

# COLLINGHAM BOWLING CLUB

## CONSTITUTION

- 1) The Club shall be named Collingham Bowling Club.
- 2) The Club will be managed by a Committee elected by its Members at the AGM. The Committee shall consist of a minimum of six Members and a maximum of ten Members.
- 3) **Executive Officers of the Club** - These shall be The President, Chairperson, Vice - Chairperson, Secretary and Treasurer each to be proposed for acceptance at the AGM / EGM.
- 4) **Terms of Office** - Executive Officers being the President, Chairperson, Vice - Chairperson shall be for a **maximum** of 3 years. Executive Officers being the Secretary and Treasurer shall be for a **maximum** of 5 years. Any Officers prepared to carry on beyond their said tenures, will need to be approved by the Committee and then put forward to Club Members at the AGM.
- 5) **A Quorum** - Can be formed and elected by the Committee to deal with specific issues and projects. A Quorum will consist of a minimum of 4 elected Members. The Quorum can call on Members to work alongside them who have expertise in those specific areas to aid these said issues and projects
- 6) **Subscriptions** - The Annual Subscription rates shall be determined by the Committee for approval at the AGM by the Members each year. Subscriptions must be paid by Members by 1<sup>st</sup> April each year otherwise Membership and use of the Club facilities will lapse. The said Member will become a visitor to the club and will pay the visitor's fee that is determined by the Committee.

The Committee shall have the authority of the members to nominate up to two Honorary Life Memberships each year in order to recognise the long service, outstanding achievement or outstanding contribution of a member or members.

- 7) An **Annual General Meeting** shall be held not later than the 28<sup>th</sup> February each year when the Officers and Committee shall be elected or re-elected. Any alterations, amendments or additions to the Constitution and Rules may only be made by a majority vote from its Full Members at the AGM.

- 8) **Auditing of Accounts** – The Treasurer shall prepare the Annual Accounts for the club which shall be audited by a competent person. The Treasurer will present the Audited Accounts at the AGM / EGM. Each Member shall receive a copy of the Audited Accounts.
- 9) The Bowling Green shall be open for play at the discretion of the Committee considering advice given by the Greenkeeper and team. If the Green is unfit for play, then a Notice to that effect shall be exhibited and strictly observed by all members and guests. **The Greenkeeper and team** will be consulted on all matters relating to the status and condition of the green.

Additionally, if the green is considered unfit to play at the commencement of, or during the course of a match, then it is the decision of the two captains concerned as to whether or not play should be abandoned.

- 10) League Delegates will ensure feedback to the Committee on all aspects from the various Association meetings they attend. The Officers and Committee shall have the authority then to deal with any matters that have arisen.
- 11) An Extraordinary General Meeting may be called by the Secretary acting on instructions from the Committee or by any 12 Members. A letter requesting such a meeting must have the signatures of 12 (twelve) Members and passed to the Secretary. The Secretary must give Members a minimum of 14 days notice of such a meeting and also state the nature of the business to be discussed.
- 12) The Club Captain – he / she will be responsible for resolving all disputes regarding players and their respective Captains. The decision of the Club Captain regarding all issues **will be final**.
- 13) **Club Viability** – In the event of the Club entering a position where its viability is in doubt, an EGM shall be called before the Club ceases to operate. The Committee Members at the time of the decision to cease operation shall be responsible for the distribution of any Assets of the Club and shall notify **All Members** accordingly.

# Collingham Bowling Club

## Rules & Bye-Laws

- 1) All Members are required to have a basic understanding of the Laws of the game regarding Crown Green Bowls, a copy of which will be given to all club Members. A copy will be displayed on the Clubhouse notice board and available to view online at [www.bcgba.co.uk](http://www.bcgba.co.uk)
- 2) All Members must be registered with the **British Crown Green Bowling Association** in order to participate in any League Team.
- 3) All Members must be appropriately dressed in the **Designated Club Uniform** for all League Matches and all Cup Competitions.
- 4) All Members and Guests must wear flat soled footwear whilst on the Green at all times. Hard, block-heeled or open-toed footwear must not be worn whilst on the green in any match played under the Club's jurisdiction.
- 5) **Visitors** - Members may introduce guest visitors to play on the Green. A fee is payable and the amount is shown on the Notice Board. Members must enter both their name and that of the Visitor in the book provided and deposit the Fee in the box provided.
- 6) **Mats and Certified Jacks** - These are only to be used for all League Matches, Cup Matches and Official Competitions.
- 7) **Fees** - For any of the Clubs internal competitions the fees must be paid direct to the Treasurer **before** any of the said Competitions commence.
- 8) The Green, Pavilion and the surrounding environment must be kept tidy at all times.
- 9) **Conduct and Procedure's** – The Club follows “The Code of Conduct in Bowls” as laid down by the Bowls Development Alliance in conjunction with the National Governing Bodies of Bowls, therefore any notification of inappropriate behaviour or conduct around the green by a Member(s) will be dealt with by the Committee as follows:
  - a) **Spoken to** - Those involved will be spoken to by two members of the Committee and warned of their future conduct.
  - b) **Written Warning** – A written warning will be given to those whose conduct still does not comply after being spoken to.

- c) **2<sup>nd</sup> and Final Written Warning** – This Final warning will be given to those who have failed to comply with previous warnings. This will lead to their Membership being withdrawn and dismissal from the club.
- d) Should the abuse be of a physical nature then stages a-c will be by-passed and the member expelled from the club immediately.

10) Smoking in the Clubhouse and on the Green is **strictly forbidden**.