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## **1.0. Name**

1.1. The name of the organisation is Gardeners Bowling Club

## **2.0. Area**

2.1. The area covered by the group is Howe Bridge Village and our local constitutional area

## **3.0. Aims**

3.1. To represent the community and to promote Crown Green Bowling throughout our Area

3.2. To protect and promote the general welfare, amenities, environmental and communal rights of all the community

3.3. To work in partnership with other agencies and other service providers to achieve our aims

3.4. To maximise funding and fund raise to achieve our aims

3.5. To encourage spirit through involvement with the bowling club and the community and give everyone the opportunity to feel valued and listened to

## **4.0. Equal Opportunities**

4.1. The bowling club have an Equal Opportunities Policy *(See Appendix 1)*

## **5.0. Child Protection**

5.1. The bowling club have a Child Protection Policy *(See Appendix 2)*

## **6.0. Health & Safety**

6.1. The bowling club have a Health & Safety Policy *(See Appendix 3)*

## **7.0. Membership**

7.1. Membership shall be open to members of the bowling team and all members will have equal voting rights

7.2. The Secretary shall maintain an up to date record of members

7.3. Members of the community and those out of the benefit area will be welcome, but as associate members only

7.4. Members to be sponsored be existing club members

## **8.0. Subscriptions**

- 8.1. All members will pay subscription as determined at the Annual General Meeting or at the start of the bowling season

## **9.0. Management**

- 9.1. The organisation/group will be managed by a committee, which will be elected at the Annual General Meeting
- 9.2. The committee shall consist of Chairperson, Secretary, Treasurer, Club Captain and Team Captains and vice captains. The total committee will consist of the above named officials only.
- 9.3. All the officials named above shall be elected on an annual basis by those present and voting at the Annual General Meeting. The committee shall have power to co-opt/vote members of the organisation on community members, on to the committee in between Annual General Meetings. Co-opted members shall have equal voting rights.
- 9.4. The committee shall meet on a as required basis during the bowling season

## **10.0. Annual General Meetings (AGM) and other committee meeting**

- 10.1. The committee shall arrange for an AGM which should be held with twelve months of the last AGM and not outside 15 months. The purpose of the meeting shall be:
  - To elect new committee
  - At the meeting, all members of the committee may resign, if necessary.
  - To present an Annual Report an audited statement of accounts
- 10.2. New nominations for new committee members shall be delivered to the Secretary at least seven days before AGM
- 10.3. No vote shall be taken at a general meeting or Annual General Meeting, if less than a third of the members are present.
- 10.4. If a post-holding (Chairperson etc.) member of the committee should wish to resign, other than at the AGM, he/she should give the committee no less than twenty one day's notice. In this instance, the remaining committee have the authority to appoint an acting post-holder from among their members. This would take place at a committee meeting that will be agreed. The appointed person should remain until the next AGM when they would retire, but may stand for re-election.
- 10.5. A committee member may be suspended or dismissed from the committee if they fail to attend three meetings without sending apologies or good reasons or, if the committee decides by vote of at least two thirds, that a member has committed gross misconduct. The committee member will be entitled to speak or be represented by another member at the committee meeting.

10.6. A general meeting will be held if the committee feel that a general meeting is necessary. The general meeting will be publicised at least two weeks in advance.

#### **11.0. Finance**

11.1. The Treasurer shall keep ongoing account of the finances of the organisation/group. They shall open a bank account of building society account in the name of the organisation/group.

11.2. The bank building society account shall have at least 4 signatories; the Treasurer, Chairperson, and Secretary. Any 2 people from the list may sign or any persons agreed with the committee. No two people residing in the same household shall be able to be signatories.

11.3. All money raised by the organisation/group, shall be to further the objectives of the association/group and no other purpose.

11.4. Any money raised shall be paid into a bank account on the same day, or as soon as practicable.

#### **12.0. Alterations to the Constitution**

12.1. Any alteration to this constitution shall require the approval of a two-third majority of those present and voting at the meeting that the issue is being discussed. To enable this discussion, the Secretary must receive any motion for the alteration of the constitution, at least twenty eight days before the meeting takes place

#### **13.0. Dissolution of the Association/Group**

13.1. If the committee proposes to dissolve (end) the organisation/group, a final audit of account must be undertaken by an independent body. Following this, a Special General Meeting shall be called which can dissolve the organisation/group by two-thirds majority. At the meeting recommendation will be made as to use of any remaining assets.

13.2. If the committee no longer exists any four members may call such a meeting

13.3. There must be two weeks' notice for a dissolution meeting and for sole purpose of dissolution, the quorum need not apply

13.4. All books and document of the organisation/group shall be placed with a person or organisation for safe keeping, as the meeting shall decide.

#### **14.0. Partnerships with other Organisations**

14.1. i) Atherton Environmental Agency  
ii) Bridgers Community Group

**The constitution was adopted as the constitution of the organisation/group, committee meeting:**

**Date: 26<sup>th</sup> February 2018**

Signed: ..... (Chairman)    Date: .....

Signed: ..... (Secretary)    Date: .....