

Cuddington Bowling Club

Constitution

1. Title

- a. The Club shall be known as Cuddington Bowling Club (herein after 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 athletic and social recreation in Cuddington and the wider community in a safe and harassment free environment within its activities.
- b. To provide training and coaching for members.
- c. To organise open, club, and club handicap bowls competitions and matches.
- d. To organise teams to represent the Club in championships and leagues and in such other competitions as the Committee may decide.
- e. The Club shall cater for social and competitive Bowls.
- f. The Club shall seek to be affiliated to National and Regional Crown Green Bowls bodies, as the Committee consider appropriate in order to carry out the objectives of the Club.

3. Membership

- a. Membership of the Club shall be open to all regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities and on Health and Safety grounds is allowable on a non-discriminatory basis. A responsible adult who shall be entirely responsible for them must accompany children under the age of 12 attending any club activity.
- b. Each membership application must be made to the Club. Each candidate for membership must be proposed, seconded and elected or otherwise by the Committee. The appropriate subscription must accompany the application for membership.
- c. Honorary life 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. Veterans Award. This may be may be conferred upon any member by a majority vote of those present at an Annual General Meeting (AGM) in recognition to any long serving member whom has 40 years or more membership of the club
- e. Any member wishing to resign from the Club so that they may play for another Club within the same leagues must do so in writing to the Secretary before the 1st January
- f. Should the Committee judge that any member or visitor exhibits behaviour likely to cause offence to other members, visitors or neighbours or bring the Club into disrepute, then that member or visitor will be disciplined in line with the Club disciplinary procedure. The Committee shall have the power to suspend or exclude any member for contravention of this Constitution, documented rules or published codes of conduct that may exist at that time. In exercising these powers the Committee shall adhere to the Club's disciplinary procedures. Appeal against refusal or removal may be made by the member.
- g. Should any member have cause to raise a complaint or grievance they should raise the issue via the clubs internal Complaints/Grievance procedure to ensure fair and equitable treatment.
- h. Should any visitor or visiting club have cause to raise a complaint or grievance they should raise the issue in writing with the club Secretary as soon as is reasonably practical to ensure fair and equitable treatment.

4. Subscriptions

- a. Final annual subscriptions shall become due for payment on 1st April each year, or at the annual registration meeting held in January/February each year with the amounts being determined by the AGM.
- b. If any member's subscription has not been paid by the 1st May in any year that member shall automatically be deprived of all privileges of membership. No member shall play in a league match until such time as he/she has paid the due subscription.
- c. The initial joining fee shall include the BCGBA registration fee if appropriate.
- d. Members under 18 (subject to 3a) shall pay half rate subscriptions.
- e. Non-members may play bowls provided that they are introduced by a member and must not be introduced more than twice in any one year. The charge of £1.00 will be made for playing in any one session of morning, afternoon or evening, the introducing member being responsible for the fee.
- f. To qualify for team averages, the player's averages will be calculated in accordance with their respective leagues methods of calculating averages.
(See individual leagues handbook).

5. Management

- a. The management of the Club shall be vested in a Committee that shall consist of the President, Chairman, Vice Chairman, Treasurer, Safeguarding Officer and Secretary who shall be Officers of the Club together with a maximum of ten other Lay Members/Captains of which two shall be a Competitions Secretary and a Web Master. All the foregoing shall be elected at the AGM and remain in office until the conclusion of the AGM of the following year. *(Captains may serve on the committee if they so wish)*
- b. Five elected Committee members are required for a quorum for a Committee meeting to take place providing the Chairman or Secretary is present.
- c. The Committee shall have the power to fill vacancies if they arise and to co-opt members for particular projects, 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 – Registration Meeting

- a. The AGM and Registration meeting shall normally be held in the first or second week of February as dictated by the practical circumstances applicable at that time.
- b. At the AGM the meeting will:
 - i Receive the annual report of the Chairman.
 - ii Receive the annual report of the Secretary
 - iii Receive the financial statements and the Treasurer's report.
 - iv Elect the officers and the Committee for the ensuing year.
 - v Consider any amendment to the constitution of which due notice has been given to all members. Any motion to be put before the AGM must provide the names of the proposer and seconder. The Secretary must receive any proposed change to the constitution at least 14 days preceding the meeting in order that all members shall have sufficient notice of the proposal.

vi 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 Chairman will have a second, casting, vote. Voting shall be by a show of hands except where the Chairman decides voting shall be by ballot.

e. Registration

a To enable members to pay their annual fees.

b.To aid the Treasurer in collecting annual subscriptions prior to the start of the new season.

c.To try to assess member numbers to aid in deciding how many teams the club can support

7. Extra-Ordinary General Meeting

a. An EGM may be called by the Committee to discuss changes to the Constitution and Rules or any other Club 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 members together with the motion/s to be discussed. No other business shall be conducted.

d. Procedures for voting shall be as used for the AGM.

9. Finance

a. The financial year of the Club shall end on 30th September.

b. All funds belonging to the Club shall be deposited with a bank or building society in accounts that shall carry the Club title. All accounts shall operate on two signatories, one of whom will be the Treasurer and the other either the Chairman or Secretary.

c. Expenditure above agreed budget levels may only be authorised at a Committee/Captains meeting.

10. Property and Funds

a. The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules 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 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 sports purposes of the Club:

i Sell and supply food and drink.

ii Employ members and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present.

d. The Club shall 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, safeguarding and child protection.

11. 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 which is a registered charity and/or
- ii to another Club with similar sports purposes which is a registered CASC and/or
- iii To the Club's national governing bodies for use by them for related community sports.

12. 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. Revision History

- a. This Constitution was formerly adopted at the EGM/AGM held on **20/02/2025** and replaces the club's Original Constitution and subsequent approved amendments used since its formation in 1935.

Ian R Smith (Chairman) **Ian R Smith**

Derek Blakesley (Secretary) *D Blakesley*

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