

WICKWAR SOCIAL CLUB RULES

UPDATED 26/09/2017

1 Object

The Social gathering together of the men and women of Wickwar and District.

2 Title

The Club shall be called the WICKWAR SOCIAL CLUB.

3 Address

35 High Street, Wickwar, Wotton-under-Edge, S. Glos GL12 8NP

4 Officers

- The Club shall consist of a Chairman, Vice Chairman, Hon Treasurer and Hon Secretary; each shall be elected at the Annual General Meeting. Nominations for officers of the Club must have a proposer and a seconder and be submitted 14 days prior to the AGM.
- The Club may have a President which will be an honorary position and will be by invitation from the committee at the Committee Meeting prior to the Annual General Meeting.

5 General Committee

The Committee shall consist of thirteen members consisting of nine general committee members and four officers of the Club all being elected at the Annual General Meeting. The General committee shall deal with all matters relating to the working of the club.

A Meeting requires a quorum of eight members.

The four elected general committee members with the most votes will serve two years. The remaining elected members will serve one year. All subsequent elections after this time will be as stated e.g. top four elected members at the AGM with the most votes to serve two years.

(a) A member cannot become a committee member until they have been a club member for at least one year.

(b) Any member must serve at least one year as a Committee Member before being eligible to serve as an officer of the Club.

(c) If a committee member misses 3 consecutive meetings without good reason then they will cease to be a committee member and the nominee with the next largest number of votes will be invited to join the committee from the next meeting. This candidate will serve for the remaining of that year and then stand for election.

6 General Committee Meetings

a) The General Committee shall meet each month to deal with the running and business of the club and to vote upon the candidature of new members.

(b) The General Committee shall also meet at any time considered expedient by the Hon Secretary.

(c) When a committee member has a personal interest in a matter to be discussed he/she must declare it, withdraw from that part of the meeting (unless asked to stay), not be counted in the quorum for the agenda item and withdraw during the vote and have no vote on the matter concerned.

7 Power and Duties of the General Committee

(a) The General Committee shall have the power to expel any member deemed guilty by them of misbehaviour of any kind, and shall have absolute control of all premises in the occupation of the club.

(b) No Member once having been expelled from the club shall be eligible for re-election.

(c) The General Committee shall have the power to suspend a Member for a period of time to be set at the discretion of the committee if considered desirable after due enquiry.

(d) Any vacancy which may occur during the year may be filled by the General Committee by invitation. The committee has the power to co-opt someone in an advisory capacity.

(e) The decision of the General Committee in all matters of management shall be final.

8 Annual General Meeting

The Annual General Meeting shall be held in February of each year. 21 days' notice of the date of which shall be given by the Hon Secretary. Members wishing to bring forward any resolution of alteration or amendment of rules must give at least 14 days' notice of their intention of doing so, such items must be signed by two members who are prepared to propose and second them in writing to the Hon. Secretary accompanied by a copy of the proposed alteration or amendment of rules and the Hon. Secretary shall exhibit a copy of such resolution, or alterations or amendment of rules on the Club Notice Board. Ten members to form a quorum.

9 Extra-Ordinary General Meeting

An Extra Ordinary General Meeting of the Club may be called at any time during the year on written notice being given to the Hon Secretary, signed by at least eight members of the Club together with a copy of the resolution, or alteration, or amendment of rules proposed to be brought forward, and the Hon. Secretary shall within 21 days of receipt of such a notice call a General Meeting of the club. No business other than for which a special General meeting has been called may be transacted.

10 Voting

(a) At all meetings voting shall be by show of hands, the exception being that at the Annual General Meeting voting for Officers and Committee shall be by Ballot

(b) In the event of a Ballot voting shall be scrutinised by two members appointed at the meeting.

The General Committee can form sub committees if deemed necessary to recommend ideas for gratification from the committee they cannot make any decisions alone.

11 Club Accounts

The Accountant (Chartered or Certified) who shall be elected at the Annual General Meeting shall prepare the Accounts of the Club and shall examine the general statement and annual return of the receipts and expenditure, funds and effects of the club, and verify the same with the accounts and vouchers relating thereto and shall either sign the same as correct, duly and in accordance with law, or shall report to the General Committee in what respect he finds it incorrect, untouched or not in accordance with law, and a copy of each of the Balance Sheets for the year ending on the previous 31st December (and which for the purpose of this rule shall be deemed the annual balance sheet of the club) which shall be posted on the Club Notice Board at least 7 days before the said Annual or Extra-ordinary General Meeting.

12. Membership

Members must be of 18 years of age.

13 New Members

Intending new Members must give -

- Notice of their desire to join the club on the forms provided. This form should be signed by a proposer and seconded who must be fully paid up members, also by a member of the committee, and accompanied by the current fee. Membership is renewed in January of each year.
- Their name shall be displayed on the Club Notice Board for 7 days prior to the proposal going before the General Committee. Any member shall be at liberty to protest any proposed new member and must be prepared to attend upon the General Committee to state the reason for such objection.

14 Visitors

- A Member may personally introduce friends as guests but no Member may introduce more than two guests at any one time. The Visitors and Member shall sign their names in the Visitors book provided for the purpose. All visitors are subject to the rules of the club. Members will be held fully responsible for the behaviour of their guests.
- Children accompanied by a parent Member or responsible Members are allowed into the club. Children under the age of 14 must leave the premises by 9pm. Children over 14 can remain in the Social Club when accompanied by their parent Member. Members will be held fully responsible for the behaviour of their children at all times and proof of age may be required.

15 Cessation of Membership

A Member shall cease to be a Member and forfeit any claim financial or otherwise by

(a) Non-payment of subscription.

(b) Expulsion

(c) Resignation- any Member wishing to resign to give written notice to the Secretary who shall submit the same to the General Committee.

(d) Death

16 Permitted Hours for Supply of Intoxicants

The permitted hours are as per the opening hours of the Club and will comply with the laws for selling alcohol.

17 Misconduct of Members

- No gaming (other than that permitted by law),
- No offensive language
- No drunkenness
- No misuse of drugs
- No other misconduct shall be permitted on or near the Club premises.

The Steward or any member of the committee shall have the power to order any Member guilty of any of the aforementioned to leave the Club premises and report the matter to the Secretary who shall summon the Members together with any Witnesses to appear before the next committee meeting.

18 General Rules

A Complaint box shall be kept and any Member having a complaint to make shall enter their complaint in the box (duly signed) stating the nature of the complaint and the same shall be enquired into at the next General Committee meeting.

19 New Rules of Amendments to Rules

(a) These rules may be added to repealed or amended, by resolution at an Annual or Extraordinary General Meeting as mentioned in Rule 8 or 9 provided that no resolution shall be deemed to have been raised unless it is carried by two thirds of the members present and voting thereon.