

Criccieth Bowls Club

Constitution 2024

1.0 AIMS AND OBJECTIVES

1.1 The aims and objectives of Criccieth Bowls Club are as follows;

- To provide leisure and competitive opportunities in Crown Green Bowling.
- To provide well managed activities and facilities.
- To ensure a duty of care to Members and those visiting the Club.
- To treat everyone fairly and equally.
- To promote Criccieth Bowls Club (the Club) within the bowls and local communities.
- To manage and operate the public bowls and Pitch and Putt course in accordance with the lease between the Club and Gwynedd Council or its successor Council Authority.

2.0 MEMBERSHIP

2.1 Membership will consist of Officers and Members of the Club.

2.2 All members will be subject to the Regulations of the Constitution, and by joining the club they will be deemed to accept the same, and any other Codes of Practice that the Club has adopted

2.3 Members will be enrolled in one of the following categories:

A Ordinary Member (unregistered for competition)

B Members registered to play competitive bowls

C Members Under 18

D New Club Member (First Year)

E Honorary Members (President, Vice President etc, elected at an AGM)

2.4 The Club respects the rights, dignity and worth of every person and will treat everyone equally regardless of age, ability, gender, race, ethnicity, religious beliefs, sexuality or social/economic status. The Club is committed to everyone having the right to enjoy sport in an environment free from threat or intimidation, harassment and abuse.

2.5 Applications for membership will be open to all. Applications must be made on the appropriate form and include details of any sponsor or supporters from within the existing club membership. Applications will be copied to all members to achieve a consensus before membership is approved.

2.6 Where any member expresses concern as to the suitability of any applicant this application will be assessed and voted on by the Committee.

2.7 Membership applications may be rejected if it is determined the application is likely to cause disharmony amongst its existing members, or an applicant's known unacceptable social behaviour within the community could potentially bring the Club into disrepute, cause conflict among existing members or contravene the Club's responsibility toward the safe guarding of its members.

2.8 The Club Members who are registered as “competitive members” by the British Crown Green Bowling Association, and The Welsh Crown Green Bowling Association must behave in accordance with the Rules and Regulations of those organisations. They must adhere to any rules of Gwynedd Crown Green Bowls Association or the individual Leagues in which they are competing

2.9. Members are bound by the following Rule which shall also be exhibited in a prominent place within the Club premises:

“Members of the Club may use the Club premises, and any other facilities of the Club, entirely at their own risk and implicitly accept that:

(a) The Club will not accept any liability for any damage to or loss of property belonging to members.

(b) The Club will not accept any liability for personal injury arising out of the use of the Club premises, any other facilities of the Club either sustained by members or caused by the said members whether or not such damage or injury could have been attributed to or was occasioned by the neglect, default or negligence of any of them, the Officers, Committee, or Servants of the Club.”

2.10 Membership of the Club and acceptance of these Rules by the member will be deemed to constitute consent to the holding of relevant personal data for the purposes of the Data Protection Act.

2.11 Visiting players, supports and officials will be granted guest membership rights on the day of the relevant fixture only.

3.0 MEMBERSHIP FEES

3.1 Membership Fees will be set annually and agreed by the Management Committee (MC) or determined by the Annual General Meeting (AGM).

3.2 The club aims to keep subscription fees at an affordable level and set fees on a fair and non-discriminatory basis for different classes of membership.

3.3 Fees must be paid before representing the Club in any Bowling Match.

4.0 OFFICERS OF THE CLUB

4.1 The Officers of the Club are as follows;

1. President
2. Chairman
3. Vice Chairman
4. Secretary
5. Treasurer
6. Safeguarding Officer
7. Greenkeeper

8. 5 Members to be elected, to include the team captains amongst the 5 elected Officers will be elected annually at the AGM.

4.2 All Officers will retire each year but will be eligible for re-appointment.

5.0 MANAGEMENT COMMITTEE

- 5.1 The Club will be managed by the Management Committee (MC).
- 5.2 The MC will consist of all Officers as listed above, together with Club Members as appointed at the AGM.
- 5.3 New Members are welcome to join the MC at any point in the year subject to MC approval.
- 5.4 All Members of the Bowling Club are welcome to attend a MC meeting (with the exception of Disciplinary Hearings) but only MC Members will have a right to vote.
- 5.5 MC meetings will be convened by the Secretary and held no less than 4 times a year.
- 5.6 The Quorum required for business to be agreed at a MC meeting is 5 people.
- 5.7 The MC are responsible for adopting new Policy, Codes of Practice and Rules that affect the organisation of the Club.
- 5.8 The MC has the powers to appoint Sub-Committees as necessary and to appoint advisers as necessary to fulfil its business needs.
- 5.9 The MC are responsible for Disciplinary hearings of Members who infringe Club Rules/Regulations/Constitution – and for taking follow up action as appropriate including suspension of Membership.

6.0 FINANCE

- 6.1 All Club monies will be banked in an account held in the name of the Club.
- 6.2 The Treasurer will be responsible for the Finances of the Club.
- 6.3 The financial year will end on 31st October.
- 6.4 An audited Statement of Annual Accounts will be presented by the Treasurer at the AGM.
- 6.5 Any cheques drawn against club funds should hold the signatures of 2 officers approved from the bank mandate.
- 6.6 Any transactions via internet banking are to be approved between the treasurer and at least 1 other Officer before payment. The organisation is called Criccieth Bowls Club and is affiliated to The Welsh Crown Green Bowling Association and the Gwynedd Crown Green Bowling Association.
- 6.6 The Club is an unincorporated members' club and thereby the members shall be jointly and severally responsible for any financial liability of The Club should that arise.
- 6.7 It is noted that The Club shall take out insurance(s) to cover all foreseen eventualities, e.g. Public Liability; Building, Contents and Machinery pertaining to The Club. The insurance to cover all responsibilities the Club has in discharging its responsibilities in respect of the Lease between itself and Gwynedd Council

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7.0 ANNUAL GENERAL MEETING

- 7.1 Notice of the Annual General Meeting (AGM) will be given by the Secretary 21 days beforehand. It will be advertised in the Pavilion, and on the Club Website. Also, the membership will be emailed wherever possible.
- 7.2 The AGM will receive a report from Officers of the MC and a Statement of The Audited

Accounts.

7.3 Nominations for Officers of the MC will be sent to the Secretary prior to the AGM.

7.4 Elections of Officers are to take place at the AGM.

7.5 The Quorum for AGM's will be 10% of Membership.

7.6 The Management Committee has the right to call an Extraordinary General Meeting (EGM) outside the AGM. Procedures for the EGM will be the same as for the AGM.

7.7 All Members will have a right to vote at either an AGM or EGM.

7.8 Team Captains for all League and Cup matches will be elected at the AGM

8.0 DISCIPLINE AND APPEALS

8.1 The Club's disciplinary and appeals processes for all members registered for competitive bowling by the British Crown Green Bowling Association (BCGBA) and the Welsh Crown Green Association (WCGBA) and The Gwynedd Crown Green Bowling Association (GCGBA) will at all times be in accordance with the procedures laid down by those organisations

8.1 All concerns, allegations or reports of unacceptable behaviour, infringement of rules, poor practice/abuse, relating to the welfare of children, young people and adults will be recorded and responded to swiftly and appropriately in accordance with the Clubs' Safeguarding Policies, Equity Policy Statement and the Club's Dispute and Disciplinary procedure.

8.2 Any complaints regarding the behaviour of Members should be presented and submitted in writing to the Secretary.

8.3 The MC will organise a Disciplinary Hearing and aim to hear complaints within 14 days of a complaint being lodged. The MC has the power to take Disciplinary Action as appropriate including the Termination of Membership.

8.4 The outcome of a Disciplinary Hearing should be notified in writing to the person who made the complaint and the Member against whom the complaint was made, within a further 14 days.

8.5 There will be a Right of Appeal to the MC following announcement of outcome of a Disciplinary Hearing. The MC should consider the Appeal within 14 days of receipt by the Secretary.

9.0 DISSOLUTION

9.1 A resolution to dissolve the Club can only be passed at the AGM or EGM through a majority vote of the Membership.

10.0 AMENDMENTS TO THE CONSTITUTION

10.1 The Constitution will only be changed through agreement by majority vote at an AGM or EGM.

11.0 DECLARATION

11.1 Criccieth Bowls Club adopts and accepts this CONSTITUTION as a current operating guide regulating the action of Members,

Signed Signed

Date Date