

Kirkby Lonsdale Bowling Club

Constitution

Rules of the club as amended at the AGM held on held on the 27th November 2013

1. Name

The name of the Club shall be "Kirkby Lonsdale Bowling Club" hereinafter referred to as the Club

2. Object The main purposes of the club are to provide facilities for and to promote participation in the amateur sport of crown green bowling in Kirkby Lonsdale

3. Officers

The Officers of the Club shall consist of:

President

Vice President

Chairman

Vice-Chairman

Honorary Secretary

Honorary Treasurer

Club Welfare Officer

Club Captain

4. Election of Officers

(a) All Officers of the Club shall be elected at the AGM of the Club for one year and shall be Members of the Club over the age of 18.

(b) Each Officer shall be eligible for re-election each year. The President shall not be eligible after two consecutive years but after an interval of one year he or she shall again be eligible for election.

5. Property of the Club

(a) The Real & Leasehold property of the Club shall be held by Trustees upon trust for the Members of the Club to be sold, leased or otherwise dealt with as the Members of the Club shall from time to time direct by resolution in a General Meeting provided that:-

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

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 in Kirkby Lonsdale.

(b) New Trustees may be appointed from time to time and shall be such Members as the Executive Committee (EC) shall decide.

6. Management

(a) The General management of the Club shall be vested in an Executive Committee of no less than seven and no more than twelve, which shall include the Chairman, Vice-Chairman, Honorary Secretary, Honorary Treasurer and Captain of the Club as well as other members of the Club over the age of 18.

(b) The President shall be eligible to attend meetings of the Executive Committee.

(c) The EC shall have the power to fill any vacancies occurring during the year and to co-opt additional Members.

(d) Five Members of the EC shall form a quorum.

(e) The EC shall meet not less than 4 times a year.

(f) The EC shall have the power to make such bye laws as are considered necessary for the welfare of the Club and its Members and exhibition of Club bye-laws in Club premises shall be sufficient notice thereof. Such bye-laws shall remain in force until confirmed, rejected or amended at the next AGM. Any matter not specifically provided for in the rules or bye-laws shall be determined by the EC and subject to the approval or otherwise at the next AGM.

(g) The EC shall appoint a Competitions and Handicap Sub-Committee and any other Sub-Committees as may seem desirable.

7. Administration

(a) The Honorary Secretary shall record and maintain correct minutes of the proceedings of the Club and of the EC and distribute copies of the Minutes of previous meetings to the membership and or members of the EC, as the case may be, prior to each meeting.

(b) The Honorary Secretary shall also conduct all the general correspondence of the Club.

8. Finance

The Honorary Treasurer shall receive and pay all moneys due to or owing by the Club and shall keep a correct account of its financial affairs. He or she shall also prepare and submit for the approval of the AGM, statements showing the financial position of the Club, such statements having been reported upon by the Auditor appointed by the Club at the previous AGM. The accounts shall be closed on the 31st October each year.

9. General Meetings

(a) The AGM of the Club shall be held in the month of **November** to:

(1) Consider and if thought fit to approve the Honorary Treasurer's financial statements. (2) Elect the Officers and the EC.

(3) Appoint an Auditor.

(4) Consider other general business.

(b) Extraordinary General Meetings (EGMs) shall be convened by the Honorary Secretary at the request of the EC or on receipt by him or her of a written requisition signed by at least ten Members of the Club.

(c) At least seven clear days notice of a General Meeting shall be given, stating the reason(s) for which the meeting is being convened.

(d) The quorum for a General Meeting shall be fifteen.

10. Membership

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

Child Protection & Vulnerable Adults Policies have been adopted from BCGBA policy and the named Club Welfare Officer is displayed on clubhouse wall. Copies of these policies and junior application forms are kept in a folder in the clubhouse.

There shall be the following classes of Club Member:

(a) **Playing Members** who are over the age of 18 on the date on which their subscription falls due. (b) **Junior playing members** who are under 18 years of age on the date in which their subscription falls due.

(c) **Non Playing members** who shall not be entitled to bowl but shall have equal rights of voting with playing Members at meetings.

11 Subscriptions

(a) Annual Subscription rates for all classes of membership shall be determined at the AGM and are due on the **1st April** each year and shall be paid to the Honorary Treasurer. (b) New Members

joining the club from the **1st August** pro -rata to the number of playing months remaining, which shall be determined by the EC at the same time as the proposed members application is considered.

12. Unpaid Subscriptions

(a) Member will not be allowed to attend any meeting, play in any game or use any of the Club's facilities until they have paid their Subscription for the current season.

(b) Should any Member's subscriptions be unpaid twelve months after its due date, his or her name may be struck off the list of Members.

13 Visitors

Any Member may introduce a Visitor by inserting his or her name in the Visitors Book and will be held responsible for the payment of the appropriate green fee set at the AGM.

14. Conduct

(a) Games will normally be played in pairs; should Members be waiting to play, games shall be limited to 15 up. In the event of weight of numbers necessitates that some members sit out and be replaced by the retiring players drawing dominoes, the lowest numbers drawn sitting out.

(b) Pairs are chosen in numerical sequence of dominoes drawn by each player, with the first two lowest numbers playing the highest numbers, the next two lowest playing the next two highest and so on until all the players have been paired off.

(c) When a triple has to be played the last three lowest numbers drawn play the last three highest numbers drawn.

(d) The jack is taken by the pair /triple with the lowest numbers

15. Playing generally

(a) The season opening and closing of the green will be determined by the EC, who may further decide on the unfitness of the green for play at any time. (b) Players shall refrain from deliberately dropping woods on to the green when starting play and shall respect the sign posted by the green keeper indicating entry to the green.

(c) Only light shoes with flat bottoms are to be worn by Members or Visitors during play.

(d) Wilful damage to the green or the Club property shall be made good to the satisfaction of the EC at the expense of the Member responsible.

(e) The green shall be open for play during the season.

17. Dogs

Members will ensure that dogs belonging to them or their guests are not permitted on the green or in the clubhouse (unless a guide dog) and are at all times under proper control on the non-playing portion.

18. Green lettings

(a) A limit not exceeding four lettings per season is adopted and that preference is given to long standing fixtures.

Any new letting must be approved by the Executive Committee but no evening lettings are to be made.

19. Club Competitions

- (a) Members desirous of playing in Club competitions must place their names on the entry sheets posted in the clubhouse.
- (b) The entry sheets for Competitions will give the closing date for entry.
- (c) All Members wishing to compete in competitions must pay the appropriate fee to the appointed competitions officer by the date of the draw otherwise his or her name will be omitted from the draw.
- (d) In one day competitions the initial draw will give guide start times whenever practical. If and when the competitor is not available when his or her name is called out to play, they will be scratched and their opponent(s) will be given a bye. In doubles to avoid penalizing the remaining player a substitute for the scratched competitor will be provided where practical.
- (e) In other competitions games must be completed by the closing date stated for the round. If a competitor has not made him or herself available to play then they will be scratched. Note arrangements to play are by mutual agreement between opponents.
- (f) All Members who wish to play in, Leagues or competitive matches, must be registered with the British Crown Green Bowling Association.

20. Handicapping

The club committee will appoint a handicapping committee. This committee will assign a club handicap to each member prior to the commencement of the summer knockout competitions. This handicap will be used for each of the knockout competitions that the individual enters for that season.

21. Friendly matches

- (a) All members wishing to compete in any of the friendly matches must put their names on the sheet which will be posted in the clubhouse. If Members have not placed their names on the sheet the captain will not be able to guarantee a game.
- (b) Members wishing to play in a match are expected to arrive not less than 30 minutes after the scheduled start of a match, unless they have notified the captain previously of their anticipated time of arrival.
- (c) For home matches preference will be given to those who have to regularly play in away fixtures.

22. League matches

The Captains and Vice-Captains of teams that are entered to various leagues, shall be responsible for team selection and general administration required for each league.

23. Amendments to rules

These Rules may be revoked, amended, or added to at any General Meeting of the Club so long as the resolution to make such amendment, revocation or addition is passed by **two-thirds** of the members present and entitled to vote thereon.

Dated 29th November 2013

Signed

Chairman

Secretary

Treasurer