

# MISTLEY & MANNINGTREE BOWLS CLUB

## RULES

The word "Committee" herein after shall mean "Management Committee".

### A TITLE & OBJECT

1. The Club shall be called "Mistley and Manningtree Bowls Club"
2. The objects of the Club shall be:
  - a. Providing bowling facilities for the members and encouragement of the game.
  - b. Provision of facilities for the playing of billiards and snooker and other indoor games.

### B MEMBERSHIP

1. Membership of the Club is open to all without discrimination.
2. There shall be **FIVE classes of Members**.
  - a. **Full Members and Life Members**, elected by the Committee. Persons of over the age of 18 years. New Members shall be issued with clubhouse access code for the key box and new codes for the duration of their membership (Rev.Oct'21)
  - b. **Junior Members**. Person of over the age of 10 years. Entitled to play bowls only if accompanied by a Full Member. They shall not be entitled to vote at any Club Meeting. (Rev. Oct 21)  
Children aged 16-17 of Full Members may play snooker when accompanied by that Full Member on payment of **£5.00** per session – no limit to the number of sessions during the year. (Rev Oct 22)
  - c. **Social Members**. Person of and over the age of 18 years. Entitled to all Club facilities except Bowls and Snooker.
  - d. **Junior Social Members**. As Junior Members, but without entitlement to play Bowls.
  - e. **Snooker Members**. As Full Members in 2.a. above (Rev.Oct.'15)
  - f. **Family Membership**. A couple (both full members) who have dependants living at home, over the age of 18, can receive a 75% reduction in the membership fee per dependant. (Add. Nov. '18)
3. Application for membership shall be to the Hon secretary in writing on the proposal of one Full or Social Member, seconded by another. Membership will then be ratified at a Committee meeting part way through the summer season.
4. Election to membership shall be by not less than three members of the Committee on they being satisfied that an interval of not less than 48 hours has elapsed since the application was received by the Hon. Secretary. The maximum number of members shall be decided at each Annual General Meeting.
5. **Members will adhere to Club Polices. Club Polices will be agreed by the Management Committee and published on the Club website and at the Clubhouse.**

### C OFFICIALS AND MANAGEMENT COMMITTEE

1. The Officials of the Club to be elected annually at the Annual General Meeting as follows:
  - The President
  - Honorary Secretary
  - Honorary Treasurer
  - **Safe-Guarding Officer**
  - **Equality & Diversity Officer**
  - Men's Captain
  - Ladies' Captain

- Green Ranger
  - Men's Vice Captain
  - Ladies' Vice Captain
  - Competitions Secretary (can be split into 2 roles - club competitions and internal weekend cups)
  - Bar Steward
  - Subscriptions Secretary
  - Men's, Ladies' and Match Secretary
  - In addition, three Club Members.
2. The affairs and property of the Club shall be managed by the Management Committee comprising those appointed by the AGM to carry out the following roles: (Rev. Oct 21).

- The President
  - Honorary Secretary
  - Honorary Treasurer
  - Match Secretary
  - Men's Captain
  - Ladies' Captain
  - Green Ranger
  - Competitions Secretaries (2)
  - Safeguarding Officer
  - Bar Steward
  - Membership/Subscriptions Secretary
  - the three additional Club Members.
- (Rev. Apr'2022).

A Club Chairman shall be elected by the Committee from those listed in above at its first meeting following the Annual General Meeting.

FIVE Members shall form a quorum, providing no more than two of the three elected Club Members are present and the meeting has been properly called.

The Committee shall have the powers (inter alia):

- a. To define the duties of any Club official.
- b. To delegate the power in any manner except where such power is qualified by the Rules
- c. To co-opt any member to serve on it, but such co-opted Members shall have no vote on the Committee.
- d. To demand possession of the funds or property of the Club from any Member holding them.
- e. To deal with any other matter concerning the Club which is not provided for by these rules.

#### D FINANCE

1. The Club's financial year shall end on 30th September.
2. The Annual Subscription shall be decided at the Annual General Meeting.
3. Any Member receiving a retirement pension may on application to the Committee request a reduction in the annual subscription.
4. Enrolment night shall be held on the first Thursday in April each year.

**5. ALL SUBSCRIPTIONS MUST BE PAID BY 31ST MAY OTHERWISE MEMBERSHIP WILL LAPSE.**

6. The fund of the Club shall be applied solely to the objects of the Club, and no payment shall be made by way of fee or commission or any purpose to any Member, except or work carried out by reason of his/her trade or profession and authorised by the Committee or by a General Meeting for service to the Club.
7. The Club accounts shall be examined by the duly appointed Independent Examiner. (Rev.Oct'19)

**E MEETINGS**

1. The Annual General Meeting of the Club shall be held before the end of October each year (Rev Oct 21), when the business shall include the election of Officials for the ensuing year, the appointment of the Independent Examiner and the passing of the accounts. (Rev.Oct'19)  
Fourteen days' notice of this meeting shall be given to all members in writing and no person shall be nominated for election as an official or to the Committee without his/her consent. A quorum must consist of TWELVE Members.
2. A Special General Meeting of the Club may be called at any other time at the instance of the Committee or by a written requisition signed by one fifth of the membership, which must specify the object of the meeting required.
3. The procedure at General and Committee meetings will be generally accepted procedure and no meeting shall be considered as properly conducted unless its business is recorded by minutes.
4. In the event of a member being dismissed or suspended from the Club he/she shall have the right within 21 days to demand an Extraordinary General meeting for the sole purpose of appealing against such dismissal or suspension.
5. Decisions will be by majority vote, unless otherwise stated in these rules.

**F PREMISES**

1. The Club premises situated at New Road, Mistley comprise a Pavilion, Snooker Room (Rev Oct 21), Bar, Lounge and Bowling Green in an enclosure. These premises are available only to Club Members, Members' guests and guests of the Club.

**G CLUB BAR**

1. The bar shall be managed in all respects by the Committee which may delegate its powers to a Sub-Committee. This Sub-Committee may in turn appoint a rota of bar stewards from willing Club Members who will be notified of their duties.
2. The bar may be open for the sale of intoxicating liquor:
  - a. on weekdays between the hours of 11am and 11pm.
  - b. on Sundays and Good Friday between the hours of 12 noon and 10.30pm.
  - c. on Christmas Day between the hours of 12 noon and 3pm and then 7pm and 10.30pm (whether or not a Sunday)
3. Liquor may be sold to non-members and guests provided that the same are admitted to the Club by a member or, in the case of a visiting team, by the captain of the day, but liquor in any case may not be supplied to any person under the age of 18 years. Members may be accompanied by up to TWO non-members, who will enter their names in the Visitors' Book.
4. Members of outside bodies who have been granted permission by the Committee to hire accommodation within the Club premises may, upon such occasions, purchase intoxicating liquor for their own consumption, provided always that the Committee shall have the right to refuse access to the bar facilities to any person who, in their opinion, is

not suitable to afford such access. "Outside bodies" shall include Club members who may be granted permission to hire accommodation for a private function.

These special functions shall not, in any one year or consecutive period of twelve months, exceed 12 in number.

Advance notice of functions will be given to the Clerk to the Justices and the Police.

#### H ALTERATIONS OF RULES

A resolution to appeal or amend any Club Rule or add to them shall, unless sponsored by the Committee, be submitted in writing to the Hon Secretary at least 28 days before a General or Special Meeting.

Such a resolution cannot be passed unless voted for by at least two thirds of the members present.

#### I INTERPRETATION OF RULES

The Committee shall be the sole authority for the interpretation of these Rules and its decision upon any question of interpretation shall be final and binding on the Club.

#### J CLUB MATCHES

The selection of players for Club matches or nomination of players for representative matches shall be the responsibility of the Captains and Vice Captains who shall enter details of the visiting Teams in the Visitors' Book.

#### K THE GREEN

A ground Sub-Committee together with a Green Ranger shall be responsible for the care and maintenance of the green. This Sub-Committee shall be elected at the Annual General Meeting.

#### L BILLIARDS AND SNOOKER

1. Only Full Club Members may introduce guests on payment of £5.00 per session (Rev'd Oct 22) during the year. The Committee shall retain the right to bar non-members (Rev. Oct'14)
2. No smoking in the Snooker Room. No articles to be placed on the table or its edges.
3. The Committee reserves the right to allow exclusive use of the table for match or competition play.
4. Any Member who has been a Full Member for three consecutive years or more, and/or through ill health, transfers to Social membership is allowed to play snooker.

#### M PLAY RULES

1. Bowls Rules shall be those of the Essex Bowling Association.
2. **Dress.** Players when not representing the Club will be allowed on to the green in smart casual wear (no ripped jeans or garish shirts/t-shirts). When representing the club members must wear club or white tops and plain grey or white below the waist (Rev Oct 21).
3. **Footwear.** No person shall be allowed on the green unless wearing suitable footwear (flat soled shoes – projecting heels are STRICTLY PROHIBITED).

#### N DATES OF PLAY

The green will be open for play between the first and last dates shown in the Club Fixture Book or such dates as the Committee may decide.

**O ACCIDENTS**

The Club cannot be responsible for accidents to members, visitors or non-members occurring on the premises or the enclosure.

**P LOSS OR DAMAGE TO PROPERTY**

The Club shall not be responsible for any loss or damage to property within the boundaries of the Club.

**Q CLUB COLOURS**

The Club colours shall be navy blue, gold and white.

**R BOWLS VISITORS**

Visitors other than those engaged in coaching sessions shall pay a fee of £5.00 per session and accompanied by a Full Member. No limit to the number of sessions during the year. The Committee shall retain the right to bar non-members (Committee decision Feb.'10)

**S DISSOLUTION**

1. The voting members of the Club may vote to wind up the Club if not less than three quarters of those present and support the proposal at a properly convened General Meeting.
2. The committee will then be responsible for the orderly winding up of the Club's affairs.
3. After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:
  - a. To a registered charity and/or
  - b. To another Club which is a registered CASC and/or
  - c. To the Club's National Governing Body for the use by them for related community sports.