

## BRIDGWATER BOWLING CLUB



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*RULES*

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## RULES

(Amended and adopted at EGM held on 7<sup>th</sup> October 2016)

(Amended at AGM held on 24<sup>th</sup> November 2017)

(Amended at AGM held on 28<sup>th</sup> November 2025)

### 1. NAME AND OBJECT

The Club shall be called the Bridgwater Bowling Club, and its objectives shall be to provide facilities for, and to promote participation in, the sport of flat green bowls.

The Club is affiliated to Bowls England, English Indoor Bowling Association, the Somerset Bowling Associations and the Bridgwater Bowling Association.

The Club colours shall be blue and white.

### 2. ALTERATION OF RULES

No new rule shall be made, nor any of the rules in force, shall be amended, altered or rescinded except with the consent of at least two-thirds of the members present and voting at an Annual General Meeting (AGM) of the Club or at an extraordinary general meeting called for that purpose.

Voting by proxy shall be allowed by the management in special circumstances.

### 3. MEMBERSHIP

The Club has a mixed gender membership whereby all men and ladies enjoy the same status and equal voting rights.

Membership of the Club shall be open to anyone interested in the sport of flat green bowls on application and approval, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

Membership may however be limited according to available facilities on a non-discriminatory basis.

Membership of the Club shall consist of the following classes of members each of whom (except junior, associate and honorary members), shall be entitled to a single vote at an annual or extraordinary general meeting:

**Full Member** – being a subscribing person, duly accepted into membership in accordance with the procedure provided, may enjoy full privileges of the Club.

**Junior Member** – being under the age of eighteen years, shall have no vote, but shall have full use of the Club facilities.

**Life Members** – who shall be elected by the members at an AGM in recognition of long and meritorious service, or special service to the Club, subject to the approval of at least two-thirds of the membership present. They shall enjoy the full privileges of the Club and pay no membership fee.

**Honorary Members** – who shall be elected annually, by the members at an AGM in recognition of special services to the Club. They shall enjoy the amenities of the Club but take no part in its management.

**Associate Members** – The three categories of Associate members will have full use of the indoor green only. They will pay the fee appropriate to their category.

**Social Members**- will have access to social event and will have access to the club and bars to spectate but will have no playing privileges nor will they have voting rights.

#### 4. MANAGEMENT

A **Management Board** (hereafter called the “**Board**”) consisting of the President, Club Chairperson, Secretary to the Chairperson, Hon. Treasurer, a Trustee, Press Officer and Safeguarding & Welfare Officer, all of which will be responsible for the financial affairs, real estate, marketing, recruitment, membership, publicity and conduct of the members. Four members will form a quorum.

A **Bowls Administration Committee** (hereafter called the “**Committee**”) consisting of the Club Chairperson, Secretary to the Chairperson, Men’s and Ladies’ Captains and Vice Captains, Fixtures Secretary, Green Keeper, Indoor Convenor, Competition Secretary, the Indoor Secretary, the Outdoor Secretary, Bar Steward and the Catering Manager, will be responsible for the organisation and arrangement of all the Club’s bowling activities. Five members will form a quorum.

Holders of positions on both the Board and the Committee will be elected at the AGM.

The Board and the Committee shall have the power to elect sub committees or to co-opt members.

The Club Chairperson and two Board or Committee members have the power to instruct the Secretary to the Chairperson to call a meeting at any time – the purpose of that meeting shall be stated in writing.

#### 5. OFFICERS

**Club President** shall serve for two years and shall preside at annual and extraordinary general meetings when he/she shall have a casting vote in addition to his/her vote as a member of the Club. He/she will officiate on opening day and special events.

**Club Chairperson** shall serve for a minimum of three years and will chair all meetings other than the general meetings of members. He/she will have a casting vote in addition to his/her vote as a member.

**Secretary to the Chairperson** shall summon and attend all Club meetings and take minutes of the proceedings, keep a register of Club members contact details and supply to each member on application a copy of the Club rules, an emergency contact form and the club fire policy. He/she will assist the Chairperson with conducting the correspondence of the Club and will arrange for all club documents to be securely stored.

**Hon. Treasurer** will collect all relevant fees from members, make all relevant payments on behalf of the Club, prepare financial reports for Board meetings and annual accounts for examination and approval by the members at annual general meetings.

**Accounts Examination** the Board will be responsible for ensuring that the annual accounts and balance sheet are examined and approved.

**Fire Warden** will be appointed by the board and be responsible for ensuring that the board fulfils its obligations regarding fire safety.

**Delegates** will be appointed to represent the club in all matters concerning County and National participation.

**Trustees** – not more than four trustees shall be elected at a general meeting of the Club. They will hold office until death or resignation or removal from office by a resolution of the Board and approved by

members at a general meeting. Any vacancy shall be filled by election from members at that meeting. The whole of the assets and property of the Club (except cash which shall be under the control of the Hon. Treasurer) shall be vested in the trustees. The trustees shall be indemnified against risk and expense in carrying out their duties. The liability of members shall be joint but not several.

**Other Officers** The following positions will also be filled at the AGM: - Vice-President, Assistant Treasurer, Patron's reps, BBA reps, Catering manager, gardener, Estate maintenance manager and lockers administrators.

## **6. HONORARIA**

An annual honorarium shall be paid to the Hon. Treasurer, Outdoor Green Keeper and Bar Steward, such an amount shall be determined at an AGM.

## **7. GENERAL MEETINGS**

An **annual general meeting** shall be held in the month of November each year for the purpose of receiving the reports of the officers. The Treasurer shall present the audited accounts and the election of the officers for the following year will take place. The Board and the bowls Committee will submit their nominations for such posts on the notice board prior to the meeting. Other nominations may be added by members or accepted at the meeting. All elections shall be by ballot or as otherwise decided by the person chairing the meeting.

An **extraordinary general meeting** of the Club shall be called by resolution of the Board or on receipt by the Secretary to the Chairperson of a request signed by six members stating the object of such meeting, provided the Board deem it necessary.

Any member wishing to propose a resolution affecting the constitution, management or rules of Club at an annual general meeting or at a specially convened meeting shall give notice in writing to the Secretary to the Chairperson at least twenty-one days prior to the date of the meeting. Any such resolution shall be displayed on the Club notice board for members perusal prior to the meeting. At each of such meetings twenty-five shall form a quorum.

## **8. BAR MANAGEMENT**

The Bar Steward shall have power to co-opt assistants subject to the approval of the Board. Control of the bar shall be in accordance with rulings by the Board and the Bar Steward shall submit surplus funds to the Hon. Treasurer. Permitted hours for the supply and consumption of excisable liquor on the Club premises shall be in accordance with the Club premises certificate. Intoxicating liquor required for consumption off the Club premises shall only be supplied to members whilst on the Club premises and taken away by them during the permitted hours of supply.

## **9. GREENS MANAGEMENT**

The Outdoor Greenkeeper shall have power to co-opt assistants. He/she is to advise the Board as to the supervision of the maintenance and upkeep of the green and its surrounds and what materials are required. He/she shall have authority to close the whole or any part of the green as deemed necessary.

The Indoor Convenor shall have power to co-opt assistants and shall have responsibility for the general management and operation of the indoor green.

## **10. SELECTION COMMITTEE**

The men's and ladies' captains will take full responsibility for the selection of Club games and will be supported by two experienced members who shall be elected annually at an AGM. Two members shall form a quorum. The captains are able delegate as necessary.

Other selectors for league and cup games will be elected annually at the AGM.

#### **11. NEW MEMBERS**

Any person wishing to become a member of the Club shall complete and sign an application form and must give an undertaking, if accepted for membership, that they will not be a member of any other outdoor club. They shall, if known, be proposed and seconded by two ordinary members. The signed application form shall be displayed on the Club notice board for a period of at least fourteen days prior to it being considered and the applicant being interviewed by a sub-committee comprising the Club Chairperson, Secretary to the Chairperson, Men's or Ladies' Captain and Safeguarding & Welfare Officer. Any ordinary member who wishes to raise an objection to a nominee shall state in writing to the Secretary to the Chairperson and such communication shall be treated as strictly confidential. Acceptance shall rest with the appointed sub-committee who shall take into consideration any objections lodged. The committee may refuse membership only for a good cause such as conduct likely to bring the Club or sport into disrepute. No candidate accepted by the appointed sub-committee shall become a member or participate in its privileges and benefits until he/she has paid their subscription thus signifying their agreement to submit to the Club rules. No rejected candidate shall be proposed again as a member until the expiration of twelve months from the date of the rejection.

#### **12. SUBSCRIPTIONS AND FEES**

The annual subscription for the full and junior members shall be that agreed at an annual general meeting. The subscription shall become due and payable immediately and shall be paid to the Hon. Treasurer not later than the last day in December. Any payment after that date shall be subject to a surcharge. No member shall be entitled to take part in any Club match or county competition until his/her current annual subscription has been paid. The annual associate subscription will be paid to the Hon. Treasurer at the start of the indoor season. Rink fees shall be agreed at the AGM and paid at the start of every game.

#### **13. DISCIPLINE AND COMPLAINTS**

The Board shall have the power to discipline, suspend or expel any member who in their opinion has violated the Club rules or conducted themselves in a manner prejudicial to the interests of the Club or the game of bowls or in a manner offensive to other Club members. All disciplinary matters will be dealt with accordance with Bowls England Regulation 9 (misconduct). Should any member be expelled, the member shall not be entitled to have any part of the annual membership fee refunded and must return any Club property. Complaints on all matters should be made to the Secretary to the Chairperson.

#### **14. RESIGNATION**

A member wishing to resign shall send a written notice to the Hon. Secretary together with any outstanding dues and thereupon ceases to be a member.

#### **15. VISUALLY IMPAIRED BOWLERS**

The Club shall permit any bona-fide member of the Bridgwater Visually Impaired Bowlers Association to play on the outdoor and indoor greens on days and times agreed with the Chairperson.

#### **16. VISITORS AND GUESTS**

Members of visiting teams and competition players with their bona-fide guests may use the amenities of the Club for the duration of their visit. A Club member may invite any visitor to play on the outdoor or indoor greens and be responsible for signing them in the Visitors book and paying the relevant fees. A Club member may introduce a non-playing member as a personal guest. They must sign their name

in the visitors book as well as their guest's name. In all instances the introducing member shall be responsible for the good conduct of their visitor or guest and shall be expected to see that they leave the Club premises if their presence interferes with any business or social function. All visitors shall be permitted to purchase intoxicating liquor at the Club bar for consumption on the Club premises.

#### **17. PLAYING SEASON**

Each year, the dates for opening and closing the outdoor and the indoor greens shall be notified to members or posted on the notice board.

#### **18. CARE OF THE GREENS**

No member or visitor shall use the greens unless wearing suitable heel-less shoes. Players shall put on bowling shoes only after entering the Club premises. No persons except those engaged in play or as markers or umpires in competitions shall be allowed on the greens. No dogs shall be admitted to the Club unless on a lead.

#### **19. PLAY AND COMPETITIONS**

All play shall be subject to the Laws of the Sport of Bowls. The rules for Club competitions shall be displayed on the Club notice board. Competition games shall be completed by the specified dates. In the event of any dispute the sole arbiter shall be the Competition Sub Committee.

#### **20. CLUB PROPERTY**

No Club property shall be lent to anyone for any purpose without the permission of the Board. The borrower shall be fully responsible for any loss or damage; that person shall sign a receipt for the articles borrowed which shall be held by the Secretary to the Chairperson.

#### **21. DISSOLUTION**

The Club shall not be dissolved except by the consent of at least three fourths of the members obtained by those voting at an extraordinary general meeting called for that purpose together with any proxy votes. If the resolution is passed the trustees will proceed to realise the assets of the Club and discharge all debts and liabilities. If there is any net assets remaining, they should be dealt with by the trustees by way of sale, purchase lease mortgage charge or otherwise as directed by the Club.

#### **22. LIMITATIONS OF CLUB LIABILITY**

Members of the Club may use the Club premises, and any other facilities of the Club, entirely at their own risk. The Club will not accept liability for any damage to or loss of property belonging to members, the Club will not accept liability for personal injury arising out of use of the Club premises, any other facilities of the Club either sustained by members or caused by the said members whether or not such damage or injury could have been attributed to or was occasioned by neglect, default or negligence of any of them, the Officers, Board, Committee, Trustees or servants of the Club.