



CONSTITUTION

(as agreed at the 2022 Annual General Meeting)

1. Name

1.1. The name of the group shall be "Buxton Park Bowling Club" (hereinafter called the BPBC).

2. Aims

2.1. The aims of the BPBC are to:

- Provide an opportunity for people to play bowls in the High Peak.
- Provide opportunities for people to compete in a bowls league.
- Develop improved bowls opportunities for all members of the community.

3. Membership

- 3.1. Membership of the BPBC shall be open to all members of the public; regardless of age, gender, religion, race or disability.
- 3.2. The BPBC shall publicise its activities and promote membership to all.
- 3.3. Each member shall have one vote at the Annual General Meeting (AGM) when a vote is deemed necessary.
- 3.4. Applications for membership must be proposed and seconded by a paid-up member of the BPBC, before consideration by the Management Committee.
- 3.5. Honorary membership may be granted by agreement at an annual general meeting (AGM). Such honorary members shall not be liable to pay an annual subscription.

4. Appointment of Officers

- 4.1. The members of the BPBC will appoint the following Officers from its membership: Chairperson, Vice-Chair, Secretary, Treasurer and Safeguarding Officer.
- 4.2. The Management Committee may also appoint a Head Green Keeper, Business Manager and Membership Secretary. These roles may be dual with one of the other Officer roles.
- 4.3. The Officers shall be appointed at an AGM and shall hold office until the conclusion of the next AGM.

5. Management Committee

- 5.1. The Officers appointed at the AGM shall form part of a Management Committee of the BPBC plus Team Captains and up to three members elected from the rest of the membership.
- 5.2. Management Committee meetings require a minimum of six people to be present.
- 5.3. The Management Committee shall meet at least twice a year with additional meetings at the discretion of the Chair.
- 5.4. The primary purpose of the Management Committee will be to develop agendas on the future actions needed to implement the BPBC's aims, communicating with members and developing the club.
- 5.5. The Management Committee shall have the power to establish working groups to help the committee deliver the aims of the BPBC.
- 5.6. Every member of the Management Committee shall have one vote. In the event of a tie, the Chair of the meeting shall have the casting vote.
- 5.7. The Management Committee reserve the right to suspend any member for serious misconduct.

6. Finances

- 6.1. The funds of the BPBC shall be vested in the Treasurer who shall deal with them in such a manner as the Management Committee shall from time to time direct.
- 6.2. The Treasurer will open a bank or building society account in the name of the BPBC.
- 6.3. The Management Committee shall appoint 3 authorised signatories from its officers for signing cheques. They will be signed by at least two of those officers. The signatories will be different members and not related to one another.

- 6.4. In order to make necessary purchases in a short time frame, a Sub-committee comprised of the Chairman, Secretary and Treasurer is authorised to make purchases up to a maximum annual spending limit of £500.
- 6.5. The accounts shall be made up to the 31st October each year and shall be presented at the AGM of the BPBC. A copy of the accounts shall be made available to members attending the AGM.
- 6.6. Any member who resigns their membership shall not be entitled to a refund of their subscriptions in part or in whole.
- 6.7. All income generated through the club is for non-profit making and therefore is for the general running and upkeep of the club and its facilities as well as for project work in relation to club development.

7. Annual General Meeting and Other Meetings

- 7.1. The BPBC will hold an AGM, at which 12 members will form a quorum, each calendar year in November/December when the annual Officer reports and the audited statement of accounts up to the end of the financial year shall be presented. If a quorum is not reached, another AGM will be called up to 14 days later where the quorum will remain at 12. All members will be given 21 days' notice of the AGM.
- 7.2. The AGM shall elect the Officers of the BPBC, Management Committee and Team Captains.
- 7.3. The Chair may call a general meeting when he/she considers it necessary or desirable.
- 7.4. Any full member may call an Extraordinary General Meeting when they have the support of 25% of the full membership. The arrangements will be the same as for the AGM (see paragraph 7.1)
- 7.5. The Management Committee will appoint at least one member to represent the Bowling Section at the Main Management Committee meetings.

8. Members

- 8.1. Members must abide by the **Code of Contact in Bowls** and inform a member of the Management Committee if anyone is observed breaking the code.
- 8.2. Members will have access to all of the club premises and are expected to take care of all club property, and equipment. All members are responsible for the security of the club, ensuring that doors and windows are locked prior to leaving the premises.
- 8.3. Members should not wear hard block-heeled or open-toed footwear on the Green. An appropriate standard of dress as considered by the Management Committee, should be respected. Members must abide by the rules, as laid down by the British Crown Green Bowling Association.
- 8.4. It is the responsibility of members to collect the appropriate fees from any visitors and submit monies to the Treasurer.
- 8.5. Any complaints must be forwarded to the Secretary in writing. These will then be considered by the Management Committee and dealt with accordingly.
- 8.6. The Club cannot be held responsible for any property left on the premises at any time.
- 8.7. Members using club equipment or machinery, do so at their own risk.

9. Amendment of Constitution

- 9.1. Any proposals to change the constitution shall be made in writing to the Secretary at least 21 days prior to the AGM or a meeting called for that purpose.

10. Dissolution

- 10.1. If the Management Committee decides that it is necessary or advisable to dissolve the BPBC, it shall call a meeting (of which not less than 21 days' notice shall be given) of all members of the club.
- 10.2. If the proposal is confirmed by a two-thirds majority of those present and voting, the Management Committee shall have the power to realise any assets held by or on behalf of the BPBC.
- 10.3. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other Associations having objectives similar to the BPBC as the members of the BPBC may determine or, failing that, shall be applied for some other sporting purpose within the High Peak.

Date: 23rd November 2022

Chairperson: Arthur Braybrooke

BPBC Constitution as agreed on 23Nov22.docx