

HARLAXTON SPORTS AND SOCIAL CLUB
Manor Drive, Harlaxton NG32 1HU

CONSTITUTION 2017

1. **NAME:** The Club shall be called THE HARLAXTON SPORTS AND SOCIAL CLUB.
2. **OBJECT:** The Club is formed to provide social facilities and refreshment for its Members.
3. **MEMBERSHIP:** The Club shall consist of:
 - (i) **Full Members:** any person of either sex who is over the age of 18 years may be admitted as a Full Member entitled to the full privileges of the Club.
 - (ii) **Life Members:** Any person may be admitted by the Club Committee in General Meeting as a Life Member and shall enjoy such privileges as the Club Committee shall think fit.
 - (iii) **Associate Members:** Any person of either sex who is over the age of 18 years may be admitted as an Associate Member who shall enjoy such privileges as the Club Committee shall think fit but will not attract voting rights at any Meeting whether General, Annual or Extraordinary.
4. **ENROLMENT:**
 - (i) Each candidate for admission as a Member shall apply to the Secretary.
 - (ii) Each candidate shall be elected by a majority of the Committee.
 - (iii) At the election of a new Member the Secretary shall request him/her to pay his/her first subscription to the Treasurer. If payment is not made within one month from the Secretary's notice the election shall be void unless sufficient cause can be shown to the satisfaction of the Committee.
5. **CESSATION OF MEMBERSHIP**
 - (a) Any Member may resign his/her membership by giving to the Secretary notice in writing to this effect, provided that if notice be given after the beginning of the Club's financial year he/she shall be liable to pay his/her subscription for the whole of that year.
 - (b) If at any time the Committee shall be of the opinion that the interests of the Club so require, they may by letter invite any member to resign from the Club within a time specified in such letter. In default of his/her resignation the question of his/her expulsion shall be submitted to a Meeting of the Committee to be held within fourteen days after the date specified in such letter as the date before which he/she shall have been invited to resign. The member whose expulsion is sought shall have notice of such Committee Meeting and of the grounds on which it is sought to expel him/her. At such Meeting the member shall be allowed to offer an explanation for his/her conduct verbally or in

writing, and if two thirds of the Committee members present shall vote for his/her expulsion he/she shall thereupon cease to be a member of the Club.

6. SUBSCRIPTIONS

- (a) The amount of the annual subscriptions shall be fixed from time to time at a General Meeting of the Club and notice of the amounts so fixed shall be displayed on the Club notice board. There shall be one rate of subscription for Full Members and another for Associate Members.
- (b) The annual subscriptions, except as provided in previous paragraphs, shall be payable at the 1st October in each year and if, after a reminder has been sent, a subscription has not been paid within four weeks, the defaulter shall thereupon cease to be a Member of the Club, unless he/she, at the discretion of the Committee, be re-admitted to membership on payment of all arrears.

7. OFFICERS AND MANAGEMENT

- (a) The entire management of the Club (except as otherwise provided by this document) shall be deputed to a Committee consisting of one representative from each bona fide organisation of the village of Harlaxton. (The definition of such an organisation is one that has an approved constitution or approved governance arrangement.) The representative of the organisation shall sit on the Committee but does not attract a voting right. The Committee shall also be compiled by up to eight members who do not represent any of the village organisations but who are on the electoral roll within the Harlaxton parish. Should insufficient members be available then the Committee may consider nominations from members from the remaining four parishes in the Harlaxton Group (that is, Denton, Woolsthorpe by Belvoir, Wyville and Stroxton). Any organisation which has in excess of 25 Associate Members in the Club hiring the Club facilities on a regular basis may apply to the Committee to have one representative on the Committee, but does not attract a voting right.
- (b) The Committee shall pay all the profits of the Club into a reserve fund for the exclusive development of the Club premises save that the Committee may decide by a two-thirds majority vote that profits raised at Club events may be disposed of to a charity or any other party/organisation as it may decide.
- (c) No structural alterations shall be undertaken without prior consent in writing of the Harlaxton Parish Council.
- (d) In the event that the Club ceases to trade for whatever reason, then an Extraordinary General Meeting shall be called and the decision as to the distribution of funds shall be decided by the majority vote of Members present at that Extraordinary General Meeting. If a decision cannot be reached then the funds shall be deposited with the Parish Council as Trustee for a period of two years whereafter the Parish Council may take the funds for use of the Parish.
- (e) A list of Committee Members shall be displayed on the Club notice board.
- (f) The Committee shall meet at least six times a year to examine the accounts and arrange the affairs of the Club.

- (g) Notices of meetings shall be sent to Members of the Committee. A quorum shall consist of one third of the Members of the Committee. Minutes shall be taken of all proceedings.
- (h) The Committee shall from time to time make, repeal and amend all such byelaws and regulations (consistent with the Constitution) as they shall think expedient for the internal management and well-being of the Club. All such byelaws and regulations shall be binding upon the Members until repealed by the Committee or set aside by a resolution at an Extraordinary or Annual General Meeting of the Club.
- (i) The Committee shall have power to make arrangements for competitions and social events including the imposition of a charge for the admission of Members and non-Members to the Club.
- (j) The Committee shall appoint from the number the Officers of the Club, 75% of whom must reside in Harlaxton Ecclesiastical Parish. The Officers shall be: **Chairman, Vice Chairman, Secretary** and **Treasurer**. No one person shall hold more than one position of Office and the Secretary and Treasurer must come from separate households and must not be related. There shall be four signatories for banking procedures who shall be decided by a majority vote at a Committee Meeting and any two of those signatories shall be required to sign any cheque or other bank document at any one time. No cheque signatories may live in the same household or be related.
- (k) The Committee may from time to time appoint such sub-committees as they deem necessary or expedient and may depute or refer to them such of the powers and duties of the Committee as the Committee may determine. Such sub-committees shall periodically report their proceedings to the Committee and shall conduct their business in accordance with the direction of the Committee.
- (l) A President may be elected by the Members at a General Meeting and shall hold office *sine die* unless he/she resigns or is removed from office by a resolution passed at an Extraordinary or Annual General Meeting.

8 FINANCIAL MATTERS

- (a) The financial year of the Club shall end on the last day of June in each year, to which day the accounts of the Club shall be balanced, or on such other date as the Committee shall decide.
- (b) No Members shall, except for professional services rendered at the request of the Committee, receive any profit or increment from the funds or transactions of the Club.

9 ANNUAL AND EXTRAORDINARY MEETINGS

- (a) The Annual General Meeting shall be held on the earliest opportunity following the production of the audited accounts for the previous financial year but no later than 30th September of each year. No less than two weeks' notice shall be given for the holding of the Annual General Meeting.

- (b) The Annual General Meeting shall be held for the following purposes:
 - (i) To receive from the Committee a report, balance sheet and statement of accounts for the preceding financial year and an estimate of the receipts and expenditure for the current financial year.
 - (ii) To decide on any resolution which may be duly submitted to the Meeting as hereinafter provided.
- (c) Any Member desirous of moving any resolution at the Annual General Meeting shall give notice thereof in writing to the Secretary not less than fourteen days before the Meeting. The Secretary shall post the resolution on the Club notice board not less than seven days prior to such a meeting.
- (d) The Committee may at any time for any special purpose call an Extraordinary General Meeting and they shall do so forthwith upon the request in writing of any 15 Members stating the purposes for which the meeting is required.
- (e) Fourteen days at least before any Extraordinary General Meeting a printed or written Notice of such meeting and of the business to be transacted thereat shall be posted on the Club notice board and no business other than that of which notice has been given shall be brought forward at such meeting.
- (f) The procedure at Annual and Extraordinary General Meetings shall be as follows:
 - (i) Every Member present who is entitled to vote shall have one vote upon every motion and in the equality of votes the Chairman shall have a second or casting vote.
 - (ii) Voting on each motion shall be by ballot or show of hands at the Chairman's discretion.
 - (iii) The quorum at Annual and Extraordinary General Meetings shall be ten Members.
 - (iv) Notwithstanding any provisions contained in this Constitution as to notice for the movement of resolutions and business to be transacted at any Extraordinary or Annual General Meeting, amendments to any resolution or other matter duly submitted to such Meeting may at the discretion of the Chairman be moved and decided upon at the Meeting.

10 AMENDMENT OF CONSTITUTION

This Constitution may be added to, repealed or amended by resolutions at any Annual or Extraordinary General Meeting provided that no such resolution shall be deemed to have been passed unless it is carried by a majority of at least two-thirds of the Members voting thereon.

11 SUPPLY OF INTOXICATING LIQUOR

- (a) The supply of intoxicating liquor for, and supply by, the Club and the staffing of the bar shall be at the discretion of the Committee.
- (b) The charges for refreshments shall be fixed by the Committee.

- (c) The permitted hours for the supply of intoxicating liquor shall be fixed by the Committee within the licensing hours of the locality.
- (d) No person shall at any time be entitled to receive at the expense of the Club (or any member thereof) any commission, percentage or similar payment on or with reference to purchase of intoxicating liquor by the Club, nor shall any person directly or indirectly receive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club to Members or guests apart from the any benefit to the Club as a whole and a part from any benefit which a person derives indirectly by reason of the supply giving use to or contributing to a general gain from the carrying on of the Club.

12 CHILDREN

Children under 14 are not allowed on the premises unless accompanied by their parents who must be Members. Children over 14 and under 18 are allowed on the premises unaccompanied providing their parents are Members.

13 VISITORS

Every Member shall be allowed to introduce visitors subject to such regulations or byelaws as shall be made from time to time by the Committee and every visitor shall be the guest of and be accompanied by the Member introducing him/her. Both shall sign the visitors' book immediately on entering the Club premises. No visitor may be introduced to the Club more than three times in any one year without becoming liable to pay a subscription, either as a Full member or Associate Member.

14 CLUB LIABILITY

The Club shall not be responsible for articles of value left on the Club premises or for injury sustained by any Member or visitor on the Club premises. Club premises include the club house and car park.

Adopted at the AGM on 29 September 2017