comprising two thirds of the members present and entitled to vote. The Club Secretary, Treasurer or Chairman shall not hold office as a trustee. All property of the Club shall be vested in the trustees as from time to time appointed, and the trustees shall act in all respects as regards such property, land or investments in strict accordance with the directions of the Committee and not in their own right, save possibly at a time of dissolution or insolvency. They shall have the power to sell, lease, mortgage or pledge any property for the purpose of raising or borrowing money for the benefit of the Club in accordance with the Committee's directions. The liability of each trustee shall be limited to the extent of such funds of the Club as may be actually received by him. The trustees shall be indemnified out of the Club funds for any claim or expense which occurs.
23. The Ilminster Bowling and Tennis Club is committed to promoting a safe environment in which children and vulnerable adults can enjoy taking part in games of bowls and tennis. 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.
24. If at any general meeting, and subject to Rule 7, a resolution for the dissolution of the Club shall be passed by a majority of the members present, and such resolution shall at a special general meeting, held not less than one month thereafter at which not less than one-sixth of the members shall be present be confirmed by a resolution passed by two-thirds of the members present, the Committee shall thereupon or at such future date as shall be specified in such resolution proceed to realise the property of the Club and after discharge of all liabilities, shall not be paid to or distributed among members of the Club, but shall be given or transferred to some other voluntary organisation having objects similar to those of the Club. The voluntary organisation shall be a registered CASC, or a registered Charity. Alternatively, the assets can be transferred to the Sports' National Governing Bodies.