

LARNE BOWLING & LAWN TENNIS CLUB

RULES AND CONSTITUTION

Revised at A.G.M. 12th March 2004

1. NAME

The name of the club shall be the Larne Bowling & Lawn Tennis Club.

2. OBJECTS

The objects of the Club shall be:

- (a) to promote and encourage the playing of Bowls and Lawn Tennis;
- (b) to provide and maintain a clubhouse, bowling green and lawn tennis courts;
- (c) to promote and encourage interest in sport in general;
- (d) to afford the members all the privileges and advantages of a Club.

3. MEMBERSHIP

The Club shall consist of Ordinary Members and Associate Members, as defined by Rules 4 and 5 respectively. The number of members shall be limited as the General Committee may from time to time decide, but at no time shall the total number of Ordinary Members exceed 450.

At no time shall the number of Associate Members exceed three times the number of Ordinary Members.

4. ORDINARY MEMBERS

Ordinary Members must be over 16 years of age and subject to Rule 34 and shall be:

- (a) Male Bowling Members, who shall form the Male Bowling Section of the Club and shall be entitled to the use of the Clubhouse and the Bowling Green;
- (b) Lady Bowling Members, who shall form the Ladies Bowling Section of the Club and shall be entitled to the use of the Clubhouse and the Bowling Green;
- (c) Tennis Members, who shall form the Tennis Section of the Club and shall be entitled to the use of the Clubhouse and the Tennis Courts;
- (d) Ordinary Members, who wish to, may play both Bowls and Tennis without the payment of visitor's fees. However they may be liable for the appropriate Capitation fee for both sports. Such liability will only be incurred when individuals chose to represent the Club in competitions held under the auspices of the appropriate Bowling and Tennis governing bodies. All Ordinary Members will pay a minimum of one Capitation fee.
- (e) Life Members, who shall be entitled to the use of all facilities of the Club.

5. ASSOCIATE MEMBERS

Associate Members shall be:

- (a) House Members, who shall be over 18 years of age and shall have the use of the Clubhouse only;
- (b) Primary Members, who shall be 5 years and under 12 years of age and shall have the use of the Tennis Courts and use of the Clubhouse, subject to rule 34;
- (c) Junior Members, who shall be 12 and under 16 years of age, and shall have the use of either the Bowling Green or the Tennis Courts or both and use of the Clubhouse, subject to rule 34;
- (d) Honorary Members, who shall be entitled to the use of all facilities of the Club;
- (e) Country Members, who shall be over 18 years of age and permanently residing more than 50 miles from Larne, and shall have the use of either the Bowling Green or the Tennis Courts or both and the use of the Clubhouse.

6. VOTING RIGHTS

Only Ordinary Members, as defined in rule 4, shall have the right to vote at the Annual General Meeting or Special General Meeting, to propose and second nominations, to hold office in the Club or to serve on the General Committee.

7. LIFE MEMBERS

The Annual General Meeting of the Club may elect an existing member to be a Life Member, in recognition of outstanding services to the Club. Life Members must be elected at the A.G.M. of the Club by a majority of two thirds of those members present and voting. There shall be no more than two Life Members from each Section at any one time.

8. HONORARY MEMBERS

Honorary Members (not members of the Club) may be elected in recognition of outstanding service to the Club in particular or to the sports of Tennis or Bowls in general. Such members must be elected at the A.G.M. by a majority of two thirds of those members present and voting. There shall be no more than two Honorary Members from each Section at any one time.

9. NEW MEMBERS

New members shall be elected by the General Committee. **Candidates for membership must be nominated by one Ordinary Member and seconded by another Ordinary Member, both of whom should be members of at least two years standing with an unblemished record and know the applicant personally. Those members should also be prepared to be interviewed, if required, by the Membership Committee.** The names of the candidate, proposer and seconder shall be sent to the Honorary Secretary, who shall forthwith post the same on the main notice board for a period of 14 days. The election shall be by ballot and the majority in favour of admitting a candidate shall be two thirds of those present and voting. The Honorary Secretary shall inform the candidate of the outcome of the ballot. **In exceptional circumstances where applications are received from individuals and/or family's who have no nominees from within the Club, the Membership Committee will seek references at their discretion from other sources e.g. previous sports club.** Should the newly elected candidate not pay his subscription within 14 days of receiving notification of election, the said election shall be null and void.

10. IRREGULAR ELECTION

If persons are elected as members by a procedure which does not comply with rule 9, they shall not be admitted to any of the privileges of membership until the expiration of a period of at least two days from their election.

11. GENERAL COMMITTEE

- (a) The management of the Club shall be in the hands of a General Committee, composed of the Officers of the Club as defined in rule 17, and six other members, two of whom shall represent the Tennis Section, two of whom shall represent the Male Bowling Section and two of whom shall represent the Ladies Bowling Section. **Members who play both sports may represent only one section in any one year.**
- (b) Each Section shall elect two Nominated Reserves to deputise for Section Representatives, unable to attend at a General Committee Meeting.
- (c) No paid employee shall serve on the General Committee.
- (d) The General Committee shall have the power to co-opt up to two additional members in order to bring persons of required expertise onto the Committee.

12. Officers and members of the General Committee shall hold office for one year and shall retire annually but shall be eligible for re-election.

13. Sectional representatives to the General Committee shall be proposed and seconded and if necessary elected by ballot at the appropriate Sectional Annual General Meeting, such elections to be confirmed at the Annual General Meeting. **All Sectional Representatives to the General Committee meetings will commence their year of office on the General Committee from the month of January.**

14. The General Committee shall have control of the finances of the Club, power to engage, control and dismiss the Club's servants and all such administrative powers as may be necessary to carry out the objectives of the Club, in accordance with these rules. Club business requiring the submission of bids or tenders for the supply of goods or services to the Club, shall be conducted in accordance with a Code of Practice, to be agreed by the General Committee and recorded in the Committee's minutes. Any Officer of the Club or Committee Member, having a financial interest in any such bid or tender, shall be required to declare his interest in advance of the meeting called to consider them and shall be excluded from the decision-making process relating to them.
15. The General Committee may appoint sub-committees for any purpose. Each sub-committee shall appoint its own convenor. Any vacancy on the General Committee shall be filled by co-option and any member so co-opted shall serve the term of office of the member in whose place he has been appointed.
16. The General Committee shall meet once a month and at such other times as shall be considered necessary. The Honorary Secretary shall notify members of the General Committee of the date of each meeting. Six members shall constitute a quorum.
17. **OFFICERS OF THE CLUB**
The Officers of the Club shall be Chairman, Vice Chairman, Honorary Secretary, and Honorary Treasurer.
18. **HONORARY TREASURER**
The Honorary Treasurer shall keep correct books and accounts, showing the financial affairs, receipts and expenses of the Club and shall, at the Annual General Meeting, present a full and accurate Statement of Accounts duly audited by an approved Auditor, as defined by the Registration of Clubs Legislation.
19. **HONORARY SECRETARY**
The Honorary Secretary shall keep full and correct minutes of all General and General Committee meetings. He shall conduct all the correspondence of the Club and shall keep a list of the names and addresses of all Officers and Members of the Club.
20. **CHAIRMAN**
The Chairman shall preside at meetings of the General Committee and General Meetings of the Club and shall have a deliberate, and in the case of equality, a casting vote. The Chairman shall be an ex-officio member of all committees and sub-committees of the Club.
The Vice-Chairman shall deputise for the Chairman as necessary.
21. **RESIGNATION**
Any member may resign his membership by giving notice to the Honorary Secretary in writing before the 28th day of February in any year, otherwise he shall remain liable for that year's subscription.
22. **REMOVAL OF MEMBERS**
The General Committee shall have the power, at a meeting specially called for that purpose, to suspend or expel any member whose conduct, whether within or without the Club premises, shall in their opinion render that member unfit for membership. A member whose conduct is in question shall be given at least seven days prior notice of such meeting, with an intimation that he may either attend to give an explanation or may send any such explanation in writing to the Honorary Secretary. Voting at such meetings shall be by ballot, a two thirds majority of those present and voting being necessary for expulsion. The member expelled or suspended may by a notice in writing, to be given to the Honorary Secretary within twenty one days of his being notified of his suspension or expulsion, appeal to a Special General Meeting of the Club, to be called by the Honorary Secretary immediately upon receipt of such notice.
23. Any member having cause for complaint shall send the same in writing to the Honorary Secretary, who shall submit the complaint to the next meeting of the General Committee.

24. ANNUAL GENERAL MEETING

The Annual General Meeting of the Club, of which not less than seven days notice shall be given to each member, shall be held in March of each year to receive reports and statements of accounts, duly audited and made up to the end of the financial year (which shall be 31st of December), to elect officers and committees for the ensuing year, to consider notices of motion, to confirm sectional appointments and to transact any business as the Chairman may deem to be in order.

25. NOTICE OF MOTION

Any notice of motion to the Annual General Meeting should be sent to the Honorary Secretary in writing fourteen days before the 1st March and should be signed by a minimum of nine Ordinary Members.

26. SPECIAL GENERAL MEETING

A Special General Meeting shall be summoned at any time by direction of the General Committee or upon requisition in writing sent to the Honorary Secretary, signed by nine Ordinary Members and stating specifically the object of such meeting. No other business shall be conducted at this meeting, of which at least four days notice shall be sent to each member.

27. SUBSCRIPTIONS

The General Committee shall recommend annual subscriptions, subject to ratification by the Annual General Meeting. Subscriptions shall become due on 1st January in each year. If the subscription remains unpaid by the last day of February, the membership will be assumed to have lapsed and can only be renewed by the procedure in rule 9. No member whose subscription is in arrears can represent the Club in any competition or compete in any Club competition. The General Committee may abate in whole or in part, the subscription of Associate and Life Members and any Ordinary Member who is in receipt of a state pension or is engaged in full time higher education. Three or more children under 18 years of age in one family, shall be entitled to a Children's Discount on the total of the children's subscriptions only.

28. TRUSTEES

All property of the Club shall be vested in not less than five Trustees appointed by a General Meeting, provided that no personal liability shall attach to any Trustee except to the extent of such property as shall have been received by him. A Trustee shall remain in office until death or resignation or until a General Meeting shall, by resolution duly passed, remove him from office.

29. SECTIONAL MEETINGS

Each Section shall hold an Annual General Meeting of its members, to receive reports and to appoint Sectional Officials and Committees for the ensuing year. These committees shall have no power to make, repeal or amend any of these laws but may propose such recommendations to the General Committee as they consider necessary for the well being of their section. At all times they shall be responsible to the General Committee.

30. CLUB PREMISES

The Club Premises shall be open to members for play from Monday to Sunday inclusive, between such hours and under such conditions, as the General Committee shall decide.

31. The Club Premises shall not be used for gambling or any unlawful games.

32. SUPPLY OF INTOXICATING LIQUORS

The supply of intoxicating liquor to the Club shall be under the control of the General Committee. Intoxicating liquor shall not be supplied to members of the Club for consumption outside the premises of the Club, except where the liquor is supplied in such quantities and during such hours, being hours within the permitted hours, and on such days as the Sub-divisional Commander for the Police Sub-division in which the premises are situated, may authorise in writing.

33. Intoxicating liquor shall not be supplied for consumption outside the premises of the Club.

34. No intoxicating liquor shall be sold or supplied to any person under 18 years of age. No person under 18 years shall remain in the bar after 7.00 p.m.

35. No intoxicating liquor shall be sold or supplied for consumption on the Club Premises except during the following hours.
- (i) On weekdays other than Good Friday or Christmas Day, from 11.30 a.m. until 11.00 p.m.
 - (ii) On Good Friday from 5.00 p.m. until 11.00 p.m.
 - (iii) On Sundays or on Christmas Day from 12.30 p.m. until 10.00 p.m.
- However, the General Committee may at its discretion but subject to the Registration of Clubs Legislation, extend the hours for the supply of intoxicating liquor on not more than 52 nights in any calendar year.
36. The General Committee may curtail the hours during which intoxicating liquor may be supplied and may otherwise regulate the supply thereof, as they in their absolute discretion shall think fit.
37. A statement printed in plain type, of the hours during which intoxicating liquor may be supplied on the Club Premises shall be exhibited in a conspicuous part of the Club Premises.
38. GUESTS
- Members may introduce up to three guests to the Club Premises at any one time, provided that: -
- (a) The same person, except where that person is a parent, husband, wife or child of a member, shall not be admitted as a guest to the Club Premises on more than twelve days in any calendar year.
 - (b) A guest of a member shall not be admitted to the Club Premises except in the company of a member and the member shall, immediately on the admission of his guest to the Club Premises, enter his name and address and the name and address of his guest in a book which shall be kept for that purpose and which shall show the date of each visit
 - (c) A member shall be responsible for his guest strictly observing the rules and shall not leave the Club Premises before his guest and a guest of a member shall not be supplied with intoxicating liquor in the Club Premises unless upon the invitation and in the company of the member.
 - (d) The guest shall conform to all regulations governing members while on the premises.
 - (e) No member shall under any circumstances introduce into the Club Premises as a guest, anyone who has been an unsuccessful candidate for membership or whose membership is lapsed, suspended or cancelled or anyone who has failed to secure re-election.
 - (f) In the case of a team or other body of persons who are, as members of another Club, Society or Organisation, visiting the Club for the purpose of taking part in, or in the organisation of an arrangement for any sport, game or activity at the Club, it shall suffice for the purpose of rule 38(b) hereof, for an office bearer or member of committee to enter in the book, the name of the Club, Society or Organisation and the number of such guests, without specifying their names and addresses and hereafter on the occasion of that visit, intoxicating liquor may be supplied to such guests at the request of and in the presence of any office-bearer or member of committee and the admission of such guests shall otherwise be disregarded for the purpose of Rule 38(b) hereof.
 - (g) A Guest shall not be admitted to the Club Premises:
 - (i) after 10.30pm during week days.
 - (ii) after 9.30pm on Sundays or Christmas Day.
 - (iii) after 11.00pm when there is a late licence.
39. No person shall be paid at the expense of the Club, any commission, percentage or similar payment on or with reference to purchases of intoxicating liquor by the Club.
40. No person shall, directly or indirectly, derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club or members or guests, apart from any benefit accruing to the Club as a whole.
41. No member of the Committee or governing body, and no manager or servant employed in the Club, shall have any personal interest in the supply of intoxicating liquor in the Club or in the profits arising from such supply.

42. All members shall carry membership cards while on the premises of the Club.
43. An alphabetical list of the names and addresses of every official and member of the Club shall be kept on the premises of the Club.
44. Any matter not covered by these Rules shall be referred to the General Committee, whose decision shall be final. Subject to Rule 45, no alteration shall be made to these Rules except at the General Meeting of members, when proper notice of the proposed alterations shall be given on the circular convening the meeting. Any alteration shall require a majority of two thirds of those Ordinary Members present and voting. The Committee shall review these Rules at intervals not exceeding ten years.
45. Notwithstanding Rules 24, 25, 26 and 44 the General Committee shall have the power to alter any Rule for the sole purpose of ensuring compliance with any change in the Registration of Clubs Legislation.
46. **BYE-LAWS**
The General Committee shall have power from time to time to make such bye-laws and regulations, consistent with these Rules, as they may think necessary for the well being of the Club.
47. **WINDING UP**
In the event of an interim or winding-up situation of the Club, all surplus assets remaining after the satisfactory settlement of debts and liabilities, must be transferred to a Voluntary Institution or Organisation with objects similar to those of Larne Bowling and Lawn Tennis Club, and the Rules of the Receiving Organisation must similarly preclude the distribution of any assets to its members.

NB Within these rules, words importing the masculine gender shall be taken to include the feminine gender.
Words importing the singular or plural shall be taken to include the plural or singular respectively.