



SHEPTON MALLET BOWLS AND TENNIS CLUB

trading as Shepton Mallet Community Group

Constitution Issue 7.2 approved at the 2021 AGM

- 1.0 The name of the Club is the Shepton Mallet Bowls and Tennis Club.
- 2.0 The Club, acting on the recommendations of each section, shall, without obligation, affiliate to such local, county and national organisations as appropriate.
- 3.0 The object the Club is to provide facilities and promote participation in bowls and tennis and allotments and any other activities appropriate to the ethos of the Club.
- 4.0 **Membership**
- 4.1 Shall be open to anyone on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. Appeal against refusal or removal may be made to the members.
- 4.2 Upon receipt of the annual subscription or licence fee a person shall be deemed a member.
- 4.3 Membership subscriptions shall be fixed by the Management Committee on the recommendations of each section.
- 4.3a New participating members may be offered special subscription rates to encourage membership.
- 4.3b The Club shall offer community membership at a reduced rate as appropriate.
- 4.3c The Club shall offer social membership up to 50% of total membership.
- 4.4 The Club shall have the absolute power to suspend membership as it may consider appropriate^①. However a disciplinary matter will then follow the procedure of any relevant national body.
- 4.5 The Club can refuse membership on non-discriminatory grounds where the membership of the person concerned would be likely to be contrary to the best interests of the Club.
- 4.6 The Club shall have power to elect Life Members who have rendered special services to the benefit of the Club and Honorary Members where appropriate. The names of those recommended shall be submitted to the AGM by the Management Committee.
- 5.0 **Officers and Trustees**
- 5.1 The affairs of the Club shall be conducted by a Management Committee of between three and five officers, appointed at the AGM or EGM. The committee shall elect among themselves the Club positions of Chair, Secretary and Treasurer. Elected officers may coopt other officers by unanimous agreement.
- 5.2 The Club shall have up to four trustees appointed by the Chair on recommendation of existing trustees.
- 5.3 The Club shall also appoint a President and Vice President who with the Trustees may attend meetings but not vote. Presidents serve a maximum of 4 years.
- 5.4 The Club shall establish sub-committees to administer other activities of the Club.
- 6.0 **General Meetings**
- 6.1 The AGM of the Club shall be held no later than the 30th September each year.
- 6.2 An EGM shall be called at the request of the majority of the committee or on the acceptance of a written petition to the Secretary of at least 30 participating members or by the President alone.
- 6.3 Notice of a general meeting together with an agenda shall be posted on the Club notice board and website giving at least 21 days' notice for an AGM and 14 days' notice for an EGM.
- 6.4 All members are entitled to attend. Participating members^② aged 18+ are entitled to vote.

7.0 **Constitution**

- 7.1 Any additions or amendments to the Constitution shall be by resolutions passed by at least two-thirds of the votes cast by participating members at an AGM or EGM.
- 7.2 Notice of proposed changes to the Constitution must be posted at least 14 days before the meeting.
- 8.0 **Financial Matters**
- 8.1 The signatures to Club accounts will be the Treasurer, the Secretary and one other member agreed by the Management Committee not necessarily an officer of the Club.
- 8.2 All Club bank accounts must have the same signatories.
- 8.3 The Treasurer shall submit a statement of accounts made up to 31st March to the AGM.
- 8.4 The accounts will be posted on-line.
- 8.5 Accounts must be examined prior the AGM.
- 8.6 The AGM shall appoint an accounts examiner for the following financial year.
- 8.7 All profits and surpluses will be used for the improvement and development of Club facilities.
- 8.8 The property and funds of the Club cannot be used for the direct or indirect private benefit of members or third parties other than as reasonably allowed by the Rules.
- 9.0 **General Matters**
- 9.1 The committee will sanction and promote Club participation in other sports and activities as it judges for the benefit of the Club as a whole and not to the detriment of core activities.
- 9.2 The bar shall be licensed for the sale of intoxicating liquors to members of the Club and guests of members and for the sale of intoxicating liquors to non-members as detailed in the Club Rules.
- 9.3 The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, travel expenses and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
- 9.4 The Club may also in connection with the purposes of the Club:
- Sell and supply food, drink and related clothing and equipment.
 - Employ members and remunerate them for providing goods and services, on fair terms set by the committee without the person concerned being present.
 - Pay for reasonable hospitality for visiting guests;
- 9.5 The Club will indemnify the committee and members acting properly in the course of the running of the Club against any liability incurred but only to the extent of its assets.
- 10.0 **Protection of Children and Vulnerable Persons.**
- 10.1 The Club is committed to promoting a safe environment in which children and vulnerable persons can enjoy taking part in the activities of the Club.
- 10.2 The Club will have due regard to the letter and spirit of the law on disability discrimination and child protection.
- 10.3 The Club will publish and regularly review policies for Children and Vulnerable Persons
- 11.0 **Winding Up**
- 11.1 The members may vote to wind up the Club if at least three quarters of participating members present support that proposal at a properly convened general meeting.
- 11.2 After settling all liabilities of the Club, net assets remaining shall, as far as able, be gifted to another Club or organisation with similar ethos and objectives.
- 12.0 **Interpretation and Adoption**
- 12.1 Any dispute in relation to the interpretation of this Constitution, Club Policies and Rules shall be resolved by the Trustees consistent with the statutory requirements for a CASC.
- 12.2 This Constitution Issue 7.2 was formally adoption at the AGM held on 16th September 2021.

Guidance Notes not forming part of the Constitution

Acceptance of the Constitution is deemed acceptance of the 10 key policy documents extant at the time.

^① For clarification this relates to a procedural suspension while matters are investigated not a sanction following disciplinary action.

^② "Participating" as defined by HMRC guidelines for CASCs.