



Sherfield English Bowls Club CONSTITUTION

1. Title

The Club shall be called Sherfield English Bowls Club, hereafter to be referred to as "The Club".

(A sub-section of Sherfield English Recreation Project 2000, SERP)

2. Objects

To foster and promote the sport of flat green bowls, providing members with recreation, social activities, for friendly league & non-league bowling.

3. Membership

- i. Membership of the Club shall be open to any person, regardless of race, age, gender, sexual orientation, religious belief or ability, who completes a membership application form and pays the relevant subscription fee as determined by the Club.
- ii. Full membership players, plus additional Social Members section to a maximum limit of 75.
- iii. New applicants must be proposed by a member & placed on a wait list.
- iv. Class of membership:
 - a) **Full Member** with full privileges 100% fee
 - b) **Social member** (no bowling) at 50% fee, may also participate in winter activities.
 - c) **Honorary Member Free** (exemption conferred by the committee for services to the club)
 - d) **Visitors** are accepted as **temporary** members, provided they sign the visitor's book on entry.

4. Election of officers

- i. All Officers shall be elected at the Annual General Meeting of the Club, from existing Members, and by, the Members present.
- ii. All Officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.

5. General Committee

- i. The affairs of the Club shall be controlled by a 'General Committee', comprising the Officers and other Members elected from, and by, members at the Annual General Meeting.
- ii. Maximum of 12 Committee members
- iii. They shall meet at agreed intervals and not less than three times per year.
- iv. The duties of the General Committee:
 - a) To control the affairs of the Club on behalf of the Members.
 - b) To keep accurate accounts of the finances of the Club through the Treasurer
 - i. Accounts should be available for reasonable inspection by Members and
 - ii. should be examined by the appointed accounts examiner before every Annual General Meeting.
 - c) The Club shall maintain a bank current account.
 - i. Any cheques drawn against Club funds should be signed by the Treasurer and one other Officer.
 - d) To co-opt additional members onto the Committee as the Committee feels necessary.
 - i. Co-opted members are not entitled to vote on the Committee.
 - e) To make decisions on the basis of a simple majority vote.
 - i. In the case of equal votes, the Chairperson shall have the casting vote.
 - f) To appoint Sub-Committees as necessary to fulfil the Club's business.

6. Meetings

- i. The **Annual General Meeting** shall be held not later than the 10th March each year.
 - a) 21 clear days' written notice shall be given to Members of the Annual General Meeting by either circulating a copy of the notice to every member by email, WhatsApp, home address or posting the notice on the Club Notice Board.
 - b) Nomination of candidates for election of Officers shall be made in writing, to the Secretary, at least 14 days in advance of AGM date.
 - c) Members must advise the Secretary, in writing, of any business to be considered at the annual general meeting at least 7 days in advance.
 - d) The Secretary shall circulate and give notice of the agenda for the meeting to Members not less than 14 days before the meeting.
- ii. **The business of the Annual General Meeting shall be to:-**
 - a) Confirm the minutes of the previous Annual General Meeting and General Meetings held since the last Annual General Meeting.
 - b) Receive the examined accounts for the year from the Treasurer.
 - c) Receive the annual report of the Committee from the Secretary.
 - d) Elect an accounts examiner.
 - e) Elect the Officers and Committee Members of the Club.
 - f) Transact other business received, in writing, by the Secretary from Members, at least 14 days prior to the meeting and included on the agenda.
- iii. **General Meetings**
 - a) Requests for meetings/agenda to be made to the secretary, at least 14 days in advance, who will be responsible for contacting all Committee Members to ensure minimum numbers available.
 - b) At all General Meetings, the Chair will be taken by Chairperson or, in their absence, by a deputy appointed by the Members attending the meeting.
 - c) Decisions made at a General Meeting shall be by a simple majority of votes from those Committee Members attending the meeting. In the event of equal votes, the Chairperson shall have the casting vote.
 - d) A quorum for General Meetings shall be 7 members.

iv. **Special General Meetings**

- a) may be convened by the General Committee or on receipt by the Secretary of a request in writing from not less than 30% Members of the Club.
- b) At least 21 days' notice of the meeting shall be given.

7. Working parties / sub committees

- i. These can be arranged direct, as required, during the season

8. Equal Opportunities

- i. The Club will not discriminate on the grounds of race (including colour, ethnic or National origin), sex, disability or religion.

9. Safeguarding

- i. The Club believes Safeguarding is a priority that takes precedence over all other interests.
- ii. The Club will ensure there is a nominated person with the relevant training to be the Officer.
- iii. The Club believes no one should ever experience abuse, harm, neglect or exploitation.
- iv. The Club recognises that some members may be vulnerable due to their level of dependency or communication needs.

10. Alterations to the Constitution

- i. Any proposed alterations to the Club's Constitution may only be considered at an Annual or Special General Meeting convened with the required written notice of the proposal.
- ii. Any alteration or amendment must be duly proposed and seconded.
- iii. Such alterations shall be passed if supported by not less than two-thirds of those Members present at the meeting, assuming that a quorum has been achieved.

11. Indemnity

- i. The Club indemnifies all committee officers/members in the event any claim against them while carrying out the wishes of the club in good faith.
- ii. The Club's insurance, through Bowls England, for Civil Liability cover is for public & employers' (unpaid volunteers) only.
- iii. No insurance is provided for member's personnel injury or items left in The Club House or car park, which are at Members risk.

12. Dissolution

- i. 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 to be held not less than one month thereafter to discuss and vote on the resolution.
- ii. If, at that Special General Meeting, the resolution is carried by at least two-thirds of the Members present, the 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.
- iii. After discharging all debts and liabilities of The Club, the remaining assets shall not be paid or distributed amongst the Members of The Club, but shall be given or transferred to SERP or other voluntary organisation having similar objects if SERP was part of the same closure.

Signed::

Chairperson

Secretary

Treasurer

Dated: