

DUXFORD BOWLS CLUB – BYELAWS

1. INTRODUCTION

These Club Byelaws need to be read in conjunction with the Rules and Constitution of the Duxford Bowls Club, in particular with Clause 15 of the Rules and Constitution.

2. AFFILIATION

The Club is not obliged to be affiliated to either Bowls England or Bowls Cambridgeshire.

3. MEMBERSHIP

In addition to Ordinary Members (as set out in Clause 3 of the Rules and Constitution) and Junior Members (under the age of 18) the following may become Social Members:

- a) Any person who wishes to join the Club but does not intend to bowl and whose application for Membership has been approved by the General Management Committee. Social Members shall have no voting rights at any meeting and will not sit on any committee.
- b) At their discretion the GMC shall have the power to propose an Honorary or Life Member subject to approval at the AGM.

The total Membership of the Club shall not exceed 120 members. The number of Ordinary Members shall not exceed 90 and Social Members shall not exceed 30.

4. SUBSCRIPTIONS

- a) Subscriptions shall be at the rate recommended by the GMC and agreed at the AGM. The payment of subscriptions shall be made before the last day of April each year. If any member fails to pay their subscription by one (1) month after the date on which it falls due, the GMC shall have the power to cancel his/her membership.
- b) On acceptance of their application new members may be required to pay an initial joining fee, the said joining fee to be recommended by the GMC and agreed by the AGM.

5. GENERAL MANAGEMENT COMMITTEE

- a) In the case of an extreme emergency the GMC may delegate powers to a Management Committee consisting of the Chairperson, Secretary, Treasurer and two (2) other members of the GMC who may make any urgent decisions that may be required. Any decision made by this Management Committee must be reported at the next meeting of the GMC.
- b) The GMC may delegate any duties that it sees fit to any Sub-Committee.
- c) The GMC has responsibility for disciplinary action.

6. DISCIPLINARY ACTION

- a) In the event of any dispute on the Club premises, the members of the GMC shall have the power to deal with the same and their decision shall be final,
- b) Any member can be expelled from the Club for gross misdemeanours (e.g. willful damage to Club property, misappropriation of Club funds, etc.) at the discretion of the GMC.
- c) Use of foul language/abusive behaviour will not be tolerated and the offender will be asked to leave the Club premises.
- d) Any member violating any Club Rules or acting in a manner that appears detrimental to the Club, shall be liable to expulsion, suspension or such other action as may be determined by the GMC. Any complaints against a Member shall be in writing through the Secretary to the GMC.
- e) The GMC shall investigate any such complaint and if found sufficiently grave shall convene a special meeting of the GMC, giving seven (7) days' notice of such a meeting to the accused member, or if he/she is not present, upon consideration of any written communication from him/her, the GMC shall determine by a 2/3rds majority vote what action shall be taken against the accused Member and that decision shall be final.
- f) The accused may be accompanied by a representative.

7. VICE PRESIDENTS

Vice Presidents of the Club can be elected at the discretion of the GMC.

8. SECRETARY'S DUTIES

The Secretary shall keep a Minute record of all meetings of the Club and a register of members' names/addresses, email addresses and telephone numbers. The Secretary shall notify all those concerned of all meetings and shall conduct the necessary business. All business transactions at Sub-Committee meetings shall be presented at the next meeting of the GMC.

9. FINANCE

- a) The Honorary Treasurer shall receive all monies on behalf of the GMC and pay them into a Bank Account in the name of the Club, as may from time to time be directed by the Committee.
- i) The treasurer shall pay accounts as authorized by the GMC
- ii) The treasurer shall keep accounts as the GMC may direct and therefrom prepare a financial statement which shall be audited and submitted annually to the General Meeting of the Club
- iii) The Treasurer shall make such financial reports to the GMC as may from time to time be required
- b) The Property of the Club shall be held in trust for the Club by the officers and GMC for their term of office.
- c) Profits made by the Club shall be paid into and form part of the General Funds at the earliest possible time.
- d) All cheques used to pay the Club expenses shall be signed by any two of three named signatories - these shall be the Treasurer, Chairperson and Secretary.
- e) Notwithstanding the requirement for two signatories on cheque payments, as specified in the previous section 9 (d), any transactions undertaken within the jurisdiction of on-line/internet banking (including payments) can be executed unilaterally by the nominated primary user (i.e. the Club Treasurer), as authorised in the minutes of a meeting of the GMC held on February 8th, 2022.

10. TEAM SELECTION

Team selection of the Club shall be by the relevant team captains.

11. MATCH/RINK FEES

Fees for playing in Club Matches and Competitions and Fees for using a rink by non-Club Members shall be proposed by the GMC and agreed at the AGM.

12. CLUB EQUIPMENT

No Club equipment shall be removed from the Club premises without the approval of the GMC.

13. CLUB COMPETITIONS

Rules for all Club Competitions shall be proposed by the Competitions Secretary to be approved by the GMC.

14. DRESS

All members shall be dressed in a neat and tidy manner when representing the Club. Bowling shoes or shoes with a flat sole must be worn on the green. All members shall wear an approved Club top and grey trousers/skirts when representing the Club.

Any member seen to be incorrectly dressed while bowling may be asked to leave the green.

15. VISITORS

Members are encouraged to bring guests to play at a fee to be agreed by the AGM. Guests are the responsibility of the member concerned - that member shall be responsible for the Rink Fee and shall pass that Fee to the Treasurer.

16. CHILDREN ON CLUB PREMISES

- a) Unless playing in a recognized club match (not a roll-up or bowls drive), or under supervision of a parent, grandparent or adult club member, children under 14, who are not junior club members, should not be permitted on Club premises.
- b) Within the clubhouse, under 14's who are not club members, should not be permitted by the bar area and should ask an adult to purchase any coke, crisps, etc. on their behalf.

17. ALTERATION TO CLUB BYELAWS

- a) The GMC has the power to propose and enforce the Club Byelaws
- b) The Club Byelaws may be altered by simple majority vote at the Annual General Meeting or Extraordinary General Meeting
- c) In the event of a conflict between the Club Byelaws and the Rules and Constitution of the Club, the latter shall prevail.

May 2024