



## BLOXHAM BOWLS CLUB CONSTITUTION

### 1. NAME AND OBJECT

The Club shall be called "Bloxham Bowls Club". The object of the club shall be to provide facilities for the game of Bowls to be played in Bloxham, to provide and maintain a green for this purpose, and other amenities for use of members and visiting clubs which the club consider desirable.

### 2. OFFICERS

The officers of the Club shall consist of the following:-

a) President, b) Chairman, c) Secretary, d) Match Secretary, e) Treasurer, f) Captain.

The above officers to be elected annually at the Annual General Meeting of the Club and shall be eligible for re-election at the AGM to be held in November each year. All elected Officers to serve for a period of twelve months, or the next AGM of the Club.

The Club shall be governed by a Committee of 12 members elected annually at the AGM to include the above named Officers of the Club. The Groundsman, provided he is fully paid up Playing Member of the Club, shall be an ex-officio Member of the Committee. The holding of any office defined above is restricted to Full Playing Members.

### 3. SUBSCRIPTION

The Annual Subscription for new and existing members shall be in accordance with the recommendation of the General Committee to be approved at the Annual General Meeting and shall be payable not later than 30th April each year.

### 4. MEMBERSHIP

Categories of Membership:

1. Full Playing Member - any person having attained the age of 18 or over.
2. Junior Playing Member - any person who has not attained the age of 18.
3. Social Member - male and female members aged 18 or over.
4. Honorary Members - non-playing Partner of a Full Playing Member.

New Members shall be proposed and seconded by existing Full Playing Members of the Club. In each case names shall be submitted to the Club Secretary and the application be circulated to members and posted on the Club Notice Board 7 days prior to the next Committee Meeting. Any objections must be made in writing to the Secretary prior to the date of that meeting. The Secretary shall bring such objections before the Committee and the proposed new Member shall be balloted for at the Committee Meeting. If accepted the new Member will be entitled to take part in the club's activities after a period of not less than 48 hours from when their subscription was paid. A complete list of all paid up Members must be displayed on the Club Notice Board. Member's name, address, telephone number and e-mail address are held in line with GDPR and no information is shared with outside organisations without the agreement of the member.

## **5. TERMINATION OF MEMBERSHIP**

Membership may be terminated by written confirmation, by resignation, failure to pay subscriptions or by conduct which the Committee unanimously decide is detrimental to the Club or its Members.

## **6. DISPUTES**

In case of disputes between Member(s), a Committee Meeting shall be called and the decision of the Committee communicated to the Member(s) in question. The Committee reserve the right to request the disputing Member or Members to attend this meeting. The Committee's decision is final.

## **7. ANNUAL GENERAL AND SPECIAL GENERAL MEETINGS**

The AGM shall be held on the Second Friday in November (see Clause 2) and notice shall be posted at the Club's headquarters at least three weeks prior to the meeting. Special Meetings can be called at shorter notice which shall be by personal notification and notices displayed in the Clubhouse. A Special Meeting of the Club may be called at any time by the Committee, or by written requisition signed by 15 Full Playing Members. Any such requisition shall specify the object of the meeting required and no other business shall be transacted at such meeting. Attendance at Annual General, Special and Extraordinary Meetings is restricted to Full Playing Members, being the only category of membership with voting rights. A quorum shall be not less than half of the Full Playing Membership in respect of Annual General, Special or Extraordinary Meetings of the Club and a minimum of Seven Members at any General Committee Meeting. Nominations for Office or General Committee shall be entered on the Official Election Sheet, which shall be posted on the Notice Board in the clubhouse at least three weeks prior to the AGM. The Election Sheet shall be removed by the Secretary seven days before the stated date of the meeting. No nominations will be taken from the floor during the AGM unless a position is not filled.

## **8. PAYMENT OF ACCOUNTS**

A statement of accounts shall be made available at each meeting. All payments made on behalf of the club shall be authorised by the Treasurer and the Chairman or Secretary.

## **9. FINANCIAL YEAR**

The Financial Year shall end on September 30th each year and the audited accounts of the Club shall be presented at the AGM. The accounts shall be audited by an auditor elected by the committee. The Statement of Accounts shall be made available to all members prior to the Annual General Meeting.

## **10. ELECTED COMMITTEE**

General and Financial Management of the Club shall be the responsibility of the Elected Committee. Should any Member require clarification relating to any item of Finance or Management, written notification must be made to the Secretary, who will place the matter before the committee and report back in writing accordingly. No member may commit the Club to any expense without prior approval of the Committee.

## **11. VISITORS**

Members of visiting teams, officials and bona fide supporters invited to the Club on behalf of Members of the Club shall be deemed to be members of the Club for the day of the visit and as such shall be entitled to purchase intoxicants for consumption on the Club's premises. Visitors if accompanied by a member may use the Green for a friendly game on payment of the Green Fee and may use the facilities of the Club. Members must give the name and contact details of the visitors and ensure that the register provided for this purpose is complied with. Temporary and visiting membership will not be allowed and membership can only be obtained under Clause 4. No member shall be entitled to introduce more than three bona fide guests into the Club at any one time.

Members of visiting teams and participants in other matches approved by the club or under the auspices of Bowls England and Bowls Oxfordshire will be automatically accepted as members for the day.

## **12. CLUB OPENING HOURS**

The Season shall run from approximately April 20th each year until the end of September. The elected Committee shall have power to act upon the recommendation of the Groundsman regarding use of the Green which shall normally be open during the Season from 10.00 a.m. until one hour after sunset and at other times during the year as displayed on the Notice Board except if the groundsman requires the green for maintenance.

## **13. BAR - SALE OF LICENSED DRINKS**

The Bar may be opened within such times as the Licensing Authority permit and these times will be exhibited on the Bar. Only Members and authorised visitors shall be served with intoxicating liquors. The supply of intoxicating liquor for consumption off the premises is restricted to a Member in person. Sales of intoxicating liquors can only be made to persons over the age of 18 years. The prices of drinks and other sundries to be displayed in a prominent position in the Bar. Members shall not enter the Bar Servery except as authorised voluntary helpers. The Bar shall be open only when authorised helpers are available.

## **14. AMENDMENT OR ADDITIONS TO CONSTITUTION**

The Committee shall have power to make from time to time such Bye-laws and Regulations consistent with this Constitution as may appear necessary for the regulation and well being of the Club, except such Bye-laws involving an alteration of the subscription payable which shall be subject to the approval of the Annual General Meeting. All such Bye-laws shall be posted on the Club's Notice Board.

## **15. AFFILIATION**

The Club shall be affiliated to Bowls Oxfordshire. The directions of this body shall be followed in all respects of the sport.

The Club shall be represented on the County Body by delegates to Bowls Oxfordshire, one delegate of each gender. They shall be elected annually at the Club AGM and these two representatives shall represent the Club in Bowls Oxfordshire.

## **16. COUNTY COMPETITIONS**

All entries for County Competitions shall be made to the County Competitions Secretary at the appropriate time and admission fee paid.

## **17. FOOTWEAR**

On the Green, all players shall wear flat rubber or approved soled shoes and avoid damage to the Green at all times.

## **18. POWERS**

The Club, by the Committee, shall have full power to do all things necessary to expedite the accomplishment of all objects specified in its rules, including the power to purchase, hold, sell, mortgage, rent, lease, or sublet, lands of any tenure, in the name of, and in conjunction with, the Trustees appointed under Clause 19, and to erect, lease, sub-lease, pull down, repair, alter, or otherwise deal with any buildings thereon.

## **19. TRUSTEES**

There shall not be more than four Trustees, who shall be appointed at a General Meeting, and shall continue as Trustees until they shall respectively die or resign or be removed by a resolution of a General Meeting. Any Member intending to propose the appointment, or removal of a Trustee shall give notice of their intention stating the name of the person to be appointed or the reason for which it is proposed that the Trustee shall be removed, and the provisions of Clause 14 shall apply to any such proposal as if it were a proposal for an alteration to the Constitution. All securities held by the Trustees, shall be placed for safe custody with the Club's Solicitor in the names of the Trustees. All the property of the club shall be vested in the Trustees representing and acting for the whole of the members. No personal liability shall attach to any trustee except to the extent of such funds of the club as may be actually received by them. The Trustees shall be effectually indemnified by the members of the Club out of the assets of the Club from and against any liability, costs,

expenses and payments whatsoever which may be properly incurred or made by them in the exercise of their duties or relation to any property of the Club vested in them, or in relation to any legal proceedings, or which otherwise relate directly or indirectly to the performance of the functions of a Trustee of the Club

## **20. PROPERTY**

Any property purchased by the Club shall be vested in the Trustees as Joint Tenants. The Trustees may deal with the property so vested in them by way of sale, mortgage charge, lease or otherwise howsoever as directed by the Club. Such direction shall be given by a resolution of the Members of the Club passed by the majority of the Members present at a duly convened meeting of the Club and when so passed shall, in favour of a Purchaser Mortgagee, chargee, lessee or grantee, be binding upon all the Members of the Club. A certificate purporting to be signed by the Secretary for the time being of the Club shall, in favour of the said persons be conclusive evidence that a direction complying in all respects with the above provisions of this clause was duly given to the Trustees.

## **21. CODE OF CONDUCT**

Members must treat everyone with respect, courtesy and without harassment.

Members will be expected to behave in accordance with the Code of Conduct as published by Bowls Oxfordshire.

## **22. DUTY OF CARE**

The Club recognises that it has a duty of care to its Members, Officers and Visitors. This would apply to such areas as health and safety, protection of children and the vulnerable and all other matters as required by law. The Club will institute such policies as are appropriate to support such legislation. The club is committed to do this by acknowledging that:

1. The welfare of the child or vulnerable adult is paramount.
2. Each person irrespective of age, gender, religion, race or disability has the right to be free from abuse.
3. Each person has a right to be safe and be treated with respect and dignity.

The Club shall use its best endeavours to ensure that:

1. All allegations of abuse are taken seriously.
2. The response to them is swift and appropriate.
3. The effectiveness of the policy is reviewed annually.
4. Coaches and other adults have recourse to any allegation made against them.
5. A responsible person shall be appointed annually as the Safeguarding Representative, to whom members can address any concerns.

## **23. SAFEGUARDING**

We adopt and follow all policies and guidelines approved by Bowls England and UK Anti-Doping. We follow all procedures set out in Bowls England Regulation 9, 9A and 9B. We will

abide with all sanctions, recommendations and/or decisions from the Case Management Panel or National Disciplinary Panel.

**24. CONCLUSION**

In all matters not provided for in the foregoing Rules, the Committee shall have discretion.

**END**

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**REVISED NOVEMBER 2024**