

WICKHAMFORD SPORTS CLUB

(Founded 13th April 1973)

RULES

WICKHAMFORD SPORTS CLUB

RULES

(1) NAME, OBJECTS & POWERS

1 NAME

The name of the Club shall be Wickhamford Sports Club.

2 OBJECTS

The objects of the Club shall be:-

- 2.1 The association in a members social club of all persons and their friends interested in sporting and social activities.
- 2.2 To maintain and develop the Clubhouse at Wickhamford or such other location as the Committee may from time to time determine as the headquarters of the Club and as a venue for playing games and conducting the other activities of the Club so as to provide the best possible facilities for members and their bona-fide guests.
- 2.3 To strengthen the bonds between the Club and the local community in the areas surrounding the Club.
- 2.4 To support Wickhamford Youth Club to encourage future Club membership.

3 POWERS OF THE CLUB

To further its objects the Club shall have the power to do all such things as are incidental or conducive to the objects of the Club including (but not limited to) all or any of the following:-

- 3.1 Either directly or indirectly to employ, invest and deal with the assets and funds of the Club for the objects of the Club in such manner as shall be considered by the committee to be expedient, and to do all such other acts and things and carry on all such other activities necessary for the advancement of the interests of the Club.
- 3.2 To raise or borrow money for the purposes of or in connection with the activities of the Club as the Committee thinks fit. The Committee may determine from time to time the terms and conditions upon which money is raised or borrowed and may vary such terms and conditions. The total of new loans authorised by the Committee in a financial year shall not exceed 10% of the value of the building without members approval at an A.G.M. or S.G.M.

- 3.3 To apply for and hold any licences. consents. certificates, permissions and approvals that may be required for or in connection with the activities of the Club and such other activities as the Committee shall consider desirable.
- 3.4 To invite, receive and make donations for or otherwise promote or assist in the development or continuance of facilities for any sport or recreation that benefits Wickhamford Sports Club.
- 3.5 To promote, arrange and organize competitions and entertainments in connection with sport and recreation.
- 3.6 To engage such officials and employees upon such terms and at such remuneration as the Committee may deem appropriate and to dismiss or retire any of them as may be necessary.
- 3.7 To pass such resolutions. regulations and instructions which shall be binding on all members as are considered necessary for the better management, organization, administration and regulation of the Club.
- 3.8 To settle, conduct, enforce or resist either in a Court of Law or by arbitration any suit, debt, liability or claim by or against the Club.

(II) MEMBERSHIP

4 MEMBERS

- 4.1 The members of the Club shall be the persons whose names are for the time being entered in the register of members.
- 4.2 Details of any entrance fee and the subscription payable by each category of membership shall be kept by the Honorary Secretary.
- 4.3 The Committee shall have power to admit to membership any person in accordance with the application procedures. The Committee shall also have the right to reject an application without stating any reason.
- 4.4 No person may be accepted as a candidate for full membership under the age of eighteen years and the purported admission of a person under the age of eighteen years shall be void. The Committee shall have the power to create a separate section for junior membership for 16 to 18 year olds without the power to vote.
- 4.5 The Club has nominated to adopt Section 49 of the Licensing Act 1964 therefore visitors to the Club can enjoy the rights and privileges of members only on up to ten days annually, the dates of which will be nominated and set by the Officers and Committee of the Club. At all other times normal membership application rules will apply .

- 4.6 It shall be the duty of every member to advise the Honorary Secretary promptly of each change of address. All notices and letters dispatched by post to a member at the address registered in the register of members (which shall be conclusive proof thereof) shall be deemed to have been properly delivered.
- 4.7 A member may resign from the Club at any time by giving to the Honorary Secretary written notice of the intention so to do provided that the member shall remain liable for all monies then due and owing to the Club.
- 4.8 The Chairperson or Honorary Secretary, or any person appointed by either of them or any Committee member or member of bar staff shall have the power to order the withdrawal from the Club of any member who, in their opinion, is guilty of misconduct.
- 4.9 Any member guilty of misconduct, either inside or outside the Club, may have their membership terminated by the Committee. The procedure for the exercise of this power shall be prescribed by the Committee and details thereof shall be kept by the Honorary Secretary and be available for inspection by members at all reasonable times
- 4.10 A member shall cease to be a member on resignation, non payment of subscriptions, on termination of membership by the Committee and on death.
- 4.11 Each person who is in membership with the Club at the date these rules take effect shall be admitted to membership in accordance with rule 4.3.

(III) GENERAL MEETINGS

5 GENERAL MEETINGS

- 5.1 All general meetings shall be held at the Club or elsewhere as the Committee may determine and any such meeting, other than an Annual General Meeting, shall be called a Special General Meeting.
- 5.2 The Chairperson of all such meetings shall be the Chairperson of the Club or if unavailable the Vice-Chairperson or if unavailable a member of the Committee appointed at the meeting concerned to take the chair of the meeting.
- 5.3 Every full member shall be entitled to attend and vote at any general meeting. The procedure for the casting of votes shall be determined by the Chairperson of the meeting.
- 5.4 The quorum at any general meeting shall be ten members.

- 5.5 If within thirty minutes after the time appointed for a general meeting a quorum is not present. the meeting, if convened on the requisition of members, shall be dissolved and in every other case it will stand adjourned to such other day and at such time and place, or be dissolved, as the Committee shall determine.
- 5.6 All resolutions shall be decided by a majority of votes recorded.
- 5.7 A declaration by the Chairperson of a general meeting to the effect that a particular resolution has been passed or not or passed by a particular majority or not shall be final and binding on all members.
- 5.8 A general meeting shall not be invalidated by reason only of any member accidentally failing to receive a notice thereof or any accompanying document relating thereto.
- 5.9 The procedure for conduct of general meetings shall be prescribed by the Committee and details thereof shall be kept by the Honorary Secretary and be available for inspection by members at all reasonable times.

6 ANNUAL GENERAL MEETINGS

- 6.1 On the second Thursday of July in every year a general meeting shall be held (to be known as the Annual General Meeting) for the transaction of the following business -
 - 6.1.1 To consider and approve (with or without amendment) the minutes of the previous Annual General Meeting and any Special General Meeting.
 - 6.1.2 To receive and approve a report from the Committee on the affairs of the Club since the previous Annual General Meeting.
 - 6.1.3 To receive and approve a financial statement for the preceding financial year together with the Accountant's report thereon.
 - 6.1.4 To elect the Officers for the ensuing year.
 - 6.1.5 To elect members of the Committee for the ensuing year
 - 6.1.6 To elect any Vice-President/s for the ensuing year.
 - 6.1.7 To appoint the Accountant for the ensuing year.
 - 6.1.8. To consider as a special resolution any addition or alteration to these rules duly proposed in accordance with rule 6.6.
 - 6.1.9 To consider any other motion or business duly proposed in accordance with rule 6.6.

- 6.1.10 To consider any other business raised by full members before or during the meeting.
- 6.2 Notice of every Annual General Meeting stating the date, time and venue of such meeting shall be posted on the Club's notice board not less than two clear weeks prior to the date of the meeting with the agenda of the business to be considered thereat.
- 6.3 The Club's financial statement for the preceding financial year must be made available for inspection at the Club at least one week prior to the Annual General Meeting.
- 6.4 The election of the Officers shall be subject to the following provisions
 - 6.4.1 The election of each Officer shall be decided by a majority of votes recorded.
 - 6.4.2 In the event of an equal number of votes being cast for two or more candidates for any office a further election for that Office will immediately be held between those candidates for whom the votes cast are equal in number. If there shall still be equality of votes the Chairperson of the meeting at the time shall decide who shall from those candidates receiving an equal number of votes in the second election be the holder of the office concerned for the ensuing year.
- 6.5. The rules for the election of Committee members shall be taken as the same as the rules for election of Officers of the Club.
- 6.6 Proposals for additions or alterations to the Rules to be submitted to an Annual General Meeting shall be subject to the following provisions: -
 - 6.6.1 Any proposal shall be submitted in writing to the Honorary Secretary by twenty-eight days prior to the A.G.M. duly proposed by one member and seconded by another.
 - 6.6.2 Copies of all such proposals shall be displayed on the Club's notice board at least one week before the meeting.
 - 6.6.3 Amendments to any proposal notified to members under rule 6.6.2. shall be sent in writing so as to reach the Honorary Secretary not less than twenty-four hours before the time for which the A. G. M. is convened.
 - 6.6.4. Amendments duly received in accordance with rule 6.6.3. shall be added to the agenda by the Chairperson of the Annual General Meeting.

7 SPECIAL GENERAL MEETINGS

- 7.1 The Committee may convene at any time a Special General Meeting by giving to all members two clear weeks notice thereof to be posted on the Club's notice board stating the date, time and venue thereof and the resolution or resolutions to be moved or other business to be transacted thereat.
- 7.1.1 Amendments to any resolution proposed by the Committee shall be submitted in writing to the Honorary Secretary duly proposed and seconded by members in the same manner as is prescribed by rule 6.6.3.
- 7.1.2 Amendments duly received in accordance with rule 7.1.1. shall be added to the agenda by the Chairperson of the Special General Meeting.
- 7.2 The Committee shall also convene a Special General Meeting on receipt by the Honorary Secretary of a written requisition so to do, duly signed by not less than ten members. Each requisition must clearly state the specific resolution to be moved.
- 7.2.1 Two clear weeks notice of such a meeting stating the date, time and venue thereof and the specific resolution to be moved thereat shall be posted on the Club's notice board for all members by the Honorary Secretary within fourteen days of the receipt of the requisition.
- 7.2.2 Amendments to such a resolution shall be submitted in writing to the Honorary Secretary duly proposed and seconded by members in the same manner as is prescribed by rule 6.6.3.
- 7.2.3 Amendments duly received in accordance with rule 7.2.2. shall be added to the agenda by the Chairperson of the Special General Meeting.

8 RULES

- 8.1 No new rule shall be made, nor shall any rule be amended or rescinded, except by a special resolution passed at an Annual General Meeting in accordance with rule 6.6. or at a Special General Meeting convened by the Committee in accordance with rule 7.1.
- 8.2 The Honorary Secretary shall register in accordance with the Licensing Act 1964 Section 48 and Section 51 any new rule or amendment to these rules and no new rule or amendment to the rules shall be valid until so registered.

- 8.3 A copy of the rules shall be kept on the notice board and behind the bar for inspection by members at all times.

(IV) OFFICERS AND COMMITTEE

9 POWERS OF THE COMMITTEE

The affairs of the Club shall be administered by the Committee which shall exercise all the powers of the Club expressed in rule 3 and without limiting the generality thereof:-

- 9.1 The Committee shall have power to appoint such sub-committees as are considered necessary to deal with the affairs of the Club.
- 9.1.1 The Committee shall determine the composition, powers and terms of reference of each sub-committee.
- 9.1.2 The Chairperson of any sub-committee shall have a second or casting vote, and the quorum necessary for the transaction of business by a sub-committee shall be one-third of its appointed members or as the committee may determine.
- 9.2 The Committee shall have power to co-opt additional members to serve on the Committee.
- 9.3 The Committee shall not exercise its powers in any way or for any purpose inconsistent with the objects of the Club.
- 9.4 The procedure for the conduct of meetings of the Committee shall be prescribed by the Committee and details thereof shall be kept by the Honorary Secretary and be available for inspection by members at all reasonable times.

10 OFFICERS

- 10.1 The Officers of the Club shall be a President, Chairperson, Vice-Chairperson, Honorary Secretary and Honorary Treasurer and such other Officers as the Club may in general meeting from time to time determine.
- 10.2 The Officers of the Club shall be elected at each Annual General Meeting in accordance with rule 6.4. If all the Officers cannot be elected at the Annual General Meeting a Chairperson or Secretary must be appointed at that meeting and the remaining Officers can be appointed at a later date from the elected Committee members.
- 10.3 Each Officer on election at an Annual General Meeting shall hold office from the end of that meeting until the end of the next Annual General Meeting but shall be eligible for re-election from year to year.

- 10.4 If any such offices fall vacant between one Annual General Meeting and the next such vacancy shall be filled by the Committee for the period of the vacancy.

11 COMMITTEE

- 11.1 The Committee shall consist of :-

11.1.1 The Officers.

- 11.1.2 Fifteen members (or such other number not exceeding twenty-five as may be determined from time to time by the Club in general meeting) duly elected in accordance with rule 6.5. A member of the Committee shall hold office from the end of the Annual General Meeting at which he/she is elected until the end of the following Annual General Meeting and shall be eligible for re-election from year to year

- 11.2 The quorum at any meeting of the Committee shall be five (or such other number as may be determined from time to time by the Club in general meeting) and the member elected to take the chair shall be entitled to exercise a second or casting vote.

- 11.3 If a vacancy shall occur for an elected member of the Committee between one Annual General Meeting and the next such vacancy shall be filled by the Committee.

- 11.4 Committee members shall receive no remuneration for serving on the Committee other than the payment of authorised expenses for carrying out their duties.

12 VICE-PRESIDENTS

- 12.1 The members may each year nominate for election at the Annual General Meeting as Vice-President of the Club such member or members as they consider should receive special recognition for services to the Club. The position shall not carry any rights or obligations and in particular a Vice-President shall not be an Officer or a member of the Committee unless separately elected as such.

(V) FINANCE

13 CLUB FINANCE

- 13.1 The Club's income shall be obtained annually from the subscriptions of members, from investments and from any other available source.
- 13.2 The profits of the Club shall be applied only in furthering the objects of the Club.
- 13.3 A financial statement of the Club's affairs shall be made up to 30th April in each year (or such other date as may be determined from time to time by the Club in general meeting) and shall be signed by the Honorary Treasurer, the Honorary Secretary and one member of the Committee. A printed copy of the signed financial statement together with the Accountant's report shall be made available for inspection at the Club for one clear week before the Annual General Meeting.

14 SUBSCRIPTIONS

Each member shall according to membership category, pay to the Club on 1st August (or such other date as may be determined by the Club in general meeting) such annual subscription as the Committee may from time to time determine.

15 ACCOUNTANT

The Accountant shall be entitled to attend any general meeting and to receive notices of and other communications relating thereto which any member is entitled to receive, and to be heard at any general meeting on any part of the business which concerns him/her,

(VI) STATUTORY PROCEDURES

16 CONSTITUTION

The Club shall be constituted as an Unincorporated Association whereby its members are bound together for common purposes (not being business purposes) by mutual undertakings, each having mutual duties and obligations.

17 REGISTERED OFFICE

The registered office of the Club shall be Sally Close, Wickhamford, Evesham. Worcs, WR11 6RX.

18 USE OF NAME OF THE CLUB

- 18.1 The name shall be kept painted or affixed in a conspicuous position and in letters which are easily legible on the outside of the place in which the activities of the Club are carried on.
- 18.2 The name shall be stated in legible characters in all business letters of the Club, in all notices, advertisements and other official publications of the Club, in all bills of exchange, promissory notes, endorsements, cheques and orders for money or goods purporting to be signed by or on behalf of the Club and in all bills, invoices, receipts and letters of credit of the Club.
- 18.3 Save with the authority of the Committee, the name of the Club shall not at any time be used by any member in any document or advertisement issued or published by, or on behalf of or with the authority of that member in such a way as to indicate or imply that such document or advertisement was issued or published by or on behalf of the Club or Committee.

19 REGISTER OF MEMBERS

- 19.1 The Club shall keep at its Registered Office a register of members and Officers in which the Honorary Secretary shall enter the following particulars:-
 - 19.1.1 The name and address of each member
 - 19.1.2 The date on which each member was entered in the register as a member and the date on which a member ceased to be a member.
 - 19.1.3 The names and addresses of the Officers of the Club with the offices held by them respectively and the date on which they assumed and left office.

20 INSPECTION OF BOOKS

All members having an interest in the funds of the Club shall be allowed to inspect the records and the particulars entered in the register of members and Officers at all reasonable hours at the registered office of the Club upon written request to the Honorary Secretary of the Club.

21 PUBLICATION OF ACCOUNTS

The Club shall keep a copy of the last Balance Sheet for the time being together with the report made by the Accountant thereon behind the bar for inspection by members at all times.

22 DISSOLUTION

In the event of it becoming necessary for the members to discontinue the activities of the Club and to dissolve the Club its funds and property shall be appropriated or divided amongst the current members in such manner as the Committee and Trustees consider to be fair and reasonable.

23 TRUSTEES

- 23.1 All the property of the Club shall be vested in the Trustees, who shall be admitted to all meetings of the Committee and may take part in its proceedings with power to vote. All property whether real or personal vested in the Trustees shall be held by them upon trust for the Club for furthering the objects of the Club as provided by rule 2 of these rules.
- 23.2 The Trustees shall have power, subject to authorisation by the Committee, to mortgage or charge the premises and other property of the Club for the purpose of raising such monies as may be required to carry on the Club for the benefit and convenience of its members.
- 23.3 In case of any vacancy, another Trustee shall be elected by a majority of members at a meeting called for that purpose. In the case of appointing or removing a Trustee, fourteen days notice shall be given by a circular sent by the Honorary Secretary to all members who have paid the current years subscription, and to the Trustees, and by a notice posted on the Club's notice board.

(VII) GENERAL

24 LICENSING

- 24.1 Save for those persons who are admitted to membership under rule 4.1.1 no person may be admitted to membership without an interval of at least two days between the dates of nomination and admission.

24.2 Subject to such restrictions as may be imposed from time to time by the Committee in any regulations :-

24.2.1 The Club shall be open during such hours as the Committee may decide and intoxicating liquor shall be supplied during such hours as may be fixed by the Committee (having due regard to the permitted hours within the licensing district in which the Club is situated) and notified to the Police and also to the Clerk to the Licensing Justices as required by law, but the Committee shall have power to close the Club or to reduce the hours of supply of intoxicating liquor from time to time on affixing notice thereof on the Club's notice board.

24.2.2 Members may introduce and entertain bona-fide guests at the Clubs premises on condition that the visitors book is signed by the member and the visitor upon entry to the Club and a day membership fee paid of such a sum as may from time to time be determined by the Committee.

25 NOTICES

Any notice or other communication or document sent by first class post to a member, Officer or member of the Committee shall be treated as having been given forty-eight hours after the time when it was posted.

26 ARBITRATION

Every dispute (not being one of which the decision falls to be made in some other way under these rules) shall be referred to the arbitration of a single arbitrator (pursuant to the Arbitration Act for the time being in force) to be appointed in default of agreement between the parties to the dispute by the President (or failing whom one of the other Officers) for the time being of the Club.

27 INTERPRETATION

Any difference of opinion as to the interpretation of these Rules or on any matter not provided for therein shall be decided by the Chairperson of a general meeting at such meeting or by the Committee in every other circumstance and every decision shall be recorded in the minutes and shall be accepted as the true meaning until thereafter otherwise interpreted on due notice at a subsequent general meeting.

RULES UPDATED 13th AUGUST 1998

