



## CONSTITUTION NOVEMBER 2018

### 1. *Aims of the Club*

The Barnes Bowling Club was established in 1725 and is situated at the rear of the Sun Inn, 9 Church Road, Barnes SW13 9HE.

The Aims of the Club are:

- to promote the historic game of 'Elizabethan Bowls', and
- to ensure that its membership represents a good cross-section of the local community.

The Club Playing Rules and Ground Rules are an annexe to this Constitution and these Rules shall be displayed on the Club Notice Board.

### 2. *Membership*

Full membership shall not exceed ninety unless the Committee decides that this number may be exceeded until review at the next Annual General Meeting.

#### 2.1 Full and Probationary Membership

Application for Full Membership will be accepted from persons of eighteen years and over who will live or work within twenty miles of the Club. It must be supported by Two Full Members of the Club, as Proposer and Seconder, and submitted in writing to the Committee for their decision.

Any new membership application may be approved by majority decision of the Committee, by ballot if necessary. Approved members shall be probationary for one year and hence will not be entitled to play in competitions (with the exception of International Day and the Challenger Plus Cup), vote or hold office.

#### 2.2 Honorary Membership

Honorary Membership may be awarded by an Annual General Meeting.

### 3. **Guests**

Members may bring guests to the Club, limited to a reasonable number at any one time.

Members must accompany and are wholly responsible for their guests while they are at the Club:

They must:

- Sign their guests in when they arrive, using the Guest Book provided.
- Ensure that Club members have priority in use of the Green
- Ensure that their guests use the Green and the Club premises properly.

#### 3.1 Guest Fees

Any guest may use the Green for play: provided that this is recorded in the Guest Book by the responsible Member; who will be liable for the prescribed Green fee for that guest.

There is no fee payable in respect of guests who do not use the Green.

#### 3.2 Exceptions

The requirement to sign-in Guests, and liability for Guest fees for playing guests, will not apply on the weekly Club Open Nights, Opening Day, Barnes Fair Day or International Day, or on occasions when the Club Captain has publicly declared the Club open to people interested to learn more about how the game is played.

### 4. **General Meetings**

4.1 The Annual General Meeting (AGM) shall be held on a date, decided by the Committee, before the beginning of each bowling season.

4.2 An Extraordinary General Meeting (EGM) shall be called by the Secretary on decision by the Committee, or on receipt of a written request from five or more members of the Club.

4.3 Not less than 21 clear day's notice of any General Meeting will be given to members by the Club Secretary; together with notice of any proposed changes to this Constitution and any non-routine issues requiring resolution.

4.4 Amendment to the Playing Rules or Ground Rules may only be effected at an AGM, or at an EGM called specifically to consider such amendment.

- 4.5 The Full Members attending the AGM shall be responsible for the election of members of the Committee of the Club, in addition Full Members unable to attend the AGM may vote by proxy provided that written notice of such proxy has been given by the member to the Secretary.
- 4.6 It is the gift of the outgoing President to nominate the President for the new season. Should the outgoing President be unable for any reason to nominate the new President, the membership should be asked in advance for nominations. If there is more than one nomination, the President would be decided by a vote at the AGM.

## **5. Conduct of Meetings of the Club**

- 5.1 Every member (Full/Honorary) shall have the right to speak, but only Full members shall have the right to vote.
- 5.2 Each member shall have one vote.
- 5.3 Any resolution (including, but not limited to, a resolution for the dissolution of the Club under section 13 below) put to the vote of the meeting shall be decided on by a show of hands by the full members present at the meeting.
- 5.4 Any resolution concerning interpretation or amendment of the Club Constitution shall be decided on by a majority of no less than two thirds of those full members present and voting unless, either before or on the declaration of the result of the show of hands, a poll is demanded by either the Chair or two full members
- 5.5 If a poll is demanded it should be taken within fourteen days after the meeting at which the poll was demanded.
- 5.6 The Chair of the Club shall conduct meetings.

## **6. The Committee and Officers of the Club**

- 6.1 The Committee shall be composed of the Chair, Captain, Vice-Captain, Treasurer, Secretary and up to four Full members. The President may attend any Committee meeting, but does not have a voting entitlement unless he/she is an elected Committee Member.
- 6.2 All members of the Committee shall be elected by the Club at its AGM.
- 6.3 The Officers of the Club will be:
- President
  - Chair
  - Captain
  - Vice-Captain
  - Treasurer
  - Secretary

- 6.4 All members of the Committee shall automatically retire at the end of the AGM following that at which they were elected.
- 6.5 Any Committee member who will be required to retire at the end of an AGM (under 6.4 above) may be re-elected by the same AGM.
- 6.6 Ex-Officio Members may be co-opted by the Committee. They will not hold voting rights.
- 6.7 In case of a vacancy the Committee may appoint a temporary Officer of the Club or Member of the Committee, who will be eligible for election at the following AGM.

## **7. Conduct of Committee Meetings**

- 7.1 The Committee will meet at least once per calendar month during the playing season and otherwise as necessary.
- 7.2 Decisions of the Committee will be arrived at by a simple majority vote.
- 7.3 Each Committee member shall be entitled to speak and have one vote.
- 7.4 A resolution put to the vote at a Committee Meeting shall be decided by a show of hands and shall be carried by a majority of votes.
- 7.5 In the event of equality of votes the Chair shall be entitled to a second or casting vote.
- 7.6 The Chair shall conduct all Committee Meetings.
- 7.7 Five members of the Committee shall form a quorum.

## **8. Responsibilities of the Committee**

- 8.1 To conduct the day to day running, and to manage the property and money, of the Club.
- 8.2 To prepare the players handicaps prior to the commencement of the playing season.
- 8.3 To appoint a green-keeper who will serve as an Ex-Officio member of the Committee.
- 8.4 To co-opt Ex-Officio members as required.
- 8.5 To call a General Meeting (EGM) of the Club at such times as it shall think fit.
- 8.6 To keep Minutes of the Committee Meetings and the AGM. These will be held electronically as a permanent record of the Club's affairs.

- 8.7 To keep a record of the Club's Officers' duties.
- 8.8 To determine the level of membership and guest fees annually in the light of the general financial requirements of the Club.
- 8.9 The Treasurer shall present to the Committee, at each meeting, a statement of the Club's financial position, which will be noted for approval by the Chair of the meeting. The Treasurer will further render to the AGM a detailed statement of the Club's accounts.

**9. Suspension, Refusal or Termination of Membership**

- 9.1 Any member who fails to pay membership fees by the date required may forfeit his/her membership subject to the provisions of Section 10 below.
- 9.2 The Committee shall be entitled to refuse renewal of any existing membership or suspend any membership: for infringement of the Ground Rules or misconduct. Provided that the member concerned shall have the right to be heard by the full Committee before a final decision is made
- 9.3 The Committee shall inform a member in writing of any proposal to suspend or refuse his/her membership
- 9.4 A member under suspension shall not be entitled to use of the club premises
- 9.5 A suspended member has the right to appeal. An appeal will be heard by an Officer of the Club and two non-Committee members invited to adjudicate by the Committee.
- 9.6 A suspended member may apply to an AGM or EGM of the club for reinstatement.

**10. Fees**

- 10.1 Annual subscriptions, guest playing fees and joining fees will be decided upon by the Committee in the context of the financial position of the Club and subject to ratification at the AGM.
- 10.2 Membership fees fall due for payment when ratified by the AGM and if not paid by 30 April membership will automatically lapse, unless prior arrangements have been made through the Treasurer (See 10.3 below).
- 10.3 If a member is unable to meet full subscription requirements by 30 April, then he/she should submit a request, in writing, by 20 April, and the Treasurer will invite the Committee to assess acceptability of a deferred payment.

- 10.4 Green fees should be paid directly to a member of the Committee, on the date of guest play, wherever possible.
- 10.5 Any item bought at an auction or social event must be paid for at the end of the event.
- 10.6 All fees other than those referred to in this section which become payable during the season must be paid by 31 October.
- 10.7 All new members will pay a joining fee.

## 11. **Dissolution of the Club**

The Club may be dissolved by resolution carried by a majority of at least two thirds of members attending an AGM, or an EGM called specifically to consider such dissolution. In the event of such a resolution it will be the responsibility of the Committee to divide any assets and money of the Club (after all debts of the Club have been discharged) equally between all members whose subscriptions have been duly paid.

### DATE OF ADOPTION OF THIS CONSTITUTION

This amended version of the 2017 Constitution was adopted by resolution of members present at the AGM held on 20 November 2018.