

Victoria Park Bowling Club, Southport

CONSTITUTION

(Amended 2 Sep 2013)

1. Title

The Club shall be known as the Victoria Park Bowling Club (hereinafter to be referred to as "the Club").

2. Objectives

The objectives of the Club shall be:

- a. To encourage the practice, promotion, development and participation of crown green bowling in the local community.
- b. To provide and maintain facilities for the promotion of participation in crown green bowling.
- c. To provide training and coaching for members.
- d. To organise open, club, and club handicap competitions.
- e. To organise teams to represent the Club in championships and leagues and in such other competitions as the Committee shall decide.
- f. The Club shall seek to be affiliated to such national and regional bowling bodies as the Committee consider appropriate.

3. Membership

- a. Membership of the Club shall be open to persons who are amateurs as defined by the UK crown green bowls governing body at that time, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitations of membership according to available facilities are allowable on a non-discriminatory basis. Children under the age of 16 attending any club activity must be accompanied by their parent or guardian who shall be entirely responsible for them. A parent or guardian is entirely responsible for young people age 16 or 17 attending all club activities.
- b. Each membership application must be made using the Club application form by written application to the Club Secretary. The appropriate subscription must accompany the application for membership.
- c. Honorary membership of the Club may be conferred upon any member by a majority vote of those present at an Annual General Meeting (AGM) in recognition of someone who has performed an outstanding service, or who has made an outstanding contribution to the Club.
- d. Any member wishing to resign from the Club must do so in writing or by email to the Club Secretary. Resignation will be held as effective from the date of tendering.
- f. The Committee shall have the power to suspend or exclude any member for contravention of this Constitution or the Club regulations that exist at that time. In exercising these powers, the Committee shall adhere to standard disciplinary procedures. Appeal against a Committee decision may be made to the members.

4. Subscriptions

- a. Annual subscriptions shall become due for payment on 1st April each year, with the amount being determined by the AGM.
- b. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- c. Any member failing to make payment by 30th April shall cease to be entitled to the rights and privileges of membership.

5. Management

- a. The management of the Club shall be vested in a Committee that shall consist of the Chair, Treasurer and Secretary who shall be Officers of the Club together with a maximum of twelve other members. All the fore-going shall be elected at the AGM and shall remain in office until the conclusion of the AGM of the following year.
- b. Five elected Committee members are required for a quorum for a Committee meeting to take place providing the Chair or Secretary is also present.
- c. The Committee shall have the power to fill vacancies if they arise and to co-opt members but co-opted members shall not have a Committee vote.
- d. The Committee shall also have the power to establish any sub Committee deemed appropriate to assist in meeting the objectives of the Club, and to delegate to these sub-Committees such duties as may be considered appropriate.
- e. The Committee shall have the power to appoint individuals to perform specific duties on behalf of the Committee and to delegate to those individuals such duties as they consider appropriate.

6. Annual General Meeting

- a. The AGM shall be held in February or as dictated by the circumstances applicable at that time.
- b. At the AGM the meeting will:
 - i. Receive the annual report of the Secretary.
 - ii. Receive the financial statements and the Treasurer's report.
 - iii. Elect the officers and the Committee for the ensuing year.
 - iv. Consider any amendment to the constitution of which due notice has been given to all members. Any proposed change to the constitution must be received by the Secretary at least 28 days preceding the meeting in order that all members shall have sufficient notice of the proposal.
 - v. Transact any other notified business.
- c. At least 21 days notice shall be given to members of the date, venue and agenda items for the AGM.
- d. All registered members of the Club at the meeting who are aged 18 years or more shall have one vote. In the case of an equality of votes the Chair will have a second, casting, vote. Voting shall be by a show of hands except where the Chair decides voting shall be by ballot.

7. Extra-Ordinary General Meeting

- a. An EGM may be called by the Committee to discuss changes to the Constitution or any other business too urgent to wait for the AGM.
- b. An EGM must be called if 25% of voting members so petitions the Secretary in writing.
- c. Three weeks' notice of an EGM must be given to the all members by email or in writing together with the motions to be discussed. No other business shall be conducted.
- d. Procedures for voting shall be as used for the AGM

8. Finance

- a. The financial year of the Club shall start on 1st January and end on 31st December.
- b. All funds belonging to the Club shall be deposited with a bank or building society in accounts that shall carry the Club name. All accounts shall operate on two signatories, one of whom will be the Treasurer and the other either the Chair or Secretary.
- c. Expenditure above agreed budget levels may only be authorised at a Committee meeting.

9. Property and Funds

- a. The property and funds of the Club cannot be used for the direct or indirect private benefit of members and all surplus income or profits are reinvested in the Club.
- b. The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, travel expenses and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
- c. The Club may also in connection with the objectives of the Club:
 - i. Sell and supply food, drink and related sports clothing and equipment.
 - ii. Employ members and remunerate them for providing goods and services on fair terms set by the Committee without the person concerned being present.
 - iii. Pay for reasonable hospitality for visiting guests;
 - iv. Indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club.
- e. The Committee will have due regard to the law on disability discrimination and child protection.

10. Winding Up

- a. The members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.
- b. The Committee will then be responsible for the orderly winding up of the Club's affairs.
- c. After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:
 - i. To another Club with similar sports purposes that is a registered charity and/or
 - ii. To another Club with similar sports purposes that is a registered CASC and/or
 - iii. To the Club's national governing bodies for use by them for related community sports.

11. Alterations to the Constitution

The Constitution may be altered but only by a resolution passed by two-thirds of those present and voting at an AGM or an EGM called for that purpose.

12. Interpretation and Revision History

Interpretation of all the above rules must be consistent with the HMRC statutory requirements for CASCs (which means Community Amateur Sports Clubs as first provided for by the Finance Act 2002).