

SOUTH MOLTON BOWLING CLUB - CONSTITUTION

Adopted at the Annual General Meeting

2021

ADOPTION OF THE CONSTITUTION

The club and its property will be administered and managed in accordance with the rules and regulations set down in this document. The Club is registered as a Community Amateur Sports Club.

CONSTITUTION AND RULES

South Molton Bowling Club operates a policy of non-discrimination in terms of disability, colour, race, religion and gender.

The club may be affiliated to Bowls England, Bowls Devon, North Devon Triples League and Devon County Short Mat Bowling Association.

All matches shall be played in accordance with the Laws of the Sport as approved by Bowls England and Devon County Short Mat Bowling Association

1. NAME

The club shall be known as **SOUTH MOLTON BOWLING CLUB**

2. ADMINISTRATION

The Club shall be administered and managed by a Management Committee in the manner set down by this Constitution.

3. OBJECTS

The promotion of healthy recreation by providing facilities for the playing of Lawn Bowls and Short Mat Bowls for the inhabitants of South Molton & District.

4. FINANCE

The Financial Year for South Molton Bowling Club shall be from 1st October to 30th September.

Accounts will be presented to the Annual General Meeting normally held in November each year.

5. MEMBERSHIP

Membership of the club shall be open to all persons over the age of 7 years, the club will comply with all current rules and regulations relation to discrimination and inclusion. Members aged 7 to 21 will be classed as junior members; over the age of 21 as full members. Social Membership will also be available, with no entitlement to use the bowling facilities. Only Full Members will be entitled to vote.

Membership is renewed in January each year. The level of subscription for each classification will be agreed at the club's Annual General Meeting. Any member who has not paid their subscription by the end of January will be sent a reminder. Non –payment within 21 days will result in membership ceasing forthwith.

The Committee may adopt such procedure for the admission of new members that they may deem appropriate from time to time including the granting of temporary membership. All applications for membership or change of membership status including those re-applying for membership having left the club shall be dealt with by the Management Committee.

New Members without bowling experience shall not be allowed onto the green or Short Mats without appropriate training by suitable persons and given advice on etiquette and club procedures.

6. LIFE MEMBERS

Any member who by virtue of distinguished service to the Club merits the honour of Life Membership may be elected as such at an AGM. A Candidate may only be elected on the recommendation of the Committee.

7. PROTECTION OF CHILDREN & VULNERABLE ADULTS

The Club will comply with current legislation regarding the protection of Children and Vulnerable Adults who will be treated with dignity and respect at all times.

8. MANAGEMENT COMMITTEE ("The Committee")

A Management Committee elected at the Annual General Meeting shall have the conduct of the affairs of the association, supervised by the Trustees. The Committee will consist of the following members:-

Elected at Annual General Meeting

President Chairman Secretary

Property Steward Competition Secretary

Catering Representative Bar Representative

Safeguarding Representative

Elected at Annual Mens Section Meeting

Treasurer Fixture Secretary Green Representative

Social Representative

Mens Captain Mens Representative Mens delegate to Section 2

Elected at Annual Ladies Section Meeting

Ladies Captain Ladies Representative Ladies delegate to Section 2

Elected at Annual Short Mat Section Meeting

Short Mat Chairman Short Mat Secretary

In addition to these elected representatives the Management Committee may appoint others to the committee at their discretion in appropriate circumstances.

Prior to the Club's Annual General Meeting the Captains of the outdoor sections shall attempt to reach agreement as to which of them will be nominated as Club Captain for the year to be ratified at that meeting. Failure to reach an agreement will result in a ballot at the AGM.

The Committee shall be responsible for:-

- a) the general management of the Club
- b) the election of members
- c) any matter referred to it by any other committee of the club except the Disciplinary & Grievance Committee.
- d) The investment of all income of the club (no surplus income or assets may be distributed to individual members or third parties, except charitable causes when specifically raised)

9. SUB-COMMITTEES & SPECIFIC FUNCTIONS

For the purpose of conducting specific business of the club the Committee may appoint sub-committees as it deems appropriate from time to time.

10. DISCIPLINARY & COMPLAINTS MATTERS

Will be dealt with by a separate sub-committee of three suitably experienced members which was appointed by the Committee to administer the Disciplinary & Complaints (Bowls England Regulation 9 procedure introduced in November 2023.). This Committee will be independent of the Committee and will not be subject to annual re-election. Should a vacancy occur the Chairman of the Disciplinary & Complaints Committee will appoint a suitably experienced member to undertake the role. The Disciplinary & Complaints Procedure shall form part of this Constitution and will be exhibited with it at all times.

11. MEETINGS OF THE MANAGEMENT COMMITTEE

The Committee will normally meet monthly except during the month of February. The decision of the Chairman on questions of Order and the transaction of business shall be final. In the event of the Chairman being absent another member of the Committee may be nominated to take his place. In the event of a tied vote the Chairman shall have a casting vote. Seven members are required for a quorum. No want of a quorum occurring after the Chairman has opened the meeting shall make the meeting incompetent to transact business. Committee Members should endeavour to attend all meetings. In appropriate circumstances the Chairman may allow meetings to take place by electronic means if that is the only practicable way of conducting the business of the club.

12. ANNUAL GENERAL MEETING (AGM)

At least 14 days notice shall be given to members of such a meeting and agenda at which Reports and Accounts will be received together with the transaction of any other items that are listed on the agenda. The election of Officers, Trustees and the Committee from the list of nominations and the setting of the date for the next AGM will complete the meeting. The AGM will normally be held in November each year.

13. SPECIAL GENERAL MEETING (SGM)

The Secretary shall convene a Special General Meeting at the direction of the Trustees. Alternatively upon receipt of a written request signed by not less than one-third of the membership stating the object(s) of such a meeting.

The Secretary shall call a SGM within 28 days from the date of receipt of the request. Notice of an SGM and a statement of its object(s) shall be posted on the club notice board a full 14 days before the meeting date and all members will be notified in writing or by email. No business other than that for which the SGM was called shall be discussed.

14. MENS AND LADIES OUTDOOR BOWLING SECTIONS

The Men and Ladies will each have a Section within the Club with elected officers whose names shall be notified at the Annual General Meeting following Section Meetings. Each Section will elect a Captain, Representative, Team Manager and a Vice Captain. The Captain, Representative and Delegate to Bowls Devon Section 2 will represent the Section on the Management Committee. The Representative may call a Section Meeting when required

15. SHORT MAT SECTION

The elected officers (Chairman & Secretary) will represent the Section on the Management Committee. In addition a Cashier and at least four club members will be elected at the yearly Section Meeting onto the section Committee.

The Minutes of meetings of all three sections shall be made available to the Management Committee if required.

16. VISITORS

The Committee shall have the right to admit as Visiting Members players from other Clubs taking part in matches, games or competitions, together with officials and others immediately connected to visiting teams who will be Honorary Members for the day. Honorary Members may purchase liquor for consumption on the premises only. On these occasions Captains of visiting teams should sign the Visitors Book to fulfil the requirements of the licensing authority.

17. GUESTS

Guests introduced into the club building shall be accompanied by the member introducing them who shall enter the name and address of the guest in the Visitors Book. Liquor may be supplied to, but not purchased by, bona fide guests of the members for consumption on the premises only. No members shall introduce more than six guests on any one occasion. Children visiting the club must be under adult supervision at all times.

18. TRUSTEES

There shall be four trustees of the club who shall be appointed from time to time as necessary by the Club in General Meeting from among ordinary or life members willing to be so appointed. Trustees shall thereafter become party to a legally drawn Declaration of Trust which will confirm that the trustees hold the property and the lease for the land and buildings on trust for the members of the club in accordance with these rules.

The property of the club (other than cash which shall be under the control of the Hon. Treasurer) shall thus be vested in the trustees to be dealt with them as the Trustee Board shall from time to time direct by resolutions (of which entry in the minute books shall be conclusive evidence). The trustees shall be indemnified in respect of all responsibility of full financial commitments to the club.

A trustee shall hold office for life, or until he/she shall resign by notice in writing given to the Trust Board, or until such resolution removing him/her from office shall be passed at a general meeting of the club by a majority comprising two thirds of the members present and eligible to vote.

On the death, resignation or removal from office of a trustee the club shall in General Meeting called by the Trustee Board, by resolution nominate the person's to be nominated the new trustee or trustees. For the purpose of giving effect to such nomination the Chair of the Trustee Board 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 shall be by deed duly appoint the person's so nominated by the club and the provisions of the Trustee Act 1925 shall apply to any such appointment. Any statement of fact in any such deed of appointment shall in favour of a person dealing bona fide and for value with the club or Trustee Board be conclusive evidence of the fact.

19. MATTERS NOT PROVIDED FOR

If any matter shall arise which in the opinion of the Committee is not provided for in this Constitution, the same may be determined by it in such manner as it sees fit. Every such determination shall be binding unless set aside by a Resolution in General Meeting.