

CRABLANDS BOWLING & TENNIS CLUB

Crablands Club Constitution and Rules

1. NAME

The Club shall be known as Crablands Bowling and Tennis Club at Selsey, West Sussex, PO20 9BD. Telephone 01243 603499.

OBJECTS

- a) The object of the Club is to provide facilities for and promote participation of the whole community in the sports of Bowling, Short Mat Bowls and Tennis. All sport is to be played in accordance with the Rules of each section's governing body.
- b) The Income and Property of the Club shall be applied solely towards promoting the Club's objects as set forth in this constitution and no portion thereof shall be paid or transferred, directly or indirectly, to the Members of the Club.

2. MEMBERSHIP

- a) A candidate for membership can apply to the section secretary and submit a membership form.
- b) The Management Committee have the power to regulate and control the number of members allowed in the Club membership at any time.

3. TYPES OF MEMBERSHIP

- a) Adult Member – a member of one or more of the Sport's sections over 18 years of age, who is not a Student Member or Social Member.
- b) Student Members – Over 18 years and in full time education. Student members are entitled to use the full amenities of the Club but have no right to vote at General Meetings.
- c) Social Members shall be 18 years and over. Social Members are entitled to use full amenities of the Clubhouse (other than short mat bowls and short tennis) but have no right to vote at General Meetings.
- d) Junior Members – a person under the age of 18 years may apply to become a Junior Member of the Club. Junior members are not permitted to attend General Meetings but are otherwise entitled to use the full amenities of the Club at the discretion of their Section Committee.
- e) The Management Committee have the power to elect Honorary Life Members. Honorary Life Members of the Club pay no fees. Honorary Life Members shall have all the rights and privileges of Adult Playing Members.

f) The Management Committee have the right to refuse membership where they are satisfied that it is in the interest of the Club to do so, without disclosing the reasons for so doing.

g) Membership of the Club shall be open to all persons irrespective of ethnicity, nationality, sexual orientation, religion, or beliefs, or of age, sex, or disability except as a necessary consequence of the requirements of bowling and tennis as a particular sport.

4. EXPULSION

a) If at any time the Management Committee shall believe the interests of the Club so require, they may, by letter, ask any member to resign from the Club within a time specified in such letter. In default of the member's resignation the question of their expulsion shall be submitted to a special management meeting. The member whose expulsion is sought shall have notice of such meeting and the grounds on which it is sought to expel them. At such meeting, the member shall be allowed to explain their conduct verbally or in writing and if two thirds of the members present shall vote for their expulsion, they shall cease to be a member of the Club. It shall be in the power of the committee to exclude such member from the clubhouse and grounds until such special management meeting is held.

b) Appeals – members against whom such action is taken shall have the right to appeal to their Section County Association. In all disciplinary matters the procedure to be followed will be that set down by the appropriate County Association in their Disciplinary Guidance Notes.

5. SUBSCRIPTIONS

a) The rates of subscription for the types of membership listed in Rule 3 shall be determined by the Sections, approved by the Management Committee, and ratified at the Annual General Meeting each year, or at any Emergency Meeting called for that purpose.

b) Annual subscriptions for Green Bowls and Tennis shall be paid by 31st March in the current year. Short Mat Bowls annual subscriptions shall be paid by 31st August in the current year.

6. CONDITIONS OF MEMBERSHIP

a) Every member, on joining, undertakes to comply with the Constitution and Rules, By-laws, and Regulations of the Club.

7. REGISTER OF MEMBERS

GDPR regulations stipulate that members' details are kept by the members secretary for that year and not passed on for future years.

8. OFFICERS OF THE CLUB AND MANAGEMENT COMMITTEE

- a) The Officers of the Club shall be the President, Vice-President, Club Secretary and Club Treasurer. They will be ex-officio members of each Section Committee.
- b) The Management Committee shall consist of the Officers of the Club plus the Chairman and the Secretary of the Tennis, Bowls, and Short Mat Bowls sections plus the Senior Steward.
- c) Five elected members shall form a quorum to include at least one member from each section.
- d) In the event of a vacancy on the Management Committee, the Committee shall have the power to appoint any Adult Playing Member to fill the vacancy.
- e) The Management Committee shall be chaired by the Club President, Vice President or in their absence, by a member elected by the meeting.

9. SECTIONS & SECTION COMMITTEES

- a) Each of the three sections shall have its own officials as follows:
Bowls Section: Chairman, Secretary, Captains, Match Secretaries, Green Keeper
Tennis Section: Chairman, Secretary, Captains, Safeguarding Officer
Short Mat Section: Chairman, Secretary, Captains, Match Secretaries, Safeguarding Officer
- b) Each section shall form a committee to be responsible for its administration and day to day running with the addition of extra members as deemed necessary. All members to be elected at the section AGM to be held not less than six weeks before Club AGM.

10. ELECTION OF OFFICERS

At the Annual General Meeting the Officers of the Club shall retire but shall be eligible for re-election. Any two members may propose any candidate(s) by entering the details on a notice displayed in the clubhouse for this purpose or by writing to the secretary at least six weeks before the meeting. Voting shall be by ballot when necessary and every member present shall be entitled to vote for as many candidates as there are vacancies to be filled. The candidates who shall receive the most votes shall be declared elected, and in the case of two or more candidates receiving an equal number of votes the chairman shall have a second vote.

11. MANAGEMENT OF THE CLUB

- a) The affairs of the Club shall be wholly managed by the Management Committee according to these rules. The Committee may make such by-laws and regulations as it thinks fit.
- b) It shall be the responsibility of the Honorary Treasurer to keep a complete and accurate account of the Club's finances, produce a monthly account, end of year balance sheet, and any financial information requested by the Management Committee.
- c) The Management Committee shall meet once a month to arrange the affairs of the Club and notices of meetings shall be communicated to each Committee member. Minutes shall be taken of all proceedings of the Committee and shall be open for inspection by any member of the Club and displayed on the notice board.
- d) The Management Committee will regulate the opening and closing time of the Club premises and the bar will be subject to the conditions imposed by the current Justices Licence then in force.
- e) Sub-Committees: The Management Committee may appoint such Sub-Committees.
- f) The Management Committee shall be solely responsible for the purchase and supply by the Club of intoxicating liquor and this responsibility shall not be delegated to any sub-committee.

12. ACCOUNTS OF THE CLUB

- a) The accounts of the Club shall be made up to the 30th September each year and shall be approved by the Examiners appointed at the preceding AGM.

13. GENERAL MEETINGS

- a) The Annual General Meetings of the Club shall be held on the first Sunday in December in each year at a time to be fixed by the Management Committee for the following purposes:
 - 1) To receive from this Committee a report, balance sheet and statement of accounts for the financial year ending on the preceding 30th day of September.
 - 2) To elect the Officers of the Club and appoint examiners for the ensuing year.
 - 3) To decide on any resolution, which may be submitted to the Meeting by writing to the Club Secretary not less than six weeks before the date of such meeting.
- b) The Committee may at any time for any special purpose call a Special General Meeting and they shall do so upon the request in writing of 20 Adult members stating the purpose for which the meeting is required.

c) Fourteen days at least before the Annual General Meeting or any Special General Meeting, a printed or written notice of such meeting and of the business to be transacted shall be sent to every member and no business other than that of which notice has been given shall be brought forward at such meeting.

d) At all general meetings of the Club, the President, Vice-President or in their absence, a member elected by the meeting shall take the chair. Every member present is entitled to have one vote upon every motion and in the case of equality of votes the Chairman shall have a second or casting vote.

14. TRUSTEES

a) There shall not be more than four Trustees of the Club.

b) The Trustees shall be elected by the members at a General Meeting.

c) Any casual vacancy in the office of Trustees may be filled by the Management Committee nominee.

d) The Trustees shall be ex-officio members of the Management Committee. Unless they are elected members of this Committee, they shall have no vote.

e) The property of the Club shall be vested in the Trustees for the time being of the Club.

f) The Trustees shall deal with the Club property as directed by resolution of the Management Committee.

g) The Trustees shall be fully indemnified out of Club property against all risks and expenses incurred in the performance of their duties.

15. GUESTS

a) The fees for Guests and Visitors will be in accordance with the latest subscription rates in operation.

16. BAR

a) The permitted hours for the supply of intoxicating liquor shall, be in accordance with our Licence. The Committee shall have the power to alter these hours within the limits permitted by the Licensing Justices.

b) The purchase of intoxicating liquor shall be at the absolute discretion of the Management Committee which is elected annually at the Annual General Meeting.

c) The Management Committee shall in no way be restricted in freedom of purchase save as may be necessary where any arrangement is entered into with a specific brewery for the benefit of the Club.

d) No person (whether member or not) under 18 years of age shall be permitted to purchase or consume intoxicating liquor on the Club premises.

e) Members shall not enter the Bar except as authorised voluntary helpers.

17. BORROWING POWERS

The Management Committee shall be empowered to borrow for the purpose of the Club in any calendar year not more than £75,000 or 50% of the value of fixed assets e.g. Land, Clubhouse etc., or such other sum as may from time to time be determined by the Club in General Meeting and at such rate of interest and in such form and manner and upon such security as the Committee shall deem fit and the Trustees shall at the discretion 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.

18. DISSOLUTION

a) If at any General Meeting a resolution for the dissolution of the Club shall be passed, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the Club, but shall be given or transferred to one or more of the following approved sporting or charitable bodies:

- 1) A registered charitable organisation(s)
- 2) Another Club which is a registered CASC
- 3) The sports national governing body for use by them for related community sports.

b) The Trustees shall sign all such documents as may be required to give effect to such realisation and distribution.

19. HEALTH & HYGIENE

The latest Health and Hygiene legislation will be adhered to in the clubhouse, particularly in relation to the preparation and serving of food and drink.

20. PERSONAL INJURY

a) The Club does not accept liability for loss of, or damage to, personal property of persons using the Club premises.

b) The Club does not accept liability for injury to members or visitors or damage to their possessions by a third party.

21. ALTERATION/INTERPRETATION of the CONSTITUTION & RULES

a) The Rules of the Club may only be altered at a General Meeting of the Club by two thirds majority of adult members present, and after the giving of proper notice in accordance with Rule 13 (b).

b) The Management Committee shall be the sole authority for the interpretation of these Rules and decision of the Committee upon any matter affecting the Club and not covered by these Rules shall be final and binding on the members.

c) Rule 21 (a) does not apply to Rule 18.

Dated: September 2023