

POPPLETON BOWLS CLUB

CONSTITUTION AND RULES

REVISED 2014

1.0 The Club

- 1.1 The Club shall be called 'Poppleton Bowls Club' and hereafter referred to as The Club.
- 1.2 The Club shall form part of the Poppleton Community Trust and be a constituent member.
- 1.3 The Club may at the discretion of it's committee be affiliated to. The Yorkshire CBA., York Amateur BA and Yorkshire Women's County BA. known as Bowls England

2.0 Objectives

- 2.1 To organise, regulate and control the game of Bowls in the interests of members.
- 2.2 To play games under the rules and laws of Bowls England
- 2.3 To play games respecting the rules of The Club.

3.0 Sections

- 3.1 The Club shall comprise a Men's section and a Ladies section. Elected members shall have access to and use of The Club's premises and property for the playing of Bowls and recreational or social purposes
- 3.2 A Vets section is open to male members who have attained the age of 60 years and who are registered with York Amateur BA, Vets Section
- 3.3 The Club shall accept Social Members i.e. those who do not wish to play but wish to use the facilities and participate in social activities. An annual fee must be paid and such members may not vote on club matters.

4.0 Management

- 4.1 The general management and control of The Club shall be vested in the committee
- 4.2 The committee shall consist of:
 - 4.2.1 The President
 - 4.2.2 Vice President
 - 4.2.3 Immediate Past President
 - 4.2.4 Club Secretary
 - 4.2.5 Club Treasurer
 - 4.2.6 Men's Captain
 - 4.2.7 Men's Vice Captain

- 4.2.8 Men's Veterans Representative
- 4.2.9 Ladies Captain
- 4.2.10 Ladies Vice Captain
- 4.2.11 Ladies Secretary
- 4.2.12 Ladies Treasurer
- 4.2.13 Match Secretary
- 4.2.14 Social Secretary
- 4.2.15 Green Keeper
- 4.2.16 Trust Representative; maximum two members
- 4.3 Committee members shall be proposed and seconded by members of at least one year's standing and consented to by the person nominated.
- 4.4 Notice of election of the committee shall be exhibited in the Bowls pavilion not later than the 1st of September.
- 4.5 Proposed members must be entered on the form provided for the purpose not later than the 30th of September.
- 4.6 Election of committee members shall take place at the Annual General Meeting. The President or nominated deputy shall preside at this meeting and at all committee meetings subsequently.
- 4.7 Voting shall be by ballot (as necessary) of members present at the AGM. In the event of more than one nomination for any position election shall be by ballot at the AGM subject to the following conditions:
 - 4.7.1 Male members may not vote in 4.2.9, 4.2.10, 4.2.11 and 4.2.12.
 - 4.7.2 Lady members may not vote in 4.2.6, 4.2.7, and 4.2.8.
 - 4.7.3 Vets members only are able to nominate, second and vote for the post of Vets Representative but if voting is tied the President shall have the casting vote.
- 4.8 All committee members shall retire annually but may be re-elected. They shall remain in office until the conclusion of the AGM except for the President, whose office shall be transferred during the meeting.
- 4.9 Any member of the committee absent for three consecutive meetings without good cause and notice shall cease to be a member, unless excused.
- 4.10 The committee shall have the power to form sub committees to co-opt members for specific purposes, the President and club secretary being ex-officio.
- 4.11 The committee shall elect at least one member to represent The Club at Community Trust Executive meetings.
- 4.12 Eight members shall form a quorum of the committee. In the event of a tie in voting on a matter before the committee the President or his deputy shall have a casting vote.

5.0 Annual General Meeting

- 5.1 A general meeting shall be held annually in the month of November at a place and time as the committee shall determine.
- 5.2 The meeting will:
 - 5.2.1 Approve the minutes of the previous AGM
 - 5.2.2 Approve reports from the President, Treasurer, both Captains, Vets Representative, Match Secretary and Green Keeper.
 - 5.2.3 Elect members of the committee for the forthcoming year.
 - 5.2.4 Fix subscriptions and other financial payments to be made by members.
 - 5.2.5 Transact all general business.
- 5.3 Notice of the AGM shall be given in writing to all members at least two weeks before the date.
- 5.4 Members who wish to include matters on the agenda of the AGM must give notice to The Club secretary at least one week before the meeting
- 5.5 Members present at the AGM have the right to vote only on matters of which due notice has been given.
- 5.6 The right to vote shall apply to all members except for the restrictions indicated in 4.7, Social Members and those under 18 years of age after the 1st of May in the current year.
- 5.7 Twenty voting members shall form a quorum at the AGM with the President or deputy having a casting vote.

6.0 Extraordinary General Meeting

- 6.1 Such meetings may be called at any time on fourteen days notice to members of the committee or on request in writing of one fifth of voting members.
- 6.2 In addition, any individual may request such a meeting subject to prior discussion with and at the discretion of the committee.
- 6.3 Requests for such meetings should include a clear and concise purpose, in writing, allowing the committee fourteen days to consider the item.
- 6.4 A quorum for such meetings shall be nine committee members.

7.0 Membership

- 7.1 Application for membership shall be submitted in writing to The Club secretary using an approved form which must include separately the Constitution and Rules of The Club. Juniors must be eighteen years of age on the 1st of May in the current year or in full time education. Election of the applicant shall be at the discretion of the committee. There shall be no restrictions on numbers elected or place of residence
- 7.2 All members must abide by the Rules and The Parent Club and a signed application for membership shall signify acceptance of these Rules.
- 7.3 Junior members may enter Club and County competitions but may not

- introduce guests, stand for the committee or partake in any voting.
- 7.4 Any member not paying the required subscription by the 31st of May shall cease to be a member.
 - 7.5 Any member wishing to resign membership should give written notice where possible.
 - 7.6 The committee shall have the power to suspend or expel any member whose conduct is likely to endanger the welfare and good name of The Club. However any member at risk shall have the opportunity of appearing before the committee. Details of the expulsion shall be given in writing to the secretary of the Parent Club.
 - 7.7 The Club is committed to promoting a safe environment in which children can enjoy the game of Bowls. The Club will abide by the joint Child Protection Policy and Procedures of Bowls England which follow the Child Protection Act. A committee member will be appointed annually to monitor and advise all aspects concerning players under the age of 18 years
 - 7.8 A notice of 'Child Protection Policy' and 'Best Practice' is attached to The Club notice board.

8.0 Life membership

- 8.1 Any member, on the special recommendation of the committee, may be elected a Life Member at the AGM and shall thereafter be entitled to the privileges of membership without paying the annual subscription or any special payment for such Life Membership.
- 8.2 A resolution on any such proposal shall be declared carried if voted for by at least two thirds of those present entitled to vote.

9.0 Guests

- 9.1 Any member of The Club other than those under item 7.3 may introduce Guests.
- 9.2 No guest may be invited more than four times in the year without permission from the committee
- 9.3 The member introducing the guest shall be responsible for the behaviour and Green fee. The fee should be noted in the book provided.
- 9.4 No person who has been refused membership or who has been expelled from The Club is acceptable as a guest.

10.0 Subscriptions

- 10.1 Subscriptions at the rate agreed at the AGM shall be paid within fourteen days of acceptance into membership of The Club or in the case of existing members by the 1st of May for the ensuing season.
- 10.2 The subscription year shall mean the period from the 1st of May to the following 30th of April irrespective of the time of opening of the Green for the summer season.

11.0 Finance

- 11.1 The financial year of The Club shall close on the 31st of March each year and an interim report for the period 1st of April to the 31st October presented at the AGM.
- 11.2 The Treasurer shall have charge of all monies, receipts and payment and shall render to the committee, at any time required of them, accounts of all receipts and payments.
- 11.3 All monies received shall be paid into an appropriate banking account in the name of Poppleton Bowls Club.
- 11.4 The Treasurer shall pay a sum of money annually to the Treasurer of the Parent Club in respect of each duly elected member, as may be proposed by the Parent Club, after consultation with the committee of The Club.
- 11.5 The Club shall receive income from all money-raising efforts; occasional lettings of the Green for coaching, matches, tournaments, gate receipts and collections made at events approved of or organised by the committee.
- 11.6 Should The Club be wound up or dissolved all debts and liabilities must be discharged. Remaining assets shall be distributed in liaison with the Parent Club.

12.0 Teams

- 12.1 The number and style of teams to be entered into League competitions shall be decided by the committee.
- 12.2 Teams shall be chosen by a selection committee consisting of the Men's Captain and Vice Captain, the Ladies Captain and Vice Captain. In the absence of Captain or Vice Captain a third selector may be nominated.

13.0 Play

- 13.1 Suitable bowling shoes must be worn at all times. Standard attire is white tops and grey trousers or skirts. This includes club competitions and organised social bowling. Casual clothes are only allowed for coaching and ad hoc bowling.
- 13.2 The Green shall be available for play at all times subject to item 13.5 except when required for club matches, competitions and coaching. At least two rinks should always be available for social bowling except when 6 rinks are needed for club matches and when a warning notice is exhibited.
- 13.3 Competitions shall be held at the discretion of the committee.
- 13.4 Maintenance of the Green will normally be confined to weekday mornings.
- 13.5 The Green Keeper or his nominated deputy shall decide if the Green is unfit for play.
- 13.6 Members must be aware of club etiquette as posted on the notice board

14.0 Alteration to the Constitution and Rules

- 14.1 No alteration to the Constitution and Rules shall be made except at an extraordinary meeting or at the AGM when due notice shall be given to members that the question of amending the Rules is to be considered.
- 14.2 No proposal for the alteration or addition to the Rules shall be deemed carried unless two thirds of those voting members present shall be in favour.

15.0 Bye – Laws

- 15.1 For the betterment of The Club the committee shall have the power to frame bye-laws, not inconsistent with the Rules, which shall be deemed to have equal force and authority as if incorporated in these Rules.
- 15.2 Any bye-laws shall be displayed to members.

16.0 Display of the Constitution and Rules

A copy of the Constitution and Rules shall be displayed and brought to the attention of all members
