

LANGTOFT BOWLS CLUB RULES & CONSTITUTION (June 1991) revised March 2022

1. THE TITLE

The club shall be called the “LANGTOFT BOWLS CLUB” (here in called “The Club”)

2. OBJECTS OF THE CLUB

- a. To promote and encourage the playing of flat green bowls.
- b. To encourage friendly competition with other bowling clubs and to enter into regulated competition within local leagues.

3. MEMBERSHIP

- a. Membership may be limited to a maximum as determined by the Committee.
- b. The Committee shall have the right to revoke or refuse membership.
- c. Initial membership will be as a result of approval by the Committee.
- d. Membership shall be for a period of one year and may be renewed without need for re-approval by the committee. Junior membership is open to all aged between 10yrs. and 17yrs. Junior members must at all times be accompanied by one of their parents, a recognised guardian or a member of the Club who has the required Child Protection accreditation.

4. FINANCES

- a. The club shall be non-profit making.
- b. Membership fees shall be recommended by the Committee and approved at the A.G.M. Fees shall be due on 1st March and must be paid by the 14th April of the relevant year. Non payment of fees by the 14th April will result in immediate suspension of membership. Only fully paid up members will be allowed to participate in league or competition matches.

- d. An audited “Balance of Accounts” will be presented by the Treasurer through the Committee to the A.G.M.
- e. The financial year will be from 1st October to 30th September.
- f. Expenditure approved by the committee will be paid by cheque or bank transfer (BACS). For expediency a maximum of three committee members will be nominated as signatories, these will include the Treasurer and two other members of the Club committee.
- g. All monies will be deposited in the account at the Bank/Building Society as agreed by the Committee.

5. MANAGEMENT COMMITTEE

- a. Members of the Management Committee (referred to in this document as “the Committee”) shall be elected/ re-elected at the A.G.M. to serve for a maximum of three years and then seek re-election. The Committee shall consist of Chairman, Treasurer, Secretary, Green Manager and five non-executive members. The Vice-Chairman will be elected from the Management Committee by that Committee.
- b. The Committee shall be empowered to co-opt other members for specific tasks/duties.
- c. The Committee shall be responsible for club policy, finance, competitions, social activities, inter-club functions and other functions as deemed necessary.
- d. The Committee may grant privileges (such as honorary membership) subject to the approval of the club membership at the A.G.M.
- e. The Committee will meet a minimum of four times per year.
- f. Four members of the Committee shall constitute a quorum.

6. A.G.M.'s and other GENERAL MEETINGS

- a. All General Meetings will be open to all paid up members of the club.
- b. Motions to be debated will be accepted by the Secretary provided they are submitted at least three weeks prior to the meeting and are proposed and seconded.
- c. An Agenda will be published two weeks prior to the A.G.M.

d. Extraordinary General Meetings may be called to discuss specific items of interest by the following means:

- i) A motion signed by at least 30% of the club members,
- ii) A motion signed by the majority of the members of the Committee.

e. The A.G.M. will be held in October, members will receive at least four weeks notice of the meeting.

7. VOTING

a. All matters will be decided by vote, a simple majority being sufficient to carry the vote. This rule applies to the A.G.M., E.G.M. and Committee meetings.

b. In the event of a tied vote the Chairman has a (2nd) casting vote. The only exceptions to this rule are:

- i) Election to the Committee where there is a tie for the final place(s).
- ii) Election as an Executive member. In the event of these two cases the Chairman would not have a casting vote but a second ballot would take place.

8. DRESS & ETIQUETTE

a. Members shall at all times ensure that the correct footwear is worn and that the Rules and courtesies applying to the game of bowls are observed.

b. When representing the Club in league matches or other competitions correct dress of Club colours above the waist and grey below is to be worn, except when all white has been specified.

c. At "in Club" competitions, roll-ups etc. dress should be in accordance with competition rules or the accepted standards of good taste (as determined by the Committee).

9. DATA PROTECTION

Members' personal details which may include home address, e-mail address and telephone numbers are retained by The Club. Committee members and team captains will use this information to communicate with members to carry out their duties and responsibilities on behalf of The Club. Normal means of communication will be by telephone or e-mail. In the case of

e-mails, members e-mail addresses could be shared with other Club members. Members should contact the Club Secretary with any concerns or requests that they have in regard to their personal data.

10. GENERAL

- a. Failure to comply with the above rules and standards of conduct may result in suspension or termination of membership as decided by the Management Committee. The right to appeal will exist in all cases.
- b. The Committee shall at all times have power to deal with any matter not covered by these rules

11. DISSOLUTION

- (a) If at any general meeting of "The Club" a resolution be passed calling for the dissolution of "The Club" the secretary shall immediately convene a Special General Meeting of "The Club" to be held not less than one month thereafter to discuss and vote on the resolution.
- (b) If at that Special General Meeting, the resolution is carried by at least two thirds of the full members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of "The Club" and discharge all debts and liabilities of "The Club".
- (c) After discharging all debts and liabilities of "The Club", the remaining assets shall not be paid or distributed amongst the full members of "The Club", but shall be given or transferred to some other voluntary organisation having objects similar to those of "The Club".