

Banbury Central Bowling Club



Affiliated to :

The Oxfordshire Bowling Association (OBA)
Bowls Oxfordshire Ladies (BOL)
Bowls Oxfordshire (BO)
Bowls England (BE)

Green: Horton View, Banbury, Oxon OX 16 9HR Tel: 01295 263200

CONSTITUTION OF BANBURY CENTRAL BOWLING CLUB

(as revised 2014)

1. Title

1.1. The club shall be called Banbury Central Bowling Club, hereafter referred to as "The Club," and shall be affiliated to the Oxfordshire Bowling Association, the Bowls Oxfordshire Ladies Bowling Association, Bowls Oxfordshire and Bowls England.

2. Objectives

2.1. The objective of the Club shall be to foster the sport of Bowling at all levels, providing opportunities for recreation and competition.

3. Membership

- 3.1. Membership of the Club shall be open to all regardless of sex. All applications for membership shall be in writing, duly proposed and seconded. The General Committee shall have the power to accept or reject any application, and shall not be obliged to provide a reason for any rejection.
- 3.2. There shall be four classes of membership available as follows:
- 3.2.1. Full Membership.
 - 3.2.2. Junior Membership (Person in full-time education).
 - 3.2.3. Associate Membership.
 - 3.2.4. Honorary Life Membership. This category shall be reserved for members who have performed exceptional service for the club, and shall be offered at the discretion of the Committee.
- 3.3. The General Committee may, for good cause, revoke or suspend the membership of any person. Such good cause shall include interference with the good and efficient management of the Club. The Committee shall consider any complaint of this nature and call upon the Member concerned to account for their action, at which time the Member may choose to be accompanied by a fellow Member. The General Committee may hear statements from relevant persons.

- 3.4. Any person whose membership is suspended or revoked shall have the right of appeal to the entire membership, at a Special General Meeting. Any such Meeting shall be convened in accordance with paragraph 8.3. The decision of this meeting shall be final.
- 3.5. Any deemed membership shall be considered to have lapsed if subscriptions are not paid before 31st May in the relevant membership year. The General Committee has the discretion to extend this deadline in individual cases after consideration of the circumstances. No member may enter a Club competition unless membership and competition entry fees have been paid.
- 3.6. Each member of the Club shall (to the extent that such person is not entitled to recover under any policy of insurance) be entitled to be indemnified out of any and all funds available to the Club, which may be lawfully so applied, against all costs, expenses and liabilities whatsoever incurred by such person in the proper execution and discharge undertaken on behalf of the Club or arising therefrom, or incurred in good faith in the purported discharge of such duties.

4. Officers

- 4.1. The Officers of the Club shall be as follows:

Secretary	President	Press Officer
Treasurer	Men's Captain	Catering Officer
Club Captain	Ladies' Captain	OBA Delegate
Child Welfare Officer	Competition Secretary	BOLBA Delegate
Assistant Treasurer	Coach	Assistant Match Secretary
Vice President	Match Secretary	(Responsible for Ladies Fixtures)

5. Election of Officers

- 5.1. All Officers shall be elected at the Annual General Meeting of the Club, from, and by, the full members of the Club.
- 5.2. All Officers are elected for a period of one year, but may be re-elected to the same office or any other office the following year.
- 5.3. All Officers shall be responsible to the General Committee.

6. General Committee

- 6.1. General

- 6.1.1. The affairs of the Club shall be administered by a General Committee comprising the President, Vice-President, Secretary, Treasurer, Assistant Treasurer, Club Captain, Mens Captain, Ladies Captain, Match Secretary, OBA Delegate, BOLBA Delegate, Coach, Competition Secretary and three other club members, who may also, but not necessarily be, Officers of the Club. These members shall be elected from, and by, the Full Members of the Club at the Annual General Meeting.
- 6.1.2. The General Committee shall meet at agreed regular intervals but not less than six times a year.
- 6.1.3. All General Committee meetings shall be chaired by the President, or Vice-President. In the absence of both, then by any other member of the General Committee as agreed by that meeting.
- 6.1.4. If, any position on the committee should be, or fall vacant, the Committee shall have the power to elect a temporary or permanent replacement. Such a replacement shall have full voting powers.

- 6.2. The duties of the General Committee shall be:
- 6.2.1. To control the affairs of the Club on behalf of the Members.
 - 6.2.2. To keep accurate accounts of the finances of the Club through the Treasurer. These shall be available for reasonable inspection by Members and shall be audited before every AGM. The Club shall maintain a bank account and the following Officers shall be authorised to sign Club cheques: two from the President, Treasurer and Secretary. Should one member hold two of these offices then the Annual General Meeting shall choose a third member of the Committee as a replacement.
 - 6.2.3. To make decisions on the basis of a simple majority vote. In the case of equal votes, whoever is chairing the Meeting shall be entitled to a casting vote.
 - 6.2.4. To establish and abolish Sub-Committees as seen necessary, the membership of which may include any Full member of the Club. Such Committees shall be specific in purpose and shall be responsible to the General Committee.
 - 6.2.5. The quorum for the General Committee shall be six members including two from the President, the Vice-President, the Treasurer and the Secretary.
 - 6.2.6. Members shall have the right to propose matters to the General Committee which are intended to promote the good running of the Club. Such matters must be presented in writing to the Secretary who shall place it on the agenda for the next or earliest possible Committee meeting. The member raising the matter shall have the right to address the General Committee during its consideration. The Committee shall dispose of the matter at its discretion.

7. Trustees

- 7.1. At each Annual General Meeting of the Club three Trustees shall be elected from, and by, the full Members of the Club. These Trustees shall conduct any negotiations with the Club's landlord in accordance with the instructions of the General Committee and sign any legal documents on behalf of the Club.

8. General Meetings

- 8.1. Timing
- 8.1.1. The Annual General Meeting of the Club shall be held as soon as possible after the end of the Season but not later than the last day in November.
 - 8.1.2. A minimum of twenty-one days written notice shall be given to the Members
 - 8.1.3. Members must advise the Secretary in writing of any business they wish to be moved at the AGM at least fourteen days before the Meeting.
 - 8.1.4. The Secretary shall give notice of the agenda for the Meeting not less than seven days before the Meeting.
- 8.2. The business of the AGM shall be to:
- 8.2.1. Confirm the minutes of the previous AGM and any General Meetings held since the last AGM.
 - 8.2.2. Receive the audited accounts from the Treasurer.
 - 8.2.3. Receive the annual report from the Secretary.

- 8.2.4. Receive the annual reports from the Captains.
 - 8.2.5. Appoint an Auditor.
 - 8.2.6. Elect the Officers of the Club, the other three General Committee Members and the Trustees.
 - 8.2.7. Transact any other business on the agenda.
 - 8.2.8. Accept any other business of a minor nature for reference to the new Committee.
- 8.3. Special General Meetings may be convened by the General Committee or on receipt of a written request signed by not less than fifteen Full Members. In such cases the meeting shall be convened within thirty days of receipt of the request. Not less than fourteen days written notice of the Meeting shall be given to the Members. Such a Meeting shall be limited to the published agenda.
 - 8.4. Candidates for the position of Officers, other members of the General Committee and Trustees must be nominated and seconded by Full members.
 - 8.5. All General Meetings shall be chaired by the President or in their absence, by a member of the General Committee appointed by the meeting.
 - 8.6. Decisions made at a General Meeting shall be by a simple majority of votes from those Full Members attending the Meeting. In the event of equal votes the President shall be entitled to a casting vote.
 - 8.7. A quorum for a General Meeting shall be twenty Full Members and six members of the General Committee, including two from the President, Vice-President, Treasurer and the Secretary.
 - 8.8. Immediately prior to each Season the Secretary shall convene a General Meeting to discuss catering arrangements for the coming Season. Following this Meeting a Rota of volunteers from all the members shall be established to carry out the necessary work.
 - 8.9. Each Full member of the Club shall be entitled to one vote on each resolution at General Meetings.

9. Child Protection

- 9.1. Banbury Central Bowling Club is committed to promoting a safe environment in which children and vulnerable adults can enjoy taking part in games of bowls. It will seek to underpin and ensure this commitment by following and promoting the joint Child Protection Policy and Procedures of the National Governing Bodies.

10. Visitors

- 10.1. Members of visiting teams, their officials and bon-fide supporters, invited to the Club shall be deemed daily members entitled to enjoy the facilities of the Club.
- 10.2. Each Member shall be allowed to introduce a maximum of three visitors per visit, and must ensure that they sign the visitors' book.

11. Alterations to the Constitution

- 11.1. Any proposed alterations to the Club Constitution may only be considered at an AGM or Special General Meeting, convened in accordance with paragraph 8.3 and with written notice of the proposal. Any alteration must be proposed by a Full Member and seconded by another Full Member. Such alterations shall be passed if supported by not less than two-thirds of those Full Members present at the Meeting if the Meeting is quorate.

12. Dissolution

- 12.1. If, at any General Meeting of the Club, a resolution is passed calling for the dissolution of the Club, the Secretary shall immediately convene a special Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.
- 12.2. 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 realize the assets of the Club and discharge all debts and liabilities of the Club.
- 12.3. 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 some other voluntary organisation or organisations having objects similar to those of the Club.