

November 2022

Mutuals Register Number 15911R

RULES OF SHIRLEY PARK BOWLING CLUB LIMITED

(As registered by the Financial Conduct Authority 15 December 2022)

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The Club's Byelaws are set out on Pages 13/14.

1. (a) Name and Objects

The society (hereinafter called "the club") shall be called the Shirley Park Bowling Club Limited and its objects are to carry on the business of a bowling club.

(b) Interpretation

In these rules unless the context otherwise requires, the singular includes the plural and vice versa and the masculine includes the feminine and vice versa.

(c) Definition

In these rules any reference to the Financial Conduct Authority (FCA) includes reference to the statutory successor carrying on its relevant functions. Any reference to the Co-operative and Community Benefit Societies Act 2014, includes reference to any successor Act. Any reference to "legislation" includes that Act and any other Acts or Regulations applying to a Mutual Society or the Club's activities.

(d) Affiliations

The club shall be affiliated to;

- (i) Bowls England
- (ii) Bowls Surrey incorporating the Surrey County Men's Bowling Association and the Surrey County Women's Bowling Association
- (iii) The Borough of Croydon Bowling Association

2. Office

Its registered office shall be the Pavilion and Club House, Rear of 21-25 Mapledale Avenue, Croydon CR0 5TG.

Notice of any change in the situation of the registered office shall be sent by the Club Secretary (in these rules called "the Secretary") within 14 days thereafter to the Financial Conduct Authority (in these rules called "the FCA") in manner and form provided by the legislation and UK Government Treasury regulations.

3. Seal of the Club

The club shall have its name engraved in legible characters upon a seal, which shall bear the device of a circle having the word "Limited" in the centre and the remaining words of the name of the club in the margin. The seal shall be in the custody of the Secretary, or such other officer as the General Committee appoint, and shall be used only under the authority of a resolution of the General Committee and shall be attested by the signatures of two members of the General Committee and the Secretary.

4. Use of Name

The registered name of the club shall be kept painted or affixed on the outside of every office or place in which the business of the Club is carried on, in a conspicuous position, in letters easily legible and shall be engraved in legible characters in its seal, and shall be mentioned in legible characters in all business correspondence and documentation, notices, advertisements, and other official publications of the club, and 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 or parcels, invoices, receipts, and letters of credit of the club, and on its website.

5. Powers

The club shall have power to do all things necessary or expedient for the attainment of its objects including the power (a) to acquire, sell, equip and maintain land, premises and buildings, (b) to provide facilities for the game of bowls and to promote social activities for members and their guests, (c) to apply for and hold any necessary licenses in connection with the club; and, (d) to hire out club facilities for the social and commercial activities of non-members and non-bowling organisations where it is in accordance with legislation and any necessary licences.

6. Opening of Club House and Green

The club and green respectively shall be open during such hours as shall be fixed (and may be varied from time to time) by the General Committee.

7. Admission of Members

- (a) A Candidate for playing membership must make an application for one share to the value of £1 and complete an application form giving his personal and contact details together with details of any clubs he/ she is / has been a member of.
- (b) The General Committee shall have discretion to offer a Trial Playing Membership. That is a membership with a reduced subscription to enable a person without significant bowling experience to play on a trial basis for one season and to be a social member until 1st March of the following year. A trial playing member shall not hold a share, be entitled to vote at any meeting or hold any office or post in the Club. An applicant for a trial playing membership must complete an application form giving his personal contact details.
- (c) The club reserves the right to refuse membership where it has good reason to believe that the applicant would be a disruptive influence or prejudice the good conduct of the club. But there must be no discrimination in such a decision.

8. Shares

Shares shall not be withdrawable or transferable and shall be of the value of £1. No Member shall hold more than one share, and no interest or dividend shall be paid upon it. A member shall forfeit his share on ceasing from whatever cause to be a member.

9. Junior Members

The General Committee shall have power to elect junior members aged under 18 years. A Junior Member shall not be entitled to vote at any meeting nor be eligible to accept any office in the club. An application form must be completed by an appropriate adult giving their personal contact details.

10. Honorary Members

The General Committee shall have power to elect as Honorary Members, without subscription and for such period as they shall think fit, such persons as they may wish. Such Honorary Members will be provided with one share, if not already owning one, at the expense of the club and will be eligible to vote at meetings and to hold office.

11. Non-Playing Social Members

Candidates for non-playing social membership must complete an application form giving their personal and contact details together with details of any other clubs he /she is/ has been a member of. The club reserves the right to refuse membership where it has good reason to believe that the applicant would be a disruptive influence or prejudice the good conduct of the club. But there must be no discrimination in such a decision.

The annual subscription for non-playing social members shall be determined by the General Committee which will admit them to the club grounds and to the use of the club pavilion. A

non-playing social member shall not hold a share or be entitled to vote at any meeting, nor shall they be eligible to accept any office in the club.

12. The Annual Subscription

The Annual Subscription for all members shall be payable on admission and subsequently on or before the 1st of March in each year. The amount of the annual subscription for playing members, including Junior Members and any trial playing members shall incorporate social membership and be determined from time to time by the General Committee. **Joining or other Fees** determined from time to time by the General Committee shall be payable on admission by all playing members, including junior members. The General Committee shall have discretion to reduce the annual subscription for new members joining after the start of the playing season.

13. Notice of Election

On election every new member shall be so notified by the Secretary, and shall be requested to remit the sum of £1 for his share (if a playing member), a joining fee and the amount of the annual subscription (or such proportion as may be agreed under Rule 12 above), and locker rent (if required) and shall be furnished (with no fee payable) with a copy of the Rules, Bye-Laws and Regulations as a digital copy or, if necessary (e.g. if the member does not have an email address), as a printed copy, but no member shall be absolved from the effects of the Rules on the ground that such copy has not been received.

14. Use of Club

There may be admitted to the premises of the club the following classes of persons other than members, namely:

- (1) family and guests of a member when accompanied by that member;
- (2) family of deceased members;
- (3) members of visiting Bowling Clubs and Bowling Associations and their guests;
- (4) invitees of the General Committee;
- (5) persons attending an activity or event where the Club has agreed to hire out its facilities.

and, so far as allowed by law and licence, intoxicating liquor may be sold and supplied to them by or on behalf of the club for consumption on the premises only.

15. Submission to Rules

The payment of subscriptions entitles a member to enjoy the benefit and privileges of the club; it is, at the same time, to be considered as implying acquiescence in and submission to all its rules, bye-laws and regulations, and to the restrictions which they enjoin; and to all penalties which they impose, and to all such further or amended rules, bye-laws and regulations as may from time to time be made.

16. Non-Payment of Subscriptions

Any member whose subscription is more than one month overdue may at the discretion of the General Committee be notified in writing, and if such subscription is not paid within one month of such contact, the General Committee may declare that the defaulter ceases to be a member of the club, and the member's name shall be erased from the books. No one whose name has been erased from the books under this rule may be introduced as a guest. The General Committee may reinstate a member on satisfactory grounds being shown for such non-payment. A member who has been notified that his subscription is overdue shall not be entitled to bowl on the green or to have voting rights (Rule 21 (e)) while his subscription is overdue.

17. Notice of Withdrawal

The club year commences on the 1st of January. Any member intending to withdraw from the

club must signify such intention in writing to the Secretary on or before the previous 1st December, or the member will remain liable for the subscription for the ensuing year.

18. Former Members

No member ceasing to belong to the club, either by resignation or otherwise, shall be entitled to have any part of the annual subscription returned.

19. Register of Members

The club shall keep at its registered office a register of members, in accordance with the legislation, in which the Secretary shall enter the following particulars:

- (a) the member's name and postal address;
- (b) where the member has notified the Club of an electronic address for the purposes of receiving notices or documents under the legislation, the electronic address and the purposes for which it has been notified;
- (c) the number of shares held by the member and the amount paid or agreed to be considered as paid on the shares;
- (d) a statement of other property in the Club held by the member (whether in loans, deposits or otherwise);
- (e) the date the person was entered on the register as a member;
- (f) (where applicable) the date the person ceased to be a member.

The following information must be entered on the register in relation to each officer:

- (a) the officer's name and postal address;
- (b) where the officer has notified the Club of an electronic address for the purposes of receiving notices or documents under the legislation, the electronic address and the purposes for which it has been notified;
- (c) the office held;
- (d) the date the person took office.

Any member changing his registered address, or other contact details shall within 14 days notify the Secretary of such change.

The club shall so construct the register of members that it is possible to open to inspection the particulars entered therein without exposing information recorded in it about members' shares and other property in the Club.

Where a member has provided an email address as part of his personal details, it is deemed that the member accepts that all notices, documents and written communications from the Club will be sent to that member's email address. All personal details must be stored and used in accordance with the Club's data protection policy and relevant legislation.

20. Laws of the Sport, Bowls England policies, safeguarding, inclusion, anti-doping, discipline

The Club and its members shall adopt and follow the current Laws of the Sport of Bowls and, as a qualification of membership of Bowls England:

- (a) All policies and guidelines approved by Bowls England. Including but not limited to; safeguarding policies, inclusion policies and anti-doping policies.
- (b) All procedures set out in Bowls England Regulation 9, 9A and 9B when dealing with any disciplinary/misconduct issues.

- (c) All members shall be deemed to have made themselves familiar with, and agreed to be bound by the UK Anti-Doping Rules and to submit to the authority of UK Anti-Doping in the application and enforcement of the Anti-Doping Rules. The UK Anti-Doping Rules apply to all members participating in the sport of Lawn Bowls for a minimum of 12 months from the commencement of membership, in accordance with Bowls England's Rules & Regulations whether or not the member is a citizen of, or resident in, the UK.
- (d) All sanctions, recommendations and/or decisions from the Safeguarding Case Management Panel or National Disciplinary Panel.

21. General Meetings

- (a) Ordinary Meetings. The Annual General Meeting of the Club shall be held upon a date in November or December to be fixed by the General Committee, to receive a statement of accounts and balance sheet, and the report of the auditor, and such other business as may be submitted by the General Committee, or by any member, who shall have given notice of any resolution(s) he proposes to make, duly seconded by a member, at least fourteen days before the date of such meeting. Notice of the Annual General Meeting shall be sent by the Secretary to every member at least 21 days before the date thereof. The Vice-Presidents, Officers and General Committee members shall be elected by the members at each Annual General Meeting, and nominations for all officers and members of the General Committee duly proposed and seconded must be in the hands of the Club Secretary not less than seven days before the Annual General Meeting. In the absence of any such duly made nomination for an officer or member of the General Committee then a nomination may be proposed and seconded from the floor of the Annual General Meeting. A Past Captain may be invited to become a Vice-President of the club while he remains a playing or honorary member. The Auditor shall also be appointed at the Annual General Meeting.
- (b) Extraordinary General Meetings. An extraordinary general meeting shall be called by the Secretary in the following cases:
 - (1) Upon the direction of the General Committee, and in accordance with such direction.
 - (2) On a requisition, signed by not less than 14 playing members stating the special object thereof. Such meetings shall be held within not less than 14 and not more than 30 days from the date of receipt by the Secretary of the requisition.

Notice of any Extraordinary General Meeting, and of the object for which it is called, shall be sent by the Secretary to every member entitled to vote at least 14 days before the date thereof (21 days, or in accordance with legislation, in the case of any special resolution). Should the Secretary not convene an Extraordinary General Meeting in manner required hereby for seven clear days after a duly signed requisition has been delivered to him, any member who signed the requisition may call such a meeting, giving such notice as is provided by this rule.

- (c) Quorum: A general meeting may proceed to business if ten members who are eligible to vote are present within 30 minutes after the time fixed for the meeting; otherwise the meeting if convened on the requisition of the members, shall be dissolved, but if a meeting convened by order of the General Committee, it shall stand adjourned to the week following, at the same time, and the meeting so adjourned may proceed to business whatever be the number of members present. No meetings shall become incompetent to transact business from the want of a quorum arising after the chair has been taken.
- (d) Adjournment: Any general meeting duly constituted, may adjourn to such time as the members present direct, and may continue any such adjournment from time to time. No business shall be brought on at any adjourned meeting which could not have been transacted at the original meeting.
- (e) Voting: Each Playing or Honorary Member, who is present at the meeting shall be entitled to

one vote when any ballot is held. A playing member is not entitled to vote if they have been notified in writing that their subscription is overdue and it remains overdue (in accordance with Rule 16).

(f) Exceptional circumstances:

(i) Should exceptional circumstances arise which, in the opinion of the General Committee, prevent an in person Annual or Extraordinary General Meeting being held, or would significantly restrict attendance at such a meeting, the General Committee shall determine what alternative or additional arrangements should be made as it deems necessary. Any decisions made in accordance with these arrangements shall be effective immediately. They will continue to apply until any subsequent General Meeting that is concerned with the same subjects. If any other matters arise as a result of exceptional circumstances which are not provided for in these rules, the General Committee shall deal with such matters as it deems necessary.

(ii) Such arrangements may include electronic means (e.g. by video link) and/or the appointment of proxies, to enable members to exercise their rights to give their views or vote at a general meeting. If the General Committee decides that members may appoint a proxy, each eligible member may appoint the Chairman of the meeting or any other playing or honorary member as a proxy to exercise any of his rights to attend, speak and vote at the meeting. Any member who takes part by video link or by appointing a proxy is deemed to participate in the meeting and to be present.

22. Rules

- (a) Supply The Secretary shall be supplied by the General Committee with copies of the rules, and shall be bound to deliver a digital copy (or, if necessary, a printed copy) to any person, on demand. The General Committee may determine that there should be a fee, not exceeding £5 (or such other amount as the UK Government Treasury may by order specify), for providing a copy of the rules, but no fee is payable where the request has been made by a member who has not previously been given a copy of the rules.
- (b) Amendment. These rules may be amended only at a general meeting. Notice of any proposed amendment shall be sent by the Secretary to every member at least 14 days before the meeting to which the amendment is to be submitted. Any amendment shall require the votes of at least two-thirds of the members present at such meeting (including those voting in accordance with Rule 21(f)). No amendment of rules is valid until registered with the Financial Conduct Authority.
- (c) Bye-Laws and Regulations The General Committee may from time to time, make, vary and revoke bye-laws and/or regulations for the regulation of the internal affairs of the club and the conduct of the members provided that no such variation or revocation shall be inconsistent with these rules. All bye-laws and regulations shall, until revoked by the committee, be binding on the members.

23. Officers and Committees

- (a) Officers: The officers of the club shall be the members of the General Committee specified in Rule 23(c) hereunder and such other members as the General Committee designate by bye-law.
- (b) The General Committee may appoint annually the President of the club and shall appoint a Chairman (who may be one of the Committee members specified in the next paragraph) for a period of up to 3 years but the Chairman shall be eligible for re-appointment.
- (c) General Committee: There shall be a General Committee charged with the management of the club consisting of the Chairman, the Men's Captain, the Ladies Captain, the Secretary, the Treasurer, the Estate Manager, the Catering Manager, the Bar Manager, the Social Committee Chairman and two elected playing members.

Each member of the General Committee who is present at a meeting when a vote is taken will be entitled to one vote. In the event of an equality of voting the chairman will have the casting vote. No member shall be eligible for nomination to the General Committee until he has been a playing member or an honorary member of the club for at least two years.

The Chairman, or a majority of the members of the General Committee, may decide to hold a meeting by wholly or partial electronic means where all or some of its members participate by video link. A member of the General Committee is present at any meeting of the Committee if participating by video link.

Urgent action may be taken if authorised by at least 50% of the members of the General Committee. In the event of an equality of voting the Chairman will have the casting vote.

(d) Nominated Committees: The General Committee shall delegate as they think fit the day to day running of the club to "nominated committees" which shall be responsible to the General Committee. The nominated committees shall be:

- (i) Separate Bowling Committees for the Men's and Ladies Sections, consisting of: -
the Captain as Chairman of the Committee
the Vice-Captain
the Competition Secretary
the Match Secretary
one playing member (not being a member of the General Committee) to be elected at the AGM
The respective bowling committee shall have power to co-opt members.
- (ii) The Estate Management and Development Committee
Consisting of the Estate Manager as Chairman of the Committee, the Chairman of the Green Committee and such members as the Committee choose to co-opt.
- (iii) The Social Committee consisting of the Chairman of the Committee and such members as the Committee choose to co-opt.

(e) Sub-Committees The General Committee shall appoint the following sub-committees:

- (i) Separate Selection Committees for the Men's and Ladies' Sections as sub-committees of their respective Bowling Committees which shall consist of the Captain, the Vice-Captain, the playing member elected to the Bowling Committee and such members as the Committee may co-opt;
- (ii) The Bar Committee consisting of the Bar Manager and such members as the Committee choose to co-opt. The Bar Manager shall account for the bar funds to the Treasurer and shall report to the General Committee;
- (iii) The Green Committee as a sub-committee of the Estate Management and Development Committee shall consist of the Chairman of the Green Committee and such members as the sub-committee choose to co-opt.

The General Committee may appoint additional sub-committees and delegate to them such functions as they see fit.

(f) Removal of Officers: Any of the officers and committee members shall be removable at any time if the majority of members present at an extraordinary general meeting called for that

purpose shall vote in favour of such removal. The removal of the President or of any officer shall create a casual vacancy.

- (g) Remuneration of Officers: The officers of the club shall receive such honoraria as the General Committee or a general meeting of the members may from time to time determine.
- (h) Treasurer:
The financial year of the club shall end on the 30th day of September in each year (or such other date as the General Committee may from time to time determine) to which date the accounts of the club shall be balanced. The Treasurer shall pay all moneys received by the club from any source whatever, without any deduction for any purpose whatever, to the credit of an account opened in the name of the club at such bank and in such manner as the General Committee may direct, and further, shall keep such accounts and pay such debts of the club as the General Committee shall direct, and shall, when required to do so, render to the General Committee, or a general meeting, an account of any moneys received and expended by him. He shall prepare accounts and a balance sheet and submit them to the auditor. All cheques shall be signed by the Treasurer and one of the members of the General Committee or, in the absence of the Treasurer's signature, cheques shall be signed by at least two members of the General Committee.
- (i) Secretary - General Duties: The secretary shall carry out the directions of the General Committee and, subject to such direction, shall receive moneys on account of the club, and pay them to the Treasurer, and keep such accounts as the General Committee may direct. The Secretary shall take minutes of the proceedings of the General Committee.
- (j) Annual Return to the FCA: The secretary shall send to the FCA within the time allowed by legislation an annual return relating to the club's affairs for the period covered by the return. The annual return shall be made up for the period beginning with the date immediately following that to which the club's last annual return was made up and ending with the 30th September the following year (or such other date as may have been determined under Rule 23 (h) above). The annual return must be made in the form prescribed by the FCA, and contain such particulars as may from time to time be required by the form.
- (k) Copies to Members: A copy of the last annual return, together with a copy of the report of the auditor on the accounts and balance sheet contained in the return shall be supplied gratuitously on demand to every member or person interested in the funds of the club.
- (l) Inspection of Books by Members: Any member or person having an interest in the club funds may at all reasonable times inspect all books and accounts, including the particulars in the register of members, except those mentioned in paragraphs (c) and (d) of Rule 19, at the registered office or any place where they are kept, and it shall be the duty of the secretary to produce them for inspection; but no person, unless an officer of the club or specially authorised by a resolution thereof, may inspect the loan or deposit account of any other member without his written consent.
- (m) Accounts and Balance Sheet. A copy of the account or accounts and balance sheet covering the period included in an annual return as audited, and the report of the auditor on the balance sheet and accounts shall be posted in the registered office and shall be kept always hung up in a conspicuous place in the said office.

24. General Committee

- (a) Powers of Committee. The General Committee shall control the management of the club, and shall have exclusive power to engage or dismiss a steward, grounds men and other servants. It shall have power to purchase such articles and do all such things as it may deem

necessary for carrying out the objects of the club including the application of the powers set out in section 5. It shall have due regard to any resolution or recommendation of any general meeting, but shall not be bound to give effect to the same if in its judgment such action would be injurious to the best interests of the club. Nothing in these rules shall enable the General Committee to declare any dividend or make any monetary grants to the members, or to apply the club funds, except for the purposes of the club itself, and for the purposes specified in rule 27.

- (b) Retirement. The officers and other members of the committee shall retire annually at the Annual General Meeting but shall be eligible for re-election.
- (c) Casual Vacancy. A casual vacancy among the officers and committee, however arising, may be filled by an appointment made by the General Committee.

25. Borrowing Powers

- (1) The club shall have power to borrow money for the purposes of the club, and to secure the repayment of any money borrowed by mortgaging or charging any of its property, provided that the amount of money borrowed for the time being remaining undischarged shall not exceed £75,000 and that the interest paid or to be paid in respect of any money borrowed (except money borrowed by way of bank overdraft, or by way of mortgage of the club's premises) shall not exceed 5 per cent per annum, or 1 per cent per annum above Barclays Bank PLC base lending rate whichever is the greater.
- (2) The club shall not receive money on deposit.

26. Audit

- (1) The Club may in each year of account appoint an auditor to audit its accounts and balance sheet for that year. In these rules the term "auditor" shall be taken to refer to a member or members appointed to audit the accounts or, when necessary in law or if the membership requires, a qualified auditor.
- (2) At each Annual General Meeting of the club the members shall vote on whether to appoint a qualified auditor or where the legislation allows disapply Section 83 of the Co-operative and Community Benefit Societies Act 2014 as provided by Section 84 of that Act and appoint one or more members to audit the club's accounts for that financial year.
- (3) The General Committee may appoint an auditor to fill any casual vacancy occurring between general meetings of the club.
- (4) An auditor appointed to audit the accounts and balance sheet of the club for the preceding year of account (whether by a general meeting or by the General Committee) shall be re-appointed as auditor of the club for the current year of account (whether or not any resolution expressly re-appointing him has been passed) unless:
 - (a) a resolution has been passed at a general meeting of the club appointing somebody instead of him or providing expressly that he shall not be re-appointed or
 - (b) he has given to the club notice in writing of his unwillingness to be re-appointed or
 - (c) he is ineligible for appointment as auditor of the club for the current year of account or
 - (d) he has ceased to act as auditor of the club by reason of incapacity.

Provided that a retiring auditor shall not be automatically re-appointed by virtue of this rule if notice of an intended resolution to appoint another person in his place has been given in

accordance with paragraph (5) of this rule and the resolution cannot be proceeded with because of the death, incapacity or ineligibility of that other person.

- (5) A resolution at a general meeting of the club (i) appointing another person as auditor in place of a retiring auditor or (ii) providing expressly that a retiring auditor shall not be re-appointed shall not be effective unless notice of the intention to move it has been given to the club not less than 28 days before the meeting at which it is moved. On receipt by the club of notice of the intention to move any such resolution the club shall give notice of the resolution to the members and to the retiring auditor in accordance with Section 94 of the Co-operative and Community Benefit Societies Act 2014 and shall give notice to the members in accordance with that section of any representations made or intended to be made by the retiring auditor.
- (6) None of the following persons shall be appointed as auditor of the club:
 - (a) an officer or servant of the club
 - (b) a person who is a partner of one in the employment of or who employs an officer or servant of the club or
 - (c) a body corporate.
- (7) The auditor shall make a report to the club on the accounts examined by him and on the revenue account or accounts and the balance sheet of the club for the year of account in respect of which he is appointed.
- (8) The auditor shall have a right of access at all times to the books, deeds and accounts of the club and to all other documents relating to its affairs, and shall be entitled to require from the officers of the club such information and explanations as he thinks necessary for the performance of the duties of the auditors.

27. Application of Profits

The profits of the club shall be applied towards promoting the objects of the club as defined in rule 1 or for any other lawful purpose determined upon by the General Committee or any general or extraordinary general meeting. Provided always that, no profits or funds of the club shall be distributed among the members.

28. Investment

Any money not wanted for immediate use, or to meet the usual accruing liabilities, shall, with the consent of the General Committee, or of a majority of the members present and entitled to vote in general meeting, be invested in any manner provided by the Co-operative and Community Benefit Societies Act 2014.

29. Nominations and Proceedings on Death or Bankruptcy of a Member

- (a) Upon a claim being made by the personal representative of a deceased member or the trustee in bankruptcy of a bankrupt member to any property in the club belonging to the said member the club shall transfer or pay such property to which the personal representative or trustee in bankruptcy has become entitled as the personal representative or trustee in bankruptcy may direct them.
- (b) A member may in accordance with the Co-operative and Community Benefit Societies Act 2014 nominate any person or persons to whom (subject to the provisions of the Act as to amount and the persons to whom a valid nomination may be made) any of his property in the club at the time of his death shall be transferred. On receiving satisfactory proof of death of a member who has made a nomination the club shall if and to the extent that the nomination is valid under the said Act either transfer or pay in accordance with the Act the full value of the property comprised in the nomination to the person entitled thereunder.

30. Statutory Applications to the Financial Conduct Authority (FCA)

- (1) Any ten members of the club, each of whom has been a member for not less than twelve months immediately preceding the date of the application, may apply to the FCA in the form prescribed by the legislation to appoint an actuary or accountant to inspect the books of the club and to report thereon.
- (2) At least 10% of the whole number of members, or (if less) 100 members may by an application in writing to the FCA, signed by them in the form prescribed by the legislation:
 - (a) Apply for the appointment of an inspector or inspectors to examine the affairs of the club and to report thereon; or
 - (b) Apply for the calling of a special meeting of the club.

31. Dissolution

The club may at any time be dissolved by the consent of 75% of the members, testified by their signatures to an instrument of dissolution in the form provided by the legislation. After discharging all debts and liabilities of the club, the remaining assets shall not be paid or distributed amongst the Members of the club but shall be given or transferred to some other voluntary organisation having similar objectives.

32. Guests

- (a) Members may, subject to the Bye-laws in force for the time being, introduce playing guests, upon payment of such fees as may from time to time be imposed. Non-playing guests may be introduced without fees. No guests may use the club pavilion or play on the green until their names are entered in the Visitors Book.
- (b) Suspension of right to introduce guests. The committee may suspend the right of members to introduce guests (whether playing or not) on any day or days, if they deem it advisable to do so, upon notice to that effect being given.

33. Papers, Books and Damage to Property

No member shall take away from the club any newspaper, pamphlet, book or other article belonging to the club, and any member damaging the property of the club may be called upon to make good such damage.

34. Supply of Excisable Articles

The permitted hours for the supply of intoxicating liquor shall be fixed and may be varied from time to time by the General Committee in accordance with the statutory provisions for the time being in force.

35. Child and Vulnerable Adult Protection Policy

The Club is committed to promoting a safe environment in which children and vulnerable adults can enjoy taking part in games of bowls.

It will seek to underpin and ensure this commitment by following and promoting the joint Child Protection Policy and Procedures of the National Governing Bodies.

March 2024

SHIRLEY PARK BOWLING CLUB LIMITED

BYELAWS

Made Under Rule 22(c) of the Club's Rules

Officers

(1) In addition to the officers specified in the Rules the following shall be officers of the Club:

Men's Vice Captain
Ladies Vice-Captain
Men's and Ladies' Match Secretaries
Men's and Ladies Competition Secretaries
Green Committee Chairman
Safeguarding Officer

The Safeguarding Officer carries out responsibilities in accordance with Bowls England's safeguarding policies and job description, particularly for children, vulnerable adults and anti-bullying.

Dress

(2) The club blazer shall be of indigo blue or black with club badge. The club tie shall be blue, red and gold. Club blazers may be worn before and after matches with either a white shirt and club tie or a club team shirt.

(3) On the green members shall wear a white collared shirt or polo shirt, or, when indicated, a club shirt. Fleeeces, pullovers or jackets shall be white or in the Club colours. Below the waist members' clothes shall be mid-grey, or white when indicated. Men shall wear trousers or shorts. Ladies shall wear skirts, trousers, cropped trousers or shorts. All clothing should be tailored and/or recognisable as bowlsweat. Members shall wear regulation bowling shoes at all times on the green. The General Committee may specify more informal dress for particular occasions or for persons taking part in bowling try outs.

Play

(4) All games shall be played under the Laws of the Game as formulated by World Bowls, subject to the Domestic Regulations of Bowls England, and subject to any Regulations applying to competitions or leagues.

(5) Except in a match or competition, no member shall be allowed to play for more than one hour from taking possession of a rink if other members have expressed a desire to play when there are no rinks vacant.

(6) The Captain's consent shall be obtained before teams are invited by members.

(7) The green shall be open to the members at such hours and under such conditions as the General Committee shall decide and shall be published.

The Chairman of the Green Committee, or in his absence the members of the General Committee or the members of the Bowling Committee present shall have the power to close any or all of the rinks for such period as they may determine.

(8) Non players except markers and umpires shall not go on the green.

(9) There shall be no running on the green.

(10) Use of the green shall be as directed by the General Committee.

(11) Members may introduce visitors* who shall be entitled to use the green while the member is present on payment of a green fee of £3 a day provided that this courtesy is limited to five separate days in any one season for any one person. Green fees shall be paid into a box provided at the bar. Members introducing a visitor shall be responsible for ensuring that the fees are paid and that the visitors' names are properly entered in the Visitors' book prior to the commencement of play. (*Any such visitor who is not affiliated to Bowls England by another Club must be approved to play on the green by a Captain, Vice-Captain, coach or their nominated member. The name of any such visitor who is under 18 years of age or who is a vulnerable adult, together with their carer, must first be notified to the Safeguarding Officer who must agree their use of the green.) The green fee will not apply to any person undergoing a supervised bowling tryout or taking part in an open day.

Matches and competitions

(12) The Match and Competition Secretaries shall normally be responsible to their respective Bowling Committee for the arrangement of matches and competitions for the year and on an ad hoc basis. Entries for all competitions shall be made through the appropriate Competitions Secretary. The Competitions Secretaries, in consultation with the Bowling Committees shall determine and publish the entry fees, deadlines and rules for any competitions. The appropriate Bowling Committee's decision in any dispute on competitions shall be final and it may delegate the organisation of a competition to either Competitions Secretary.

All Club annual trophies are perpetual and are the property of the Club.

General

(13) The Bar shall be open only during such hours as the Licensing Laws permit, but the General Committee may, by posted notice, lay down actual times when the Bar shall open.

(14) No glasses, china or cutlery shall be taken on to the green playing surface.

(15) Children are allowed on the Club premises and in the Club Pavilion provided that they are under the control of a parent, a carer or a member.

(16) The General Committee may prescribe and post such regulations for the management of the club as they think fit and such regulations, until revoked by the committee, shall be binding on the members and guests.