

ORPINGTON BOWLING CLUB

CONSTITUTION

1: Title

The Club shall be called Orpington Bowling Club

2: Affiliation

The Club shall be affiliated to Bowls England, KCBA, BCBCA, & BB&DBA and to any other Bowling Association as decided by the Management Committee.

3: Home Green

The Home Green shall be Goddington Lane, Orpington, Kent. BR6 9DH. Members must conform to all the Rules & Regulations made by Bowls England, the Club, and the Local Authority concerning the use of the Green, Club House and the outside areas appertaining to the Club property.

4: Objectives

To foster and promote the sport of flat green bowls at all levels, providing opportunities for recreation, competition and to provide other forms of social entertainment for the members as may be decided.

5: Equity & Safeguarding

5.1 Orpington Bowling Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

5.2 Orpington Bowling Club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

“Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure that it becomes equally accessible to all members of society, whatever their age, ability, gender, race, ethnicity, sexuality or socio-economic status.”

5.3 Orpington Bowling Club is committed to everyone having the right to enjoy their sport in an environment free from foul or abusive language or the threat of discrimination, intimidation or harassment.

5.4 We are committed to safeguarding all those who participate in our sport, ensuring they can do so in a safe, positive and enjoyable environment.

5.5 The club recognises its responsibility to safeguard the welfare of all children, young people and vulnerable adults who are in membership of the club. The club will aim to provide good quality bowling in a safe environment by adopting the Safeguarding Policies and Guidelines (or any subsequent policy) as approved by Bowls England.

6: Membership

6.1 Class of Membership: Full Member, Junior Member (aged under 18), Life Member and Social Member.

6.2 Applications for membership shall be made on the Club Application Form available from the Club Secretary.

6.3 The application to be approved by a body agreed by the Management Committee.

6.4 Potential new members with no or little bowling experience must undergo training with a designated club coach. The outcome of this training course will be the basis for a decision regarding acceptance into the club. Where an applicant is unable to successfully complete the training course, the matter will be referred to the Management Committee for a final decision.

6.5 The total membership shall be at the discretion of the Management Committee.

6.6 Application for membership as Full Member, Junior member shall be open to any person, regardless of race, age, gender, sexual orientation, religious belief or ability (minors must be accompanied by a responsible adult at all times) A "responsible adult" is regarded as being:-

Parent or legal guardian, relative, OBC club member with a current DBS Check, or other named person agreed by a parent or legal guardian.

6.7 Application for membership as a Social Member will only be considered on the recommendation of an existing Full Member, Life member or Junior member.

6.8. Visitors, including those persons trying out the game of bowls, are to sign the Club's Visitors Book and classed as Provisional Members. Provisional Members have no voting rights and cannot stand for any elected positions.

6.9 Social Members pay a reduced annual subscription fee. They have no voting rights and cannot stand for any elected positions.

6.10 The Management Committee decide on the awarding of Life Membership. This can be awarded in recognition of exceptional contributions of an individual to the club. Accordingly, a Life Member will have consistently contributed to the club over an extended period of time and will have demonstrated a significant and sustained commitment towards the enhancement and reputation of the club. Life Members are not required to pay an annual subscription fee and have full voting rights.

6.11 Junior members have no voting rights and cannot stand for elected positions.

7: Subscriptions

7.1 The annual subscription shall be determined by the Management Committee and laid before the membership at the Annual General Meeting for consent. Membership subscription to be forwarded to the Club Treasurer not later than the 1st April for the ensuing Season.

7.2 The subscription will include the contribution the club is required to pay Bowls England for each club member and this figure is determined by Bowls England and not by the club.

7.3 The Club Treasurer shall have the authority to charge reduced fees to new members joining during the course of the season on a pro rata basis or part thereof.

7.4 No reminders regarding payment of Subscriptions will be sent to members. If any subscriptions remain unpaid by the due date, membership will cease. The Management Committee shall have the power to re-admit any such person upon such terms as it thinks fit.

7.5 All subscriptions and competition fees once paid, are non-refundable. If a competition is oversubscribed, and the individual not selected to play, a refund for that competition will be made.

8. Election of Management Committee and other officers

8.1 The property and management of the club shall be vested in the Management Committee comprising of President, Secretary, Treasurer, Men's Captain, Ladies Captain, Match Secretary, Chief Green Ranger, one Lady member and one Gentleman member.

8.2 Each member of the Management Committee shall have one vote. Decisions will be made on simple majority vote. In the result of an equal vote the President / Chair shall be entitled to a second casting vote.

8.3 The President/ Chair will have the authority to invite additional members to attend meetings as and when required.

8.4 All members of the Management Committee, including the President will be elected (or re-elected) at the Annual General Election

8.5 All nominees must have agreed to serve and *to have been* proposed and seconded.

8.6 Each Committee member will be elected for one year only then seek re-election if proposed. There is no limit to the number of times they may hold the post.

8.7 Sub-Committees may be formed as appropriate by the Management Committee and will report directly back to them.

8.8 In the event of any vacancy occurring among the Officers or Committee Members, the Committee shall have the power to fill the vacancy until the next AGM

8.9 The Management Committee shall meet regularly throughout the year. Six Committee members are required to form a quorum.

8.10 Any matter not otherwise provided for in these rules may be determined by the Management Committee.

8.11 The Secretary will post a list on the notice board at least 28 days prior to the end of the playing season inviting nominations for Committee and other posts as appropriate.

9. Finance

9.1 All monies raised by, or on behalf of the club shall be applied to further the aims and objectives of the club.

9.2 The Treasurer shall prepare an Account showing Income & Expenditure for each year ending on the 10th October including a Statement of funds of the Club as at that date.

9.3 The Accounts shall be examined / audited by an individual to be appointed / endorsed at the AGM

10. Annual General Meeting & Special General Meetings

10.1 The Annual General Meeting shall be held, where possible, during the month of November.

10.2 The notice convening the AGM shall be accompanied by a copy of the agenda and shall be sent to members at least fourteen days prior to notice.

10.3 The Treasurer will, prior to the AGM, forward the Accounts for the year under review to members. Members may request a postal copy if they do not have access to electronic mail.

10.4 Members must advise the Secretary in writing of any business to be considered at the AGM that is not included in the agenda at least 7 days prior to the meeting.

10.5 A quorum for an AGM and/ or a SGM shall be 25% of the Club Membership

10.6 Decisions made at an AGM or SGM shall be by a simple majority of votes from the members attending the meeting subject to 10.5 being applicable. In the event of equal votes, the President / Chair shall be entitled to a Second and casting vote.

10.7 A Special General Meeting may be convened at any time by the committee or on receipt by the Secretary of a requisition signed by not less than 10 members. Fourteen days' notice shall be given of any Special General Meeting, so convened, and the precise nature of the business to be discussed shall be stated.

11. Alterations to this Constitution

11.1 Alterations to this document may only be made at the AGM or Special General Meeting provided that written notice of amendment, signed by the proposer and seconder is handed to the Secretary in time for the inclusion into the agenda. Alterations shall be passed if supported by not less than two-thirds of the membership present at the meeting, assuming a quorum is present.

12: Use of Green

12.1 The Management Committee is authorised to enter into an Agreement with the London Borough of Bromley and the BCBCA for the use of the Bowling Green and for the provision of funding towards the cost of Grounds Maintenance and upkeep of the Bowling Green

13: Use of the Club House

13.1 The Club is authorised to sell alcohol from 10.00am to 11.00pm Monday to Saturday and 10.00am to 10.30pm on Sundays. The Management Committee shall have the power to vary these hours on special occasions provided the Temporary Event Notice is granted by the local Licensing Authorities. The supply of intoxicating liquor shall be restricted to the hours laid down and will be strictly within the limits permitted by the Licensing Authority.

13.2 Any member in breach of the above Licensing hours will be answerable under the code of conduct and appropriate action taken as outlined in the Club rules.

14: Liability & Indemnity

14.1 The Club, Management Committee, Sub – Committees, individual officers and members do not accept any liability for loss or damage to any property of persons using the club facilities or for any injury however caused.

14.2 The Membership of the Orpington Bowling Club agrees to indemnify members of the Management Committee against any personal or collective liabilities and expenses arising out of any agreements entered into on behalf of the club for use of the Club Bowling Green, Grounds Maintenance and upkeep of said Green.

15: General

15.1 The Management Committee shall have sole authority for Club expenditure, including on minor or major capital projects . The Club Committee shall have sole responsibility for the interpretation of the Rules, Regulations and any byelaws made from time to time by that Committee. Furthermore, any decision of the Management Committee upon any question of interpretation or any matter affecting the club which is not provided for by the Rules, Regulations or any byelaws shall be final and binding on the members.

16: Dissolution

16.1 If at any AGM or SGM a resolution is passed to disband the Club. The Club's Secretary and Treasurer are vested to oversee the realisation of all Club assets and to discharge all debts and liabilities of the Club.

16.2 After discharging all debts and liabilities any remaining assets shall be distributed as decided by the Management Committee.

A copy of this document shall be exhibited in the Club House and must not be removed.