

BARNWOOD BOWLING CLUB RULES AND CONSTITUTION – November 2021

1. TITLE

The Club shall be called Barnwood Bowling Club, hereafter referred to as “the Club” and shall be affiliated to Bowls England and Gloucestershire Bowls Association.

2. OBJECTIVE

The Club will endorse and promote the amateur sport of flat green bowls at all levels. It will encourage the community to take part and learn the sport by providing opportunities for recreation and competition, which will help with growth, development and extend the life of the Club.

3. MEMBERSHIP

The membership of the Club shall consist of

- a. Full members
- b. Junior members (under 16 years of age, or in full time education)
- c. Life members - Recommendations for Life membership shall be made by the Management Committee and confirmed at the Annual General Meeting. Life members are Full members
- d. Honorary members - Recommendations for Honorary membership shall be made by the Management Committee and confirmed at the Annual General Meeting
- e. Social members
- f. Family members - Spouses, Partners and relatives of full bowling members shall be deemed Family Members of the club

Social Members, Honorary Members and Family Members may enjoy the amenities of the club. They have no right to vote on any matter concerning the Club and may not use the green unless accompanied by a full member as stated in the section titled Visitors.

4. APPLICATION FOR MEMBERSHIP

The Management Committee shall have full power to regulate the membership of the Club. Applications for membership must be submitted to the Management Committee. The completed application forms of every person proposed for membership must be prominently displayed in the Club premises at least 14 days prior to their consideration.

When considering new applications, the Management Committee will take the views of existing full members into account.

All new Members of the Club are subject to a twelve-month probation period. All novice bowlers must take steps to gain bowling and etiquette instruction from an experienced member of the Club.

5. MANAGEMENT COMMITTEE

A Management Committee consisting of President, Chairperson, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, Gentlemen's Captain, Gentlemen's Vice Captain, Ladies Captain, Ladies Vice Captain, Fixture Secretary, Child and Vulnerable Adult officer and three elected members shall manage the Club. Seven members shall form a quorum.

In the event of a vacancy occurring during the year, the Management Committee shall have the power to fill the vacancy.

6. SUB COMMITTEES

The Management Committee shall appoint various sub-committees at their first meeting following the Annual General Meeting. Each sub committee should include at least one member of the Management Committee who will report to the rest of the Management.

Responsibilities should be defined for,
Finance
Bar
Catering
Green
Maintenance & Health and Safety
Mid-Week Triples

Further sub-committees may be formed at the Management Committee's discretion.

All Committees within the Club may co-opt an additional Club member to join that Committee to assist with any specific or specialist matter.

7. SELECTION COMMITTEE

A Selection Committee consisting of the Gentlemen's Captain, Gentlemen's Vice Captain, Ladies Captain, and Ladies Vice Captain and up to four elected members shall be appointed annually at the Annual General Meeting for the Gentlemen and Ladies.

The Selection Committee will be responsible for managing the selection of all teams for friendly games, mixed league matches and competitive matches.

The Selection Committee will also be responsible for organising and managing in-house competitions.

The Selection Committee may ask other members to assist in selection for certain games.

8. ANNUAL GENERAL MEETING

The Annual General Meeting of the Club shall be held on the 2nd Thursday of November each year and all Full Members of the Club will be required to attend. The business of the Annual General Meeting shall be to

- a. Confirm the minutes of the previous Annual General Meeting
- b. Receive the annual report of the committee from the Secretary
- c. Receive the examined accounts of the year from the Treasurer
- d. Receive Officers reports
- e. Elect the Officers and Management Committee for the Club
- f. Elect the Auditors
- g. Recommend Membership Subscriptions, Match Fees and Green Fees
- h. Nominations for Life and Honorary Membership
- i. Finally, to deal with proposals received from members.

When nominations for any position is in excess of the number required a vote would be conducted by paper ballot.

9. NOMINATION OF OFFICERS

Nominations must be made on forms provided and displayed for a minimum period of six weeks prior to the Annual General Meeting each year. Two full members and the nominee shall sign the form.

Nominations will be accepted for the following,
Management Committee
Selection Committee

10. AUDITORS

Two Auditors shall be appointed annually at the Annual General Meeting to inspect the books and statement of accounts, and all deeds, documents and securities shall be produced for inspection whenever required in connection with the Audit.

11. PROPOSALS FOR THE ANNUAL GENERAL MEETING

Any full member wishing to raise any business at the Annual General Meeting must advise the Secretary in writing not less than 21 days before the date of the meeting.

The Secretary shall give notice of the agenda for the meeting to members not less than 14 days before the meeting.

12. SPECIAL GENERAL MEETING

Special General Meetings may be convened for two reasons. Firstly by requisition of The Management Committee and secondly by the Secretary receiving a written and signed request from not less than ten full members of the Club setting out the objects of the meeting.

At least 14 days notice of the meeting shall be given and in order for a resolution to be passed 55% of full members must be present.

13. VOTING RIGHTS

All full members have equal rights on any matter affecting the Club. Decisions made at any General Meeting shall be by a simple majority of votes from full members attending the meeting. In the event of equal votes the Chairperson shall have the casting vote.

14. SUBSCRIPTIONS AND MATCH FEES

The Management Committee shall propose the annual membership subscriptions together with match fees and green fees for consideration and acceptance at the Annual General Meeting. Full details shall be displayed on the Club notice board fourteen days before the meeting.

All subscriptions are due no later than the 1st April each year. The Management Committee shall decide the amount of subscriptions payable by a new member elected after the commencement of the bowling season.

Any member whose subscription is in arrears for one month, may at the discretion of the Management Committee, be deemed to be a non-member and lose their membership rights.

All match fees; raffle money etc should be paid to the Club Treasurer (or their deputy) as soon as is practicable after each game.

15. CONDITIONS OF PLAY

The Management Committee shall fix the dates for the start and duration of the Season, the hours and conditions of play. When the Green is considered unfit for play by the Captain and, or a member of the Green's Committee no member shall use the Green. A notice on the Club notice board or a sign on/by the green will indicate this.

16. MATCHES

The Green will be reserved for matches as fixed for the season, and the consent of the Fixture Secretary or Secretary must first be obtained before any visitor's matches can be played on the Green.

17. DRESS STANDARDS

Prestigious Matches:

When arriving for a Club match gentlemen should be wearing Club blazer, white shirt, Club tie and grey or white trousers. Ladies should wear a Club blazer, Club approved shirt with white or grey culottes, cut-offs, skirt or trousers.

Friendly Matches:

It is optional for the gentlemen to arrive in the approved club shirt or Club blazer, white shirt, Club tie.

It is optional for the ladies to arrive in the approved club shirt or Club blazer with white top.

Whilst playing matches the following dress code should be applied.

Gentlemen:- Club approved shirt with white or grey shorts/trousers, colour as defined by the fixture card.

Ladies:- Club approved shirt with culottes, cut-offs, skirt or trousers, colour to be defined by the fixture card.

Cold/wet weather clothing and footwear should be of an approved bowling design.

The dress code may be relaxed for potential new members and roll-ups.

A Club approved shirt will be as designated by the Management Committee

Prestigious or Friendly matches will be as defined by the Selection Committee and shall be endorsed on the match sheets.

18. QUALIFICATION TO REPRESENT THE CLUB IN COMPETITIVE GAMES

Members, who have made themselves available for 25% of Club fixtures in the previous year, will qualify for selection. The Selection Committee may at their discretion, consider new members, members who have suffered ill health and members with extenuating circumstances.

19. CLUB COMPETITIONS

Competitions shall be played within the periods allowed as notified on the Notice Board of the Club. Failure to do so will entail the defaulter being scratched, unless the Selection Committee rule otherwise.

Competitors who find they are unable to play on Finals Day must notify the Selection Committee and withdraw from the Competition immediately.

All competitions will be run in accordance with the rules of Bowls England and Gloucestershire Bowling Association.

20. VISITORS

Every full member shall have the privilege of bringing visitors to the Club to use the green and shall be responsible for the green fees as exhibited. Both introducing member and visitor shall sign the Visitors Book. No person shall be introduced into the Club as a visitor more than twelve times a year.

The Management Committee may withdraw or suspend this privilege at any time.

21. VISITING TEAMS

Visiting teams and supporters shall be admitted as members for the day.

If a request is received from members of Bowls England, by the Secretary or Fixture Secretary, the Green may be made available for friendly and competitive matches at the discretion of the Management Committee. Any bowlers using the Green and their supporters shall be admitted as members for the day.

22. INTOXICATING LIQUORS

Users of the Club shall not be permitted to bring their own Intoxicating Liquor onto the Club Premises for sale under any circumstances.

The Management Committee may authorise users of the Club to bring their own intoxicating liquor onto the premises for prearranged events. This intoxicating liquor is to be supplied free of charge to other Club users, their visitors or guests. The Management Committee may charge a corkage fee.

23. ALTERATIONS TO THE CONSTITUTION AND RULES

Any proposed alterations to the Club's rules and constitution can only be made at an Annual General Meeting or a Special General Meeting. 55% of full members of the Club must be present.

24. DISCIPLINE AND APPEAL PROCEDURE

The Club will adhere entirely to the current version of Bowls England Regulation: No 9. A copy is available to view in the Club Pavilion.

25. HEALTH AND SAFETY AND ENVIRONMENTAL POLICY

All members, guests, visitors, employees and contractors must comply with the Club's Health & Safety and Environmental Policy. A copy is available in the Club and members are expected to make themselves aware of their responsibilities.

26. TRUSTEES

The Club President and Secretary will always take on the position of Trustee and act in the best interests of the Club.

27. INDEMNITY CLAUSE

"Each member of the **BARNWOOD BOWLING CLUB** shall (to the extent that such person is not entitled to recover under any policy of insurance) be entitled to be indemnified out of any and all funds available to the **BARNWOOD BOWLING CLUB** which may lawfully be so applied, against all costs, expenses and liabilities whatsoever incurred by such person in the proper execution and discharge of

duties undertaken on behalf of the **BARNWOOD BOWLING CLUB** or arising there from, or incurred in good faith in the purported discharge of such duties”.

28. DISSOLUTION OF THE CLUB

If at any General Meeting of the Club a resolution is passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting to be held not less than one month thereafter to discuss and vote on the resolution.

If at the Special General meeting the resolution is carried by at least two-thirds of the members present the Management Committee shall proceed to release the assets of the Club and discharge all debts and liabilities of the Club.

After discharging all debts and liabilities of the Club the remaining assets shall not be paid or distributed amongst the Members of the Club but shall be given or transferred to some other voluntary organisation having similar objectives.

29. CHILD AND VULNERABLE ADULT PROTECTION POLICY

The Club is committed to promoting a safe environment in which children and vulnerable adults can enjoy taking part in games of bowls. It will seek to underpin and ensure this commitment by following and promoting the joint Child Protection Policy & Procedures of the National Governing Body. A responsible person shall be appointed annually as Child and Vulnerable Adult Officer to whom members can address any concerns.

30. LEGAL OBLIGATIONS

Barnwood Bowling Club incorporates, and upholds within its rules and constitution, the following items of legislation:

- Anti Doping
- Child and Vulnerable Adults
- Equality Policy
- Health and Safety
- Insurance and Indemnification
- Misconduct, Suspension and Exclusion of Members

Further information on any of these items can be found on the Bowls England website www.bowlsengland.com and from the Bowls England Regulations.

Amendments

AGM Nov 2012 – Rewritten – Re-issued March 2013

AGM Nov 2016 – Dress Standards – Re-issued April 2017

AGM Nov 2021 - Dress Standards - Re-issued Nov 2021