

Titwood Bowling Club

Constitution

1. Name and Objects of the Club

The name of the Club shall be "Titwood Bowling Club" (hereafter called the Club).

The objects of the Club shall be to promote the participation and playing of bowls within the community of Pollokshields, Glasgow, and undertake other activities incidental or conducive to the furtherance of these objects.

2. Declaration

The Club is committed to encouraging the highest ethical standards. All individuals involved in the Club should conduct themselves with integrity, transparency, accountability and in a fair and equitable manner.

Subject to the definition of certain categories of membership (See paragraph 3) no restriction shall be placed on any person making application to join the Club.

The Club is a non-profit making organisation. All profits and surpluses will be reinvested in the Club to improve the Club's facilities. Such profits and surpluses may be passed to another Club or Sporting Organisation, but cannot be distributed to members of the Club.

3. Membership

The categories of membership shall be:-

- a) Ordinary Members.
- b) Honorary Life Members (See note)
- c) Junior Members aged 18 years or less, or older if in further, full-time, education.
- d) Non-playing Members

Honorary life members and ordinary members are Voting Members of the Club. Junior members and non-playing members are non-voting members of the Club.

Note: It shall be competent at any General Meeting of the Club, on the recommendation of the Board, to elect Honorary Life Members who, by personal services or otherwise, have materially contributed to the success and prosperity of the Club.

4. Admission to Membership

Application for membership shall be made using the form provided by the Club and shall state the category of membership required.

Such applications shall be submitted to the Board. The Development and New Members Secretary shall display the application on the notice board for 14 days. Any objections to the application shall be lodged in writing with the Development and New Members Secretary. No application for membership will be refused on other than reasonable grounds. There will be no discrimination on grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation, or on the grounds of political or other opinion. The Board shall have full power to accept or reject an application on the basis of reasonable grounds. Should the applicant wish to appeal against a decision to refuse membership the process is described in paragraph 13.

Titwood Bowling Club

Constitution (continued)

In the event of acceptance, the Development and New Members Secretary shall advise the applicant in writing that, subject to paying the subscription and completion of formal documentation, he or she has been admitted to membership. It shall be a condition of any person becoming a member of the Club that they accept and agree (and by applying to become a member they shall be deemed to have agreed) to be bound by the terms of this Constitution and any Bye-Laws from time to time adopted by the Club, in particular without prejudice to the foregoing generality, the requirement to conduct themselves in accordance with the Club's ethical framework and the Bye-Laws as to discipline set out therein.

The Board shall have the power to dispense with any requirements in connection with acceptance of any application, subject to the proviso that due notice must be given to the membership.

5. Management.

The business of the Club shall be conducted by an elected Board of Management, hereafter referred to as the Board. Said Board shall consist of the Officers of the Club (being the Chairperson, the Club Secretary and the Treasurer) the President, the Development and New Members Secretary, the Match Secretary, the Bar Convenor, the House Convenor, the Greens Convenor and the Social Convenor.

The President is entitled to attend any committee, to form his own committee and to call a meeting of any committee, including a Board meeting, in order to facilitate execution of the President's duties.

The Bar, Greens, House and Social Convenors and the Match Secretary will report to the Board as required.

The Board may also co-opt any member as may be required and, in particular, to fill vacant positions and to ensure full representation of the membership. Members co-opted to the Board may remain as members of the Board until the succeeding Annual General Meeting.

All Board members shall be members of the Club.

The Board shall have full power to transact and conduct all the affairs and business of the Club including power to make and vary from time to time such Bye-Laws and Regulations as necessary, which shall be binding on every member of the Club.

a. Frequency of Board meetings and Quorum

The Board shall hold meetings at least once every month during the year and the Chairperson or any three members of the Board shall have the power to instruct the Club Secretary to convene a Special Meeting of the Board at any time.

Four members of the Board shall form a quorum.

Any items for discussion by the Board shall be forwarded to the Club Secretary at least seven days before the next Board meeting.

Titwood Bowling Club

Constitution (continued)

b. Responsibility for Chairing meetings

The Chairperson of the Board shall be elected by the members at the Annual General Meeting of the Club. In the absence of the Chairperson at any Board meeting, any other member of the Board elected at a meeting shall preside.

c. Voting at meetings

Questions arising at all meetings of the Club Board shall be decided by a majority of votes. The Chair shall hold a deliberative as well as a casting vote at any meetings.

d. Notice of meetings

The Club Secretary shall issue notices of all Board meetings connected with the Club and keep Minutes of the business transacted, which shall be made available to any Club member, on request, within reason.

Note: In all notices of Board meetings, the Club Secretary shall state the purpose for which the meeting is called and intimate any changes to the Rules.

6. General Meetings

The Annual General Meeting of the Club shall be held during the month of February immediately following the 31st October to which the Club Accounts are compiled.

The purpose of the Meeting shall be to receive the Board's Report; Treasurer's Report; Election of Office Bearers and other Board members as set out in paragraph 5; agree Annual Subscriptions and transact any competent business.

Issues arising at General Meetings shall be decided by a majority of votes. The Chair shall have a deliberative and a casting vote at any meetings.

Note: The Annual Meeting and any other General Meeting of the Club may be attended by all members, but only voting members are eligible to vote.

Other General Meetings of the Club may be convened by the Board and the Chairperson, whom failing any member of the Board, shall be bound to call a General Meeting of the Club within ten days after receipt of a requisition signed by a minimum of ten eligible members of the Club stating the purpose of the Meeting.

At all General Meetings of the Club twenty-five per cent of voting members shall form a quorum.

The Club Secretary shall keep Minutes of the business transacted. Minutes shall be made available to any Club member on request, within reason.

Titwood Bowling Club

Constitution (continued)

7. Notice of General Meetings

The Club Secretary shall issue written notice of all General Meetings of the Club, which shall be sent to each member no less than fourteen days prior to the date of the stated meeting.

Note: In all notices of Club General Meetings, the Club Secretary shall state the purpose for which the meeting is called and intimate any changes to the Rules.

Any notice convening an Annual General Meeting of the Club shall call attention to Rule 19.

8. Club Funds

All funds of the Club shall be lodged in accounts of a Bank authorised by the Board. Signatories on the accounts shall be any two of the Club Treasurer, the Chairperson, the Club Secretary, or other nomination by the Board.

9. Club Accounts

The Club Treasurer shall keep an accurate record of the financial affairs of the Club. The books shall be open to inspection at all times by any member of the Board.

The financial year shall run from November to October each year. A Statement of Accounts up to 31st October shall be prepared annually by the Treasurer and submitted for audit by two members of the Club who are not members of the Board.

Auditors shall be those appointed at the previous Annual Meeting of the Club.

A copy of the audited accounts shall be sent to each member along with the notice calling the Annual Meeting.

10. Annual Subscriptions

Annual Subscriptions for all classes of members shall be recommended by the Board and will be determined at the Annual General Meeting of the Club.

The annual subscription, or the first instalment by standing order, shall be payable no later than fourteen days after the opening of the Greens.

Members may only play or use the Club for private events if their subscriptions are up to date. Members failing to pay the annual subscription before the first day of June may be removed from the Roll by the Board, but shall still be liable for the current year's subscription.

The Officers of the Club for the time being shall have the power to sue, in name and on behalf of the Club, for payment of any outstanding subscriptions.

Titwood Bowling Club

Constitution (continued)

11. Cessation of Membership

Any member may resign from the Club on giving written notice to the Club Secretary.

Members wishing to resign must give written notice to the Club Secretary no later than seven days after the Club Annual General Meeting, otherwise they shall be liable for the ensuing year's subscription.

12. Conduct

A member of the Club whose conduct may be considered to have brought the name of the Club into disrepute, or whose behaviour may be offensive to other members, may be called in writing to appear before the Board, six of whom must be present.

The written notice shall state the complaint against the member concerned, who shall be given the opportunity to answer the complaint.

Thereafter the Board shall have the power to warn, suspend, or in exceptional circumstances, expel the member, who shall be given written notice of such decision within seven days.

A member who has been suspended or expelled may appeal the decision in accordance with the process defined in paragraph 13.

13. Appeals

An Applicant refused admission to membership, or a member suspended or expelled, shall have the right to appeal against the decision of the Board at a Special General Meeting of the Club called for the purpose, provided notice of such appeal is given to the Club Secretary, in writing, no later than seven days after the decision of the Board is intimated to the applicant/member. Voting at the Meeting shall be by ballot, and if the majority of the voting members support the Board, the decision of the Board, as previously intimated to the member, shall be held to be conclusive.

14. Visitors

Every member shall have the privilege of occasionally bringing visitors to the Club. No visitor shall be supplied with excisable liquor in the Club premises unless on the invitation, and in the company, of a member.

The Member shall, upon admission of such a visitor, enter both her/his own name, the name and home town of the visitor and the date of visit in a Guest book, which shall be kept for the purpose.

Members of other bowling clubs visiting the Club for the purposes of competitions, either against the Club or other neutral clubs, and any person supporting such players, shall be deemed to be temporary members of the Club for the duration of their stay.

Titwood Bowling Club

Constitution (continued)

15. Liquor

No excisable liquor shall be sold or supplied for consumption outside the premises of the Club, except to a member of the Club in person for consumption by her/him or to a person holding an excise licence for the sale of such liquor, nor shall any excisable liquor be sold or supplied to any person under the age of 18 years of age. No member of the Board or any person employed in the Club shall have any personal interest in the sale of excisable liquor therein or in the profits arising from such sale. The hours of sale of excisable liquor to members shall be in accordance with the terms of the current Licensing (Scotland) Act.

16. Club Property

The whole property relating to the Club shall be held in the name of the said Officers as trustees ex officii in trust for the members of the Club and the Officers shall further be entitled to sue and be sued on behalf of the Club as trustees ex officii. In their capacity as trustees ex officii the Officers shall all be entitled to be personally indemnified out of the funds of the Club where they are acting bona fide in their capacity as Officers of the Club.

17. Ownership of Property

The property, effects and funds of the Club shall belong equally to Voting Members of the Club and such members shall be liable equally for the debts and obligations of the Club; but the right and interest of such members shall be personal and shall expire with their membership and shall not be assignable or pass to heirs or executors.

18. Loans

The Board shall have the power to borrow from the Club's Bankers or otherwise for the purposes of the Club such sum or sums, not exceeding in the aggregate £3000, as may from time to time be required; but no sum in excess of that amount shall be borrowed and no security over the property of the Club shall be granted by the Board without the consent of the Club in General Meeting.

The Club in General Meeting may authorise the Board to borrow such sum or sums as may be required for the purpose of the Club and may also authorize the Board to grant over the heritable and moveable property of the Club, Standard Securities or Assignations in Security, Debentures, or such other form of security as may be required by the lenders.

19. Changes to this Document

Alterations in or addition to the foregoing Rules may be made at any Annual General Meeting of the Club, or at a Special General Meeting thereof, called for the purpose, provided (1) that if such alteration or additions are to be proposed at an Annual General Meeting written notice thereof be given to the Club Secretary no later than the 31st December immediately preceding the date of the Meeting; and (2) that intimation of all such proposed alterations or additions shall be given to each member in the notice calling the Meeting at which the same are to be considered.