

Bude Croquet Club Constitution

1. TITLE

1.1 The Club shall be called Bude Croquet Club, hereafter to be referred to as “the Club” and shall be affiliated to the South West Croquet Federation and shall become an Affiliated Club of Croquet England.

2. OBJECTS

2.1 The promotion of community participation in healthy recreation, in particular by the provision of facilities for the playing the sport of croquet at all levels.

2.2 The advancement of the amateur sport of croquet for the public benefit by the provision of facilities for participation in the sport of croquet.

3. MEMBERSHIP

3.1 Membership of the Club shall be open to anyone interested in the sport on application, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, except as a necessary consequence of the requirements of croquet. The Club may have different classes of membership and subscription on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating. The Club committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. An applicant who has been refused membership may appeal to the members.

3.2 Membership of the Club shall be obtained by completing a membership application form and paying the relevant subscription fee as determined from time to time by the Annual General Meeting of the Club Members.

3.3 All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

3.4 There shall be six classes of membership available. These are:

3.4.1 Full Membership

3.4.2 Under 25 Membership (between 17 and 25 years old on 1st April in the subscription year)

3.4.3 Junior Membership (under 17 years old on 1st April in the subscription year; must be accompanied by an adult – not entitled to vote in General Meetings)

3.4.4 Social Membership (not entitled to vote in General Meetings)

3.4.5 Second Club or Country Membership (whose home is in excess of 25 miles by road from the Club and/or for whom this is their second club - not entitled to vote in General Meetings)

3.4.6 Winter membership (1st October to 31st March – not entitled to vote in General Meetings)

4. EXECUTIVE OFFICERS

4.1 The Executive Officers of the Club shall be:

The Chair
The Secretary
The Treasurer

4.2 All Executive Officers of the Club shall be elected at the Annual General Meeting by a vote of the Members of the Club.

4.3 All Executive Officers of the Club shall be elected for a period of one year, but may be re-elected to the same office or another office the following year.

5. GENERAL COMMITTEE

5.1 The affairs of the Club shall be controlled by a General Committee comprising the Executive Officers of the Club and between four and six other Members elected annually from, and by, the Members of the Club.

5.2 The General Committee shall meet at agreed intervals and not less than four times per year. It may meet electronically, and it may appoint sub-committees.

5.3 The powers and duties of the General Committee shall be:

5.3.1. To control the affairs of the Club on behalf of the Members.

5.3.2. To keep accurate accounts of the finances of the Club through the Treasurer and of the meetings of the General Committee through the Secretary. These accounts and minutes should be available for reasonable inspection by Members and the accounts should be examined (but not necessarily fully audited) before every Annual General Meeting by a suitable person appointed annually by the Members. The Club shall maintain a bank current account and the following Officers shall be authorised to sign Club cheques and/or make electronic transfers: two from the Chair, the Treasurer and the Secretary.

5.3.3. To co-opt additional members of the Committee as the Committee feels necessary. Co-opted members shall not be entitled to a vote in the proceedings of the Committee, unless they have been co-opted to replace a member who has died or has resigned. They shall hold office until the next Annual General Meeting of the Club.

5.3.4. To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chair shall be entitled to an additional, casting vote.

5.4 A Member of the Club who has not paid their subscription by such default date as the Committee may prescribe may, at the discretion of the Committee, be deemed to have resigned.

6. GENERAL MEETINGS

6.1 The Annual General Meeting (“AGM”) of the Club shall be held not later than the end of March each year. 21 clear days written notice of the AGM shall be given to all Members by sending a copy of the notice to every Member’s email address or to their home postal address, and posting the notice on the Club notice board. Members must advise the Secretary, in writing, of any business to be moved at the AGM at least 14 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to Members not less than 7 days before the meeting.

6.2 The business off the AGM shall be to:

- 6.2.1. Confirm the minutes of the previous AGM and any other General Meetings.
- 6.2.2. Receive the examined accounts.
- 6.2.3. Receive the annual report of the Secretary.
- 6.2.4. Appoint a suitable person to examine the accounts.
- 6.2.5. Elect the Executive Officers of the Club (i.e. the Chair; the Secretary and the Treasurer) and other General Committee Members.
- 6.2.6. Fix the Club’s subscription rates for each class of membership.
- 6.2.7. Transact such other business received in writing by the Secretary from Members at least 14 days before the meeting and included on the agenda.
- 6.2.8. Transact such other business, except business for which a Special General Meeting is required (e.g. expulsion, dissolution or changes to the constitution) as by consent of the meeting the Chair, in their discretion, shall admit.

6.3. Nomination of candidates for election of Officers and other General Committee members shall be made in writing to the Secretary at least 14 days before the date of the AGM. Nominations can only be made by Members and must be seconded by another Member. In the absence of nominations prior to the meeting nominations may be taken from the floor. All nominations shall have the consent of the nominee.

6.4. Special General Meetings may be convened by the General Committee or on receipt by the Secretary of a request in writing from not less than 5 Full Members of the Club. At least 21 days’ notice of such a meeting shall be given. The business to be considered at the meeting shall be specified in the notice convening the meeting.

6.5. At all General Meetings the chair will be taken by the Chair or, in their absence, by a deputy appointed by the Full Members attending the meeting.

6.6. Decisions made at a General Meeting shall be by a simple majority of votes from those Members attending the meeting. In the event of equal votes, the Chair shall be entitled to an additional casting vote or alternatively at their discretion the Chair may direct a written poll of the Members.

6.7. A quorum for a General Meeting shall be 12 Members of the Club and shall include at least one of the Executive Officers (the Chair, Secretary and Treasurer).

6.8. Each Full or Under 25 Member of the Club shall be entitled to one vote on any separate issue at General Meetings.

7. EXPULSION FROM MEMBERSHIP

7.1 A member who is found by vote carried at a Special General Meeting called in accordance with clause 6.4 to have behaved in a manner likely to bring the club into disrepute or cause substantial prejudice to it may be expelled from the club. Provided that:

7.1.1. The resolution was carried by at least two thirds of those attending and voting.

7.1.2. This was the only business at the meeting.

7.1.3. Before putting the motion to the vote, the member had a full opportunity to address the meeting.

7.2 The member expelled may appeal by notice in writing. This notice must be sent to the Complaints Administrator of Croquet England within 14 days and shall be dealt with in accordance with the Croquet England Complaints Procedure.

7.3 Following expulsion any subscription for the whole of that year that has been paid by that member may be returned or retained by the Club in accordance with a decision of the General Committee.

8. ALTERATIONS TO THE CONSTITUTION

8.1 Any proposed alterations to the Club Constitution may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Full Member of the Club and seconded by another Full Member. Such alterations shall be passed if supported by not less than two thirds of those Members present at the meeting and voting, assuming that a quorum has been achieved. An abstention shall be recorded but shall not count as a vote.

9. DISSOLUTION

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

9.2 If at that Special General Meeting, the resolution is carried by at least two thirds of the Members present at the meeting and voting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club. An abstention shall be recorded but shall not count as a vote.

9.3 Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.