

## West Barns and District Bowling Club

### CONSTITUTION AND RULES

#### **1. NAME OF CLUB**

The name of the Club shall be “West Barns and District Bowling Club”

#### **2. MANAGEMENT OF THE CLUB**

The business and affairs of the Club shall be under the management of a Committee of Management consisting of the President, Vice-President, Secretary, Treasurer, Assistant Treasurer, Ranger and Seven Ordinary Members, who shall all be elected annually and shall be eligible for re-election. The election in 1966 shall be at the inaugural meeting of the Club and in subsequent years at the Annual General Meeting. Six shall form a quorum. The committee shall meet not less than once every month. The committee shall have full power to transact all business of the Club, to regular the opening and closing of the Green and at any time to call a General Meeting of the Club. In the event of a vacancy occurring on the committee, the remaining Members of the Committee shall have power to co-opt an Ordinary Member to fill the vacancy at the first meeting thereafter. The Chairman of the Meeting of the Committee shall have a casting vote in case of equality in voting. No member of the Committee of Management and no servant of the Club shall have and personal interest in the sale of excisable liquor in the Club, or in the profits arising there from.

#### **3. MEMEBERSHIP OF THE CLUB**

##### **(a) Ordinary Membership**

The Club shall consist of Gentlemen Ordinary Members, Lady Ordinary Members, Junior Ordinary Members and Non-Playing Members. Application of Ordinary Membership shall be signed by a proposer and seconded who must both be Ordinary Members of the Club. The names, addresses and occupations of applicants for membership shall be displayed on the Notice Board in the Club Premises for not less than **one week** before their election and an interval of not less than **two weeks** shall elapse before their selection. Election to Ordinary Membership shall be by the Committee of Management who shall have power to reject any person nominated. All Members shall pay an entrance fee of £1.00 and an Annual Subscription decided at the Annual General Meeting of the Club. Only Gentlemen Members and Lady Ordinary Members will have voting rights at a General Meeting of the Club. Membership excepting under 16 year olds who shall be Junior Members. Non-Playing and Junior Members shall have no vote at General Meetings of the Club.

##### **(b) Junior Membership**

The Club shall admit to Junior Membership of the Club, persons under the age of sixteen years who shall require to be proposed and nominated in the same way as applicants of Ordinary Membership. Junior Members shall have no vote at General Meetings of the Club.

### **(c) Temporary Membership**

Persons who are members of the Bowling Clubs affiliated to the Scottish Bowling Association may apply for Temporary Membership of the Club on submitting an application form to the Secretary duly signed by one Ordinary Member of the Club and seconded by one Ordinary Member of the Club and on payment of subscription as decided at Annual General Meeting. A person shall not be a Temporary Member of the Club for longer than **14 days** and not for more than **28 days** in any one year. Temporary Members shall have no voting rights at General Meetings of the Club.

### **(d) Honorary Membership**

The Club may elect to Honorary Membership of the Club such persons as the Club consider in recognition of their services to the Club or to the sport. Honorary Members shall have no voting rights at General Meetings of the Club.

### **Payment of Subscriptions**

Annual Subscriptions shall be paid in advance on the 1<sup>st</sup> day of January in each year. Any member failing to pay his or her subscriptions within one month of its becoming due after being advised by the Treasurer that is unpaid shall cease to be an Ordinary Member of the Club. Any member not giving to the Secretary notice of resignation from Membership of the Club before 31<sup>st</sup> December in any year shall be liable for payment of the next year's annual subscription.

## **4. MEETINGS OF THE CLUB**

### **(a) Annual General Meeting**

The Annual General Meeting of the Club shall be held in February in each year, for the purpose of election of office bearers, receiving the Annual Report and approval for Balance sheets and accounts. Fourteen days notice of the A.G.M. shall be given by secretary by means of a newspaper advertisement and a posted notice on the Club notice board. Twenty Ordinary Members shall form a quorum of the Club at the Annual General Meeting.

### **(b) Special General Meeting**

A Special General Meeting shall be convened by the Secretary not less than 28 days after receiving a writer requisition signed by not less than half the Ordinary Members with notice of the resolution to be considered at the meeting. Such resolution shall not be approved unless supported by at least two-thirds of the Ordinary Members present and voting at such meeting.

## **5. ACCOUNTS**

Correct accounts and books shall be kept by the Treasurer of the Club showing the financial affairs and intromissions of the Club. Accounts and a Balance Sheet shall be drawn up at 30<sup>th</sup> November in each year and shall be audited by such person or persons as shall be appointed at the preceding Annual General Meeting of the Club and the same shall be submitted to approved at the Annual General Meeting of the Club.

## **6. SALE OF EXCISABLE LIQUOR**

The Committee of Management shall be responsible for the purchase and sale of excisable liquor in the Club premises and all right to property therein shall belong to the Ordinary Members of the Club. Notice of the hours (in conformity with the permitted hours stipulated in the Licensing (Scotland) Act, 1976), during which excisable liquor may be sold shall be posted by the Secretary on the Notice Board in the Club premises and the Committee of Management shall have power to determine such hours.

No excisable liquor shall be sold:

1. To any person under the age of 18 years of age.
2. To a visitor unless the invitation and in the company of an Ordinary Member and such Member shall, on the admission of such visitor of the Club premises or immediately on his being supplied with such liquor, enter his own name and the name and the address of the visitor in a book which shall be kept for the purpose and which shall show the date of each visit.
3. To any person for consumption off the premises except to an Ordinary Member of the Club in person for the consumption by him, or to any person holding an excise license for the sale of excisable liquor.

## **7. BORROWING**

The Committee shall have full power to borrow when necessary.

## **8. SECURITY**

The President, Secretary and Treasurer will act as Trustees with powers to borrow and grant Club premises as security.

## **9. ALTERATIONS**

The Committee of Management shall have the authority to alter the Rules and Constitution of the Club in any year, any alterations but must be approved at the following Annual General Meeting.

## **10. EQUAL OPPORTUNITES**

West Barns Bowling Club is strongly committed to the promotion of equal opportunity for all members of the community. We aim to foster a club environment where individuals and groups are treated with dignity and respect. We will ensure that individuals are not discriminated against through club policy or procedures on the grounds of their sex, marital status, age, sexual orientation, social class, ethnic or national background, race, colour, disability or any other personal attributes including beliefs or opinions such as religious or political opinions. Committee of Management expect all members to support us in this achievement.

### **Application of assets on dissolution**

Upon dissolution of the Club, any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.

Even slight departures from this wording for example, referring to 'charitable and benevolent purposes' may mean that this requirement is not met. This does not prevent a club from repaying any unspent grant to a grant-making body where this was a condition of it being made.

### **Main Purpose**

The main purpose of the club is to provide facilities for and to promote participation in the amateur sport of Bowling in West Barns.

### **Membership Availability**

Membership of the Club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

The Club may have different classes of Membership and subscription 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 Club 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.

### **Non-Profit Making**

All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

Updated 2014

President: Mr. Douglas Kennedy

Secretary: Mr. Kenneth Borthwick