

CARDIGAN BOWLING CLUB

CONSTITUTION AND RULES

1. NAME OF THE CLUB

The name of the club shall be 'The Cardigan Bowling Club'.

2. OBJECTS OF THE CLUB

The objects of the club are:

- (i) to promote, foster and encourage the game of Bowls in the town of Cardigan;
- (ii) to provide and maintain for the members a Bowling Green together with a Clubhouse;
- (iii) to supply all things incidental to the playing of bowls and such other facilities as the Members shall in Annual or Special General Meeting consider desirable;
- (iv) to afford the Members the means of social intercourse and recreation.

3. Membership

(a) **The Election of Members** shall be vested in the Committee of Management established under rule 7 hereof (hereinafter called 'the Committee') and shall be by ballot. The acceptance of membership applications shall require a simple majority of the votes of the Committee present and voting.

Between April and October if no committee meeting is planned then a small quorum of The Chair, The Membership Secretary and at least two other committee members may by a simple majority of the votes accept the membership.

Membership shall be deemed active after a 12month provisional period.

(b) **Eligibility for Membership** shall be as follows:

(i) **Full Members:** All persons over 18 years of age shall be eligible for full outdoor membership.

(ii) **Junior Members:** Shall be eligible for junior membership provided that such junior members shall not be entitled:

(a) to hold office, attend or vote at any General Meeting held by the club, whether Annual or Special.

(iii) **Indoor Membership:** All persons over 18 years of age shall be eligible for Indoor membership but such members shall not be entitled:

(a) to hold office

(b) to use the outdoor bowling green or any equipment provided by the club for purposes of playing the game of outdoor bowls.

But may attend and vote at any General Meeting held by the club, whether Annual or Special.

(iv) **Associate Membership** All persons over 18 years of age shall be eligible for associate membership provided that such members shall not be entitled:

(a) to hold office, attend or vote at any General Meeting held by the club, whether Annual or Special, and

(b) to use the bowling green or any equipment provided by the club for purposes of playing the game of bowls.

(v) **Honorary Members:** Members at any Annual or Special General Meeting of the Club may bestow the privilege of Honorary Membership on any person.

(vi) **Life Members:** Members at any Annual or Special General Meeting of the Club may bestow the privilege of Life Membership on any person.

(c) **Application for Membership.** Every person wishing to become a member must be proposed and seconded by two full members, able from personal knowledge to vouch for his/her respectability and fitness to be a member, both of whom shall sign the nomination form as well as the candidate who by so doing shall pledge him/herself to abide by the

constitution and Rules of the Club now and hereafter in force, in the event of being elected a member.

(d) **Application Form.** The application form for membership shall contain the name and address of the candidate together with the name of the proposer and seconder, the application form so completed shall be submitted to the Membership Secretary and placed before the Committee under rule 3(a) above.

(e) **A Candidate** shall not be deemed a member of the Club or participate in its privileges and benefits until he/she shall have been accepted by the Committee and paid his/her first subscription.

(f) **No person may** be admitted to membership or be admitted as a candidate for membership to any of the privileges of membership without an interval of at least two days between his nomination or application for membership and his/her admission.

(g) **No rejected candidate** shall again be proposed for membership until the expiration of six months from the date of such rejection.

4. Expulsion or Suspension of Members

(a) Any member who does not conform to the Constitution and Rules of the Club or to any bye-law or regulation which may be prescribed by the Committee, or whose actions shall be deemed to be inconsistent with the best interests of the club may, by a vote of a simple majority of the members present and voting at a meeting called for that purpose, be expelled from the Club or suspended for such a period as the Committee may think fit.

(b) Any member so expelled shall thereupon cease to be a Member and shall forfeit all rights and privileges associated with his/her membership.

(c) Upon the termination of membership under this Rule the subscription paid for the current year may be retained by the Club or returned, wholly or in part, to the members at the discretion of the Committee.

(d) Seven days 'notice shall be given to each Member of the Committee of any meeting called for the purpose of considering the expulsion or suspension of a Member, and such Member shall be given written notice of the meeting and be invited to attend.

5. Officers

(a) The Officers of the Club shall consist of:

1. President
2. Chairman
3. Vice-Chairman
4. Junior Vice Chairman
5. Retiring Chairman (ex officio)
6. Secretary
7. Treasurer
8. Assistant Treasurer
9. Captain
10. Cardigan Captain
11. Aberteifi Captain
12. Ladies Captain
13. Fixtures Secretary
14. Ladies Secretary
15. Membership Secretary
16. Social Secretary
17. Friendlies Captain

(a) The officers shall hold office until the next Annual General Meeting, when they shall retire but shall be eligible for re-election.

(b) The exception being The Chairman, the Vice Chairman and the Junior Vice Chairman. In all instances the intention is that a shadowing/learning process will be encouraged such that over a six-year cycle experience will be gained. At the end of the two year cycle the Senior post holder will retire and the Vice and Junior Vice post holders will progress to the next level.

(c) After two years, if no nominations have been received for any of the three posts then the incumbents can, with the approval of the Executive

Committee, remain in post. If, however a nomination for any one of the posts has been received then progression will occur using the two-year cycle.

(d) In the event of an earlier retirement of any such Officer the Committee may exercise its powers under the rule 8(c) hereof.

6. President

A President shall be elected annually at the Annual General Meeting. A retiring President shall be eligible for re-election.

7. Committee of Management

(a) The management of the Club shall be vested in a Committee to be called 'The Committee of Management', referred to in this Constitution and Rules as 'the Committee'.

(b) The Committee shall consist of:

(i) The Officers of the Club.

(ii) Six other full members to be appointed at the General Meeting, who shall retire annually but shall be eligible for re-election.

(c) A list of Committee members and sub-Committees shall be printed and displayed in the clubhouse.

(d) Any member of the Committee who fails, without reasonable excuse, to attend three consecutive meetings of the Committee shall thereby disqualify him/herself from serving as a member of that Committee.

8. Powers of the Committee of Management

(a) The Committee in addition to the powers herein specifically conferred upon it shall have the entire management of the property, funds and affairs of the Club, subject to Clause 9(d) hereof. A quorum shall consist of five members, except for the purposes of:

(i) Rule 4. Expulsion and suspension of members.

(ii) Rule 18. Borrowing. When a quorum shall consist of ten members.

(b) The Chairman of the Committee shall only have a casting vote in the event of an equality of votes.

- (c) The Committee shall have the power to:
 - (i) fill any casual vacancy that may occur during its term of office, and
 - (ii) appoint any number of sub-Committees as it considers necessary for the proper administration of the Club's affairs.

9. Trustees

(a) The trustees of the Club shall consist of at least three persons and shall be appointed at the Annual General or Special General Meeting of the Club.

(b) The Committee shall have the power to remove any of the Trustees in like manner to the power conferred upon the Committee to expel a member as provided in Rule 4 hereof provided that 7 days' notice shall be given of any meeting of the Committee called for the purpose of considering the removal of a trustee and such Trustee shall be given written notice of the meeting and be invited to attend.

(c) Any Trustee so removed shall thereupon cease to be a Trustee and forfeit all rights and privileges associated with his/her Trusteeship.

(d) All the property of the Club shall be vested in the Trustees who shall be responsible for the safe custody of all deeds and securities belonging to the Club.

(e) The Trustees shall not incur any personal liability jointly or severally by carrying out their duties of office and shall have no personal interest or claim on the assets or property of the Club.

10. Accountant

An Accountant shall be elected annually at the Annual General Meeting, provided that such a person appointed shall not be a member of the Committee. A retiring Accountant shall be eligible for re-election.

An Income and Expenditure Account and Balance Sheet for each year shall be prepared and examined by the elected accountants.

11. Visitors to the Club's playing facilities

(i) Every member shall have the privilege of introducing such number of visitors to the Club's playing facilities and its bar facilities as the Committee may from time to time determine. The Committee may in its absolute discretion at any time vary, suspend or withdraw altogether this privilege on posting a written notice to that effect in the Clubhouse.

(ii) No person may be introduced as a visitor who has been suspended or expelled from membership of the Club.

12. Guests of Members

(i) Every member shall have the privilege of introducing guests to the Clubhouse Bar facilities. The Committee may in its absolute discretion at any time vary, suspend or withdraw altogether this privilege on posting a written notice to that effect in the Clubhouse.

(ii) No person may be introduced as a guest who has been suspended or expelled from membership of the Club.

13. Club Steward

The Club Steward has the authority to require any member or guest to leave the premises if their conduct is deemed to be unreasonable or disruptive.

14. Subscription.

(a) (i) Each full member shall pay an annual subscription on or before the first day of April in each year. Any member whose subscription is unpaid within 14 days of this date shall not enjoy the privileges of the Club until such time as the subscription shall be paid. If such membership is still unpaid on the first day of May such membership name may be removed from the Register of Members, but any name so removed may be restored by the Committee on payment of the subscription fee.

(ii) Each Indoor member shall pay an annual subscription on or before the first day of October in each year. Any member whose subscription is unpaid within 14 days of this date shall not enjoy the privileges of the Club until such time as the subscription shall be paid. If such membership is still unpaid on the first day of November such membership name may be removed from the Register of

Members, but any name so removed may be restored by the Committee on payment of the subscription fee.

(iii) Each Associate or Senior Associate member shall pay an annual subscription on or before the first day of April in each year. Any member whose subscription is unpaid within 14 days of this date shall not enjoy the privileges of the Club until such time as the subscription shall be paid. If such membership is still unpaid on the first day of May such membership name may be removed from the Register of Members, but any name so removed may be restored by the Committee on payment of the subscription fee.

(b) All fees to be charged shall be as determined from time to time at the Annual or Special General Meetings, subject only to sub-paragraph 14 (c) hereof.

(c) The Committee may in its absolute discretion vary or waive the amount of annual subscription and green fees to be levied provided always that such variation shall not exceed the amounts currently stipulated by the Annual or Special General Meeting under paragraph 16(a) hereof.

15. Competitions

The Committee shall have power to make arrangements for holding Matches, Tournaments or other like competitions, to provide cups and other prizes for competition and to determine entrance fees thereof and to reserve the green or any rinks as may be required on any occasion as the Committee in its discretion thinks proper.

16. Borrowing

(a) If at any time the Club in Annual or Special General Meeting shall pass a resolution authorising the Committee to borrow money the Committee shall thereupon be empowered to borrow for the purpose of 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 and thereupon the Trustees shall at the direction of the Committee make all such dispositions of the Club property or any part thereof and enter into such agreements in relation thereto as the Committee may deem proper for giving security for such loans and interest.

(b) All Members of the Club whether voting on such resolution or not and all persons becoming Members of the Club after the passing of such resolution shall be deemed to have assented to the same as if they had voted on such resolution.

17. Annual General Meeting

(a) The Annual General Meeting of Members will be held no later than the end of November in each year on such day as the Committee shall determine for the purpose of elections and for the transaction of all other competent business.

(b) A quorum shall consist if twenty-five Full and Indoor Members of the Club.

(c) All questions shall be decided by a majority of those present and voting.

(d) The list for nominations for the committee for submission to the A.G.M. shall be displayed in the clubhouse during the first week of September.

(d) Any Member desirous of:

(i) moving any resolution at the Annual General Meeting should give notice in writing to the Secretary three weeks prior to the A.G.M.

(ii) proposing the nomination of a member to serve on the Committee of Management, or proposing the nomination of a Member to serve as an officer of the Club shall complete the nomination form on display in the clubhouse not less than 21 days before the date of the meeting.

(e) Notice of the Annual General Meeting, Minutes of the previous A.G.M. together with notices of motion. shall be available in the clubhouse at least 14 days before the date of the meeting.

(f) Candidates for selection receiving the highest number of votes shall be elected. In the event of equality of votes, the selection between candidates shall be determined by lot drawn by the Chairman at the meeting. In all other matters the Chairman shall in the event of equality of votes have a casting vote.

18. Special General Meeting

(a) The Secretary shall convene a Special General Meeting if requested to do so on behalf of the Committee, or by a requisition signed by at least ten full members stating the purpose of the Meeting. Notice of such meeting should be in accordance with the procedure laid down in Clause 17(e)above, and no other business but that stated on the requisition should be considered.

(b) A quorum shall consist of twenty-five Full and Indoor Members of the Club.

(c) All questions shall be decided by a majority of those present and voting. In the event of equality of votes the Chairman will have a casting vote.

19. Cheque Signatories

All cheques drawn on the club shall be signed by any two of the Chairman, Membership Secretary and the Treasurer.

20. Laws of the Game

The laws of the game shall be those of the International Bowling Board currently in force.

21. Loss of Articles

The Club shall not be responsible for any loss or damage which any member or visitor may sustain by reason of any apparel, bowls bags or personal belongings being lost or damaged on Club property.

22. Voting Rights

Only Full and Indoor Members whose subscription is fully paid shall be entitled to vote at all General Meetings whether Annual or Special.

23. Clubhouse/Bar

(a) The clubhouse shall be open for the convenience of Members on the days and hours announced by the Committee.

(b) Any bar facilities at the Clubhouse shall be open on the days and hours announced by the Committee in accordance with the current Licensing Acts.

24. Byelaws

The Committee shall have the power to make bye-laws consistent with the Rules of the Club only.

25. Alteration of Rules

(a) These Rules shall not be altered except at an Annual General Meeting or at a Special General Meeting.

(b) Notice of any proposed alterations must be given in writing to the secretary at least twenty-one days before the date of such meeting, and such proposed alteration shall be placed on the agenda of business for that Meeting.

25. Interpretation

(a) In the event of a dispute, the Committee shall be the sole authority for interpreting the Rules, Bye-Laws and Regulations of the Club and for settling all disputes relating to the affairs of the Club.

(b) Any resolution passed by the Committee within the scope of its powers and any resolution or amendment of Rules passed by the Members at any Annual or Special General Meeting shall become operative immediately on passing thereof unless otherwise specifically provided.

26. Rules

(a) Every Member of the Club shall be supplied with a copy of these Rules and any Bye-Laws and Regulations of the Club, at a charge to be determined by the Committee.

(b) A copy of these Rules and any Bye-Laws or Regulations of the Club shall be displayed in the Clubhouse.

