



## **Woodford-cum-Membris Bowls Club**

### **Constitution**

**November 2009**

### **Title & Residence**

The Club shall be called Woodford-cum-Membris Bowls Club and be based at the Clubhouse, Sara Field, Byfield Road, Woodford Halse, Northamptonshire NN11 3QS, or at a venue deemed suitable by the Committee.

### **Purpose**

The purpose of the Club is to provide facilities for, and to promote community participation in, the amateur sport of lawn bowls within the parish of Woodford-cum-Membris and surrounding area.

The Club shall be non profit-making and all surplus income or profits are re-invested in the Club. No surpluses or assets will be distributed to members or third parties.

The Club has the power to:

- acquire and provide grounds, equipment, coaching, training and playing facilities, clubhouse, transport, medical, social and other related facilities;
- take out any insurance for club, employees, contractors, players, guests and third parties;
- raise funds by appeals. Subscriptions, loans and charges;
- borrow money and give security for the same, and open bank accounts;
- buy, lease or licence property and sell, let or otherwise dispose of the same;
- make grants and loans and give guarantees and provide other benefits;
- set aside funds in any lawful manner;
- employ and engage staff and others and provide services;
- sell and supply food, drink and related sports clothing and equipment;
- employ members and remunerate them for providing goods and services, on fair terms without the person concerned being present;
- pay for reasonable hospitality for visiting teams and guests;
- provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-match expenses and post match refreshments;
- co-operate with or affiliate to firstly any bodies regulating or organising the sport of lawn bowls and second any club or body involved with it and thirdly with government and related agencies;
- do all other things reasonably necessary to advance the purposes.

None of the above powers may be used other than to advance the purposes consistently with the Rules below and general law.

### **Law**

All matches shall be played according to the laws laid down by Bowls England and the Code of Conduct set out by Woodford-cum-Membris Bowls Club.

## **Officers**

There shall be provision for both Honorary and Executive Officers. The Officers of the Club shall consist of the Chairman, Honorary Treasurer, Honorary Secretary and Match Secretary, supported by a maximum of five committee members at any one time.

The Officers shall be elected at the Annual General Meeting and subject to termination of office or resignation or otherwise, shall remain in office until their successors are appointed at the next Annual General Meeting, when they shall be eligible for re-election.

During this time members of the Committee shall be responsible for the management of the Club and all related activities and meet on a monthly basis to discuss any matters arising.

## **Annual General Meeting**

The Club's Annual General Meeting shall be on the third Thursday in November in each year for the purpose of electing Officers and Committee members and receiving the Committee's Annual Report and Statement of Accounts for the twelve months ended on the 30th September preceding the meeting and transacting general business.

## **Membership**

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

The Club has three different classes of membership and subscription:

- (a) playing members over the age of 18
- (b) playing members under the age of 18
- (c) non-playing social members

Any playing member not paying their subscription in full by 31<sup>st</sup> March will not be eligible for selection until they have done so.

The Club committee may refuse membership, or remove it, if it deems the character of the conduct of an individual is likely to bring the Club or sport into disrepute. Appeal against refusal or removal may be made to the committee. Upon termination of membership under this rule the subscription for the current year may be returned to the member, wholly or in part, at the discretion of the committee.

## **Subscription**

Membership, annual subscriptions and match fees shall be reviewed and agreed on an annual basis at the Annual General Meeting.

Annual subscription (full member)	£25.00
Annual subscription (junior member)	£5.00
Annual subscription (social member)	£5.00
Club match fee (including tea)	£3.50
Club competition fee	£1.50

Members offering to provide transport to their fellow members for away matches will be reimbursed at a cost of £1.50 per player.

## **Visitors**

Anyone wishing to play bowls at the Club will be very welcome providing they are accompanied by a full and current member and that they wear regulation bowling shoes. A green fee of £1.50 per session will be payable. After three sessions, visitors will be expected to make a decision as to whether or not they wish to become a member of the Club.

## **Finance**

The financial year of the Club shall end on the 30<sup>th</sup> September and the accounts rendered by the Treasurer at the AGM.

## **Auditor**

If appointed, the auditor shall not be a member of the Committee. He or she shall audit and certify the accounts and balance sheet of the Club on an annual basis.

## **Coaching**

Club members with appropriate qualifications and/or experience will offer, on a voluntary basis, instruction as to the skills and laws of the game.

## **Dress**

For all Club matches, playing members must wear either white or grey trousers or skirts and the Club shirt. The choice of white or grey will be decided by the Captain prior to the match. During particularly hot weather and at the Captain's discretion, both men and ladies may wear appropriate shorts (smart white or grey).

## **Etiquette**

The Club's Code of Conduct is set out according to Bowls England guidelines and is available to all members.

## **Equal Opportunities Policy**

Woodford-cum-Membris Lawn Bowls Club is fully committed to the principles of equal opportunities and will endeavour to attract members from all sections of the community. The Club will provide an environment free from all discrimination and opposes all forms of unlawful or unfair discrimination including those on the grounds of age, disability, ethnic or national origin, health, marital status, race, religion, gender or sexual orientation.

## **Child, Young People & Vulnerable Adults Protection Policy**

Woodford-cum-Membris Lawn Bowls Club has a duty of care to safeguard from harm all children, young people and vulnerable adults and fully accepts its legal and moral obligation to exercise its duty of care and to protect all those participating in its activities. This policy sets out the Club's commitment to protecting children, young people and vulnerable adults from abuse in sport. A copy of the Club's policy statement is available on request.

## **Health & Safety Policy**

Woodford-cum-Membris Lawn Bowls Club is committed to maintaining a safe and healthy environment for members, visitors, and other persons within its operating facilities. The Club's formal policy, together with legislation, imposes on staff a duty to take all reasonable care for their own safety and the safety, health and wellbeing of other members and visitors. A copy of the Club's policy statement is available on request.

## **Environmental Policy**

Woodford-cum-Membris Lawn Bowls Club embraces the principles of sustainable development and is committed to managing its activities with consideration for the environment and to a process of continual environmental improvement and pollution prevention. This Statement provides a framework for developing and reviewing environmental objectives. A copy of the Club's policy statement is available on request.

**Amendments**

Any addition or alteration may be made to the constitution only at an Annual General Meeting or a Special General Meeting convened for that purpose. The Honorary Secretary shall notify such proposed variations in the notice convening the meeting.

The Executive Committee shall be empowered, at its discretion, to deal with matters not covered by the foregoing constitution.

**Dissolution**

In the event of the dissolution of Woodford-cum-Membris Bowls Club, any remaining assets after the settlement of liabilities shall be given or transferred to another registered Community Amateur Sports Club (CASC), a registered charity or the sport's regional governing body, Northamptonshire Bowling Association, for use by them for related community sports.

The above Constitution is a revision of the original constitution (dated March 1993) and was adopted by members at the Club AGM on Thursday 19<sup>th</sup> November 2009 and witnessed by the following Club officials.

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Carol Brock  
Club Secretary

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Colin Brock  
Club Chairman