

Mulbarton Sports and Social Club

Club Rules

Amended 17th September 2016 AGM

1. NAME

The name of the club is Mulbarton Sports and Social Club. The club premises are at Mulbarton Village Hall, The Common, Mulbarton.

2. OBJECT

The object of the Club is to promote social and recreational activities in the village of Mulbarton and neighbourhood.

3. MEMBERSHIP

The formation meeting of the club was on 11 October 1988. All persons who applied for membership by that date shall be founder members of the Club. Membership shall cover the children of the member providing that they are under the age of 18 years, but not the spouse.

Every candidate for membership shall be not less than 18 years of age and shall be proposed and seconded by members of the Club (after those who have become members at the foundation of the Club). The name and address of each person proposed for membership together with the names of the proposer and seconder shall, be prominently displayed on the Club notice board on a document signed by the Secretary of the Club for at least 2 days prior to election.

Election to full membership shall be at the sole discretion of the Committee at the next meeting and no such election shall be made unless a period of at least 2 days has elapsed from the date of the candidate's application for membership. A candidate will be granted temporary membership prior to election to full membership from 2 days after their application, no signing in privileges will be allowed or entitlement to vote during temporary membership.

All members shall be supplied with, on their election a copy of the Club Rules. All members shall in every way and at all times help to keep order and protect the property of the Club and do all in their power to maintain its character and reputation.

- All members of 'sports teams' (e.g. football, darts, pool etc.) representing the Club shall be members of the Club. Any person attending Bingo (a regular event) will be required to become a member of the Club or be subject to rule 15.

If Membership is declined the Candidate may not reapply until the next Annual Subscription is due.

4. MANAGEMENT

The management of the Club shall be entrusted to a Committee consisting of a CHAIRMAN, VICE CHAIRMAN, HONORARY SECRETARY, HONORARY TREASURER and EIGHT OTHER MEMBERS of the Club all of whom are elected annually at the Annual General Meeting.

Nominations for election to the Committee shall be made on the appropriate form to the Secretary not earlier than 28 days or later than 15 days before the meeting. The nomination shall include details of one member as proposer and one other member as seconder and shall show the nominees consent. Nominations will not be required for existing Committee members who will be eligible to participate in any necessary election. If no such election is required then the existing Committee shall be returned unopposed until the next Annual General meeting.

Committee members should be a resident in the Parish of Mulbarton. However it is permissible for TWO non-residents to be elected.

Any Committee member may resign at any time.

Where the Committee has prior knowledge of the intended resignation at the Annual General Meeting of any member of the Committee, then the Committee must inform the Club members prior to the nomination period.

Any Committee member failing to attend **3(THREE) consecutive** meetings, without reasonable cause, shall be deemed to have resigned his/her position. The Committee shall have the power to co-opt and fill any casual vacancy on the Committee. Any Officer or a member so appointed shall hold that position until the next Annual General Meeting but shall then be eligible for re-election as a standing member.

If in the opinion of the Committee, the services of the Honorary Treasurer or Honorary Secretary have been arduous, they may vote them an honorarium.

5. SUBSCRIPTIONS

Every member shall, as a condition of membership pay an annual subscription as determined by the Committee which shall become **due on 1st MAY in each year and payable not later than 31st of that month.** If payment is not made, the Committee shall then be entitled to terminate the membership. The Committee shall have the power to remit the whole or part of the subscription in special circumstances.

The subscription for NEW members joining the Club after 1st February each year shall cover a 15 month period.

6. FINANCIAL PROVISION

The STEWARD or person designated by the Committee shall be responsible for paying all monies received by the Club into a current account in the name of the Club at such Bank as the Committee shall choose and cheques may be drawn on that account by any TWO signatures of the principal Officers of the Club, Chairman, Vice Chairman, Honorary Secretary & Honorary Treasurer. In the event of any of the officers being related only one will be allowed as a signatory of cheques and the Committee shall then appoint other Committee members as necessary. The Treasurer will always be a signatory.

Monies received by the Club may be used in any of the following ways:-

- a) For the day to day running of the Club
- b) To the good of the Club and its members.
- c) In such a way as to benefit the community by furthering the object of the Club as in RULE 2.
- d) For a particular charitable purpose as may be decided upon by the Club Committee.
- e) The Club Committee shall not take "CARTE BLANCHE" the right to sanction Capital expenditure without prior reference to the membership.

7. ACCOUNTS

Annual accounts that have been independently examined and prepared by the appointed Auditors shall be made available to every member at the Annual General Meeting. Following the preparation of the accounts any balance of income over expenditure shall be paid to the TREASURER of MULBARTON VILLAGE HALL by deed of covenant or held for any future contingencies in accordance with rule 2 (Objects)

8. COMMITTEE MEETINGS

The Committee shall meet monthly ON THE THIRD TUESDAY OF THE MONTH to carry out the business of the Club. The quorum for these meetings shall be ONE THIRD of the serving Committee. In the event of equality of votes the position shall remain as prior to the motion being proposed. The Committee shall be entitled to change the day of the monthly meeting; notice of such change shall be displayed for at least 1 week.

9. ANNUAL GENERAL MEETING

The Annual General Meeting of the Club will be held in the month of **September** in each year. At the Annual General Meeting the following business will be conducted:-

- a) Presentation and passing of accounts (if accepted) for the previous financial year.
- b) Election of Committee(as nominated)
- c) Appointment of Auditors.
- d) To deal with any special matter which the Committee wish to bring before the members and to receive any suggestions from the members for consideration by the Committee.
- e) To consider and, if approved, sanction any duly made alteration to the Rules of the Club.
- f) Such other business as shall have been communicated to the Secretary, not less than 15 DAYS BEFORE the date of the meeting.

Advance notice of the date of the Annual General Meeting is to be posted on the Club notice board at least one month beforehand. Formal notice and a full agenda to be posted on the Notice Board at least 10 DAYS BEFORE THE MEETING TAKES PLACE.

10. SPECIAL GENERAL MEETINGS

A Special General Meeting may be convened at any time by the Committee and shall be convened within 21 DAYS from the receipt of a request in writing by not fewer than 20 MEMBERS or by ONE FIFTH of the total membership (if fewer than 20), such request specifying the object of the meeting:-

- a) To consider and, if approved, sanction any duly made alteration of the Rules of the Club.
- b) To deal with any SPECIAL MATTER which the Committee may wish to place before the members.
- c) To receive the resignation of the Committee or to remove any member or members therefrom and to fill a vacancy or vacancies thereby created.
- d) To consider any such matters as are specified in the notice of members requesting the meeting.

Notice of a Special General Meeting shall be posted on the Club notice board not later than 7 DAYS before the date of such meeting and shall include the agenda for the meeting.

11. QUORUM

At any General Meeting the QUORUM shall be ONE FIFTH of the total membership or 20, whichever is the smaller.

12. VOTING AT GENERAL MEETINGS

At any General Meeting of the Club every member shall be entitled to be present and entitled to one vote upon every question raised. The Chairman is NOT ALLOWED a casting vote at General Meetings.

13. CHAIRMAN

The Chairman of any meeting of the Club or of the Committee shall be the Club Chairman, failing whom one of the other principal officers, failing whom a member of the meeting so elected by the meeting for the purpose.

14. EXPULSION /SUSPENSION OF MEMBERS

The Committee shall have the power to expel any member who shall offend against the Rules of the Club or whose conduct is considered prejudicial to the interests and welfare of the Club. Before any such member is expelled the Secretary shall give him/her 7 DAYS WRITTEN NOTICE to attend a meeting of the Committee and shall inform him/her of the complaint made against him/her. No member shall be expelled without first having an opportunity of appearing before the Committee and answering complaints made against him/her. No member shall be expelled unless TWO THIRDS of the Committee then present vote in favour of such expulsion.

The Chairman, bar staff and Committee members shall have the power to suspend a member for what is deemed unreasonable behaviour with immediate effect until the next committee meeting, at which point the member has the right of appeal. The Committee shall be entitled to sanction a lengthy suspension for gross misconduct by a member.

15. MEMBERS GUESTS

There may be admitted to the Club guests of members over 18 years of age.

No person may be entertained as a guest of any one member on more than 4 occasions in any one year. No member may entertain more than 2 guests on any one occasion.

The member introducing a guest shall enter the name and address of the guest with his/her signature in a book which is kept in the Club. There shall be a GUEST FEE of £1, this may be subject to change as determined by the Committee.

NO PERSON whose application for membership has been declined or who has been expelled from the Club shall be introduced as a guest.

Members shall be responsible for the conduct of their guest at all times.

Members of visiting 'sports teams' who are participating in a pre-arranged game (e.g. football, darts, pool etc.) may enter the Club premises and make use of all facilities for the day of such visit only, no fee required. The visiting teams must be signed in by the home team, a committee member or bar person.

Members of a group or organised body visiting the Club in connection with any entertainment or other organised activity to be held at the Club shall not be required to pay a fee; this is subject to agreement at time of booking with the Entertainment co-ordinator; a list of names should be provided.

If a person has previously held membership and is still entitled to have membership they cannot be signed in as a guest; they must renew their membership by paying the annual subscription

16. INTOXICATING LIQUOR

Intoxicating liquor may be supplied by or on behalf of the Club to members of the Club and their bona fide guests.

Intoxicating liquor may be sold by or on behalf of the Club to:-

- a) Members of visiting teams, bona fide guests and Officials of such teams when playing against the Club at the Clubs premises.

17. PERMITTED HOURS

Intoxicating liquor may be supplied daily between the hours stipulated on the Premises Licence. The Committee will decide on the hours that the bar will open within the permitted hours.

18. CHILDREN

Children and young persons under the age of 18 years must be accompanied by a member, at all times. If the under 18's are not related to the member then the member may only bring in 2 non-related under 18's at any one time.

They are to be under that members control whilst on the premises.

Members may be requested to vacate the premises should their children or young persons under the age of 18 persist in violating Club rules.

19. ALTERATION OF RULES

No alteration or addition to these rules shall be made except by resolution carried by a majority of at least TWO THIRDS of the members present at a General Meeting. Any such alteration will take effect subject to any conditions that may be imposed upon any licence or certificate issued to the Club or its nominee by the Licensing Justices or the Magistrates in petty sessions. Providing that no such alteration or addition shall be in conflict with the rules of the Village Hall Management Committee.

20. BY-LAWS

The Committee shall have the power to make such by-laws as it may consider necessary for the good management or order of the Club, provided that no such by-law shall be inconsistent with these rules. A copy of such by-laws shall be posted in a conspicuous place upon the Club premises.