

PURLEY BURY CROQUET CLUB
53 Purley Bury Avenue, Purley, Surrey, CR8 1JF

CLUB CONSTITUTION

1 NAME

1.1 The Club shall be called “The Purley Bury Croquet Club”, hereafter referred to as “the Club”, and shall form part of the Purley Bury Social and Sports Club.

2 OBJECTS

2.1 To foster and promote the sport of croquet at all levels

2.2 To provide and maintain croquet lawns for its members and to provide equipment and facilities for croquet and associated social activities.

3 MEMBERSHIP

3.1 Subject to the approval of the Committee, membership of the club shall be open to any person completing a membership application form and paying the relevant subscription as determined by the Annual General Meeting of the Club Members.

3.2 The Committee shall from time to time create various classes of membership, and recommend varied subscription rates.

3.3 The Club shall have Junior (under 16) and Social sections, but members in these sections shall not be regarded as Full Members, where reference is made to Full Members hereafter.

3.4 Any member may introduce visitors subject to such regulations as may be made from time to time by the Committee. The member shall be responsible for the payment of any visitor’s fees. Visitors shall be bound by any regulations made by the Committee in accordance with paragraph 6.4 below.

4 OFFICERS

4.1 The Officers of the Club shall consist of a Chairman, Treasurer, and Secretary, who, being duly proposed and seconded, shall be elected by Full Members at the Annual General Meeting of the Club

4.2 The persons so elected shall hold office until the next Annual General Meeting, when they may seek re-election.

5 GENERAL COMMITTEE

5.1 The affairs of the Club shall be controlled by a General Committee comprising the Officers of the Club and no more than seven other members elected from and by the Full Members of the Club. It shall appoint a Membership Secretary and may appoint sub-committees. All

decisions made by sub-committees shall be subject to ratification by the General Committee. Members of sub-committees need not be members of the General Committee.

6 DUTIES OF THE GENERAL COMMITTEE

- 6.1 The Committee shall meet at least four times in each year to examine the accounts and to arrange the affairs of the Club. The Committee shall be responsible for the management and day to day running of the Club. Accurate minutes of all General and Committee meetings shall be kept, and an audited statement of accounts shall be presented to the members at an Annual General Meeting. The Committee shall have overall control of Club finances, including the collection of subscriptions, and shall make such rules as may be necessary concerning the signing of cheques and management of bank accounts. All cheques must be signed by two Committee members nominated by the Committee. Any member of the Club may have access to the minutes on application to the Secretary.
- 6.2 The amounts and various scales of subscription payable by members shall be recommended by the Committee for ratification at an Annual General Meeting.
- 6.3 At a Committee meeting a quorum shall consist of four Committee members. In the absence of a quorum those present shall have no power to conduct business and another meeting must be called.
- 6.4 The Committee shall have power to make, repeal and amend regulations as they may from time to time consider necessary for the well-being of the Club, providing such regulations are not inconsistent with the Constitution. Decisions on all matters shall be made on the basis of a simple majority vote. In the case of equal votes, the Chairman shall be entitled to an additional casting vote.
- 6.5 No personal or financial liability shall be accepted by the Chairman or any member of the Committee, either individually or jointly, in respect of any action taken, or advice or information given by them, in good faith, while performing functions on behalf of the members in accordance with this Constitution.
- 6.6 All members and visitors using the Purley Bury Croquet Club do so at their own risk and neither the Purley Bury Croquet Club nor any member of its committee shall be liable for any injury or accident, however caused, that may occur on that portion of land belonging to the Purley Bury Social and Sports Club, which is under the control of the Purley Bury Croquet Club."

7 GENERAL MEETINGS

- 7.1 The Annual General Meeting shall, in normal circumstances, be held in February each year, and a notice convening this meeting, together with an agenda, shall be sent to all members at least 14 days prior to the meeting.
- 7.2 An Extraordinary General Meeting may be called at any time by the

Committee or on receipt of a written request addressed to the Chairman and signed by ten Full Members of the club. On receipt of such a request the Committee shall be bound to call the meeting within one month, and adequate notice of the meeting shall be given to all members. The business to be considered at the meeting shall be specified in the notice convening the meeting, and no other business shall be discussed at the meeting.

- 7.3 At a General Meeting a quorum shall consist of a minimum of 15 Full Members. In the absence of a quorum the meeting shall have no power to conduct business and it will be for the existing Committee to decide further action.
- 7.4 Any Full Member wishing to move a resolution at a General Meeting shall give written notice to the Secretary at least 7 days before the meeting. Motions from the floor may be accepted at the discretion of the Chairman.
- 7.5 The business of the Annual General Meeting shall be to:
- (a) Confirm the minutes of the previous Annual General Meeting, or any other General Meetings;
 - (b) Receive the audited accounts;
 - (c) Elect the Officers of the Club and other General Committee members, and appoint an auditor;
 - (d) Set Club subscription rates;
 - (e) Transact other business received in writing by the Secretary from full Members prior to the meeting;
 - (f) Transact such other business, except that for which an Extraordinary General Meeting is required, as the Chairman in his/her discretion admits.
- 7.6 Nominations of candidates for the election of Officers and other General Committee members shall be made in writing to the Secretary at least 7 days in advance of the Annual General Meeting date. Nominations may only be made by Full Members and must be seconded by another Full Member. In the absence of sufficient nominations prior to the meeting nominations may be taken from the floor at the Chairman's discretion. All nominations shall have the consent of the nominee.
- 7.7 At all General Meetings the chair shall be taken by the Chairman, or in his/her absence, by a deputy approved by Full Members attending the meeting.
- 7.8 Decisions taken at a General Meeting shall be by a simple majority of votes from those Full Members attending the meeting. In the event of equal votes, the Chairman shall be entitled to an additional casting vote. At his/her discretion he/she may direct a written poll.
- 7.9 Each Full Member of the Club shall be entitled to one vote on any separate issue at General Meetings.

8 SUBSCRIPTIONS

- 8.1 Subscriptions set at an Annual General Meeting shall become due on the

1st April following the meeting. Subject to the discretion of the Committee, a member who fails to pay the appropriate subscription within two months of the due date shall be deemed to have resigned.

9 **EXPULSIONS**

9.1 A member who is considered 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 following a unanimous decision of the Committee at a Committee meeting. At such a meeting a quorum shall consist of four fifths of the Committee members.

10 **ALTERATIONS TO THE CONSTITUTION**

10.1 No alteration or amendment to the Club Constitution shall be made, save by a two-thirds majority of Full Members present and voting at a General Meeting. Any proposed amendment or addition to the Constitution must be notified to members at least 14 days before the meeting.

11 **DISSOLUTION**

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

11.2 If at that Extraordinary General Meeting, the resolution is carried by at least four fifths of the Full Members present at the meeting and voting, the General Committee shall thereupon, or at such date as may have been specified in the resolution, proceed to realise the assets of the Club, and discharge all debts and liabilities of the Club. Abstentions shall be recorded but shall not count as votes.