

## **Saxon Bowlers constitution. Updated August 2022**

1. The name of the club is Saxon Bowlers
2. The aim of the club is to provide short mat bowls to all age groups of the community
3. The club shall be managed by a Committee selected annually at a General Meeting
4. The Committee shall normally consist of:
  - a. Chairperson
  - b. Treasurer
  - c. Secretary
  - d. Team captain
  - e. Vice-captain
  - f. Two ordinary members
5. A register of paid-up members shall be maintained by the club Secretary
6. An Annual General Meeting shall be held, normally at the end of March
  - a. Nominations for positions on the committee shall be notified to the Secretary either in writing or by email during the month of February
  - b. Every nomination shall be proposed and seconded by a person not seeking nomination for that position
  - c. The proposer and seconder must be different people
  - d. The applicant may apply for more than one position at the same time
  - e. In the event that more than one person applies for the same position, a secret vote will be taken at the A.G.M of all paid up members present. This will require a simple majority
  - f. In the event of a tie the Chairperson shall have the casting vote
  - g. If only one person is nominated for a particular post they will automatically be appointed to that post.
  - h. Only fully paid-up members are entitled to vote
  - i. The committee may co-op another person(s) onto the committee if it is necessary in the case of emergency, special event, etc. The co-opted member will automatically stand down when the emergency or special event is over

7. The committee shall meet at approximately three-monthly intervals
8. Committee decisions shall be by simple majority. In the event of a tie, the Chairperson shall have a deciding vote
9. The committee will arrange with a reputable insurance company, to indemnify members against common risks associated with the game of bowls
10. A quorum may be convened to deal with any emergency. A quorum consists of a minimum of 51% of the committee votes and the Chairperson *and* Secretary *must* be present.
11. Any paid-up member may make suggestions relating to the running of the club at any reasonable time. Such proposals shall be made in writing to the Secretary.
12. An Extraordinary General Meeting may be convened at the request of the committee or at the written request of six paid up members. The meeting will be held within one calendar month and its purpose shall be published at least two weeks prior to the meeting
13. The accounts of the club shall be independently examined ready for presentation at the Annual General Meeting. The club's financial year ends on December 31<sup>st</sup>. The accounts must be signed by the Treasurer and at least two other committee members
14. The Treasurer is responsible for paying into the club's Bank/Building Society account, all monies received by the club from any source. In the event of an emergency the Treasurer may nominate someone else to do this
15. The club's Bank/Building Society account shall be in the name of Saxon Bowlers and any cheque drawn against the account must be signed by two of the three nominated officers. The nominated officers must be committee members.
16. Green fees shall be payable for all games
17. Annual Subscriptions shall be for renewal of Membership on 1<sup>st</sup> January. Members not renewing within one calendar month shall forfeit membership and be requested to re-apply for Membership. The Committee may use its discretion in applying such penalty.
18. New members shall pay an annual fee upon being accepted as a member. Acceptance of requests for membership shall be at the discretion of the Committee. Children, (under the age of 18), may also become members and should be

accompanied by a responsible adult. A child's annual membership fee shall be half that of a full member

19. Guests are welcome for two sessions, after which they will be required to apply for membership. Guests may not take part in any competitions
20. Membership may be terminated by the Committee in cases of bringing the club into disrepute or disruption of games. The committee may also decline entry to any person exhibiting any sign of any communicable disease unless they can prove they have been vaccinated in line with Government rules/guidelines
21. The Captain and Vice-Captain shall be jointly responsible for the selection of teams where possible
22. Grey skirts or grey trousers for ladies and grey trousers for the gentlemen along with the official club top will be worn for all matches against other clubs. Saxon Bowls Club will make a contribution to the cost of the top. Bowls used in matches shall have the club logo on at least one side. These logos will be supplied free of charge by the club
23. Flat bottomed smooth shoes shall be worn at all times when on the mats. High heels are strictly forbidden on the mats
24. Saxon Bowlers shall abide by the rules of the game as dictated by the English Short mat Bowling Association (ESMBA).
25. No food or drink should be taken across the mats under any circumstances
26. All members should be prepared to help with the preparation of the Hall for sessions and for clearing away at the end of the sessions. This includes washing up duties if not otherwise involved with the actual clearance of equipment
27. If the club is wound up or dissolved and after all its debts and liabilities have been satisfied, there remains any property, it shall not be paid or distributed among the members but shall be given to Raunds Town Council to distribute to local charities.