

**RULES
AND
CONSTITUTION

OF
OLD BLEACH
BOWLING CLUB**

1. NAME

The Club is called the OLD BLEACH BOWLING CLUB

2. OBJECTS

The objects of the Club are:

- a) Promote and encourage the playing of bowls
- b) Provide and maintain a pavilion bowling green
- c) Promote and encourage interest in sport in general
- d) Afford the members all the privileges and advantages of a Club
- e) All other lawful things as are incidental to or are considered by the Committee to be desirable or conducive to the attainment of the foregoing objects of the Club.

MEMBERSHIP OF THE CLUB

3. CLASSIFICATION OF MEMBERS

Membership of the Club shall consist of the following classifications:

- a) ORDINARY MEMBERS – persons over the age of 18 years; or, over the age of 60 and still in full-time employment, who are admitted to full membership of the club and have full voting rights in the affairs and management of the Club. Ordinary members shall also have full use of the green and clubhouse facilities.
- b) SENIOR MEMBERS – persons over the age of 60 on 1st April in any year and are retired. Senior members shall have full voting rights in the affairs and management of the club. Senior members shall also have full use of the green and clubhouse facilities.
- c) UNDER 25 MEMBERS – persons over the age of 18 years but under the age of 25 on the 1st April of any given year and shall have full voting rights in the affairs and management of the club. Under 25 members shall also have full use of the green and clubhouse facilities.
- d) ASSOCIATE MEMBERS – persons of 18 years or over who shall have no voting rights in the affairs and management of the club and who shall not be admitted in such numbers to membership as will result in the number of Associate members being more than three times the number of members in categories a, b and c combined. Associate members shall be divided into the following sub-categories:
INDIVIDUAL – any one person of 18 years or over applying for associate membership.
COUPLES – married or cohabiting couples of 18 years or over applying for associate membership. The spouse or cohabiting partner of an ordinary, senior or under 25 member applying as an associate member may also avail of couples membership and benefit from any reduction in membership fees as may be determined by the General Committee.
- e) JUNIOR MEMBERS – persons under 18 years of age on the 1st April of any given year who shall not have voting rights in the affairs and management of the Club but shall be eligible to use of the green and club house facilities restricted to times allocated by the General Committee and legislation relating to minors in licensed premises.
- f) HONORARY MEMBERS – person shall be appointed by the Club in recognition of outstanding services to the Club. Honorary members may

be elected at any General Meeting of the club by simple majority of the voting members present. Honorary members shall be entitled to all the benefits and privileges of membership and shall be afforded full voting rights in the affairs and management of the Club but may not claim any share of the property of the Club on its dissolution. The positions of Honorary Secretary and Honorary Treasurer shall be assigned Complimentary Membership for whoever holds the position of either office.

4. ADMISSION OF MEMBERS

All members must be admitted by election by the Committee. A candidate for election who receives the votes of the majority of the committee must be declared elected. No person shall be admitted as a member if in the opinion of the Committee shown by a simple majority, his/her character or conduct is such as to be injurious to the Club or for any reasonable cause the Committee decide that such person would not be a desirable member of the Club.

5. PROPOSAL OF CANDIDATES

Every candidate for admission as a member (other than an Honorary member) must be proposed by one Ordinary, Senior or Under 25 member and seconded by another (both of whom must vouch for the fitness of the candidate from their personal knowledge). A candidate must be proposed by forwarding the full name and address of the proposed member to the Honorary Secretary not less than 14 days before the date of election. If at any time a candidate has been duly proposed the committee has decided that the membership lists are closed for the time being the proposed member's name shall be placed on a waiting list of prospective members.

6. TIME OF NOMINATION AND POSTING OF PARTICULARS OF CANDIDATES

The names and addresses of proposed new members must be displayed on the club notice board for at least 14 days before the day when a candidate comes up for election. Applicants may be elected on a probationary basis at the discretion of the Committee providing that the application for membership has been displayed on the notice board for a minimum of 2 days prior to the date of election. The application would remain on the club notice board for the 14 day period after which the candidate will be deemed elected as a new member provided there are no objections during the probationary period – the final decision shall rest with the committee.

Should an applicant not be successful or should there be an objection during the probationary period stated above he or she shall be entitled to resubmit his or her application at a later date and with approval from the Committee may be signed into the club as a guest in compliance with rule 4 above and rule 38 relating to guests.

7. PROCEDURE AFTER ELECTION

Immediately a candidate is elected he/she must:

- a) be given notice of his/her election; and,
- b) be furnished with a copy of these rules.

A newly elected member is required to pay his or her subscription fee within 14 days of receiving notification of his or her election from the Honorary Secretary. A candidate newly elected between January but before April shall be deemed to be elected in April and his or her membership shall run as per the subscription year (April to March).

8. ENTRANCE FEES AND SUBSCRIPTION

The entrance fee is whatever sum the committee determines from time to time. The annual subscription is whatever sum is agreed at the Annual General Meeting, making special provisions for various categories of membership. Due notice of the current annual subscription and entrance fees must be given by notice posted in one of the Club's principal rooms.

9. SUBSCRIPTION DATE

The annual subscription shall be set yearly at the Annual General Meeting. The subscription year shall run from April to March. Subscriptions shall be payable to the Honorary Treasurer on or before the 1st day of June or the Saturday immediately before the first league match in April for all members wishing to compete for the Club in any competition; or in the case of a newly elected member in compliance with rule 7 above. The General committee may abate a member's subscription in whole or in part in case of long term illness or other such hardship. The General Committee may from time to time offer concessions, discounts or incentives for applicants. No member whose subscription is in arrears can compete for the club in any competition.

10. SUBSCRIPTION IN ARREARS & LAPSED MEMBERSHIP

If any member fails to pay his or her annual subscription on or before the first day of June in that year notice must be sent to him or her calling his or her attention to his or her failure to pay. A member whose subscription is in arrears after the 1st June shall cease to be a member and no longer be afforded the privileges of membership.

A lapsed member may be afforded the privileges of a guest as laid out under rules 38 (after 1st June) provided that the lapse is not the result of expulsion/suspension of membership and only with the express written permission from the general committee. It will then be necessary for the lapsed member to reapply for membership in accordance with rules 4-7. If reapplication is not forthcoming the committee reserves the right to refuse admission for a period of one year after which the lapsed member is free to submit another application for membership in accordance with these rules. It shall be competent for the General Committee at its discretion to reinstate said lapsed member upon payment of all arrears no later than 31st August (end of financial year).

11. LIST OF MEMBERS

An alphabetical list of the names and addresses of every official and member of the Club shall be kept on the premises of the Club.

12. RESIGNATION OF MEMBERS

Any member may resign his or her membership by giving written notice in writing to that effect to the Honorary Secretary.

Every such notice must, unless otherwise expressed, be deemed to take effect from the next day following its receipt provided that any member giving such notice after the first day of any subscription year will be liable for all subscription arrears to the date of his/her resignation (this fee to be determined by the committee).

Any member who resigns his or her membership shall be free to reapply for membership the following subscription year in accordance with the rules laid out above.

13. MEMBERS ADJUDGED TO HAVE BROUGHT THE CLUB INTO DISREPUTE

Any member who shall infringe any rule or bye-law, or whose conduct, whether within the clubhouse, or elsewhere, who may bring the standing of the club into disrepute, may, at the discretion of the committee, have his or her membership refused, suspended or terminated. Any member convicted of an offence by a court of summary jurisdiction or other court, may be reprimanded, suspended or expelled, but an opportunity may be afforded to advance a defence, unless a simple majority of the members of the committee shall vote for his/her suspension or expulsion.

14. DISCIPLINE OF MEMBERS

The Committee may from time to time make and amend rules of behaviour and discipline for the members not inconsistent with these rules, as it thinks necessary for the management and well being of the club and may impose reasonable penalties for breach of any of these rules. The Committee shall take immediate notice of any breach of these rules and shall call a disciplinary hearing of the full committee to consider the breach as soon as possible.

The Secretary must inform the member in question of the time and place of the said disciplinary hearing and the nature of the complaints against him or her in sufficient time to afford him or her a proper opportunity of offering his or her explanation.

At the hearing the member must be allowed to offer an explanation of his or her conduct verbally or in writing. The committee may expel or suspend from, the privileges of membership for a period of one year, any member who, in the opinion of the committee has acted in contravention of the rules of the club or in a manner detrimental to the interests of the club. The decision of the committee must receive the sanction of 2/3rds of those present at the disciplinary hearing. Any member considering him or herself aggrieved shall have the right to appeal to a Special General Meeting of the Club (whose decision shall be final) by giving notice in writing to the Honorary Secretary within 21 days of being notified of his or her expulsion or suspension. The Special General Meeting of the club must be called immediately by the Honorary Secretary in terms with rule 30. Expulsion of a member shall

automatically be for a period of one year after which the person concerned shall be eligible to reapply for membership in accordance with these rules.

Any member who is suspended or expelled shall not be entitled to be admitted as a visitor or guest in the Club and shall forfeit all his or her rights and privileges under these rules. If in office or on the committee he or she shall vacate the office forthwith.

15. EFFECT OF CEASING TO BE A MEMBER

On ceasing to be a member of the Club a person forfeits all right to and claims upon the Club and its property and funds.

MANAGEMENT OF THE CLUB

16. COMMITTEE

The management of the Club (except as otherwise provided by these rules) is deputed to a Committee of a President, Vice President, Secretary, Treasurer, the Immediate Past President (the Officers of the Club) and not less than 6 other Ordinary, Senior or Under 25 members all of whom must be elected at the Annual General Meeting for a period of 3 years.

17. ELECTION OF MEMBERS OF THE COMMITTEE

At each Annual General Meeting Officers of the Committee must retire but are eligible for re-election. Any two Ordinary, Senior, Honorary or Under 25 members may propose any candidate, or candidates, for election to the Committee. Every Ordinary, Senior, Honorary or Under 25 member of the Club is entitled, but not obliged, to vote for as many candidates as there are vacancies to be filled and no more. Up to the number of vacancies, the candidates who receive most votes must be declared elected, and in the case of two or more candidates receiving an equal number of votes, the Chairman of the meeting has a second or casting vote, or may determine the matter by lot.

18. VACANCIES ON COMMITTEE

The Committee may appoint an Ordinary, Senior, Honorary or Under 25 member to fill any casual vacancy on the Committee either until the remaining term of office expires or until the next Annual General Meeting.

19. DUTIES OF THE HONORARY SECRETARY

The Secretary shall deal with the day to day administration of the Club. The Secretary shall attend at Committee meetings and other meetings of the Club and shall keep a minute book in which he/she shall enter minutes of the proceedings at all such meetings and such minutes when signed by the Chairman shall be deemed conclusive of the truth of the matters therein contained. The Secretary shall be responsible for dealing with the renewal of the registration of the Club in compliance with the Registration of Clubs (NI) Order 1996 or any statutory amendment or re-enactment thereof. The Secretary shall be responsible for attending to all correspondence on behalf of the Club. The Secretary shall be responsible for arranging disciplinary hearings and appeals, where necessary, in compliance with these rules.

20. DUTIES OF THE HONORARY TREASURER

The Treasurer shall receive the subscriptions of members as well as other monies that may be paid from time to time into his/her hands by any person on account of the Club. The Treasurer shall be responsible for the same and place them in a bank account to the credit of the Club. The Treasurer shall pay all accounts after they have been approved by the Committee and shall furnish a statement of receipts and expenditure to the Annual General Meeting and whenever required to do so by the Committee. The Treasurer shall take all necessary steps to ensure compliance by the Club with the Registration of Clubs (Accounts) Regulations (NI) 1997.

21. TRUSTEES

There must not be less than 3 Trustees of the Club

The property of the Club (other than cash which must be under the control of the Treasurer) must be vested in them to be dealt with by them as the Committee from time to time directs by resolution and an entry in the minute book is conclusive evidence of a resolution. The Trustees shall be indemnified against risk and expense out of the Club property.

The Trustees hold office until death or resignation or until removed from office:

- a) By a resolution of the Committee which may, for any reason seem sufficient to a majority of the members of the Committee present and voting at any meeting, remove any Trustee for the office of Trustee.
- b) By a resolution at an Annual General Meeting or a Special General Meeting called for that purpose, which may for any reason seem sufficient to a majority of the Ordinary members present and voting at such meeting, remove any Trustee from the office of Trustee.

Where by reason of the death, resignation or removal of a Trustee a new Trustee needs to be appointed, or if the Committee deems it expedient to appoint an additional Trustee or Trustees, the Committee or the membership at the Annual General Meeting or at a Special General Meeting called for that purpose, may by resolution nominate the person or persons to appointed as the new Trustee or Trustees.

To give effect to a nomination:

- a) The Secretary is nominated as the person to appoint new Trustees of the Club within the meaning of the Trustees Act (NI) 1958 Section 35, and
- b) The Secretary must by deed appoint the person or persons nominated by the Committee/the membership as the new Trustee or Trustees or the Club and
- c) The provisions of the Trustee Act (NI) 1958 apply to any appointment.

Any statement of fact in a deed of appointment of new Trustees, in favour of a person dealing bona fide and for value with the Club or the Committee, is conclusive evidence of the fact so stated.

22. MEETINGS OF COMMITTEE

The Committee must meet at least once in every month to examine the accounts and arrange the affairs of the club. Six members of the Committee shall constitute a quorum. Minutes of the proceedings of the Committee must be taken and must conform with the requirements of the Registration of Clubs (Accounts) Regulations (NI) 1997 or any amendment to or re-enactment of the said regulations.

23. RESIGNATION/REMOVAL FROM THE COMMITTEE

A Committee member may resign from the Committee by tendering his or her resignation in writing addressed to any officer of the Club or orally at any duly constituted committee meeting. A Committee member who fails to attend three consecutive meetings without good cause shall be asked, in writing, by the Honorary Secretary to consider his or her position and any vacancy shall be filled either by co-option or at the next Annual General Meeting.

24. SUB-COMMITTEES

The Committee may also from time to time appoint from among its number such other sub-committees and additional officers and deputies as it deems necessary or expedient and may subject to the provisions of Regulation 19 of the Registration of Clubs (Accounts) Regulation (NI) 1997 delegate to them such of its powers and duties as it may determine. All sub-committees must periodically report their proceedings to the Committee and must conduct their business in accordance with its directions. The Committee may co-opt any Ordinary, Senior, Honorary or Under 25 member to the Committee or any sub-committee provided that the number so co-opted does not exceed one third of the total membership of the committee or sub-committee.

25. REGULATIONS

The Committee may from time to time make, and amend regulations (not inconsistent with these rules) as it thinks necessary for the management and well-being of the Club and may impose reasonable fines for the breach of any of those regulations. A member who has incurred a fine must be notified by the Secretary, and requested to pay the fine immediately, and in default of any payment within 14 days for the date of the notice, he/she ceases to be a member of the Club. All regulations made by the Committee under this rule are binding on the members until repealed by the Committee or set aside by a resolution of general meeting of the Club.

26. EMPLOYEES

The Committee may appoint, pay and dismiss a manager and such other employees as it deems necessary subject always to the provisions of the Employment Rights (NI) Order 1996 and any amendment thereto, and to the general law.

27. BORROWING POWERS

If at any time the Club in General Meeting passes a resolution authorising the Committee to borrow money; the Committee;

- a) May borrow for the purposes of the Club up to the amount of £250,000 (either at one time or from time to time) and at the rate of interest, in the form and manner and upon the security specified in the resolution, and

- b) The Trustees must at the direction of the Committee make any disposition of the Club property or any part of it and enter into any agreement in relation to the Club property as the Committee thinks proper to give security for the loan and interest.

Every member of the Club, whether he votes on a resolution authorising borrowing or not, and everyone becoming a member of the Club after the passing of such a resolution, is deemed to have assented to the resolution as if he/she had voted in favour of it.

28. ANNUAL GENERAL MEETING

The Annual General Meeting of the Club must be held in October each year on a date and at a time to be fixed by the Committee and must;

- a) Receive from the Committee a report, balance sheet and statement of accounts for the preceding financial year
- b) Fill the vacancies in the Committee and appoint an auditor for the ensuing year
- c) Decide on any resolution which may be submitted to the meeting in the manner provided below
- d) Fix the annual subscription of the Club
- e) Consider any other business as determined by the Committee.

29. NOTICE OF BUSINESS AT ANNUAL GENERAL MEETING

Any member who desires to move any resolution at the Annual General Meeting must give notice in writing to the Secretary not later than 15th September in any given year – notice of which to be placed in a conspicuous place within the clubhouse.

30. SPECIAL GENERAL MEETING

A Special General Meeting shall be summoned at any time by direction of the general committee or upon requisition sent in writing to the Honorary Secretary signed by nine members and stating specifically the object of such meeting. At least seven days notice of such meeting shall be sent to each member by the Honorary Secretary.

31. CONVENING GENERAL MEETINGS

At least 28 days before the Annual General Meeting, notice of the meeting and the business to be transacted at it must be sent to every member.

32. PROCEEDINGS AT GENERAL MEETINGS

At all General Meetings of the Club the Chairman, or in his/her absence a member selected by the floor of the meeting, must take the chair. Every Ordinary, Senior, Honorary or Under 25 member present is entitled to one vote upon every motion, and in the case of an equality of votes the Chairman may have a second or casting vote. The Committee may, if it thinks fit, make regulations enabling members unable to be present to vote by proxy or in writing.

33. VOTING

The following majorities or members present and voting at general meetings are required for the passing of the following types of resolution:

- a) Proposing any repeal, addition to, or amendment of the rules – 2/3rds
- b) Relating to the expulsion of any member – 2/3rds
- c) For all other business – simple majority.

34. FINANCIAL YEAR

The financial year of the club shall end on the 31st August in each year.

35. AUDIT OF ACCOUNTS

The accounts must be audited by a person defined in Regulation 5 of the Registration of Clubs (Accounts) Regulations (NI) 1997 as soon as practicable after the end of the financial year. The auditor must be appointed at each Annual General Meeting and must not be a member of the Club or related to a member of the Club.

USE OF THE CLUB

36. OPENING OF CLUB PREMISES

The Club premises are open to members daily between such hours as the Committee may from time to time determine. The Committee may close the Club premises for such times as it considers necessary for cleaning and repairs, staff holidays or where it is necessary in the interest of the Club.

37. GAMES

Regulations made by the Committee may lay down the conditions on which any game including a gaming machine may be played on the Club premises and may prohibit any games the playing of which would in the opinion of the Committee be injurious to the interest of the Club.

38. GUESTS

Every member may introduce guests subject to any regulations made from time to time by the Committee. Every guest must be accompanied by the member introducing him/her and immediately upon the admission of his/her guest to the Club premises the member shall enter his or her name and the name of the guest in a book which shall be kept for that purpose and shall show the date of each visit. A member shall be responsible for his or her guest strictly observing the rules and shall not leave the premises before his or her guest and shall not be supplied with intoxicating liquor unless upon the invitation of and in the company of a member. No one who has been expelled from membership, or whose conduct or presence on the Club premises is considered by the Committee objectionable or prejudicial to the interests of the Club, may be introduced as a guest to the club.

The same person shall not be admitted as a guest of a member to the Club premises on more than 8 days in any 12 month period. In the case of another bowling club only, competing against the Old Bleach Bowling Club, this rule shall not apply in respect of that day.

There are no restrictions as to the number of guests that can be signed in by any one member other than those laid down by the entertainment's license of the local authority. A visiting club may be signed in by any Club Official by

entering the name and address of the club, visiting official responsible for that club and number of visitors attached to the club.

39. MEMBERS NOT TO MAKE PROFIT OUT OF THE CLUB

No member may on any pretence or in any manner receive any profit, salary or emoluments from the funds or transactions of the Club, except for professional services rendered at the request of the Committee.

40. PRIVATE BENEFIT NOT TO ACCRUE ON PURCHASE ETC OF LIQUOR

No one may be paid at any time at the expense of the Club or any member of the Club any commission, percentage or similar payment on or with reference to purchases of intoxicating liquor by the Club. No one may directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club to members or guests or others apart from any benefit accruing to the Club as a whole. No Official and no manager or servant employed in the Club shall have any personal interest in the supply of intoxicating liquor in the club or in the profits arising from such supply.

41. PERMITTED HOURS

The permitted hours for the supply of intoxicating liquor in the Club are as provided by the Registration of Clubs (NI) Order 1996 and may be varied from time to time by the Committee in accordance with the statutory provisions for the time being in force.

42. SUPPLY OF LIQUOR

Intoxicating liquor may be supplied to members and their guests for consumption on the Club premises. Intoxicating liquor may not be supplied for consumption off the Club premises.

43. CLUB ADDRESS NOT BE USED FOR BUSINESS

No member may give the address of the Club in any personal advertisement or use the Club address for personal business purposes.

44. MEMBER'S ADDRESSES

Every member of the Club must advise the Secretary of any change of address and all notices sent by first class post to that address are considered to have been given on the day following the date of posting.

45. GRIEVANCES

Suggestions of any kind as any matters tending to the welfare or improvement of the Club, and complaints of any kind relating to the affairs of the club shall be made to the Secretary in writing, who shall place the same before the next Committee meeting.

46. ACTIONS OF MEMBERS

Any member damaging or destroying property of the Club by accident or otherwise shall promptly make good the loss or damage to satisfaction of the Committee and the appropriate market value. If the loss or damage be caused by a guest the introducing member shall make good the loss or damage to the satisfaction of the Committee.

47. GENERAL RIGHT OF APPEAL

Any member disciplined in any way under any section of these rules (other than rule 14) shall be afforded the right of appeal against any such decision at a Special Committee Meeting of the club (whose decision shall be final) by giving notice in writing to the Honorary Secretary within 21 days of the original disciplinary decision. The Special Committee meeting must be called immediately by the Honorary Secretary in the same manner as rule 30 for Special General Meeting.

48. FUNCTIONS

Any section, charity or member wishing to hold a function on the Club premises must make application to the Secretary in writing on the appropriate form and must undertake to comply with the provisions of the Registration of Clubs (NI) Order 1996 and the Registration of Clubs (Accounting) Regulation (NI) 1997 in relation to the running of the function and the proceeds thereof. Permission to hold functions on the premises shall be granted at the sole discretion of the Committee.

49. INTERPRETATION OF RULES

The Committee is the sole authority for the interpretation of these rules and the regulations made by it from time to time. The decision of the Committee upon any question of interpretation or upon any matter affecting the Club and not provided for by these rules or by the regulations is final and binding on the members.

50. AMENDMENT OF RULES

These rules may be added to, repealed or amended by a resolution passed at any Annual or Special General Meeting by a majority of at least 2/3rds of the members attending and voting on it. The Committee has the power to amend the rules where necessary to comply with statutory regulations without the requirement to seek the consent of the members.

51. DISTRIBUTION ON DISSOLUTION

There shall be no distribution in any manner whatsoever of the profits/surplus arising from any of the activities of the Club including the supply of intoxicating liquor and other goods and services or a distribution of any assets which belong to the Club whilst the Club continues to operate as a Club under these rules. Upon the winding up of the Club the assets of the Club after the payment of all debts and liabilities shall be distributed equally among all members at the date of the resolution of the Club to wind up irrespective of their voting rights.

52. DISSOLUTION OF CLUB

If at any General meeting a resolution for the dissolution of the Club is passed by a majority of the Ordinary members present and at a Special General meeting held not less than 4 weeks later (of which not less than 2 weeks written notice has been given to each member) and at which not less than one half of the Ordinary, Senior or Under 25 members are present that resolution is confirmed by a resolution passed by a majority of 2/3rds of the members

voting on it, the Committee must immediately, or at such future date as is specified in the resolution, proceed to realise the property of the Club and after the discharge of all liabilities must divide such property equally among all members irrespective of their voting rights, and on the completion of the division the Club will be dissolved.

53. GENERAL

All regulations relating to the laws of bowls and the playing thereof shall be governed by the rules of the respective association to which the club is affiliated and also the national and international governing bodies.

Any question not covered by these rules shall be referred to the general committee whose decision thereon shall be final.

The foregoing rule shall be read and interpreted in conjunction with provisions of the Registration of Clubs (NI) Order 1996 or any statutory amendments to same.